

University of Arkansas Community College
Board of Visitors Minutes
October 18, 2018 / 4 p.m.
IH Room 104

Members present were Ms. Stacy Gunderman, Mr. Casey Castleberry, Mr. Mike Arnold, Mr. Stan Fretwell, Mr. Mark Skelton, Mr. Phil Baldwin and Mr. Ted Hall. Ms. Karen Ryan attended via conference call. Ms. Michelle Huff, Ms. Jesse Freiert, Dr. Maggie Williams and Mr. Steven Green were absent. Also in attendance were Ms. Deborah Frazier, Dr. Brian Shonk, Dr. Anne Austin, Mr. Gayle Cooper Ms. Kim Whitten, Ms. Jodie Hightower, Ms. Melissa Foster, Mr. Blayne Stewart, Mr. Andrew Muse, Ms. Lisa Watts, Ms. Sherrie Stagner, Ms. Stephanie Baker, Ms. Laura Peer, Mr. Dustin McAnally and Ms. Hannah Keller Flanery.

Chairman Gunderman called the meeting to order at 4:09 p.m.

Mr. Baldwin moved to approve the minutes from the June 21, 2018 meeting. Mr. Hall seconded the motion, and the motion carried.

Ms. Frazier welcomed and introduced new board member, Mr. Mike Arnold. Mr. Arnold is owner of Precise Heating, Air and Electrical and a Sharp County native. He was a student in the electrical journeyman apprenticeship program at UACCB and later taught in the program.

Ms. Frazier recognized new employees which included the following:

- Stephanie Baker – Director of Cosmetology
- Chenoa Summers – Director of Student Success Center
- Lisa Watts – Bookstore Cashier
- Kim Whitten – Director of Development
- Laura Peer – Cosmetology Instructor
- Andrew Muse – Math Instructor
- Jodie Hightower – Assistant to the Chancellor
- Teri Nicholson – LPN Instructor
- Sherrie Stagner – Testing and Disabilities Specialist
- Blayne Stewart – Computer Science Instructor
- Dustin McAnally – Administrative Specialist, Registrar's Office
- Melissa Foster – Food Services Supervisor
- Heather Hoggard – Admission Counselor

She also recognized those who had transitioned into new positions on campus which were the following:

- Hannah Keller Flanery – Marketing and Communications Coordinator
- Andrea Lea – Director of Adult Education
- Jonathan Farrar – Academic Advisor

- Tina Goodman – Academic Advisor
- Zach Harber – Division Chair, Secondary Career Center
- Becky Warren – Director of Workforce Development
- Lynn Bray – Administrative Assistant to Vice Chancellor of Student Affairs

Ms. Frazier reviewed the list of vacancies which are Administrative Specialist III – Academic Advising Center and Administrative Specialist III – Academic Affairs.

Dr. Austin, vice chancellor for research planning and assessment, requested the board review and affirm the college's mission statement which states: *The University of Arkansas Community College at Batesville provides quality educational opportunities within a supportive learning environment. We promote success through community partnerships, responsive programs, and an enduring commitment to improvement.* Mr. Hall moved to affirm the current mission statement and Mr. Castleberry seconded the motion; motion carried.

Ms. Frazier gave an enrollment update, stating that UACCB had a 7.6% increase in enrollment from fall 2017 to fall 2018. She noted that UACCB was one of seven out of the 22 community colleges in the state that had an increase in enrollment from fall to fall. There are 399 concurrent students with a total of 1,334 students as of September 11, 2018.

Ms. Frazier reviewed the productivity funding distribution for 2019-2020 two year colleges' recommendations. She said the college will receive a total of \$64,112 in productivity funding for the 2019-2020 fiscal year. Ms. Frazier said UACCB was one of eight of the 22 community colleges in the state to receive funds through the formula. She noted that with greater enrollment the college will have to work harder to keep these students on track. The productivity funding is essentially about saving the student time and money. The College's work to improve retention and completion is an investment that is returning dividends.

Ms. Whitten, director of advancement, provided a UACCB Foundation report stating the Foundation has provided \$19,000 to 42 students for the fall 2018 semester. A total of \$1,500 in emergency loans and gas cards have been distributed to date. She said the Foundation held a scholarship reception in September allowing donors and recipients to meet. Approximately 50 people attended. The golf tournament held October 3, 2018 raised about \$10,000 which will go toward endowing the Kim McClendon Scholarship. She said 25 students received funds to attend Kids College last summer, totaling \$3,200 in scholarships.

Ms. Whitten also reported the establishment of a new fund within the Foundation. The college has sponsored a Student Lunch Basket program where students in need can stop by Academic Advising and take food items that have been donated. The program sometimes receives cash donations and having a fund within the Foundation allows program sponsors to purchase items when needed.

Finally, the Foundation will be starting an online giving option as well as a capital campaign for the Workforce Training Center. The Foundation current assets are approximately \$1.3 million.

Mr. Cooper, vice chancellor for finance and administration, provided a financial update. Tuition and fees for the twelve months ending June 30, 2018 actual receipts were \$3,277,192, which is 34% of all revenue for the college. Total revenues were \$10,436,014 and total allocations were \$9,951,925. A portion of the \$484,089 in carryover funds will be used to purchase a certificate of deposit that will be later used to pay for software upgrades. Currently, the college has \$2.1 million in certificates of deposit. He noted that after the bond for Independence Hall is paid in full in November, the college will have a total of \$1.8 million in debt service. There were no findings in the most recent audit which occurred in September.

Mr. Cooper also provided the board members with two handouts, one showing the floor plan of the proposed Workforce Training Center and one showing the front elevation. He said the architects, Fennell and Purifoy, plan to have the building ready to go out for bid between Thanksgiving and Christmas 2018. Estimated completion date is spring 2020.

Dr. Shonk, vice chancellor for academic affairs, provided an update regarding Guided Pathways. Within the Associate of Arts General Education degree, the College will exchange a Strategies for College Success course and a one hour credit Financial Literacy course in place of Physical Education course. This will allow students to obtain the degree in 60 credit hours. The Associate of Applied Science degree in Computer Information Systems will transition from an information technology framework to a hybrid information technology/computer science approach.

Also, Dr. Shonk reported the Calculus series is changing from a model of 5, 5, 3 credit hours for Calculus I, II, and III to a 4 credit hour per class model, reflecting current trends in higher education across the state. In the Industrial Technology program, the course sequence for the Technical Certificate in Welding will include the addition of Welding III, which allows students to complete the welding sequence in two semesters as opposed to three. Dr. Shonk said the team from Dr. Rob Johnstone's, National Center for Inquiry and Improvement will be on campus Friday, October 26, 2018. A future site visit is scheduled in conjunction with the January 17, 2019 Board of Visitors meeting.

He also reported that Blackboard Gradebook and Attendance modules are being used by 100% of full-time faculty and nearly 100% of adjunct faculty.

He reported in addition to the two staff position vacancies previously mentioned, there is also a full-time Industrial Technology faculty vacancy. Finally, Dr. Shonk provided enrollment figures for the Secondary Career Center which are: CNA – 53; EMT – 40; and Industrial Technology – 51, noting these are all high-school students.

There was no old or continuing business to review.

Ms. Frazier invited the board members to three upcoming events noted on the agenda. She also directed board members to view a portion of the 2018 Economic Security Report contained in the board materials. She thanked everyone for their role in the success of the college, noting community partners are instrumental in that success.

With no further business, the meeting adjourned at 5:46 p.m.
Submitted by Ms. Jodie Hightower