

**University of Arkansas Community College**  
**Board of Visitors Minutes**  
**June 20, 2019 / 4 p.m.**  
**IH Room 140**

Members present were Ms. Stacy Gunderman, Mr. Mark Skelton, Mr. Steven Green, Mr. Phil Baldwin, Ms. Jesse Friert, Mr. Ted Hall, Mr. Stan Fretwell and Dr. Maggie Williams. Ms. Karen Ryan, Mr. Mike Arnold and Mr. Casey Castleberry were absent.

Also in attendance were Ms. Deborah Frazier, Dr. Brian Shonk, Dr. Anne Austin, Mr. Gayle Cooper, Mr. Greg Thornburg, Ms. Kim Whitten, Ms. Jodie Hightower, Ms. Hannah Keller Flanery, Mr. Austin Muse, Mr. Zach Harber, Mr. Doug Muse, Ms. Marietta Candler, Ms. Becky Warren, Ms. Lisa Albertson, Ms. Amanda Cannon, Ms. Leanne Collins, Ms. Michelle Bishop, Ms. Amanda Ball, Mr. Mark Cartwright and Ms. Olga Murcia.

Chairman Gunderman called the meeting to order at 4:01 p.m.

Ms. Frazier presented Board of Visitor Emeriti status resolutions to Mr. Steven Green and Mr. Mark Skelton, who are retiring from the Board of Visitors at the end of June.

Mr. Ted Hall moved to approve the minutes from the April 18, 2019 meeting. Mr. Stan Fretwell seconded the motion and the motion carried.

Ms. Frazier introduced new employees, Ms. Michelle Bishop, RN faculty, and Mr. Austin Muse, industrial technology faculty.

Ms. Olga Murcia, admissions counselor with the UA Fayetteville Transfer Center, provided a handout and information to the members on the Transfer Achievement Scholarship that will lower the base rate of tuition for UACCB students transferring to UA Fayetteville. For example, a nursing student who transfers from UACCB with an associate's degree would normally pay \$298 per credit hour at UA Fayetteville. With the scholarship, the UACCB student would only pay \$118 per credit hour, not including fees and books. Only undergraduate programs are eligible and the scholarship can be renewed up to 10 semesters with maintenance of good academic standing. The student must complete their associate's degree at UACCB. Online only programs are not eligible. Ms. Murcia told the board members that UA Fayetteville hosts transfer champion workshops where UACCB advisors will be trained on the details of the scholarship.

Ms. Whitten, director of advancement, provided an update on the UACCB Foundation providing information regarding the memorials for Dr. Jo Stephens, a UACCB employee who passed away in May. A stone was engraved in the flag court and the proceeds will go to the Student Emergency Fund. Also, the Foundation has received approximately \$1,500 in memory of Mr. Woody Castleberry, a former member of the board of visitors who passed away in April.

Ms. Whitten also showed the members the Kids' College T-shirt that lists the sponsors on the back of the shirt. She said the Entergy Foundation awarded Kids' College \$2,500 for the purchase of cubelets, programmable robot blocks, that will be featured in STEM offerings this year.

The foundation awarded \$6,000 to 20 students for summer term scholarships. She also announced a new endowed scholarship provided by Steven (Kegel) Smart and Steven Bryant. The Melissa "Susie" Smart Memorial Scholarship will provide scholarships for nursing students.

The foundation is working on two to four new endowed scholarships and currently there is a Kids' College scholarship drive underway. Last year, the Kids' College had to turn away students due to a lack of funds to cover the costs of their attendance.

Mr. Gayle Cooper, vice chancellor for finance and administration, provided a construction update on the Workforce Training Center. He also showed a flyover video taken by drone and photos of the progress on the building and parking lot. He said the parking lot is ready to pave and the roof is nearly complete. Building completion is scheduled for December 2019. The total project is \$2,500,000 and nearly half is spent at this point.

Mr. Cooper also reviewed the budget for FY 19. June 21, 2019 is the last day to pay invoices from FY 19. Estimated carryover is approximately \$350,000 less outstanding travel and utility bills. For FY 20, classified employees will receive a 2 % increase to base salaries. One percent is mandated by Act 763 of 2019 and the other is a cost of living adjustment. Non-classified and faculty will receive a 1 % cost of living adjustment.

*Mr. Cooper requested a motion for the following: For FY 19, non-classified and faculty, who have been employed for one year or more, will receive a stipend of 2% that will not add to their base salary. Classified employees will receive 2 to 3% stipend based on their annual performance evaluation.*

*Mr. Hall moved to the approved the stipends as presented and Mr. Baldwin seconded. Motion carried.*

Mr. Cooper said the indebtedness of the college is approximately \$1,600,000 with \$500,000 of that for the NAH building. The NAH building will be paid for in October or November of 2019.

Ms. Jodie Hightower, chair of the safety committee, provided an update on their activities. She provided the annual report prepared for the Chancellor's Advisory Committee. She said the committee had addressed several concerns voiced by faculty senate including fume hoods, emergency address systems, and training. Using professional development funds, 26 employees attended CPR/AED training. A space heater protocol was developed and will be implemented in fall 2019. In November, the college tested its emergency text system. She and five other employees attended a front desk safety and security workshop and they are making recommendations to the safety committee for consideration. The committee is also working to update the college's emergency procedure manual.

Dr. Brian Shonk, vice chancellor for academics, provided handouts for two new proposed associate of science degrees. He said the need for a stand-alone degree program in agriculture business was identified and the college worked with 4 year institution partners to develop the structure so that students can transfer to those institutions to complete a bachelor's degree. Embedded with the program is a technical certificate as well. Mr. Zach Harber, director of career and technical education, said this program will bolster the current agriculture program. He said the college has a signed MOU with A-State and is in the process of securing an MOU with South Arkansas University. Additionally, Arkansas Tech University has a verbal agreement with the UACCB. This new program utilizes current resources and no additional courses or instructors will be added.

*Dr. Maggie Williams made a motion to approve the associate of science in agriculture business degree curriculum as presented and to submit it to the UA System Board of Trustees and the Arkansas Department of Higher Education for approvals. Mr. Fretwell seconded the motion and the motion carried.*

Dr. Shonk presented a second new degree to members. The associate of science degree in health professions would benefit those students who fall into three categories: students who want a bachelor's of

science degree in nursing, but want to continue at UACCB to gain additional hours needed prior to transferring; students who want to pursue a health profession outside of nursing; and students who have applied to the nursing program but have to drop out of the program or are not able to complete it. There are no new courses or instructors. He said the program is very broad because 4 year institutions do not readily agree on what coursework students need. This program also has both a technical certificate and a certificate of proficiency. He said it is important for students to leave here with a credential and without excessive credits.

*Ms. Jesse Freiert made a motion to approve the associate of science in health professions degree curriculum as presented and to submit it to the UA System Board of Trustees and the Arkansas Department of Higher Education for approvals. Mr. Hall seconded the motion and the motion carried.*

Ms. Frazier presented two slides on state-wide tuition rates for 2-year and 4-year schools. UACCB remains competitive with the third lowest tuition rate for UA System schools. UACCB is the sixth lowest in the state. There was discussion on the benefits of attending UACCB or other 2-year colleges and then transferring to a 4-year college versus attending a 4-year college only.

Ms. Frazier reported the UA Board of Trustees approved the recommendation for new Board of Visitors members: Dr. Michael Hester, Dr. Jody Smotherman, and Ms. Jenifer Walls.

Ms. Frazier provided a two page summary report that was sent to Dr. Bobbitt, UA System president, on the successes that UACCB had during FY 2019.

Ms. Frazier reviewed the upcoming events and encouraged board members to attend the Paramedic coining and PN pinning ceremonies in late July.

Ms. Frazier thanked Chairman Gunderman for her service as the chair of the board this year.

Mr. Hall commented that commencement went very well and thanked staff for their work. He recognized facilities and maintenance staff for the well-manicured landscape and he recognized the leadership of the campus for their work.

Mr. Skelton expressed appreciation for the opportunity to present a diploma to his daughter at commencement.

With no further business, the meeting adjourned at 5:46 p.m.

Submitted by Ms. Jodie Hightower