

University of Arkansas Community College
Board of Visitors Minutes
October 19, 2017 / 4 p.m.
IH Room 104

Members present were Ms. Stacy Gunderman, Ms. Jesse Freiert, Mr. Ted Hall, Ms. Michelle Huff, Ms. Karen Ryan, Mr. Casey Castleberry, Mr. Phil Baldwin, Mr. Stan Fretwell and Mr. Steven Green. Also in attendance were Ms. Julie Johnson, Ms. Cheryle Gunther, Ms. Nancy Whitmire, Dr. Brian Shonk, Ms. Deborah Frazier, Dr. Anne Austin, Mr. Greg Thornburg, Mr. Gayle Cooper and Ms. Hannah Keller Flanery. Members absent were Mr. Mike Cumnock, Dr. Maggie Williams and Mr. Mark Skelton.

Mr. Fretwell moved to approve the minutes from the July 27, 2017 meeting. Mr. Hall seconded the motion, and the motion carried.

Ms. Frazier introduced Ms. Johnson and Ms. Gunther to the board. Ms. Johnson transitioned from her role as payroll services specialist to the human resources specialist on campus beginning in October 2017. Ms. Gunther transitioned from her role in student accounts to the administrative assistant for finance and administration in October 2017. Ms. Frazier said advertising was underway for the payroll services specialist. She noted Ms. Gunther's previous position would not be filled at this time but would be covered with part-time help and the reassignment of various duties. She added that the director of the student success center position would be advertised in the future. Part-time tutors are currently covering the student success center.

Ms. Frazier discussed the Guided Pathways Project. Citizens Bank made the opportunity to work with Dr. Rob Johnstone to implement Guided Pathways possible through its \$100,000 donation that will be disbursed over a two year period. Dr. Johnstone is with the National Center for Inquiry and Improvement and a leading expert on Guided Pathways. The Guided Pathways program is designed to help students target their career goals and match them with an educational path to reach those goals. Grant funding was also received to help implement the program. She said the project coordinates well with the state's new productivity funding model, helping students obtain a degree in a timely manner. Dr. Shonk invited board members to meet Dr. Johnstone who will be on campus October 24 to provide an overview of the Guided Pathways movement and meet with campus members to discuss various aspects of the program's implementation.

Ms. Tina Paul, director of development, provided an update on the UACCB Foundation. She said the foundation hosted its annual golf tournament which raised over \$30,000 for scholarships. Ms. Paul reported that the foundation's 76 fund accounts total approximately \$1.27 million but only a small portion of those funds are unrestricted funds. Ms. Paul reported that the emergency fund has provided students in need with gas cards and small loans to cover unforeseen circumstances. She reported that the foundation was on track to award over \$50,000 in scholarships this year. Ms. Paul reported that updates were recently made to foundation policies that enabled more students to be eligible for foundation scholarships. She also discussed the annual employee giving campaign stating that UACCB employees had given over \$100,000 in the last five years.

and that 80 percent of campus employees donated to the foundation. The foundation also provides the student emergency fund which is designed to help students with emergency situations. Mr. Baldwin asked if board members were also allowed to donate. Ms. Paul said board members were encouraged to donate and, like employees, are able to choose which areas they would like their donations to support.

Mr. Cooper introduced Ms. Luanne Barber, bookstore manager, who discussed the textbook rental program. Ms. Barber reported 2,347 textbooks had been rented for the 2017-18 year. Mr. Cooper said textbooks rent for \$20 per credit hour which provides a significant cost savings to students.

Mr. Cooper gave a report on the workforce training center stating that the college would begin receiving construction bids November 16, 2017. He added that the cash and treasury audit as well as the legislative audit were completed. All findings from the cash audit were resolved and no findings were reported from the legislative audit. Mr. Cooper reported that the college was notified it will undergo a 403(b) IRS audit. All information requested will be sent to the IRS by November 2, 2017. Mr. Cooper also reported that UACCB will issue a Request for Proposals for all of the college's banking services excluding the foundation. He said the RFP would be posted on the UACCB website and that responses to questions concerning the RFP would be posted to the web as well.

Mr. Thornburg provided an enrollment update. Headcount for fall 2017 was 1,239 and total student semester credit hours was 12,764. Mr. Thornburg noted that community colleges across the state and the nation were currently seeing a decline in enrollment.

Dr. Shonk introduced Ms. Nancy Whitmire, director of adult education, who discussed the expansion of adult education services. UACCB submitted an RFP to provide adult education services for both Independence and Sharp counties in February and won the bid. Ms. Whitmire presented a slideshow of images of the newly renovated space UACCB has leased in Highland in the Choctaw Center to provide adult education services. The center opened October 13, 2017. The center has a testing room, a large classroom space, reception area and office space.

The meeting adjourned at 5:07 p.m.