

University of Arkansas Community College at Batesville
Board of Visitors Meeting
October 17, 2024
Room 104 – Independence Hall
4:00 p.m.

Members present were Mr. Micah Beard, Mr. Brad Cummings, Ms. Rachel Sowers, and Dr. Jody Smotherman, and Mr. Calvin Wright. Others in attendance were Mr. Bruce Hankins, Dr. Zach Perrine, Dr. Brian Shonk, Dr. Holly Smith, and Mr. Heath Wooldridge.

1. Reception with students, alumni, and administration

a. Introductions – New Employees

- i. Mr. Bryan Anderson – CDL/Heavy Equipment Faculty
- ii. Ms. Karah Adams – Career Coach, Batesville High School
- iii. Dr. Drew Davidson – Science Faculty
- iv. Ms. Natalie Gray – Cosmetology Faculty
- v. Ms. Samantha Kimbrell – Administrative Assistant Adult Education, Highland
- vi. Ms. Courtney Phillips – Administrative Analyst for Dean of General Education
- vii. Mr. Scott Phillips – Director of Industry and Community Partnerships
- viii. Mr. Eric Roebuck – Oral Communications Faculty
- ix. Ms. Candace Roberson – Adult Education Faculty

b. Introductions – Internal Transfers/Promotions

- i. Ms. Valarie Bennett – College Navigator
- ii. Ms. Casey Bromley - Student Activities Coordinator
- iii. Ms. Caitlyn Croft – College Navigator
- iv. Mr. Cheyenne Diaz – Welcome Center Director
- v. Mr. Mickey Freeze - Advising Operations Coordinator
- vi. Ms. Tina Goodman – Recruitment Coordinator
- vii. Ms. Stephanie Holder – Administrative Assistant – Processing Center
- viii. Mr. Nate Pyle - College Registrar
- ix. Ms. C'aira Stewart – College Navigator
- x. Ms. Van Taylor - Career Pathways Academic Advisor
- xi. Ms. Tess Weatherford – College Navigator

2. Establish a Quorum – Quorum was established.

3. Call to Order – Dr. Brian Shonk called the meeting to order at 4:20 p.m.

4. *Approval of Minutes - January 18, 2024 & April 18, 2024 – Dr. Jody Smotherman moved to approve the minutes from the January 18, 2024, and April 18, 2024, meeting. Mr. Micah Beard seconded the motion. The motion passed with no further discussion or comments.

5. Old/Continuing Business

- a. Enrollment Update – Dr. Zach Perrine** – Dr. Perrine noted that we got close to our enrollment goals, but we incurred a few challenges. He specifically noted that there were barriers with the implementation of the new Workday software, but enrollment came close to our overall goal. Dr. Perrine further noted that our enrollment of high school students has grown greatly over this semester, which Dr. Perrine explained that over the fall term, we have effectively replaced our college heads with a high school headcount. Dr. Perrine showed enrollment trends from 2019 fall through 2023 fall term and the divergence of increased headcount with lower student semester credit hours. Dr. Perrine noted that applications for the upcoming spring semester are behind, but at this point enrollment is tracking higher at this time that it was last year in the enrollment cycles. He noted that we are currently 107 days ahead of schedule for fall enrollment from where we were last year based on applications. Mr. Cummings asked about a 99% retention rate for the secondary career center. Dr. Smith noted that the faculty had received training this

year through Quality Matters and also were very integrated in their courses. Dr. Becky Warren (who served as interim director for a time in the past year) noted that one of the large influences is that high school students only have one-contact point for early alerts for students who may not be performing well, because they are required to attend their high school each day. Dr. Warren also noted that they had built program maps for students within the high school programs, and are working to do so for our college going students as well.

6. New Business

a. *Board of Visitors Resignations

- i. Dr. Michael Hester
- ii. Ms. Tammy Pearce

Mr. Micah Beard moved to approve the minutes from the January 18, 2024 and April 18, 2024 meeting. Ms. Rachel Sowers seconded the motion. The motion passed with no further discussion or comments.

b. Board of Visitors Term Expirations

- i. Mr. Ted Hall – Mr. Hall expressed his appreciation for the work of those of the College and their leadership.
- ii. Mr. Stan Fretwell

Dr. Smotherman, Mr. Calvin Wright

c. *Election of Officers

- i. Current officers began term July 1, 2023
- ii. Officers serve two-year terms
 1. Chair position vacant

Mr. Micah Beard made the motion to nominate Mr. Brad Cummings as the Chair. Dr. Jody Smotherman seconded the motion. With no further discussion, the motion passed.

Ms. Rachel Sower nominated Dr. Jody Smotherman as vice chair. Mr. Micah Beard seconded the motion. With no further discussion, the motion passed.

- d. New Board Members** – Dr. Shonk explained that there are four vacancies on the board. He noted that three individuals have been interested in joining the board, one recommended by Dr. Smotherman. Dr. Shonk noted that it would be nice to have a representative on the board from Sharp, Stone, or Cleburne County, which are part of our service area. Dr. Shonk made a recommendation to the Board that a committee be appointed to nominate new members to the board. Mr. Brad Cummings asked for those who would want to serve on the committee for new members. Dr. Smotherman made the suggestion to look at the matter in an executive session. Mr. Micah Beard, Mr. Brad Cummings, Ms. Rachel Sowers, and Dr. Jody Smotherman, and Mr. Calvin Wright

- e. Vice Chancellor of Academic Affairs Vacancy – Dr. Brian Shonk** – Dr. Shonk announced to the Board that Dr. Holly Smith has taken a position with another organization. Dr. Smith has been working closely with an organization called NCAD/REACH that works on apprenticeships. Dr. Smith noted that she will be working on degree programs and working on policy for the organization. Dr. Smith noted that the organization will focus in health care and teaching. Dr. Smith noted that she still expects to be highly engaged with the College in her new role. She further expressed her appreciation for her time at UACCB and the colleagues that she has had the pleasure to

work with over her time on the campus. Dr. Shonk noted that the Academic Affairs division is in a very good position and Dr. Smith has set up systems for operations to continue smoothly. Dr. Shonk noted that for the time being, the plan is to take a pause in advertising until after the beginning of the year and begin gauging interest. Dr. Shonk announced that Dr. Zach Perrine will be serving as an interim in the role as the Vice Chancellor for Academic Affairs. Dr. Shonk noted that Dr. Perrine served as interim chancellor. Mr. Brad Cummings expressed his appreciation for Dr. Smith's service to the college.

- f. Academic Affairs – Dr. Holly Smith** – Dr. Smith shared information about the LPN and RN applications. She noted that in the recent past they have struggled to get applications for the programs, but this has seen an upturn and application volume is good with well qualified applicants. Dr. Smith noted that this is the second year with a 100% pass rate on the NCLEX examination for the LPN program. This EMT has also seen a 100% state pass rate this year as well. The nursing division has received an ALIGN grant, which will help with providing high school students with the opportunity to work on the LPN program throughout their senior year and allow them to graduate from the program their summer after graduation. Dr. Smith noted that this year we have seen record enrollment with our Secondary Career Center with enrollment up 28% from fall 2023 enrollment. The Center for Teaching and Learning Excellence has had a very active year. Right now, they are working to enroll all faculty through Quality Matters training. Academic Affairs has been working to implement a new software called BibliU, which provides digital textbooks that have desired accessibility features. Dr. Smith explained that the textbook costs for students are \$66 per book if it is a digital textbook, but only a \$6 charge for content that are open education resources (the college covers the \$6 charge for students through the technology fee students pay). Upcoming there is a letter of intent going to the Arkansas Division of Higher Education to request a new Associate of Applied Science in Agriculture Operations. We are also making a request to have campus locations on the Batesville, Southside, and Cave City high schools. Dr. Smith explained that in working with the school districts we have grown and are running out of space to offer sections on our campus to accommodate everyone. Dr. Smith explained that this would allow us to utilize the high school campus and spaces to further serve students. Dr. Smith noted that the Higher Learning Commission will have a mid-cycle review for 2026-2027.
- g. Financials – Mr. Bruce Hankins** – Mr. Hankins noted that our year end cycle is June 30. He provided a statement of net position to the board and noted that we have had no findings within our financial audit. Mr. Hankins noted that this would be provided publicly with the University of Arkansas System. Mr. Hankins provided the following financial summary numbers to everyone present. Mr. Hankins noted that we had a net increase in cash of \$1,740,415. He noted that as an accountant, this is a large amount and when he reviewed the change in position, from the year previous we had a large accounts receivable account that was received in the following year. He also noted an increase in efficiencies. Mr. Hankins noted that in the upcoming year, we do not believe we will have this amount of increase. He explained that this year, we have the construction project on campus, which is being paid for out of our cash. Ms. Rachel Sowers asked about the non-operating revenues and that they seem to vary quite a bit from year to year. Mr. Hankins explained that the change in the year prior was due to a large influx of funds for COVID relief.
- h. Delta Regional Authority Grant – Dr. Brian Shonk** – Dr. Shonk noted that in June 2024 we applied for a Delta Regional Authority Grant to be able to build a new driving pad for the CDL program. Dr. Shonk announced that we received a notification on

Tuesday, that we are awarded this grant. The grant is for \$590K, this grant does have a match portion. Dr. Shonk noted that we have not received information on timing of this grant but anticipates that it will move quickly.

- i. **Welcome Center Update – Mr. Heath Wooldridge** – Mr. Wooldridge noted that in May 2024 a contract was awarded to Waggoner Contracting out of Little Rock. Mr. Wooldridge noted that the project has been in progress for around 6 months and is going well with an anticipated completion date of mid-December. Mr. Wooldridge noted that there have been some adjustments to the project as it has moved forward to making space improvements, which has caused a slight delay.
 - j. **Gateway Center Update – Dr. Brian Shonk** – Dr. Shonk noted that the next project that they want to provide an update on is the Gateway Center. Dr. Shonk noted that on October 29, 2024 bids will open for contractors for the Gateway Center that will replace damaged roofs, remove unnecessary mechanical and electrical components, repair all exterior finishes, install new electrical water, sewer, and gas, repair loading docks, and construct a 1,500 sq. foot office space. Dr. Shonk also noted that we have applied for a state grant and requested \$7M. He noted that he does not expect to be fully funded but is feeling positive on being awarded part of the requested amount, which would be enough to kick-start the additional work. Mr. Calvin Wright asked if there was any expectation for materials to come in at higher cost. Dr. Shonk responded that projects lately have been coming in at higher than anticipated costs, but he feels that this will come in on budget.
7. **Announcements** – Dr. Shonk noted that upcoming we will have our first fall commencement. Dr. Smotherman asked if the board members will need to be present at the December commencement. Dr. Shonk noted that all are welcome, but we could at least have two members present
8. **Executive Session (if necessary)** – Executive session was held for new member nominations.
9. **Adjourn** – With no further business, the meeting was adjourned at 5:20 p.m.

Minutes respectfully submitted by Tiffany Guinnip, executive assistant to the chancellor.