

NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MONDAY, MARCH 13, 2006

MINUTES

The Board of Trustees of NorthWest Arkansas Community College was called to order by Chair Mark Lundy at 5:00 p.m., Monday, March 13, 2006, in the Trammel Trustee Board Room.

MEMBERS PRESENT: Dr. Les Carnine, Joan Clifford, Krista Khone, Mark Lundy (Chair), Coleman Peterson, Howard Slinkard, Joe Spivey

MEMBERS ABSENT: Johnny Haney, Robert Teague

ALSO IN ATTENDANCE: Dr. Becky Paneitz, Becky Hudson (Student Trustee)

MINUTES:

Chair Mark Lundy accepted the motion by Coleman Peterson to approve the minutes for the February 13, 2006, Annual Meeting and the minutes for the monthly meeting of February 13, 2006. Joe Spivey seconded the motion. The motion passed unanimously.

(Chair Mark Lundy called for discussion and made a comment himself that the minutes aren't going to include any of the activity before the call to order. Johnny Haney had previously asked him about making sure the minutes were being done correctly. Mark Lundy decided on the format of holding the information session out of the minutes and this in keeping with Roberts Rules of Order. If anyone knows something different about the order of minutes, he/she was asked to bring it to the attention of the Board).

GOALS MONITORING REPORT:

Dr. Paneitz introduced Floretta Bush, Dean of Corporate & Continuing Education. Floretta Bush introduced her staff and then presented the first report entitled "Partnering with Business and Industry" to the Board. This report was a recap of our activities from October 2005 about corporate and continuing education activities. Items mentioned included the expansion of certification and short-term training programs, matching programs and services to regional workforce needs, increased sales force, use of advisory committees, entrepreneurial approaches to training needs and to begin planning the expansion of the Shewmaker Center. Chair Mark Lundy requested that the approval of the two goals monitoring reports be done separately.

Joe Spivey moved to approve the Monitoring Report — Partnering with Business and Industry. Howard Slinkard seconded the motion. The motion passed unanimously.

Dr. Paneitz introduced Jim Hall, Executive Director of Public Relations. He gave the second Goals Monitoring Report entitled “Building Effective Community Awareness”. This report was not one of the four initiatives that the Board agreed to focus on during their board retreat in July. Those four initiatives are Diversifying Resources, Partnering with Business and Industry, Serving Under Served Learners and Aligning the Infrastructure of the College. However, work on the other three initiatives (Developing into a Regional Hub, Building Effective Community Awareness, and Creating a Seamless Learning Curriculum) is still ongoing. Jim Hall gave examples of media opportunities available to NWACC such as paid advertisements, feature stories, etc. Dr. Paneitz presented several “positive press” news articles about NWACC.

Discussion took place about the relevance of this report and analyzing the impact of marketing strategies on the community. The Board requested the College Administration to provide three or four objective quantitative measurements to help analyze the goals monitoring reports, as well as provide some qualitative information.

Krista Khone moved to approve the Monitoring Report — Building Effective Community Awareness. Joe Spivey seconded the motion. The motion passed unanimously.

OTHER BOARD ACTION:

Due to time limitations, Chair Mark Lundy asked that the Board skip to Item 8.B. — Approval of Tuition Increase — and then return to Item 6.

Dr. Paneitz began the presentation by stating that this is not a fee increase. Dr. Dayton then reviewed each of the four models, all of which projected a 7% increase in SSCHs. Model A reflected no tuition increase. Models B, C, and D were broken down by various dollar increases. Dr. Dayton also spoke about increased utility costs with the new student center and the parking garage, continued implementation of the compensation plan for faculty and staff, furniture for classrooms, and the need for a site license to support Banner administration computer system. Diana Johnson spoke about aggressive financial aid and scholarship assistance from the Financial Aid office. College Administration recommended that Model B (Increases of In-District to \$3, Out-of District to \$2, and Out of State to \$4) be approved effective July 1, 2006.

Howard Slinkard moved to approve the Model B increase in tuition effective July 1, 2006. Krista Khone seconded the motion. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORT:

Dr. Paneitz reviewed the Policy Report #23 — Compensation and Benefits. She reminded the Board that at last month’s meeting it was requested that only major items or discrepancies be highlighted rather than going through the entire report. She discussed Policy #3 which is the compensation plan. Work continues with Johanson Group to look at options; and, we will review our budget and recommend a second year of trying to move that compensation to more equity. Policy #4 will be discussed by Dr. Dayton shortly (see below) regarding passing of a resolution to amend the teacher retirement system plan.

Les Carnine moved to approve the recommendation of the College Administration to approve Dr. Paneitz’s Monitoring Report Policy #23. Joe Spivey seconded the motion. The motion passed unanimously.

Chair Mark Lundy encouraged all Board Members to read “The Policy Governance Field Book” if they had not already done so, which outlines the scope and importance of executive limitations. These are the frameworks within which the College president should function.

COMMITTEE REPORT:

Howard Slinkard presented a recommendation from the Land Use and Facilities Committee to approve the Landscape Master Plan. After months of work, the Committee is ready to have the Board act on this – the overall concept of this master plan has been well received.

Howard Slinkard moved to approve the recommendation of the Land Use and Facilities Committee to approve the Landscape Master Plan. Joan Clifford seconded the motion. The motion passed unanimously.

Howard Slinkard spoke further about the roof for the student center. The committee authorized the administration for the committee chair's consent and approval for the student center metal roof if the finances were available. The Board gave the authority to the committee to make those kinds of decisions; however, it was the committee's commitment to report this type of decision to the Board as it is a substantial cost – approximately \$215K-\$325K. There is money in the budget to cover it.

OTHER BOARD ACTION:

Chair Mark Lundy began a discussion about a change in the Arkansas Teacher Retirement System. Dr. Dayton continued speaking about the Board approving and passing a resolution that would allow active members in the teacher retirement system who previously elected to be non-contributory members and now would allow them to make a one time irrevocable election to become contributory members. She made recommendation to the Board that this change be approved.

Joan Clifford moved to approve the recommendation of the College Administration to approve the Change in Arkansas Teacher Retirement System. Howard Slinkard seconded the motion. The motion passed unanimously.

Dr. Becky Paneitz discussed the preliminary audit report. NWACC received an unqualified audit report. Dr. Dayton spoke about the Financial Statements. She said we were requested to respond in writing with regard to inadequate control of cashing functions. This was due to low staffing and has been corrected. She then spoke about the Management Division & Analysis. The auditors requested NWACC to respond in writing as to why there are no written policies for computers processing management and back-up plans for data files. A manual for these policies is presently being prepared. The auditors also said that we need lower uncollectible student accounts. A purge process has been implemented which has already dropped unpaid accounts by 56% for the fall semester and has increased to 60-70% for the spring semester.

Dr. Paneitz spoke about the Invitation to Apply to be a Partner in the Rural Domestic Preparedness Consortium. NWACC received approximately 1,000,000.00 about a year and a half ago from the office of Domestic Preparedness for Homeland Security. Corporate partners are Wal-Mart, Tyson Foods, and JB Hunt. NWACC is the first community college to be asked to participate in this consortium. Jerry May spoke further about the application process for potential membership.

PRESIDENT'S UPDATE:

Dr. Paneitz talked about the updated calendar events including the Topping Off Ceremony for Student Center on April 10, 2006. She mentioned the Economic Impact Study that NWACC participated in and referred the Board to the information section of the board book where they would find a copy of the Executive Summary.

CHAIR'S UPDATE:

Chair Mark Lundy commented about the trip to Washington D.C. with Dr. Paneitz, Joan Clifford, and Jean Anderson. They visited Capitol Hill, had breakfast with Congressman Bozeman, and were able to hear several very good speakers. Dr. Paneitz met with Senator Pryor and Senator Lincoln. Chair Mark Lundy asked for and received no additional comments from the compiled survey results of Gateway Community College. He mentioned that emailing the board packets worked great. Victoria Ford was introduced and welcomed. Finally, a discussion ensued regarding the agenda and the minutes – perhaps flipping #1 and #2 on the agenda so that a recap of Recognitions, Awards, and Informational Items could be included in the minutes. All Trustees present consented to the change in the agenda format.

ADJOURNMENT: The meeting was adjourned at 6:25 p.m.

Mark Lundy, Chairperson

Dr. Les Carmine, Secretary