

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
JANUARY 14, 2008 4:30 P.M.
STUDENT CENTER MULTI-PURPOSE ROOM — SC108**

	<u>Page No.</u>
1. Call to Order	
2. Recognitions, Awards, Informational Items <ul style="list-style-type: none"> • Student of the Month Golden Eagle Award December: Angela S. Bingham January: Sharon Luedecke 	
3. Attendance	
4. Approval of Minutes	2
5. Approval of Goals Monitoring Report(s) <ul style="list-style-type: none"> • E-104 Pre-kindergarten Through Grade 16 Community • Questions Answered by Board <ul style="list-style-type: none"> ○ <i>Did we move toward the End?</i> ○ <i>Did we measure the right things?</i> ○ <i>How does this improve learning?</i> ○ <i>How does this improve the community?</i> 	4
6. Committee Reports <ul style="list-style-type: none"> • Land Use and Facilities • Honorary Associate Degree 	
8. Other Board Action Items and Considerations <ul style="list-style-type: none"> • Approval of Certificate of Proficiency in Homeland Security/Emergency Management • Approval of Provisional Positions 	6 8
9. President's Report	
10. Chairman's Report	
11. Board Self-Evaluation <ul style="list-style-type: none"> • <i>Did we operate as a policy board?</i> • <i>Did we serve our constituents?</i> 	

Adjourn

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
Monday, November 12, 2007**

MINUTES

Chairman Mark Lundy called the regularly scheduled NWACC Board of Trustees meeting to order on Monday, November 12, 2007, at 4:33 p.m. in Burns Hall 1469.

Members Present: Dr. Les Carnine (Secretary), Joan Clifford, Johnny Haney, Krista Khone, Mark Lundy (Chair), Joe Spivey, Robert Teague, Alex Vasquez, and Curtis Schmidt

Members Absent: Coleman Peterson (Vice-Chair) and Robert Teague

Also in Attendance: Dr. Becky Paneitz

The Golden Eagle Award was given to student Kelly Scott for November. Johnathan Libertini was recognized for receiving the AATYC Outstanding Student Award. Jean Anderson was recognized for receiving the AATYC Outstanding Staff Award. Dr. Chip Ates recognized Carey Chaney for receiving the Outstanding Faculty Award. All award recipients were photographed with Dr. Paneitz and Mark Lundy.

MINUTES:

Krista Khone moved and Joe Spivey seconded the motion to approve the minutes of the Board Meeting on October 8, 2007. The motion passed unanimously.

GOALS MONITORING REPORT(s):

No Report

EXECUTIVE LIMITATIONS MONITORING REPORT(s): EL – 204 Treatment of Staff

Dr. Paneitz reported that Delta Dental rates will remain the same and while Blue Cross Blue Shield rates will increase, the college will absorb the cost. The Administrative Policies and Procedures will soon be available on the internet and Steve Pelphrey confirmed that the approval process is being streamlined. Employee orientation for faculty and staff was explained and brief discussion regarding the employee compensation study followed. Joe Spivey moved and Joan Clifford seconded the motion to approve EL – 204. The motion passed unanimously.

COMMITTEE REPORTS:

Land Use and Facilities Committee

Dr. Les Carnine reported on the Land Use meetings held on November 1, 2007. Dr. Paneitz mentioned the progress of the Art Subcommittee thus far; the committee is exploring grants and will be making recommendations for Burns Hall. Krista Khone reported that Coleman Peterson phoned in to chair the Honorary Associate Degree Committee meeting just prior to the board meeting and that the committee is considering changing some of the criteria and will report back to the Board of Trustees with recommendations in January.

OTHER BOARD ACTION ITEMS AND CONSIDERATIONS:

Dr. Paneitz asked Dr. Wood to report, and Dr. Wood explained that the development of the Retail Management Certificate is complete and ready for presentation at the February ADHE meeting. Dr. Carnine moved, and Joe Spivey seconded the motion to approve the presentation of the Retail Management Certificate. Dr. Paneitz presented the Notification of Intent to Terminate the Agreement to Occupy Premises at the RTC in Fayetteville. Dr. Paneitz discussed the information Dr. Rehberg had previously provided, showing the number of students served at the Regional Technology Center. Alternative locations to grow the regional support of students are being looked at, and a partnership with NTI is being discussed as well to serve students. The first part of the original vision of the RTC was more access; the second part is the idea of an early college model of having the secondary married with a post secondary component. Dr. Ates and Dr. Rehberg have been studying models across the state. The RTC will be vacated by June 30, 2008. Dr. Carnine moved, and Joe Spivey seconded the motion to approve termination of the agreement with Fayetteville Public Schools at the RTC. Dr. Paneitz asked Ed Carson, Administrative Services Coordinator, to request a release of funds in the Pledged Revenue Account for improvements in the security system at NWACC. Ed presented the security recommendations that included \$164,400 for several additions to include a PA system, surveillance cameras, a text message system, addition of locks on classroom doors, and an additional security guard. Dr. Carnine explained that the cost of security is phenomenal; and he asked how the board could afford not to provide security to students and employees at NWACC. Dr. Carnine moved and Joe Spivey seconded the motion to approve transfer of the funds from the pledged revenue account. Johnny Haney voted nay.

PRESIDENT'S REPORT:

Dr. Paneitz discussed the upcoming activities at the college, distributed tickets for the play to be performed at White Auditorium, and shared the enrollment information for the upcoming spring semester.

CHAIR'S REPORT:

Mark Lundy asked Joe Spivey to present on the AATYC conference, and Dr. Carnine also reported. Both felt there were more sessions this year applicable to the Board members, which made it very worthwhile to attend. Joe Spivey complimented NWACC support at the AATYC and the work Dr. Paneitz and Dr. Gates did while meeting with Governor Beebe to discuss the GIF funds. Mark Lundy reminded the Board there is no Board meeting in December. He mentioned the work session scheduled for January 12, 2008, and that the ACCT Legislative Summit is February 11–13, 2008 in Washington DC. Alex Vasquez mentioned the Amigo's taking place on November 14, 2008

The next regular Board meeting will be January 14, 2007, at 4:30 p.m. in SC108.

ADJOURNMENT: The meeting adjourned at 5:40 p.m.

Coleman Peterson, Chairperson

Dr. Les Carnine, Secretary

Policy Type: Ends

E-104

Policy Title: Pre-kindergarten through Grade 16 Community

For the pre-kindergarten through grade 16 community NWACC will:

forge a systemic linkage with P-16 and University partners to achieve "seamlessness" in curriculum, technology and student support and service delivery.

Strategic Goals	Strategic Indicators	Benchmarks	Targets	Outcomes
<ul style="list-style-type: none"> A. Enhance the opportunities for learners to achieve their educational and personal enrichment goals 	<ul style="list-style-type: none"> Number of high schools and students participating in Step Ahead Number of high school graduates enrolling Number of students enrolled each semester Number of students meeting educational goals Student satisfaction surveys Student success in programs/classes Number of completers 	<ul style="list-style-type: none"> Fact Book - Number of Step Ahead students enrolled in the program: 546 students in Fall 2006; 2,365 SSCHs in Fall 2006 Fact Book - Number of Benton and Washington County HS graduates that enroll at NWACC in Fall 2006: 19.44% Benton County; 13.42% Washington County Annual Graduate Opinion Survey-Percent of graduates satisfied with NWACC Experience - 95-100% have been satisfied over the last 5 years 	<ul style="list-style-type: none"> Step Ahead enrollment will increase by 5-10% annually 20% Benton and Washington County high school graduates will enroll at NWACC by Fall 2008 Maintain 95-100% of the graduates satisfied with their experience at NWACC 	<ul style="list-style-type: none"> Record enrollment Fall 2007: 6,470 students (12.9% increase in headcount; 13.1% SSCH) Step Ahead classes offered at 14 area high schools In Fall 2007, 570 students were enrolled in Step Ahead classes. This is a 4.4% increase over Fall 2006. Number of Benton and Washington County HS graduates enrolled at NWACC Fall 2007: 19.99% Benton County total (Rogers 23%; Pea Ridge 20%; Bentonville 20%) 15.12% Washington County total (Springdale 21%) 96% of all graduates are satisfied with their NWACC experience Financial Aid Fair scheduled Feb 08 & College Goal Sunday Mar 08 Developed new partnership with Rogers School District to deliver three career/technical education programs, as well as Adult ESL and concurrent (dual credit) courses for Fall 2008 "Train the Trainer" for 35 Marshallese students Fall 08

Strategic Goals	Strategic Indicators	Benchmarks	Targets	Outcomes
<ul style="list-style-type: none"> B. Develop programs that promote professional growth opportunities for P-16 learning professionals 	<ul style="list-style-type: none"> Number of programs offered 	<ul style="list-style-type: none"> NWACC benchmark- A comprehensive professional development programs for K-12 educators will be offered 	<ul style="list-style-type: none"> In cooperation with area public school teachers and administrators, a needs assessment will be conducted in spring 2007 to determine professional development courses needed for K-12 educators. In summer 2007 NWACC will offer courses for K-12 educators 	<ul style="list-style-type: none"> Arkansas History is required for current P-12 Educators; 4 sections offered Summer2007; 7 sections offered in Fall 2007; another 7 sections are scheduled for Spring 2008
<ul style="list-style-type: none"> C. Develop a collaborative approach to curriculum design and delivery which aligns with P-16 programs 	<ul style="list-style-type: none"> Superintendent/principal focus groups Number of collaborative programs with four-year institutions 	<ul style="list-style-type: none"> NWACC benchmark - A "seamless" curriculum, technology and student support and service delivery system will be available for students P-16 	<ul style="list-style-type: none"> Host at least one activity on campus each year that will promote the development of additional articulation agreements with regional colleges and universities Host at least once a year on campus an activity for area superintendents, principals and counselors. 	<ul style="list-style-type: none"> Representatives from 28 universities and colleges at Transfer Fair Oct 07; 5 colleges participated in 11 advising sessions in Transfer Center, serving 81 students Over 2,000 students visited Transfer Center for advising & transfer information A Superintendents' breakfast is scheduled for Feb 2008 Developed new programs in Veterinary Assisting (Spring 2008) and Dental Assistant (pending state approval) for area high school students)
<ul style="list-style-type: none"> D. Improve and expand mutually beneficial linkages with educational partners 	<ul style="list-style-type: none"> Number of partnerships with other educational institutions Number of students served 	<ul style="list-style-type: none"> NWACC benchmark – to expand number of partnership by 1 each year 	<ul style="list-style-type: none"> At least one new university partnership will be established by Aug 2007 The Licensed Practical Nursing/Associate Degree Nursing program at NTI will be implemented Aug 2007 	<ul style="list-style-type: none"> Signed business program MOU with MSSU f Fall 2007 Signed MOU with Drury University Dec 2007 Working with UA to strengthen partnerships in elementary education & business programs

Monitoring:

Frequency: Annual

Date: 1/14/08



NWACC

Learning For Living

To: Board of Trustees

From: Dr. Chip Ates

Date: January 14, 2008

Subject: Homeland Security and Emergency Management Certificate

This certificate is offered in response to requests by the Homeland Security and Emergency Management services of Northwest Arkansas for a Certificate of Proficiency in Homeland Security/Emergency Management to complement the existing AAS Degree in Homeland Security and Emergency Management. The Certificate will be presented by the Homeland Security/Emergency Management Program, which is under the Division of Social & Behavioral Sciences.

The existing facilities will accommodate this Certificate Program and no new courses will be needed for completion of the Certificate of Proficiency.

The Certificate of Proficiency will be a step toward and count toward the AAS degree in Homeland Security/Emergency Management at NWACC.

Recommendation: It is the recommendation of the administration that the Board of Trustees approve the Homeland Security/Emergency Management Certificate of Proficiency to be presented to the Higher Education Coordinating Board for final approval.

Coleman Peterson, Chairperson

Dr. Les Carnine, Secretary

NorthWest Arkansas Community College
Certificate of Proficiency in
Homeland Security/Emergency Management

Last Name	First Name	Mid. Initial	Student ID Number	#
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CHECK THE CATALOG FOR PREREQUISITES BEFORE ENROLLING IN A CLASS

			DATE COMPLETED	PREREQUISITE (see catalog)	GRADE
HSEM	1003	Intro to Terrorism	_____	_____	_____
HSEM	1013	Mass Disaster & Emergency	_____	_____	_____
HSEM	1023	Incident Command System	_____	_____	_____
HSEM	1033	Principles of Emergency Management	_____	_____	_____
HSEM	1053	State & Local Disaster Management	_____	_____	_____
HSEM		3 Hours HSEM Elective	_____	_____	_____

18 Total Hours

Electives: Chose one of the below electives

- HSEM 1063 FEMA Elective
- CMJS 2003 Law Enforcement in Society
- CMJS 2013 Introduction to Criminal Justice
- CMJS 2033 Criminal Law & Society

My advisor has explained this degree plan and I understand that I am responsible for following the above guidelines as defined in the college catalog for course prerequisites.

Advisor's Signature: _____ **Date:** _____

Student's Signature: _____ **Date:** _____



NWACC

Learning For Living

To: Board of Trustees

From: Debi Buckley

Date: January 14, 2008

Subject: Approval of Provisional Positions

As outlined by the General Assembly of the State of Arkansas, 80 provisional positions have been identified in the 2007-2009 biennium for use by NorthWest Arkansas Community College. These positions may be utilized by the preparation of a justification submitted to the Office of Personnel Management with the approval of the NWACC Board of Trustees. All provisional position requests are contingent upon the availability of external funding and based upon additional revenue from sources other than general revenue.

In November the Office of Personnel Management recommended that NWACC request a blanket resolution authorizing the College to request provisional positions from the allocated 80 positions for the 2007-2009 academic years. Granting this blanket authority for the request of provisional positions shall prevent unnecessary delay in the education of students.

Recommendation: It is the recommendation of the administration that the Board of Trustees approve all 80 positions to be used based upon the acquisition of external revenue from sources other than general revenue as approved by the college's President.

Coleman Peterson, Chairperson

Dr. Les Carnine, Secretary

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF NORTHWEST ARKANSAS COMMUNITY COLLEGE that 80 Provisional Positions are hereby approved for use in the 2007-2009 biennium. A total of 29 have been allocated by appropriation, with 51 provisional positions remaining for requests. The 29 positions allocated include:

One	(1)	Project/Program Director- Career Pathways
Two	(2)	Academic Advisors- Career Pathways
One	(1)	Academic Advisor-Paso A Paso
One	(1)	Project/Program Manager-Upward Bound
One	(1)	Academic Advisor-Upward Bound
One	(1)	Administrative Assistant I-Upward Bound
Two	(2)	Project/Program Manager-Criminal Justice
One	(1)	Administrative Assistant I-Criminal Justice
One	(1)	Accounting Tech I- Adult Ed
One	(1)	Accounting Tech II- Adult Ed
Six	(6)	Nine Month Faculty- Adult Education
One	(1)	Project/Program Director Bienstar
One	(1)	Project/Program Manager Bienstar
One	(1)	Secretary II Bienstar
Two	(2)	Faculty Bienstar
One	(1)	Admissions Analyst Supervisor-Adult Ed
Two	(2)	Secretary II- Adult Ed
One	(1)	Program Director-Retail Management
One	(1)	Secretary I- Adult Education
<u>One</u>	<u>(1)</u>	<u>Project Program Manager-Retail Market Coordinator</u>

29 Total Requested Positions

80 Positions Allocated by Appropriation; 51 Positions Remaining for Requests

BE IT FURTHER RESOLVED THAT the Board's approval of these Provisional Positions will be subject to the provisions of Arkansas Code 6-63-305(b) and Act 620 of 2007. The number of new additional positions is established for the biennium at salary rates not to exceed the salary rate of comparable positions established in the regular salaries section of the biennial appropriations act for the college operations.

As outlined by the General Assembly of the State of Arkansas these positions may be used based upon additional revenue from sources other than general revenue; that revisions to the number of provisional positions may be necessary to serve the students enrolled for the 2007-2009 academic years to prevent unnecessary delay in the education of students.

Coleman Peterson, Chairperson

Dr. Les Carnine, Secretary

