

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, November 8, 2010
SIFE Resource Room – Shewmaker Global Business Development Center**

MINUTES

Chair Coleman Peterson called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, November 8, at 4:30 p.m. in the SIFE Resource Room at the Shewmaker Global Business Development Center.

Members Present: Coleman Peterson (Chair), Alex Vasquez, Joe Spivey, Mark Lundy, Joan Clifford, Linda Bisbee, Johnny Haney, Hadley Hindmarsh, Mike Shupe

Also in Attendance: Dr. Becky Paneitz and Ariel Smith

RECOGNITIONS, AWARDS, AND INFORMATION ITEMS

Student of the Month Golden Eagle Award: Frank Manasseri

Ms. Brooke Holt presented Mr. Frank Manasseri with the Golden Eagle Award. Mr. Manasseri thanked the Board and Dr. Paneitz. He said that he enjoys education and being involved with other students on campus. He added that he is thankful to be at NWACC and will continue to serve people at the College. Mr. Peterson congratulated Mr. Manasseri.

MINUTES

Board Meeting – October 11, 2010

Mrs. Clifford moved and Mr. Spivey seconded the motion to approve the minutes of the Board Meeting on October 11, 2010. The motion passed unanimously.

ENDS MONITORING REPORT

ENDS 102 Business Community

Mr. Wyley Elliott introduced his External Affairs team and thanked them for their hard work. He explained the goals and progress for the business community. He added that his team has been working hard to move toward these goals.

Mr. Elliott told the Board that to expand regional development, his entire team will be engaged in civic, government or professional organizations. He said that progress had been made toward the alignment of revenue and expense during the first quarter of FY 2011. Mr. Elliott added that his team is also making presentations to various organizations throughout northwest Arkansas and the state and have implemented two online training portals to move toward completion of the goals.

ENDS 102 Business Community

Mr. Shupe moved and Mr. Spivey seconded the motion to approve the ENDS 102 Business Community report. The motion passed unanimously.

COMMITTEE REPORTS

Land Use and Facilities

Mr. Spivey thanked Mr. Peterson for chairing the November Land Use Committee meeting. Mr. Peterson gave the Board updates from the meeting and said that the key discussion was on Job Order Contracting. He added that the Land Use Committee was recommending that the Board approve to use Job Order Contracting as its contracting procedure.

Mr. Jim Hessler explained that using the Job Order Contracting procedure would allow a process for the College to do projects with contractors that have already completed a bid. Mr. Hessler explained that the College would use a RS Means Book to determine accurate pricing for different projects and contractors would bid a percentage of the cost.

Mr. Peterson told the Board that he thought this was a good process for the College to use. Mr. Vasquez asked how accountability for the contractors is determined. Mr. Hessler answered that the College would select contractors that meet state standards and are known to have a positive reputation. Mrs. Hindmarsh asked if the College would need to use the same contractor for similar projects across campus. Mr. Hessler answered that no, the College could change vendors if needed. Mr. Peterson thanked Mr. Hessler and Mr. Spivey for their service.

Approval for Use of Job Order Contracting

Mr. Shupe moved and Mr. Spivey seconded the motion to approve use of Job Order Contracting. The motion passed unanimously.

Foundation Board

Mr. Vasquez went through the minutes of the last Foundation Board meeting. He reminded the Board that the annual Foundation Gala will be held on the evening of March 17, 2011. He thanked the Foundation Board and staff for all their hard work.

NWACC Audit Oversight Committee

Dr. Paneitz told the Board that the auditors are currently working on campus. She said that there had been discussion of creating an Audit Oversight Committee which would include a Foundation Board member and a member from the community. She added that the committee should also include a Board member, Mr. Lundy, to help the Board hold accountable the College President through its Executive Limitations provision pertaining to matters of finance.

Mrs. Clifford asked what the qualifications would be for the community member. Dr. Paneitz said they would look for someone with expertise in the accounting area. Mrs. Hindmarsh asked how long the individuals on the committee would serve. Dr. Paneitz said that she would

recommend that the committee hold their roles through 2011. She added that moving forward, the Board Chair would appoint the Board member to serve on this committee in January.

Mr. Peterson told the Board that the Audit Oversight Committee was something the College was planning to start in the spring, but after the media started asking questions the College decided to move forward with the process. Mr. Vasquez said that this would be a formalization of what the College has already been doing. He said that Mr. Lundy has already served informally as the liaison between the Board and the auditors.

Dr. Paneitz said that the Executive Limitation for reporting on the financial condition will need to be revisited and will be something the committee will need to look into. Mr. Vasquez told the Board that this is a good time for the committee to begin since the College has a new Chief Financial Officer. Mr. Lundy told the Board that this committee will be a positive for the College. Mr. Peterson thanked Mr. Lundy for moving forward with this committee.

Approval of NWACC Audit Oversight Committee

Mr. Lundy moved and Mr. Vasquez seconded the motion to approve of the NWACC Audit Oversight Committee. The motion passed unanimously.

PRESIDENT'S REPORT

Dr. Paneitz told the Board that she had been working with the OPM and ADHE over the past several weeks to figure out how much the remaining employees in question were overpaid. She said that the College would need help to put the compensation issue to bed and to look at the appropriation titles. She added that due to the College's growth, the appropriation titles have not been in sync with the College titles.

Dr. Paneitz told the Board that she had spoken with Ms. Kay Terry at the OPM and she recommended an individual that could assist the college with these issues. Dr. Paneitz said that the College had asked the Foundation to allow use of College Priorities funding for contracted services of this individual. Dr. Paneitz said that the College is moving forward with contracting with this individual and just wanted to ensure the Board was aware.

Mrs. Hindmarsh asked if this would be an internal audit of all positions at the College. Dr. Paneitz said that this would be an audit of all positions and to look at what positions the College should request. Mr. Petersons told the Board that he thought working with someone recommended by Ms. Terry would be a smart move. He added that he had spoke with Mr. Smiley, Foundation Chair, and the Foundation would be open to this funding.

Dr. Paneitz told the Board that Spring registration had started and Dr. Tuthill would be prepared to open more classes if needed. She said that the Culinary Arts departments were looking to do a grand opening for Ginnie's Café in November. She also told the Board that NWACC had several presenters at the Annual AATYC Conference. She added that Mr. Jim Lay, Dr. Steve Cooper, and Mr. Mark Cooper were recognized at the Conference.

CHAIRMAN'S REPORT

Mr. Peterson introduced Mr. Ric Clifford and Mr. Randy Lawson, new Board members, to the Board. He thanked them in advance for serving the College. Dr. Paneitz told Mr. Peterson and Ms. Bisbee that she hoped they would be able to attend the January Board meeting so that they may be recognized for their service.

Mr. Peterson said that he, Dr. Steve Gates, and Mr. Haney had recently attended the ACCT Conference in Toronto. Mr. Haney said that trustees from 650 schools attended the conference. He said that Mr. Peterson's presentation was very good. Mr. Peterson said that after his presentation, several Administrators and Trustees came up to talk to him and ask questions about NWACC.

Mr. Peterson said that Mr. Haney had requested to speak to the Board. He gave Mr. Haney permission to address the Board. Mr. Haney said that a few weeks ago he had been quoted in the newspaper. He told the Board that he was not at odds with the College administration. He said that he had stands by his statements. Mr. Peterson said that he appreciates and respects Mr. Haney's opinions.

Mrs. Hindmarsh asked how communications such as the memo regarding the salary freeze from the State are communicated to the Board. Dr. Paneitz replied that the budget was approved last spring with salary increases. She said that when the State issued the memo she had went back to the Board to let them know that the College would not implement these increases. She said that the payment for extra duty pay was not listed in the memo as being frozen. She said that the extra duty pay was issued to employees that were given extra job duties.

OTHER BOARD ACTION ITEMS AND CONSIDERATIONS

Approval of Resolution Authorizing the Issuance and Marketing of Bonds Up to \$14,500,000

Mr. Jim Fowler went over the details of the Health Science Building bonds. He explained in detail the Build America Bonds and looked at the sizeing with schedules for both the Build America Bonds and Tax-Exempt Bonds.

Approval of Resolution Authorizing the Issuance and Marketing of Bonds Up to \$14,500,000

Mr. Haney moved and Mr. Spivey seconded the motion to approve of the resolution authorizing the issuance and marketing of bonds up to \$14,500,000. The motion passed unanimously.

Approval of Provisional Positions

Mr. Marty Parsons told the Board that they had previously approved 80 provisional positions. He said that the College needed to move forward with 10 of these 80 positions. Dr. Paneitz said that the Board approves the provisional positions, but needs to give a final approval of these positions when the College is ready to move forward.

Approval of Provisional Positions

Mr. Vasquez moved and Mr. Spivey seconded the motion to approve provisional positions. The motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 5:35 p.m.

Mr. Coleman Peterson, Chairperson

Mr. Joe Spivey, Secretary