

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, October 11, 2010
Student Center Room 108**

MINUTES

Vice-Chair Alex Vasquez called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, October 11, at 4:33 p.m. in room 108 at the Student Center.

Members Present: Alex Vasquez(Vice-Chair), Joe Spivey, Joan Clifford, Johnny Haney, Hadley Hindmarsh

Also in Attendance: Dr. Becky Paneitz and Ariel Smith

RECOGNITIONS, AWARDS, AND INFORMATION ITEMS

Student of the Month Golden Eagle Award: Jacquelyn Gaffney

Ms. Brooke Holt presented Ms. Jacquelyn Gaffney with the Golden Eagle Award. Ms. Holt told the Board that Ms. Gaffney is a work study at the college, has a 4.0 GPA, and is set to graduate in the spring. Ms. Gaffney told the Board that she has received support and encouragement from the faculty and staff at NWACC. The Board congratulated Ms. Gaffney.

Student Trustee Report

Ms. Ariel Smith told the Board that the SAAB has had a busy semester. She highlighted the Welcome Back Week activities and Pizza with the President. She said that they also have a Canned Food Drive and a Fall Festival planned. She also told the Board about planners that SAAB is selling. Mrs. Clifford asked how the group pays for the food they provide at their events. Ms. Smith said that some of the food is donated, but they also have funds available. Mr. Vasquez told the Board that there is a student fee in place to assist the SAAB group as well.

MINUTES

Board Meeting – September 13, 2010

Mr. Spivey moved and Mrs. Clifford seconded the motion to approve the minutes of the Board Meeting on September 13, 2010. The motion passed unanimously.

ENDS MONITORING REPORT

ENDS 101 Learner Community

Dr. Tuthill told the Board that the College has increased the number of outreach initiatives for the under-served students. He highlighted the Jones Trust Center and its outreach to the Marshallese community. He said that they requested a driver's education course to be taught in Marshallese. Dr. Tuthill said that a teacher volunteered his time and the class is currently running.

Dr. Tuthill said that the college is increasing the opportunities for students to develop the skills needed for the global workforce. He said that the Division of Computer and Information Systems have been working with the Accenture Group to develop the “soft skills” needed to be competitive in today’s marketplace. Dr. Tuthill added that he is also still working with Togliatti State University in Russia. He said that they are working on the translation of the curriculum they plan to share and are looking at opportunities for the students to work together.

Dr. Tuthill also told the Board that the College is working on the program and assessment review. He said that a correlation study had been completed in Pre-College Reading and Developmental Math. He also told the Board that the college had enrolled in the Foundations of Excellence program. He said that this program will allow the college to analyze how we treat the first year college students.

Mr. Spivey asked Dr. Tuthill if he thought the driver’s education program would help bring the Marshallese community to the College. Dr. Tuthill said that yes, but it would be a long term project. He said that the program is more of a gesture of good will. He added that he knows that the Marshallese have been in northwest Arkansas for 22 years and there is only one college graduate from their community. Mrs. Clifford asked what percentage of the Marshallese student’s graduate high school. Dr. Tuthill said that the number is not clear, but many drop out.

ENDS 101 Learner Community

Mr. Spivey moved and Mrs. Hindmarsh seconded the motion to approve the ENDS 101 Learner Community report. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORT

EL-201 Financial Conditions

Mrs. Gina Miller reminded the Board that Mr. Marty Parsons would begin with the college next week. She went through the executive limitation information provided to the Board. She said that the College is in compliance with the policy. Dr. Paneitz said that the College had done a better job of collecting money from accounts due. Mrs. Miller said that using a third party collection agency had decreased the amount of money due to the college.

Mr. Spivey commended Mrs. Miller for filling the CFO position for the past year. Mrs. Miller thanked Mr. Spivey and added that the College will be fortunate to have Mr. Parsons begin. Mrs. Miller also said that the auditors will be arriving within the next month. Dr. Paneitz told that Board that Mr. Lundy would be the Board liaison with the audit group.

EL-201 Financial Conditions

Mrs. Clifford moved and Mr. Spivey seconded the motion to approve the EL-201 Financial Conditions report. The motion passed unanimously.

COMMITTEE REPORTS

Land Use and Facilities

Mr. Spivey said that the Land Use Committee discussed the Burns Hall third floor remodel, Burns Hall HVAC Upgrade, and 20 year employee reserved parking at the October 7th meeting. He said that recommendations were made for Crafton-Tull Sparks as architect and Nabholz Construction as the construction firm for the Health Professions Building.

Mr. Vasquez asked how the decision was made for the architect and construction firm. Dr. Gates said that two different committees were formed to interview the finalist for the architect and construction firm for the new building. He said that each firm had 30 minutes to make a presentation to the committee and 15 minutes for questions. Dr. Gates told the Board that the competition was very competitive.

Mrs. Hindmarsh asked if there is a process that the College uses to look at the fiscal health of the architects and construction firms. Dr. Gates said that there are forms that must be completed to show the proof of liabilities and assets before submitting the bids. Mr. Haney added that the Land Use Committee approved a set of procedures that the college must go through before approving firms for use. Mrs. Hindmarsh asked if the College used an outside examiner to look at the fiscal information of the companies. Mrs. Miller said that the bidders must have an outside certification in order to place a bid.

Mr. Spivey thanked Mr. Haney and Mrs. Clifford for their support. Mr. Vasquez added that he is impressed by the work of the Land Use Committee and appreciates the group for their work.

Approval of Contract with Nabholz Construction as General Contractor for the Health Professions Building

The approval of the contract with Nabholz Construction as general contractor for the Health Professions Building was approved by the Board with no objection.

Approval of Contract with Crafton-Tull Sparks as Architect for the Health Professions Building

The approval of the contract with Crafton-Tull Sparks as architect for the Health Professions Building was approved by the Board with no objection.

Foundation Board

Mrs. Jill Wagar said that the Foundation Board approved a Board Charter at their last meeting. She said that this charter will allow the Foundation Board to plan with the College for the future. She said that they will also be working with an outside consultant to help define what the Foundation office should look like so that they can best support the College.

Mrs. Wager told the Board that the Foundation Board is currently filled. Mr. Vasquez thanked Mrs. Wager for all that she does to support the Foundation. Dr. Paneitz reminded the Board that the joint Board dinner will be held in November after the regular Board meeting. She said that this dinner would be a good opportunity for both Boards to be updated on the continuous improvement of the College.

PRESIDENT'S REPORT

Dr. Paneitz said that the student newspaper did a wonderful piece on the 20 year anniversary. She said that she also wanted to mention that Mrs. Hindmarsh attended the Conversation Day and spoke to the Faculty and Staff. Dr. Paneitz said that Mrs. Hindmarsh will be the continuous improvement liaison for the Board. She said that they are really looking at assessment and using data for decision making. She added that a group will be going out and spending time with the higher learning commission. She thanked Mrs. Hindmarsh for taking on the role of Board liaison.

Dr. Paneitz went through a timeline of media FOIA requests and articles. She said that she would be talking with the Daily Record and Morning News. She also clarified that the Board does not use a Consent agenda. She said that the last Consent agenda was used by the Board in January of 2006.

Dr. Paneitz told the Board that she had been in contact with Ms. Kay Terry with the Department of Finance and Administration. She said that the College is working to gather any information that they are requesting. She said that there are training opportunities for the College staff and going forward, NWACC will have a closer relationship with the Department of Finance and Administration.

Mr. Vasquez told the Board that the responses from the College have been complete and that they are giving the State the information they request. He said that an assessment will be made at a later Board meeting. Mrs. Clifford said that she knows that the staff has worked hard and that they will make any changes that are needed. Mr. Vasquez thanked Dr. Paneitz and her team for the work they have put into this issue.

CHAIRMAN'S REPORT

Mr. Vasquez said that he has been pleased with the response that the College has made to the articles and FOIA requests. He said that the Board needs to keep focused on the whole picture as to what happens at the College. He added that a lot of good things happen at NWACC.

OTHER BOARD ACTION ITEMS AND CONSIDERATIONS

No Report

ADJOURNMENT

The meeting adjourned at 5:50 p.m.

Mr. Coleman Peterson, Chairperson

Mr. Joe Spivey, Secretary