

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, October 10, 2011**

MINUTES

Vice-Chair Joe Spivey called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, October 10, at 4:31 p.m. in the Burns Hall Third Floor Board Room.

Members Present: Alex Vasquez(Chair), Randy Lawson, Mark Lundy, Joan Clifford, Ric Clifford, Johnny Haney, Hadley Hindmarsh

Also in Attendance: Dr. Becky Paneitz and Brandi Peters

RECOGNITIONS, AWARDS, AND INFORMATION ITEMS

Introduction of New VP of Finance & Treasury

Mr. Joe Spivey introduced and welcomed Mr. Chuck Ramseyer, new VP of Finance & Treasury Services. Mr. Marty Parsons told the Board that Mr. Ramseyer brings a lot of experience to the College. Mr. Spivey congratulated Mr. Ramseyer.

Update on Grants

Dr. Shauna Sterling told the Board that NWACC recently received the Path to Accelerated Completion and Employment (PACE) Initiative grant, the National STEM Consortium (NSC) grant, and the Launching the ARK: A Coordinated Initiative to Advance Regional Cluster Development grant.

Dr. Sterling said NWACC is the lead institution on behalf of all 22 two-year colleges in the state of Arkansas on the PACE grant. She explained that this grant will focus on improving retention and achievement rates and reducing time-to-completions. Dr. Sterling said the consortium received \$14,794,422 to implement the initiative.

Dr. Sterling told the Board that NWACC will receive \$1,200,000 of the \$19,730,281 total award for the NSC grant. She explained that the NSC is a collaboration of ten community colleges in nine states organized to develop nationally portable, certificate-level programs in Science, Technology, Engineering and Math. She added that the grant will allow the group to build a national model of multi-college cooperation in the design and delivery of high quality, labor market-driven occupational programs.

The last grant Dr. Sterling discussed was the Launching the ARK award. She said NWACC partnered with Winrock International (Innovate Arkansas) and the University of Arkansas for funding under *The Jobs and Innovation Accelerator Challenge: A Coordinated Initiative to Advance Regional Competitiveness* program. She told the group the desired output would be high potential, capital-efficient, IT-focused startups resulting in job creation.

Mr. Clifford congratulated all those involved in submitting the grant proposals. Dr. Paneitz told the Board that Dr. Ricky Tompkins and Dr. Sterling worked very hard on all three grants. She explained that three years ago the College received the Title III grant which will dovetail very well with the new grants.

MINUTES

Board Meeting – September 12, 2011

Mrs. Clifford moved and Mr. Clifford seconded the motion to approve the minutes of the Board Meeting on September 12, 2011. The motion passed unanimously.

ENDS MONITORING REPORT

ENDS 101 Learner Community

Strategic Goal #1:

Dr. Gates told the Board that Ms. Paige Francis is chairing the 5-Yar Planning Committee. He said the committee had discussed the origin of the five-year plan, their respective charge for over site of the process, and reviewed the preliminary draft of the plan. Dr. Gates said the groups is on target for completion by the January Board Retreat.

Strategic Goals #2 and #3:

Dr. Gates explained that groups have been meeting to outline strategies for completing the assessment activities and to enhance the strategic enrollment processes. He said a committee had formed to begin outlining a strategy for completing the assessment activities and required documentation of processes and results. He added that Learner Service leadership had begun the process of defining key terms from which a base of current performance will be identified and benchmarks established.

Strategic Goal #5:

Dr. Gates closed with an update on the objective to improve diversity and inclusion in the student body through direct student recruitment retention efforts. He said Learner Services leadership had begun the process of identifying the key indicators of success associated with diversity in relation to recruiting and retention practices.

Mr. Lawson told the Board he thought including the word measurement in Strategic Goal 2 was important. This would change the goal to read “Improve the College’s process for the measurement and assessment of student learning.”

Approval of Wording Change to Strategic Goal 2

Mr. Lawson moved and Mrs. Hindmarsh seconded the motion to approve changing Strategic Goal 2 to read “Improve the College’s process for measurement and assessment of student learning.” The motion passed unanimously.

ENDS 101 Learner Community

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

EXECUTIVE LIMITATIONS MONITORING REPORT

EL-201 Financial Conditions

Mr. Marty Parsons gave a brief summary EL-201 Financial Conditions report. He pointed to number six regarding allowing tax payments and other government ordered payments or filings to be overdue or inaccurately filed. He explained there were three exceptions to this point. He said there were late payments for the March 2011 the IRS Tax Form 941 and the December 2010 State of Arkansas Withholding Wages Taxes. He added that in 2008 there was an apparent computer glitch related to the electronic W-2 filings for the 2008 year which could result in an IRS fine of up to \$40,860.

Dr. Paneitz asked if funds were in the correct account for the W-2 filings in 2008. Mr. Parsons answered that funds were in the correct account but the IRS was not notified to make the transfer. He added that changes have already been put into place to ensure this mistake does not happen again. Mr. Vasquez explained that the College was not out of compliance, just reporting out on the issues. Mr. Parsons agreed, saying that he wanted to be transparent regarding the issues with the Board.

EL-201 Financial Conditions

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

COMMITTEE REPORTS

Land Use and Facilities

Mr. Spivey said the Land Use Committee met last week. He said he expects for the topping out ceremony to happen in the near future for the Center for Health Professions building. He said the group also discussed the Highland Oncology Building Lease. He noted the lease approval included in the packet and said the committee had recommended this for Board approval.

Mr. Vasquez told the Board that the two legal documents included for their approval work together as the lease agreement. Mrs. Clifford asked if the College needed the NWACC Foundation's approval before making any changes to the building. Mrs. Meredith Brunen answered that the College would need to contact St. Mary's with any changes made to the building. Mrs. Hindmarsh asked if the College has received indication that the National Child Protection Training Center (NCPTC) falls under St. Mary's conditions for use. Dr. Paneitz answered that the College has worked with both entities to ensure the specifics for the NCPTC to work in the building.

Approval of Lease Between NWACC Foundation and NWACC for the Highlands Oncology Building and Agreement Adopting to be Bound by Conditional Agreement

The approval of the lease between the NWACC Foundation and NWACC for Highlands Oncology Building and agreement adopting to be bound by conditional agreement was approved by the Board with no objection.

PRESIDENT'S REPORT

Dr. Paneitz reminded the Board of the press conference scheduled to announce the NCPTC campaign for \$3 million. She said Mr. Victor Vieth will at the event to speak with anyone interested in the center. Mr. Vasquez thanked Mrs. Hadley Hindmarsh for serving on the NCPTC Campaign committee.

Dr. Paneitz discussed the preliminary fall census report on all higher education institutions in Arkansas. She said that while NWACC gained 2% new enrollment, 12 of the 22 Arkansas community colleges lost enrollment. She also noted that several of the schools that lost enrollment are funded above 80% of their need.

CHAIRMAN'S REPORT

Mr. Vasquez told the Board to hold January 21st for the Annual Board Retreat. He suggested that they hold January 28th as well as a back-up date. He told the Board to also hold July 13th and 14th for the July Board Retreat. He reminded the group of the December 2nd Annual Trustee Conference.

Mr. Vasquez said the College is beginning a review process for Board position alignment that needs to occur due to the recent census numbers. He said Trustees are currently elected at large; however the state statute shows with the change in population there would need to be realignment. He told the group that he was reporting out what is currently known and acknowledged that there are many questions still to be answered. He added that he hoped to have more information to discuss any changes at the Board Retreat.

Mr. Spivey asked if any changes would affect the times in which Trustees are elected. Mr. Vasquez answered that the answer to the question is not yet known. Mr. Haney asked if there would be a shift in school districts with the change. Mr. Vasquez said there is not a clear answer to the question at this time. He went on to say the NWACC district may be treated as one unit and any zones would be drawn within the district. He said he would continue working with Dr. Paneitz, Mr. Jim Hall, and Mr. Glenn Kelley to ensure the Board is aware of any changes or updates.

Mr. Spivey recognized the Student Government Association and thanked them for participating in the Board of Trustee meetings. He said Student Government is a great way to be involved with the College.

OTHER BOARD ACTION ITEMS AND CONSIDERATIONS

No Report

ADJOURNMENT

The meeting adjourned at 5:35 p.m.

Mr. Alex Vasquez, Chairperson

Mr. Randy Lawson, Secretary