

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, September 10, 2012**

MINUTES

Chair Alex Vasquez called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, September 10, at 4:30 p.m. in the Burns Hall 3rd Floor Conference Room.

Members Present: Alex Vasquez (Chair), Joe Spivey, Randy Lawson, Mark Lundy, Joan Clifford, Ric Clifford, Mike Shupe, Hadley Hindmarsh

Also in Attendance: Dr. Becky Paneitz and Jesse Pierce

RECOGNITIONS, AWARDS, AND INFORMATION ITEMS

Faculty Senate Report: Dr. Bryan Aguiar

Dr. Bryan Aguiar told the Board that Faculty Senate plans to look at their constitution and bylaws this year. He said the group has several committees who focus on issues such as curriculum, assessment, sabbatical leave, and faculty handbook.

Dr. Aguiar thanked the Board for asking him to represent Faculty Senate on the Presidential Search Committee. Mr. Alex Vasquez thanked Dr. Aguiar for his leadership on Faculty Senate and for serving on the Presidential Search Committee. Dr. Paneitz told the Board that Dr. Aguiar has done a great job as President of the group.

Recognition

Mr. Vasquez recognized Mr. Todd Schwartz, candidate for a Board position in the upcoming election. He thanked Mr. Schwartz for making time to attend the meeting.

MINUTES

Board Meeting – August 13, 2012

Mr. Lawson moved and Mr. Clifford seconded the motion to approve the minutes of the Board Meeting on August 13, 2012. The motion passed unanimously.

Special Board Meeting – August 31, 2012

Mrs. Clifford moved and Mr. Clifford seconded the motion to approve the minutes of the Speical Board Meeting on August 31, 2012. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORT

EL-202 Treatment of Students

Dr. Todd Kitchen explained that no substantial changes had been made to the EL-202 Treatment of Students report since last year. He said the College is in full compliance with the policy. Mrs. Hadley Hindmarsh asked if the Board should be looking at their policies to make updates. Mr. Vasquez said he would like the Board to take a look at their policies and procedures. Dr. Paneitz said she has asked Mrs. Miranda Smith to start taking note of outdated items in the manual.

EL-202 Treatment of Students

The EL-202 Treatment of Students report was approved by the Board with no objection.

COMMITTEE REPORTS

Land Use Committee

Mr. Joe Spivey presented a photo slideshow of the new Center for Health Professions building. He commended Nabholz Construction for the work they have done on the building. He also congratulated Mr. Jim Lay on his work with the project. He said they anticipate the building being fully online for Spring 2013 classes. He reminded the Board everything being done on the project is aimed at LEED Certification.

Mr. Mike Shupe asked if the College has funding for technology and furniture. Dr. Paneitz answered that there is money in the Foundation that Washington Regional gave for the nursing program. She said there will also be cost savings from the construction project that will go toward the equipment as well. Mr. Ric Clifford congratulated Mr. Spivey on a job well done. He said the nursing faculty and staff are very excited about moving into their new building. Mr. Spivey said the faculty and staff working on the project are doing a great job.

Dr. Steve Gates said the final site design for the 8th Street Interchange is close to being completed. They will move forward with the imamate domain process as well as infrastructure. He added it will likely be two years before the project begins.

Mr. Spivey introduced a piece of artwork by Jennifer Libby Fay for approval. He presented a design of the art to the Board. Mrs. Joan Clifford explained that the art is a fabric sculpture. She said the art will be hung in the Shewmaker Center and will be visible from outside.

Approval to Contract with Jennifer Libby Fay for Artwork

The approval to contract with Jennifer Libby Fay for artwork was approved by the Board with no objection.

PRESIDENTS REPORT

Dr. Paneitz thanked the Public Relations team for all their work. Mr. Steven Hinds played a couple recent video clips from local news stations. Mr. Hinds appreciated his team for all their work.

Dr. Paneitz appreciated Dr. Kitchen and Dr. Gates for their work in putting together the reverse transfer with the University of Arkansas. Dr. Paneitz congratulated Mr. Jim Hall and Mr. Jeff Sprott for being named AATYC Outstanding Faculty and Staff. She also invited the Board to attend the COMBASE dinner at Crystal Bridges.

Dr. Kitchen gave an update on enrollment. He explained the registration comparison based on student type. Mr. Shupe asked how the College tracks outbound transfer students. Dr. Kitchen said the College uses the National Student Clearinghouse which allows the College to see where students land after leaving NWACC. Mrs. Hindmarsh asked if high school students that took classes at the College fall into the transfer category. Dr. Kitchen said those students fall into another category.

Dr. Kitchen explained the efforts to maintain the College enrollment. He explained his team is making calls, sending email, and using social media to reach students not registered for class or to discuss financial aid. He said they have also extended hours for orientation sessions and transitioned to a streamlined enrollment process.

Mr. Clifford said his concern is not about how many students enrolled, but how many credit hours they are taking. He said while the college has fewer students, they are taking about the same amount of credit hours. He said the College serves around 8,500 non-credit students but they are not talked about as much as the credit students. He said the College needs to get credit for serving such a large number of people in the community.

Dr. Kitchen discussed the next steps and new retention initiatives that were being taken to maintain and grow enrollment. He said his team plans to do an after action review of the registration process to identify areas of concern and make adjustments prior to spring registration. Dr. Kitchen added that the College has added new programs including My FYE and Operation 1st Generation to increase and maintain students.

Mr. Spivey added that he wants to ensure the College has the resources to recruit and maintain students. Dr. Kitchen said he feels very comfortable with the support given to him by Dr. Paneitz and Dr. Gates. Dr. Paneitz said 17 out of 22 community colleges in Arkansas either remained flat or had a decrease in enrollment.

Mr. Vasquez thanked Dr. Kitchen for his work.

Dr. Paneitz told the Board her team is working with the Finance/Audit Committee to look at a revised budget. She said she is taking a serious look at travel, professional development, and filling positions. She said the revised budget will be reviewed at the October Board meeting. She added that it is likely the Board will want to look at the budget again in January.

CHAIRMAN'S REPORT

Mr. Vasquez thanked the Board for their service. He also thanked Miranda for her help with the regular and special Board meetings. He thanked those who attended the President's Circle Reception. He appreciated all the work by Dr. Meredith Brunen and her team to put the reception together. Mr. Vasquez thanked Dr. Paneitz for the great work she does at the College.

Mr. Randy Lawson said everything is moving ahead with the presidential search. He said ACCT is working with highly qualified candidates. He said in the next week or so the Board will be provided with important dates to add to their calendars.

Hadley thanked Mr. Wyley Elliott and his team for their work on raising funds for the National Child Protection Training Center.

OTHER BOARD ACTION ITEMS AND CONSIDERATIONS

Approval of Provisional Positions

Mrs. Wendi Cadle said she was asking the Board to approve one Career Planning and Placement Coordinator and one Fiscal Support Analyst position.

Approval of Provisional Positions.

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

ADJOURNMENT

The meeting adjourned at 6:13 p.m.

Mr. Alex Vasquez, Chairperson

Mr. Randy Lawson, Secretary