

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
August 12, 2013 4:30 pm - Burns Hall 3rd Floor Board Room**

Call to Order

Page

<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	Recognitions, Awards, and Information Items	
		<ul style="list-style-type: none">• Enrollment Update• History Day Update• Recognition of Staff Graduate: Gerry Weatherford	
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	Attendance	
<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Information	Approval of Minutes	
		<ul style="list-style-type: none">• Regular Board Meeting – June 10, 2013	2
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	ENDS Monitoring Report	
		<ul style="list-style-type: none">• None	
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	Executive Limitations Monitoring Report	
		<ul style="list-style-type: none">• None	
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	Committee Reports	
		<ul style="list-style-type: none">• Foundation Board• Finance/Audit Committee	
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	President’s Report	
		<ul style="list-style-type: none">• July (1-Month) Update	
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	Chairman’s Report	
		<ul style="list-style-type: none">• Retreat Update	
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	Other Board Action Items and Considerations	
		<ul style="list-style-type: none">• None	
<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Information	Board Self-Evaluation	
		<ul style="list-style-type: none">• Did we operate as a policy Board?• Did we serve our constituents?	

Adjourn

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, June 10, 2013**

MINUTES

Chair Ric Clifford called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, June 10th, at 4:31 p.m. in the Burns Hall 3rd Floor Board Room.

Members Present: Ric Clifford(Chair), Dan Shewmaker, Amy Forrest, Scott Grigsby, Mauricio Herrera, Geovanny Sarmiento, Todd Schwartz, Mike Shupe

Also in Attendance: Dr. Becky Paneitz

RECOGNITIONS, AWARDS, AND INFORMATION ITEMS

Buddy Ball & NWACC

Mr. Todd Schwartz congratulated the NWACC Softball Club for assisting with the local Buddy Ball Special Needs Athletic League. He explained that Buddy Ball provides individuals with mental or physical disabilities the opportunities to participate in sports. Mr. Schwartz thanked Mr. Jack Koelbl, NWACC Softball Club coach, and the rest of the team for their support. Mr. Koelbl said it was a great experience working with the Buddy Ball league.

Recognition of Enactus Team

Mr. Steven Hinds recognized the NWACC Enactus team for winning second runner up in the League 4 group at the Enactus USA National Expo. He said he attended the competition and the students represented the College well. The Board congratulated the Enactus team.

Recognition of Retirement

Mr. Ric Clifford congratulated the following faculty and staff on their retirement: Ms. Wilma Hinterthuer, Mr. Richard Shores, Mr. Alan Sikes, Mr. Curt Swartzlander, Mr. Harold Bass, Ms. Emma Johnson, Ms. Carolyn Spellman, Mr. David Ivie, Ms. Linda Drew, Mr. Bob Kitterman, Ms. Daveine Burgess, Ms. Sharry Distefano, and Dr. Becky Paneitz. The Board presented each of the retirees in attendance with an hourglass.

Naming of the Becky Paneitz Student Center

Mr. Clifford read a proclamation naming the Student Center for Dr. Paneitz. He said the building would be named the Becky Paneitz Student Center. Dr. Paneitz thanked the Mr. Clifford and the Board for this honor. She said the Student Center was the first building competed under her watch at the College. She told the group NWACC is a special place. The audience applauded Dr. Paneitz.

Recognition of Supervisor NWACC Participants

Ms. Pam Belcher congratulated the participants of the pilot Supervisor NWACC program. She explained that the group met for 14 session and 66 hours of training. She introduced the following participants of the program: Ms. Lindsay Robinson, Ms. Natalie Undernehr, Mr. Darrel

Watson, Mr. Josh Malone, Ms. Heather Worley, Mr. Thomas Owen, Ms. Debbie Miller, Ms. Jamie Johnston, Ms. Christie Brinsfield, Ms. Jasmine Pope, Mr. Zach Pharr, Mr. Ethan Beckcom, Ms. Sherrolyn Scheurell, and Ms. Miranda Smith.

Recognition of Student Trustee

Mr. Clifford and Dr. Paneitz thanked Mr. Jesse Pierce for serving as the Student Trustee for the 2012-2013 fall and spring semesters. Mr. Pierce thanked the Board, students, administration and staff for all they do for the College.

Compensation Study: Bruce Johanson

Mr. Bruce Johanson explained to the Board he has worked with the College on compensation issues since 2009. He reviewed a timeline looking at data related to the College's salaries in relation to other schools in the area.

Mr. Johanson said the College has done well in keeping faculty salaries competitive, with 88.5% of faculty within their salary range minimum to maximum. He said 58.2% of classified and non-classified staff are within their salary range minimum to maximum. He added that turnover since September, 2012 is running about 11% annualized with 2 faculty and 34 non-faculty terminations.

Mr. Johanson presented the 2013-2014 compensation goals for the administration. He said the College should seek to move 130 employees under minimum salaries into their respective grade ranges. He recommended the College continue to provide performance based adjustments in pay based on performance for the 305 employees within their respective salary grade ranges. Mr. Johanson said the administration should look into one-time cash payments for any performing employees over their salary range maximum. The last goal recommended was to eliminate the market variance over the next three.

Dr. Paneitz explained that classified employees are governed under the Office of Personnel Management (OPM) while non-classified employees and faculty are not. She said the College is limited in changes to pay for non-classified positions due to the OPM guidelines.

Distance Learning Presentation

Dr. Kate Burkes presented the Board with an update on the College's distance learning programs. She explained that there are 100 different online courses offered at NWACC. She reviewed the different online programs, highlighting the online AA transfer degree program. Dr. Burkes also reviewed a cohort program that starts again in August allowing students to stay together in the same classes throughout the program.

Dr. Burkes told the group that online classes generate about 23% of annual SSCH for the College. She said she foresees continued growth and more creation of online and hybrid programs.

Mr. Shupe asked if the online classes transferred like the traditional class credits. Dr. Burkes explained there is no difference in credits transferring. Mr. Sarmiento asked if the College had success in working with high school students with the online programs. Dr. Diana Johnson answered that often times the high school students perform better in online classes than the

adult students. Mr. Clifford told Dr. Burkes the cohort program sounds constricting to the students. Dr. Burkes explained that many other colleges use the cohort program successfully, but NWACC is not tied to this format if it is not successful.

MINUTES

Regular Board Meeting – May 13, 2013

Mr. Herrera moved and Ms. Forrest seconded the motion to approve the minutes of the Regular Board Meeting on May 13, 2013. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORTS

EL-200 Global Executive Constraints

Ms. Debi Buckley reviewed the EL-200 Global Executive Constraints with the group. She said the College has chosen to be audited by the Arkansas Division of Legislative Audit. Ms. Buckley also highlighted the Ethics Point reporting program implementation.

Approval of EL-200 Global Executive Constraints

Mr. Shupe moved and Mrs. Forrest seconded the motion to approve the EL-200 Global Executive Constraints monitoring report. The motion passed unanimously.

EL-205 Emergency Presidential Succession

Dr. Paneitz read from the policy. She said in the instance that she is unable to administer college activities, Dr. Steven Gates would be first in line for succession and Ms. Debi Buckley would be second. Mr. Shewmaker asked if this could be changed when Dr. Evelyn Jorgenson arrives. Dr. Paneitz answered that if Dr. Jorgenson wanted to make changes she would be able to do so by bringing the limitation back to the Board for approval.

Approval of EL-205 Emergency Presidential Succession

Mr. Herrera moved and Mrs. Forrest seconded the motion to approve the EL-205 Emergency Presidential Succession report. The motion passed unanimously.

EL-207 – Compensation and Benefits

Ms. Buckley reviewed the limitation with the Board. She told the group the state audits indicate fiscal integrity. She also noted the College secures an outside consultant to conduct an annual compensation student which was presented to the Board earlier in the meeting.

Approval of EL-207 – Compensation and Benefits

Mr. Schwartz moved and Mr. Sarmiento seconded the motion to approve the EL-205 Emergency Presidential Succession report. The motion passed unanimously.

COMMITTEE REPORTS

Advocacy Committee

Mr. Shewmaker said he, Mr. Jim Hall, and Dr. Paneitz had recently visited with Senator Hendren to discuss GIF funds. He also urged Board members to attend the upcoming Legislative night at Arvest Ballpark.

PRESIDENTS REPORT

Dr. Paneitz asked Dr. Todd Kitchen to give an update on enrollment. Dr. Kitchen said new student orientation has begun on campus. He explained that the orientation is an opportunity for staff to walk students through the various stages of enrollment. He also told the Board summer enrollment was currently down 1.4% from what had been projected.

Dr. Meredith Brunen recognized Ms. Amy Benincosa for recently being named by Arkansas Business Journal for the current class of 15 at 15.

Dr. Paneitz told the audience she estimated that she had attended 140 Board meetings at the College. She congratulated the Board on the work they have done and encouraged them to continue their great work with Dr. Jorgenson.

CHAIRMAN'S REPORT

Mr. Clifford appreciated the Board for all they do for the College. He reminded the group of the upcoming retreat on July 19th and 20th.

ADJOURNMENT

The meeting adjourned at 5:59 p.m.

Mr. Ric Clifford, Chairperson

Mr. Dan Shewmaker, Secretary