

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 9, 2014 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"> • Recognition of Retirement: <i>Dr. Evelyn E. Jorgenson</i> • Diversity & Inclusion Strategic Plan Update: <i>Kathryn Birkhead</i> 	
<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 – May 12, 2014 	2
<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information	ENDS Monitoring Report <ul style="list-style-type: none"> • Five-Year Plan Progress Report: <i>Dr. Steve Gates</i> <ul style="list-style-type: none"> ▪ Occupational Life Skills 	6
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Executive Limitations Monitoring Report <ul style="list-style-type: none"> • None 	
<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information	Committee Reports <ul style="list-style-type: none"> • Land Use & Facilities Committee: <i>Joe Spivey</i> • Finance/Audit Committee: <i>Scott Grigsby</i> <ul style="list-style-type: none"> ○ Joint Approval of Parameters Resolution – Washington County Bond Issues 	8
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	President’s Report	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Chairman’s Report	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Other Board Action Items and Considerations	
<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, May 12, 2014**

MINUTES

Chair Ric Clifford called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, May 12, at 4:34 p.m. in the Burns Hall 3rd Floor Board Room.

Members Present: Ric Clifford, Joe Spivey, Dan Shewmaker, Amy Forrest, Scott Grigsby, Geovanny Sarmiento, Mike Shupe

Also in Attendance: Dr. Evelyn E. Jorgenson and Cyndi Beltran

MINUTES

April Regular Meeting

Mr. Grigsby moved and Mr. Shupe seconded the motion to approve the minutes of the Board Meeting on April 14, 2014. The motion passed unanimously.

RECOGNITION, AWARDS, AND INFORMATIONAL ITEMS

Recognition of History Day

Dr. Jorgenson introduced Dr. Jami Forrester, NWACC faculty member and History Day Coordinator. Dr. Forrester told the Board 400 students from 19 area schools participated in the History Day District 10 competition. She said District 10 sent 80 students with 47 History Day projects to the Arkansas History Day competition. She explained that 25 students were recognized for outstanding achievements at state and 13 were awarded a trip to the National Competition at the University of Maryland in College Park.

Dr. Forrester introduced the students, teachers, and school administrators in the audience. She also told the Board that she received the History Channel Award for Service and will advance to the national level to complete for a \$5,000 award sponsored by the History Channel. The Board congratulated the students, teachers and Dr. Forrester.

Recognition of Enactus Team

Ms. Casey Hammond, Enactus Co-Advisor, introduced the Enactus team members in the audience - Ms. Sandi Reichenbach, Mr. Brad Clifford, Ms. Dulce Aguirre and Mr. Matt Dean. She told the group Mr. Dustin Slaughter and Mr. James Miskimen were also on the team but unable to attend the Board meeting. She also introduced Ms. Becky Hudson and Mr. Matt Voss, her Enactus Co-Advisors. She recognized Ms. Hudson as this was her last year with Enactus. Ms. Hammond told the Board she was proud of the team. She said they were only one of five community college teams to advance to the quarter-finals in the Enactus U.S. National Exposition in Cincinnati, Ohio.

Ms. Reichenbach thanked the Enactus advisors for their hard work. She said the presentation for the judges discussed ongoing and new projects by the NWACC Enactus team including working with the Boys & Girls Club, led by Mr. Clifford; the Bella Vista Recycling Center, led by Mr. Dean; and assisting with the

Christian Women’s Job Corps, led by Ms. Reichenbach. She told the group Ms. Aguirre was the media specialist for the team.

Ms. Reichenbach told the Board the NWACC Enactus group has a lot of students involved in the community, helping small businesses and non-profit organizations to develop and enhance their entrepreneurial spirit. She said Enactus had been a wonderful experience.

Mr. Shewmaker said he attending the nationals and is on the Enactus U.S. Executive Committee. He said it’s incredible to see the students at the national competition. He said the teams that have the support from their Boards and Presidents are successful. Mr. Clifford said he is on the Enactus Business Advisory Board.

Recognition of SGA Officers

Ms. Christy Reynolds, SGA Advisor, introduced the SGA officers and handed them each a plaque. Ms. Beltran said the group was working on an end of year report which would be sent to the Board. She thanked the Board, the SGA advisors, Mr. Jim Hall, Ms. Debi Buckley and Dr. Todd Kitchen for supporting SGA over the past year. Mr. Clifford thanked the officers for serving.

Recognition of Student Trustee: Cyndi Beltran

Mr. Clifford and Dr. Jorgenson presented Ms. Beltran with a piece of student artwork to thank her for her service as Student Trustee. Ms. Beltran thanked the Board and said it had been an honor to serve.

EXECUTIVE LIMITATIONS MONITORING REPORTS

EL-208 Budgeting

Ms. Debi Buckley reviewed the EL – 208 report with the Board. She said it was the recommendation of the College Administration that the Board approve the President’s compliance report.

Mr. Grigsby applauded Ms. Buckley and her team. Mr. Clifford added that the College finances had come a long way under Ms. Buckley’s watch.

Approval of EL-208 Budgeting

Mr. Shupe moved and Mr. Shewmaker seconded the motion to approve the EL-208 Budgeting monitoring report. The motion passed unanimously.

COMMITTEE REPORTS

Finance/Audit Committee

Mr. Grigsby told the Board the Finance/Audit Committee had recently met and approved a recommendation for the Board to approve lump sum payments for classified employees in 2014 based on recommendation from the College administration. Mr. Clifford said Governor Beebe sent a letter to all state agencies approving the payments to classified employees.

Mr. Shupe asked how much would be paid to the classified employees. Dr. Jorgenson answered that 1%, 2%, and 3% would be paid based on performance evaluations. She added that the College had enough funds to pay for the lump sum payments.

Approval of Lump Sum Payments for Classified Employees in 2014

Mr. Spivey moved and Mr. Shupe seconded the motion to approve lump sum payments for classified employees in 2014. The motion passed unanimously.

PRESIDENT'S REPORT

Dr. Jorgenson told the Board a group from the College had recently visited Bellevue College to observe their Occupational Life Skills (OLS) program. She explained that the OLS program is designed for student with cognitive disorders, allowing them to complete a 2-year degree program. She added that the Board would receive a full report regarding this program at the June Board meeting.

Dr. Jorgenson told the Board that SCM Architects and McClelland Consulting Engineers had been selected to lead the facilities master plan process. Ms. Buckley added that SCM and McClelland had already spent time on campus watching how students navigate.

Dr. Jorgenson said the College was still working on the agreement for the Washington county purchase. She explained the College had been working with the land owner on land appraisals and providing necessary information to the state. She said the College would see great progress on this purchase in the coming months.

Dr. Jorgenson updated the Board on the College's collaboration with other 2-year and 4-year Colleges. She said NWACC had been working with other Colleges to see what collaborative arrangements could be created for the benefit of the students.

CHAIRMAN'S REPORT

Mr. Clifford thanked everyone that came to the College Commencement ceremonies. He said the new format made it easier for families and students.

Mr. Clifford reminded the Board of the upcoming retreat on July 25 and 26. He said the retreat would be an opportunity to hear from the College Administration on the 5-Year Plan, recruitment & retention efforts, and increasing the visibility of sports. He asked the Board to let either he or Dr. Jorgenson know if they had any topics to add to the agenda.

Mr. Clifford also reminded the Board election for the seats expiring on December 31, 2014. He said those running for the Board would need to file their Nominating Petition to the County Clerk's office by August 15 at 12:00 noon.

OTHER BOARD ACTION ITEMS AND CONSIDERATIONS

Provisional Positions

Ms. Buckley told the Board that provisional positions are approved every year. She said these positions are contingent upon the availability of external funding and based upon additional revenue from sources other than general revenue. She added that most of the positions listed for approval are grant funded.

Approval of Provisional Positions

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

Provisional Positions: PACE Grant & Adult Education

Ms. Buckley asked the Board to approve authorization to move forward with two provisional programs to support PACE and Adult Education.

Approval of Provisional Positions: PACE Grant & Adult Education

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

Promotional and Recruitment Items

Ms. Buckley told the Board that the College is required to submit Board approval of the promotional items to be purchased for the coming year.

Approval of Promotional and Recruitment Items

Mr. Spivey moved and Mr. Sarmiento seconded the motion to approve the promotional and recruitment items. The motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 5:30 pm

Mr. Ric Clifford, Chairperson

Mr. Dan Shewmaker Secretary

Occupational Life Skills Program: Introducing a Potential New Program at NWACC

What is the Occupational Life Skills Program (OLS)?

- Primary Audience
 - Area students/citizens with cognitive disorders who meet particular admissions standards.

- Program Focus
 - Through an accredited curriculum, participating students are taught hard and soft skills essential for life and work in preparation for employment and greater independence.
 - Approximately 60 credit hours delivered over 8 terms
 - Students progress in cohorts of 12-14
 - Students are not eligible for additional entitlements, i.e. special accommodations. All support comes from within the program
 - Rigorous preparation for capstone internship leading to employment

- Potential Benefits to Community
 - A major unmet need in service to this audience
 - Support for the organizations and agencies currently supporting this audience
 - Long term ROI: What is the cost now for not better serving this audience?

- Next Steps: Challenges and Opportunities We Are Addressing
 - Measuring Community Support
 - Building a Budget for Anticipated Costs
 - Facility Needs and Planning
 - Creating a partnership with Bellevue College
 - Gaining State Approval

Relationship to NWACC Strategic Plan/Goals and Objectives

- What role in our Strategic Plan?
 - Section (1) Increase Student Enrollment
 - Section (3) Provide Quality Programming and Assessment
 - Section (5) Increase Community Outreach, Support, and Relations

What Constituents Are We Serving (ENDS)?

- Area students and citizens with cognitive disorders who can meet the program's admissions requirements.
- The health/wellness community that supports this audience now
- State and federal agencies that need partners to support this need
- Parents, families, and friends of those citizens with cognitive disorders



Date: June 9, 2014

To: NorthWest Arkansas Community College Board of Trustees

From: Debi Buckley, Sr. VP for Administrative Services/CFO

Subject: Joint Approval of Parameters Resolution – Washington County Bond Issues

The Parameters Resolution will authorize the issuance of not to exceed \$3,000,000 in aggregate principal amount of NorthWest Arkansas Community College District Student Tuition Revenue Bonds, for the purpose of providing funds to finance the acquisition, construction and equipping of capital improvements in Washington County, Arkansas in whole or in part and for the payment of necessary expenses incidental to the sale and issuance of the Bonds. The Bonds shall mature and bear interest in the amounts and on the dates set forth in the Purchase Agreement; provided however, that the Bonds shall bear interest with a net interest cost not to exceed four percent, and the final maturity date for the Bonds shall not exceed December 31, 2044.

Recommendation: The NorthWest Arkansas Community College Land Use & Facilities Committee and Finance/Audit Committee recommend the NWACC Board of Trustees approve the Parameters Resolution – Washington County Bond Issues.

Mr. Ric Clifford, Chairperson

Mr. Dan Shewmaker, Secretary

RESOLUTION NO.

RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$3,000,000 NORTHWEST ARKANSAS COMMUNITY COLLEGE DISTRICT STUDENT TUITION REVENUE BONDS, SERIES 2014 FOR THE PURPOSE OF ACQUIRING CERTAIN REAL ESTATE IN WASHINGTON COUNTY, ARKANSAS; AUTHORIZING THE BOND PURCHASE AGREEMENT; AUTHORIZING A TRUST INDENTURE SECURING THE BONDS; AUTHORIZING THE SALE OF THE BONDS; AUTHORIZING AND APPROVING THE EXECUTION AND USE OF A PRELIMINARY OFFICIAL STATEMENT AND AN OFFICIAL STATEMENT; AND AUTHORIZING AND PRESCRIBING OTHER MATTERS PERTAINING THERETO

WHEREAS, The Board of Trustees of NorthWest Arkansas Community College District (the “**Issuer**”), is authorized and empowered under the provisions of Act No. 374 of the Act of Arkansas of 1993, as amended, and codified at Arkansas Code Annotated §§6-61-1001 et seq. and known as the Technical College and Community College Capital Improvement Act of 1993 (the “**Act**”), to issue bonds for the development, construction, or acquisition of any capital improvement, including the purchase of sites for the construction of capital improvements, to be secured by a specific pledge for the payment of debt service and costs of issuance thereof; and

WHEREAS, the Issuer has determined that there is an urgent and immediate need for additional facilities for the NorthWest Arkansas Community College (the “**College**”) and to purchase and acquire certain real estate in Washington County, Arkansas construct and equip certain capital improvements thereon through the issuance of the Issuer’s Student Tuition Revenue Bonds, Series 2014 (the “**Bonds**”);

WHEREAS, the Issuer is offering, and Raymond James & Associates, Inc (the “**Underwriter**”), is expected to agree to purchase for offering to the public all (but not less than all) of the Bonds, at the aggregate purchase price set forth in the Purchase Agreement (hereinafter defined); and

WHEREAS, the following documents have been prepared in connection with the issuance of the Bonds and have been reviewed by the Issuer’s officers and bond counsel:

(a) Trust Indenture, to be dated as of the date of issuance (“**Indenture**”), between the Issuer and Regions Bank, as trustee (“**Trustee**”), establishing the general provisions relating to the Bonds, providing for the security and payment of the Bonds and the rights of the owners thereof;

(b) Bond Purchase Agreement (the “**Purchase Agreement**”), to be dated as of the date of its execution, between the Issuer and the Underwriter, providing for the purchase of the Bonds by the Underwriter; and

Preliminary Official Statement (the “**Preliminary Official Statement**”) and form of Official Statement (the “**Official Statement**”) setting forth certain information with respect to the Bonds for the Issuer and the respective owners of the Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTHWEST ARKANSAS COMMUNITY COLLEGE DISTRICT that:

Section 1. There is hereby authorized the issuance of not to exceed \$3,000,000 in aggregate principal amount of NorthWest Arkansas Community College District Student Tuition Revenue Bonds (Series 2014), for the purpose of providing funds to finance the acquisition, construction and equipping of capital improvements in Washington County, Arkansas in whole or in part and for the payment of necessary expenses incidental to the sale and issuance of the Bonds. The Bonds shall mature and bear interest in the amounts and on the dates set forth in the Purchase Agreement; provided however, that the Bonds shall bear interest with a net interest cost not to exceed four percent (4.0%), and the final maturity date for the Bonds shall not exceed December 31, 2044.

Section 2. The Purchase Agreement in substantially the form presented herewith, be and the same is hereby approved and authorized, with such changes therein as shall be approved by the Chairman of the Board of Trustees of the Issuer and the officers of the College, including the College’s President, Chief Financial Officer, and Provost, or any one of them (collectively, the “**Officers**”), their execution and delivery thereof to constitute conclusive evidence of their approval of any such changes.

Section 3. The Indenture, in substantially the form presented herewith, be and the same is hereby approved and authorized, with such changes therein as shall be approved by any of the Officers, or any one of them, their execution and delivery thereof to constitute conclusive evidence of their approval of any such changes.

Section 4. To provide for the offering and sale of the Bonds, there has been prepared a Preliminary Official Statement setting forth information concerning the Bonds and the Issuer. The Preliminary Official Statement, in substantially the form presented herewith, is hereby declared to be a final official statement, as such term is defined in Rule 15(c)(2)(12), as of its date, except for the interest rates, underwriter’s discount, offering prices, delivery dates, aggregate principal amount, principal amount per maturity, ratings and other terms of the Bonds depending on such matters.

Section 5. The execution of the Preliminary Official Statement by the Officers, acting together or individually, in substantially the form presented at this meeting and the distribution of the Preliminary Official Statement in marketing the Bonds is hereby authenticated and authorized.

Section 6. There be, and there is hereby, authorized the distribution to various prospective and actual purchasers of the Bonds of a final Official Statement in the name of the Issuer, describing the Issuer, the Bonds, and the Indenture, and setting forth such other information as may be determined to be necessary or desirable by the purchasers. The Officers, acting together or individually, are authorized to execute such Official Statement on behalf of the

Issuer and to confer with the initial purchasers of the Bonds in order to complete the Official Statement in substantially the form submitted to this meeting with such changes as shall be approved by any of such Officers.

Section 7. The Officers of the Issuer, acting together or individually, for and on behalf of the Issuer, be, and they are hereby, authorized and directed to do any and all things necessary to effect the execution and delivery of the Indenture, the Purchase Agreement, and the Bonds, the performance of any obligations of the Issuer under the Indenture, the Purchase Agreement, and the Bonds, the issuance, execution, sale and delivery of the Bonds, the execution, delivery and distribution of the Preliminary Official Statement and the Official Statement, and the performance of all acts of whatever nature necessary to effect and carry out the authority conferred by this Resolution. That the officers of the Issuer be, and they are hereby, further authorized and directed, for and on behalf of the Issuer, to execute all papers, documents, certificates and other instruments that may be required for the carrying out of such authority or to evidence the exercise thereof and to take such other actions as they, in consultation with Bond Counsel, shall consider necessary or advisable in connection with this Resolution, the Indenture, the Purchase Agreement, the Official Statement and the issuance, sale and delivery of the Bonds.

Section 8. If any one or more provisions of this Resolution shall be determined by a court of competent jurisdiction to be contrary to law, any such provision shall be deemed separable from the remaining provisions hereof and the invalidity thereof shall in no way affect the validity of the other provisions of this Resolution.

Section 9. Capitalized terms not otherwise defined herein shall have the respective meanings assigned to them in the Indenture.

Section 10. This Resolution shall be effective from and after its date of adoption.

PASSED: _____, 2014

Ric Clifford, Chairman of the Board of Trustees
NorthWest Arkansas Community College District

ATTEST:

Daniel Shewmaker, Secretary Board of Trustees NorthWest
Arkansas Community College District