

**NORTHWEST ARKANSAS COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
September 8, 2014 4:30 pm - Burns Hall 3<sup>rd</sup> Floor Board Room**

Call to Order

Page #

<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>Recognitions, Awards, and Information Items</p> <ul style="list-style-type: none"> <li>• Welcome Student Trustee: Wendy Echeverria</li> <li>• Emerita Recognition: Ms. Judy Tobler &amp; Dr. Anita Jones</li> </ul>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>Attendance</p>	
<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information	<p>Approval of Minutes</p> <ul style="list-style-type: none"> <li>• Regular Board Meeting – August 11, 2014</li> </ul>	2
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>ENDS Monitoring Report</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>Executive Limitations Monitoring Report</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>Committee Reports</p> <ul style="list-style-type: none"> <li>• Finance Committee (<i>Scott Grigsby</i>) <ul style="list-style-type: none"> <li>○ Discussion Related to Self-Insurance</li> </ul> </li> </ul>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<ul style="list-style-type: none"> <li>• Sanctioned Sports Committee (<i>Todd Schwartz</i>)</li> </ul>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>President’s Report</p>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>Chairman’s Report</p>	
<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information	<p>Other Board Action Items and Considerations</p> <ul style="list-style-type: none"> <li>• Approval to Adopt Self-Insurance Plan</li> </ul>	6

Adjourn

**NORTHWEST ARKANSAS COMMUNITY COLLEGE  
BOARD OF TRUSTEE MEETING  
Monday, August 11, 2014**

**MINUTES**

Chair Ric Clifford called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, August 11, at 4:30 p.m. in the Burns Hall 3<sup>rd</sup> Floor Conference Room.

**Members Present:** Ric Clifford (Chair), Joe Spivey, Scott Grigsby, Mauricio Herrera, Geovanny Sarmiento, Todd Schwartz, Mike Shupe

**Also in Attendance:** Dr. Evelyn E. Jorgenson

**RECOGNITIONS, AWARDS, AND INFORMATION ITEMS**

**Student Ambassador and Activities Board (SAAB) Introduction**

Ms. Becky Hudson, SAAB Advisor, introduced the ten SAAB representatives for the 2014-2015 academic year. She explained the application and interview process required of the members in order to represent the College. Mr. Hudson highlighted some of the duties of SAAB which include giving tours to prospective students, orientation/registration assistance and managing the Career Closet.

Ms. Stephanie Monter, SAAB President, told the group she was excited to work with the SAAB members and was looking forward to a great year. Mr. Clifford congratulated the group on representing the SAAB group for the coming year. Mr. Sarmiento applauded the leadership of the group.

**MINUTES**

**Board Meeting – June 9, 2014 and July 26, 2014**

Mr. Spivey moved and Mr. Herrera seconded the motion to approve the minutes of the Regular Board Meeting on June 9, 2014 and the Special Board Meeting on July 26, 2014. The motion passed unanimously.

**ENDS Monitoring Report**

**Distance Learning Update**

Dr. Steve Gates introduced Dr. Kate Burkes, Director of Distance Learning. Dr. Burkes explained to the group that distance learning supports the College's Learner Community. She said students are offered online or hybrid/blended classes using Blackboard, a web-based system available anywhere. She explained that traditional, classroom-based classes, also have access to online materials and communication tools.

Dr. Burkes told the group that four degrees were available 100% online and five offered 95% online. She said the online courses were created by faculty and monitored by the academic department in order to ensure the curriculum rigor and best practices are equal to on-campus classes. She said the online instructors have the same academic qualifications and are evaluated using the same Faculty Performance Review as on-campus instructors.

Dr. Burkes introduced Dr. Deirdre Slavik, Department Chair and Faculty in Psychology. Dr. Slavik said she was originally skeptic of online classes, but realized that the online format was only becoming more popular by students. She said as an online instructor she provides students with the high quality education they would receive in a classroom. She explained the online classes require a high degree of student engagement and takes more active involvement.

Mr. Shupe asked if the online courses could be completed at any time during the day. Dr. Burkes said most of the courses could be taken at any time during the day. Mr. Clifford congratulated Dr. Burkes and her team on their work.

#### **Upward Mobility**

Dr. Todd Kitchen told the Board that in July 2011 with the support of Human Resources, an evaluation of the Learner Support Services Division structure in relation to its ability to manage current and future needs and growth was completed. He said the evaluation lead to the successful creation of the Office of Admissions and Advising, decreasing the advisor to student ratio to approximately (750:1). Mr. Clifford congratulated Dr. Kitchen.

#### **Approval of ENDS Monitoring Reports**

Mr. Spivey moved and Mr. Grigsby seconded the motion to approve ENDS-101: Student Community, Distance Learning Report and ENDS-105: College Community, Restructuring for Upward Mobility Report. The motion passed unanimously.

#### **EXECUTIVE LIMINTATIONS MONITORING REPORT**

##### **EL-205 Emergency Presidential Succession**

Dr. Jorgenson 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. Dr. Jorgenson reported in compliance.

##### **Approval of EL-205 Emergency Presidential Succession**

Mr. Spivey moved and Mr. Shupe seconded the motion to approve the EL-205 Emergency Presidential Succession Report. The motion passed unanimously.

## **COMMITTEE REPORTS**

### **Land Use Committee**

Mr. Shupe reviewed the minutes from the August 7 Land Use meeting. He highlighted the discussion regarding the 8<sup>th</sup> Street extension to Watertower Road. He said Mr. Jim Lay, Ms. Debi Buckley and Ms. Dena Huchenson had recently met with representatives from the City of Bentonville Planning Department and SCM, NWACC's Master Plan Architects. He said the purpose of the meeting was to discuss dealing with vehicular traffic on NWACC property after the City extends 8<sup>th</sup> Street. He said no action was taken at the meeting.

### **Sanctioned Sports Committee**

Mr. Schwartz told the Board the first meeting of the Sanctioned Sports committee was planned for August 27<sup>th</sup> at 11:00 am. He said he received a lot of feedback from the community following the sports discussion at the Board Retreat. Mr. Schwartz said he planned to bring a report back to the Board at the September meeting.

### **Finance Committee**

Mr. Grigsby said revenues for the College were down by .5% and expenditures were down by .6%.

## **PRESIDENTS REPORT**

Dr. Jorgenson told the group the College was continuing to research the Occupational Life Skills (OLS) program and charting a path to get ADHE approval. She said the College would be coming forward with more information on the program soon.

Dr. Jorgenson recognized Dr. Jamie Forrester on receiving the national 2014 History Award for Service from the History Channel.

Dr. Jorgenson told the Board NWACC had recently been recognized by the U.S. Department of Education as one of only two VetSuccess sites from Arkansas.

Dr. Jorgenson reminded the Board that Fall semester started on August 25.

## **CHAIRMAN'S REPORT**

Mr. Clifford said he thought the format of the Board Retreat was successful. He said the work presented by the College had taken the 5-Year Plan to another level.

**ADJOURNMENT**

The meeting adjourned at 5:35 p.m.

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Mr. Ric Clifford, Chairperson

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Mr. Dan Shewmaker, Secretary



Date: September 8, 2014

To: NorthWest Arkansas Community College Board of Trustees

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

Subject: Approval for Adoption of Partial Self-Insurance Plan for NWACC Employees

In the past five years, NWACC has experienced a 42% increase in health insurance premiums. Insurance costs for FY2015 represent over 8% of the college's operating budget. Accordingly, NWACC Administration has reviewed a number of options to reduce the rising costs of health insurance and has determined that the most viable option is a Partially Self-Insured Plan. Though not without risks, the Partially Self-Insured Plan has the potential to realize significant annual savings. In addition, this plan would allow NWACC to retain Blue Cross Blue Shield as its service provider and maintain current coverage and employee cost levels.

Recommendation: The NorthWest Arkansas Community College Administration recommends the NWACC Board of Trustees approve adoption of a Partially Self-Insured Health Plan for calendar year 2015.

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Mr. Ric Clifford, Chairperson

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Mr. Dan Shewmaker, Secretary