

**NORTHWEST ARKANSAS COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
October 20, 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>• October Student of the Month Golden Eagle Award: Joshan “Shan” Cortez</li> <li>• Young Woman of the Year Award: Dr. Meredith Brunen</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 – September 8, 2014</li> </ul>	2
<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information	<p>ENDS Monitoring Report</p> <ul style="list-style-type: none"> <li>• Occupational Life Skills Report (<i>Dr. Gates</i>)</li> <li>• LIFE Program Report (<i>Dr. Kitchen</i>)</li> </ul>	6 9
<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>• Sanctioned Sports Committee (<i>Todd Schwartz</i>)</li> <li>• Finance Committee (<i>Scott Grigsby</i>)</li> <li>• Land Use Committee (<i>Joe Spivey</i>)</li> <li>• Foundation Board Report (<i>Ric Clifford</i>)</li> </ul>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>President’s Report</p> <ul style="list-style-type: none"> <li>• Sale of Bonds (<i>Debi Buckley</i>)</li> <li>• Purchase of Washington County Property (<i>Debi Buckley</i>)</li> <li>• Notification of New Programs</li> <li>• Railroad Update</li> </ul>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>Chairman’s Report</p>	
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	<p>Other Board Action Items and Considerations</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	

Adjourn

**NORTHWEST ARKANSAS COMMUNITY COLLEGE  
BOARD OF TRUSTEE MEETING  
Monday, September 8, 2014**

**MINUTES**

Chair Ric Clifford called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, September 8, at 4:31 p.m. in the Burns Hall 3<sup>rd</sup> Floor Conference Room.

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

**Also in Attendance:** Dr. Evelyn Jorgenson and Wendy Echeverria

**RECOGNITIONS, AWARDS, AND INFORMATION ITEMS**

**Welcome Student Trustee: Wendi Echeverria**

Mr. Clifford welcomed Ms. Wendy Echeverria, NWACC Student Trustee, to the Board. Ms. Echeverria thanked the Board for the opportunity to serve and introduced the SGA members in the audience. Mr. Clifford congratulated Ms. Echeverria and said he appreciates her perspective from the student body.

**Emerita Recognition: Ms. Judy Tobler & Dr. Anita Jones**

Dr. Jorgenson and Mr. Clifford recognized Ms. Judy Tobler, Faculty Emerita, and Dr. Anita Jones, Dean Emerita. Dr. Jorgenson said Ms. Tobler and Dr. Jones were formally recognized at the Fall Forum. She told the Board of the many achievements and recognitions that both Ms. Tobler and Dr. Jones received during their time at NWACC.

The Board congratulated Ms. Tobler and Dr. Jones on their Emerita titles and many accomplishments while at the College.

**MINUTES**

**Board Meeting – August 11, 2014**

Mr. Herrera moved and Mr. Schwartz seconded the motion to approve the minutes of the Board Meeting on August 11, 2014. The motion passed unanimously.

**COMMITTEE REPORTS**

**Finance/Audit Committee**

Mr. Grigsby reviewed the minutes of the September 2<sup>nd</sup> Finance/Audit Committee meeting. He said revenues were down 2.2% and expenditures were down 2.8% compared to July 2013. He thanked Ms. Debi Buckley and her team.

**OTHER BOARD ACTION ITEMS AND CONSIDERATIONS**

**Approval to Adopt Self-Insurance Plan**

Ms. Buckley reminded the Board that information regarding self-insurance and the College's current plan had been sent to them the previous week for review. She said insurance costs are rising and the College had been looking at alternatives to their current plan.

Ms. Wendi Cadle presented a comparison of fully insured versus partially self-insured plans to the Board. She explained that healthcare cost represent 9.3%, \$3.8 million, of the College's operating budget. Ms. Cadle added that in the past five years the College has experienced a 42% premium increase.

Mr. Shupe asked where the College would get the money for the reserves needed to be partially self-insured. Ms. Buckley said the College may need to dip into the Board reserve. She added that the College would go to the Finance Committee prior to dipping into the Board reserves. Mr. Shupe asked if the plans would change for College employees with the partial self-insurance. Ms. Cadle said the College worked to ensure there would be no changes to plans with the partial self-insurance.

Ms. Cadle told the Board the administrative fees the College currently paid to BlueCross BlueShield would be placed into a reserve for partial self-insurance and accumulate over time. Mr. Shewmaker asked about the amount which would still be paid to BlueCross BlueShield. Ms. Cadle said it would cost around \$211,000 for administrative fees and reinsurance.

Dr. Jorgenson said her previous College used partial self-insurance. She explained that there were occasional years when the cost exceeded premiums, but they were also able to accumulate money in a reserve rather than paying an insurance company. Mr. Shewmaker asked if the money paid for premiums would only be used for the purpose of self-insurance. Ms. Cadle said that the money paid in would be held only for self-insurance. Mr. Grigsby told the group the greatest risk for the self-insurance would be the period between January 1 and June 30.

Mr. Shewmaker asked how switching from fully insured to partially self-insured would affect the budget at the College. Ms. Buckley said switching to partial self-insurance would not affect the budget. Dr. Jorgenson said the premiums would be paid into a pool and would start building from the first month it went into effect.

Mr. Shewmaker suggested that the College ramp up the health and wellness programs offered to employees with the implementation of partial self-insurance. Ms. Cadle agreed, explaining that the College had been working in conjunction with the YMCA to hold lunch hour workout programs.

Mr. Grigsby said his preference would be to have the College set up a line of credit to support a shortfall. He said the College had worked hard to build up the Board reserves and he would prefer the College not use the funds. He added that he recommended a line of credit solely for this purpose. Ms. Buckley told the group the College would not move funds unless it was needed. Mr. Sarmiento asked if the Board reserve would be a line of credit. Ms. Buckley answered no, the funds would not be transferred unless needed.

Dr. Jorgenson told the Board that if January was on par with the previous year the College would collect more in premiums than they would pay in claims. Mr. Grigsby said that the idea would be to build the account each month to build a healthy reserve.

Mr. Clifford said the College should consider a line of credit. He asked Ms. Buckley to research the steps needed to establish a line of credit.

#### **Approval to Adopt Self-Insurance Plan**

Mr. Shupe moved and Mr. Spivey seconded the motion to approve adoption of partial self-insurance plan for NWACC employees. The motion passed unanimously.

### **COMMITTEE REPORTS**

#### **Sanctioned Sports Committee**

Mr. Schwartz read the minutes of the August 27 Sanctioned Sports Committee meeting. He told the group he wanted everyone to know that the committee was committed to funding athletics 100% from donations. He said the plan was to ensure that reserve funds were in place to fund 150% of the cost needed. Mr. Schwartz added that if sports could not be supported through donations he would report back that the College should not move forward.

Mr. Schwartz told the Board the Sanctioned Sports Committee approved the selection of Division III. He explained that Division III would allow the College to compete with similar sized schools. He also said he spoke with Dr. Jorgenson and discovered the committee would need to survey students at the College in order to be Title IX compliant. Mr. Schwartz said he would discuss a sample survey at the next Sanctioned Sports Committee meeting.

Mr. Grigsby told the Board the committee voted on Division III based on building the budget. Mr. Shewmaker asked how long it would take to administer the survey. Mr. Schwartz said the survey would be established by the next Board meeting and could have it administered within two weeks of establishing the survey. Mr. Spivey said he would like to see how sports could affect enrollment. Mr. Schwartz told the Board he had a list of athletes from 2000 on that left the area to play sports.

Mr. Spivey said he had been asked about cross country. Mr. Schwartz said every sport included in Division III would need to be listed on the student survey. Mr. Shupe asked about club sport teams. Dr. Jorgenson said the College currently offers several club sports. Mr. Shupe told the Board he spoke with some of the original Board members and they had an interest in setting up intramural sports but not sanctioned sports. Dr. Jorgenson asked Mr. Schwartz to check into why only two community colleges in Arkansas have sanctioned sports.

### **PRESIDENTS REPORT**

Dr. Jorgenson said the College was still moving forward with the purchase of the Washington county land. She said only a couple additional approvals were needed before finalizing the purchase.

Dr. Jorgenson told the Board Fall enrollment looked good. She said official eleventh day numbers would be available on Tuesday.

### **CHAIRMAN'S REPORT**

Mr. Clifford recognized Dr. Jorgenson and her leadership team. He said he was impressed with the accountability and communication from the group.

Mr. Clifford passed around thank you notes from the NWACC Trustee Scholarship recipients. He reminded the Board that four \$1000 scholarships were awarded.

Mr. Clifford reviewed the event calendar with the group, reminding them that the October Board meeting would be held on October 20<sup>th</sup>.

#### **ADJOURNMENT**

The meeting adjourned at 5:49 p.m.

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Mr. Ric Clifford, Chairperson

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Mr. Dan Shewmaker, Secretary

## **Associate Degree in Occupational and Life Skills: Progress and Plans**

### Brief Review of Program

- Primary Audience
  - Area students/citizens with cognitive disabilities who meet particular admissions standards
  - Number of area citizens, Benton and Washington Counties
- 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.
    - A full Associates Degree, approximately 60 credit hours delivered over 8 terms
    - Students progress in co-harts of 12-14
    - Students are not eligible for additional entitlements, i.e. special accommodations. All supports comes from within the program
    - Rigorous preparation for capstone internship leading to employment
- Primary Goals
  - To serve a segment of this population currently underserved: the “tweeners”
  - To empower students to achieve a greater financial and social independence
  - To provide an important link of support for the cognitive disabilities community
- Modeled after Bellevue College in Seattle, WA
  - Program entering 14<sup>th</sup> Year
- Program Curriculum and Learning Outcomes
  - Learning self-supporting skills for greater social and financial independence
  - Building a personal career pathway
  - Preparing for a 200 hour internship with area employer
  - Job development and matchmaking with the right employer
- Recent Progress
  - Introduced Program to Trustees on June 5, 2014
  - Have met with/received support from the following:
    - Arkansas Support Network
    - Autism Involves Me
    - State Legislative Task Force on Autism (Chair: Senator Uvalde Lindsay)
    - Springdale, Bentonville, Rogers and Fayetteville District Special Education Coordinators
    - Elizabeth Richardson Center Leadership Team
    - Arkansas Interagency Transition Partnership
    - Arkansas Transition Services
- Unique Features of the Program

- Low student to faculty/staff ratio
  - Maximum enrollment of 14 students per class
- Student audience requires special teaching expertise
- Job Development
  - Building individual student profiles and matching with prospective employers, internship and job placement
- Annual Assessment
  - Student Progress
  - Program CQI
- Expectations as Pilot College
  - Collaboration with Bellevue and consulting other community colleges
  - Advocacy and Development
  - Telling the Story
  - Research and Best Practices
- What is Needed to Support Program Delivery
  - A differential tuition rate not to exceed \$667 per credit hour
  - \$9,900 annually per student
  - \$39,600 total, eight semesters
- Next Steps
  - November
    - Board of Trustees Action on Differential Tuition Rate
    - NWACC College Curriculum Committee Program Approval
    - Letter of Intent with Curriculum to ADHE (November-December)
  - December
    - Finalize Terms for Licensing and MOU with Bellevue College
    - Prepare Job Posting for Program Director
  - January
    - ADHE Coordinating Board Approval
    - Program Director Search
    - Begin Marketing and Recruitment Efforts
- What Role Would this Program Play in our Strategic Plan
  - Increase Student Enrollment
  - Provide Quality Programming and Assessment
  - Increase Community Outreach, Support, and Relations
- What Constituents Would We Be 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

**LIFE (Learning, Improvement, Fun, Empowerment) Program**

- LIFE Program Introduction
  - Mission
  - Vision
- Students and Schools served
  - Schools we work with
  - Students we have served
- The Circle of LIFE
  - Mentor success/development
  - Growth

Relationship to NWACC Strategic Plan/Goals and Objectives: Increase student enrollment

What constituents are we serving (ENDS)? Learner community and PreK-16