

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 9, 2015 – 5:00 pm – SCGBD Peterson Auditorium**

Call to Order

Page

<u> </u>	Action	<u> X </u>	Information	Recognition, Awards, and Information Items	
				<ul style="list-style-type: none"> • November Golden Eagle Award: Tanya Castella • SGA Introductions and Update (<i>Leticia Zikr De Campos</i>) 	
<u> X </u>	Action	<u> </u>	Information	Attendance	
<u> X </u>	Action	<u> </u>	Information	Approval of Minutes	
				<ul style="list-style-type: none"> • Regular Board Meeting – October 9, 2015 	2
<u> </u>	Action	<u> X </u>	Information	ENDS Monitoring Report	
				<ul style="list-style-type: none"> • None 	
<u> X </u>	Action	<u> </u>	Information	Executive Limitations Monitoring Report	
				<ul style="list-style-type: none"> • EL-203 Communications and Support to the Board <i>(Dr. Evelyn E. Jorgenson)</i> 	9
<u> </u>	Action	<u> X </u>	Information	Committee Reports	
<u> </u>		<u> </u>		<ul style="list-style-type: none"> • Finance Committee <ul style="list-style-type: none"> ▪ September Financials (<i>Scott Grigsby</i>) 	
<u> </u>	Action	<u> X </u>	Information	President's Report	
				<ul style="list-style-type: none"> • Kids Summer Camp 2016 • C4—Community College Completion Corps • Governor’s Master Plan • EMSI Executive Summary 	
<u> </u>	Action	<u> X </u>	Information	Chairman's Report	
<u> X </u>	Action	<u> </u>	Information	Other Board Action Items and Considerations	
				<ul style="list-style-type: none"> • Approval of Provisional Position (<i>Tim Cornelius</i>) • Nomination and Election of 2016 Board Officers 	12

Adjourn

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
Monday, October 19, 2015**

Chair Ric Clifford called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, October 19, at 4:30 p.m. and welcomed Ron Branscum, new trustee who was sworn in just prior to this afternoon's meeting.

Members Present: Ric Clifford (chair), Mauricio Herrera, Joe Spivey, Mike Shupe, Todd Schwartz, Scott Grigsby, Ron Branscum

Also in Attendance: Dr. Evelyn Jorgenson

RECOGNITIONS, AWARDS, AND INFORMATION ITEMS

September Golden Eagle Award: Mary Beth Loveless

Dr. Todd Kitchen introduced Mary Beth Loveless as the September Golden Eagle Award recipient. She was nominated by Dana Russell, Assistant Nursing Professor. Ms. Loveless thanked the Board, her family, and the NWACC family. Ms. Loveless shared that the best things about NWACC are the caring faculty and staff, plus the excellent programs for concurrent and nursing students—she completed all of her prerequisites for the nursing program during her senior year in high school. Ms. Loveless researched several nursing programs and NWACC kept coming up as the best, and she has found that to be true. Her goal is to become a doctor of nursing practice. She plans to graduate from NWACC in May 2016. Mr. Clifford and other Board members congratulated Mary Beth on her accomplishments and future goals.

October Student of the Month Golden Eagle Award: Amy Saferite

Dr. Todd Kitchen introduced Jacqueline Jones, English Professor and faculty advisor of NSLS, who introduced Amy Saferite. Ms. Saferite has served as an officer of the National Society of Leadership and Success (NSLS). She is currently president of the organization. Ms. Saferite thanked the Board and said it is a great honor to receive this recognition. According to Ms. Saferite, the English department faculty are fantastic, as are most other NWACC faculty. She wants to become an English teacher. She wants her future students to know that at least one person is here for them; Professor Mary Hubbard was there for her. She plans to graduate in May, 2016. Mr. Clifford said that Ms. Saferite speaks to retention—one student at a time. Mr. Grigsby agreed that this is why NWACC is here—to help students.

Board Meeting – September 14, 2015

Mr. Spivey moved and Mr. Herrera seconded the motion to approve the minutes of the Regular Board Meeting on September 14, 2015. The motion passed unanimously.

ENDS MONITORING REPORT

Disability Accommodation Update (Dr. Todd Kitchen)

Dr. Kitchen introduced Dr. Amy Robertson-Gann, Director of NWACC's Disability Resource Center (DRC), who provided an update on the disability services provided at NWACC. October is National Disability Employment awareness month, and this year's theme is "My disability is one part of who I am—at work, it's what people can do that matters".

The role and scope of the Disability Resource Center (DRC) is to prepare students for life and studies beyond their NWACC years. The primary goal is provide seamless and equal access NWACC facilities,

programs and activities that is equivalent to those provided to nondisabled students/patrons. Approximately 3% of Fall 2015 enrolled students are actively affiliated with the DRC office.

DRC serves a multifaceted role in providing direct services to students and working with faculty to design and develop programs to meet student needs. The College has provided support for students with disabilities since its beginning and the role of DRC has expanded to provide services including looking at ways to level the playing field for students, including flexibility of scheduling appointments or testing accommodations, textbooks in an alternative form, in conjunction with identifying plans and programs that are more flexible and responsive to students' needs before there is an identified student need. Dr. Robertson-Gann shared five examples of real students.

The academic performance by DRC-affiliated students is noteworthy, as they have reliably outperformed the general NWACC student population for the past three years: Spring 2014 medium cumulative GPA of 3.87, with just 14% having less than a 2.0; 82% completion rate; and 7.9% of the students who graduated in May 2014 were actively affiliated with NWACC's DRC.

Dr. Robertson-Gann attributes the positive interaction and welcoming environment as an important reason for retention of all students.

Mr. Spivey asked two questions: 1) What are we doing to protect the privacy of students graduating and entering the workforce? Dr. Robertson-Gann confirmed that use of disability services is not reflected on a student's transcript. 2) What are we doing to address safety on campus and students with regard to mental health issues and destructive/disruptive behavior on campus and stop potential threats? What are we doing to identify and stop any potential threats to students? Dr. Robertson-Gann explained that systems and processes are in place to identify a student in crises. The Behavioral Review Team (BRT) is made up of a cross-sectional and interdisciplinary team that Dean Dale Montgomery, Dean of Students, facilitates. The team is composed of psychology faculty, representatives from Public Safety, the Dean of Student Services, and DRC. DRC is the most nimble, best equipped, and trained to address whenever there is a report of a behavioral issue on campus, whether a student is affiliated with DRC or not. This team looks at trends.

Dr. Kitchen reiterated that the BRT team is the frontline defense. The team looks for trends of behavior and different challenges that are part of society that are coming to college campuses to better understand students specific concerns, better educate our faculty and staff on how to work with these students, and pay attention to accommodations and special training that we need to put in place. Ethan Beckom's team and the Department of Public Safety collaborate with the BRT because there is a difference between trends versus isolated behavior. Also, Dr. Kitchen shared there is a confidential online reporting systems that allows faculty and staff to communicate with appropriate individuals if there is a behavioral concern.

Mr. Clifford asked if the confrontations are focused more toward faculty or students. Dr. Robertson-Gann said that it runs the gamut. Dr. Kitchen also responded that the implementation of universal design and leveling the playing field for these students has to be college-wide.

Mr. Grigsby ask Dr. Kitchen if Student Services and the BRT look at situations that happen across the country and dig into what happened and then try to overlay the situation across our student body. Dr. Kitchen responded that BRT does that work and we provide appropriate training. Preparation and training is an ongoing effort to keep students, faculty, and staff safe. Dr. Kitchen referenced recent student shootings on other college campuses and confirmed than NWACC provides ongoing training, such as the session planned for October 30 that it is open to anyone interested.

Mr. Shupe moved and Mr. Scott seconded the motion to approve the ENDS Monitoring Report. The motion passed unanimously.

EXECUTIVE LIMITATIONS REPORT

EL-202 Treatment of Students (Dr. Jorgenson)

Dr. Jorgenson shared that treatment of all students is at the highest level of the College's concern, because we want our students treated well, we want to understand their needs, and we want to respond to the needs of our students. Then Dr. Jorgenson read through the EL-202: Treatment of Students report. She reported compliance with the limitation. Mr. Spivey, as a former educator, thanked Dr. Jorgenson for the report.

Approval of EL-202: Treatment of Students

Mr. Spivey moved and Mr. Shupe seconded the motion to approve EL-202: Treatment of Students. The motion passed unanimously.

Finance and Audit Committee Report (Scott Grigsby)

Mr. Grigsby reported that the College received a 100% clean 2014 audit report from the State. Mr. Grigsby congratulated Debi Buckley and her administrative team for their excellent work to ensure such a fine audit. On behalf of the Finance and Audit Committee, Mr. Grigsby recommended to the Board to approve of 2014 Legislative Audit Report.

Mr. Spivey moved and Mr. Schwartz seconded the motion to approve the 2014 Legislative Audit Report. The motion passed unanimously.

Mr. Grigsby then gave the most recent financial report as of August 15. Revenue is down by 3.8%; however, expenditures are down by 12.6%. A lot of the reduction in expenditures is due to the decreased health insurance costs. The self-insured policy is performing very well.

The committee had a long conversation about EMV requirements for credit card chips. We are not in compliance with our machines because of the software; however, plans are to acquire the new software at the end of the year. Even though this is a federal requirement, there is no penalty for non-compliance at this time.

Mr. Clifford explained for the benefit of Mr. Branscum that there is a 45-day lag in the cash flow report.

Mr. Clifford expressed his appreciation to the finance committee for the excellent work they have done, and he also reiterated that the College had budgeted for a decrease of 3.0% for the year.

Land Use Committee (Scott Grigsby)

Mr. Spivey, who was traveling and could not attend the committee meeting, asked Mr. Grigsby to chair the Land Use Committee meeting in his and Mr. Shupe's absence and also to give the committee report. Mr. Grigsby then asked Ms. Debi Buckley to provide the update. The lease for the new culinary arts facility is with the CDC of Bentonville Bella Vista for space in the old Tyson building located at 801 SE 8th Street in Bentonville. Construction has begun on the building and CDC has asked that NWACC sign the lease early, even though the lease does not take effect until July 1, 2016, provided the building is completed by then. There are conditions to the lease. The lease is for three years. It will cost the College \$6.38 per square foot or \$14,625 per month for a total of \$175,500 per year.

In response to a question by Mr. Clifford regarding grant funding, Ms. Buckley clarified that this lease will take the place of the current lease for rental space in the Center for Nonprofits. While the lease cost

is less per square foot, the overall lease expense is only \$14,000 more per year. Mr. Spivey asked about the increased capacity.

The new facility will allow for the expansion to accommodate more culinary arts and hospitality students—from just over 100 up to around 300 students. The new facility will have state of art equipment. Mr. Grigsby said he has read through the lease and it also will go through the State. It is a three-year lease without any extension and/or accelerators. NWACC is the first tenant of the space. Dr. Jorgenson explained that the grant is for the remodeling and equipment and furnishings.

The Land Use Committee recommend approval and Mr. Spivey seconded the motion to approve the lease with CDC. The motion passed unanimously.

Advocacy Committee (Jim Hall)

Mr. Hall reported that the first advocacy committee meeting of the academic year was held a couple of weeks ago, and that he is reporting on behalf of Mr. Shewmaker. The committee is composed of Dan Shewmaker—Committee Chair, Dr. Jorgenson, DeAnne Witherspoon—Foundation Board member and long-time member of the Advocacy Committee, Leticia Zark De Campos—president of the Student Government Association, Tim McGinn—Faculty Senate President, Mark Tucker—Certified Retail Analyst instructor representing non-credit and workforce development, and Jim Hall—Government and Community Relations for NWACC.

Mr. Hall reviewed several handouts, including information about the 2016 trustee elections. The following Trustees are up for re-election: Daniel Shewmaker, Ron Branscum, Keven Anderson, and Joe Spivey.

Committee members discussed expanding the database of student stories like the two students shared this evening to share with legislators. The collection of student testimonials builds on the score card produced last session that indicates what we are doing well and what we could do better if we had more resources.

The committee also discussed President Obama's America's College Promise initiative – free community college program—that requires 25% state match. The \$80 billion federal program requires a \$25 billion match by states and it probably will not come to fruition in Arkansas. It is modeled somewhat after the Tennessee Promise that also is known as the last dollar scholarship.

Advocacy Committee members also reviewed Arkansas Higher Education's master plan regarding the realignment of Higher Education, which will be more outcomes-based funding, rather than enrollment-based funding. Currently NWACC is funded at 52% of its need. The Arkansas Legislative Committee is looking at funding based on how many credentials, certificates, and associate degrees are awarded. The proposed master plan should pass on October 30.

The next committee meeting will be held prior to the American Community College Trustees National Legislative Summit February 8-11, 2016 in Washington, DC. The committee will put together the talking points to cover when meeting with the Arkansas delegation of Senator Boozman, Senator Cotton, and Congressman Womack.

Mr. Hall then reviewed NWACC advocacy calendar items, including candidate filing, which begin November 2. There are four NWACC trustees up for re-election—Mr. Spivey, Mr. Anderson, Mr. Shewmaker, and Mr. Branscum. NWACC's budget hearing is scheduled for March 8, and the Arkansas Legislative Fiscal Session begins April 13, 2016.

The Advocacy Committee also reviewed the College's Ends, Goals, and Mission to ensure that all Government Relations activities tie back to them.

NWACC Foundation (Dr. Meredith Brunen)

Dr. Brunen reported that at the October 8 Foundation Board of Directors meeting, Mr. Shewmaker attended on behalf of Mr. Clifford. Adams Reynolds, an NWACC student, shared his testimonial and his college experience. Culinary updates were shared and the Foundation Board discussed the lease that was just approved by the Board of Trustees. Dr. Brunen is working with Black Box Lab on branding and marketing for the program. Ms. Amy Benincosa gave update on iGive campaign. The main goal was to achieve majority participation, which was achieved and we are continuing to increase participation and the philanthropic spirit on campus.

The Foundation received unmodified opinion (highest rating possible) from Beal Barclay. Dr. Brunen complimented Ms. Connie Bondurant, the Foundation's business manager, for always doing an excellent job preparing for the auditors.

Dr. Jennifer Lawson from Fayetteville, who is a counselor and works with the NWACC Disability Resource Center is the newest Foundation Board member.

Dr. Brunen also shared upcoming 25th Anniversary activities that Ms. Jean Anderson and Dr. Lisa Anderson are co-chairing: The time capsule unveiling reception that will be held October 28 in the Walmart Auditorium from 3:00-5:00 p.m. where the contents of the time capsule buried during the early years of the college will be on display for the community. Of special note is the Fashion Show Raul "Ruli" Torres is going to present on November 6, from 7:00-9:00 p.m. at the Springdale Civic Center. Raul is a former student and employee and proceeds from the fashion will benefit the NWACC Foundation General Scholarship Fund.

PRESIDENT'S REPORT

Dr. Jorgenson reviewed notifications of new and revised programs. Changes have been submitted to ADHE for the AAS Culinary Arts with a specialization in artisanal foods. This specialization is designed to prepare students for this emerging field. We also will offer a technical certification related to artisanal foods and provide additional training about nutrition, sanitation, seasonal cooking, artisanal cooking and baking, applied farming and butchery techniques. In addition, the College submitting to ADHE for approval to develop a technical certificate and AAS Culinary Arts with a specialization in beverage management.

Also, there are changes in degrees related AAS Fires Science and Administration and Technology and the EMS basic certificate of proficiency. We are moving the program from an eight-hour credit course to two four-credit hour courses. By breaking program into two four-hour courses, it should make programs more manageable for our students. Otherwise, the courses remain basically the same.

The next item Dr. Jorgenson covered was the Study Abroad opportunities offered through NWACC. Dr. Jorgenson is supportive of this program and the increased opportunities it provides our students in this global society. This summer, 2016, students may study in Turkey, where they will have an opportunity to experience the architecture of Istanbul, Ancient Greeks, Romans, etc. There is a multi-disciplinary study trip to Thailand that is designed to expose students to strong cultural and intercultural and international dimensions.

Professor Fish is offering to students and members of the community a month-long trip to study Music and Language in Siena Italy. This course can be taken for credit or audit. Another program is Business Organization and Management in Ireland – allows students to gain first-hand knowledge of global

business as it relates to Ireland and countries that work in a collaborative way with Ireland in business organization and management. As part of the Culinary Arts and Hospitality program there will be a 12-day trip in late May to explore the sustainable food tourism in Italy.

Dr. Jorgenson then announced that NWACC is one of the recipients of the Workforce Planning Grant. This year, the planning grant is related to a regional construction technology pathway. This is effective immediately. NWACC is working with Bentonville High School and John Brown University. Assuming the planning grant is successful, then NWACC can apply for implementation grant next year, which will be due in June. There is a huge shortage of people with these skills to work in the construction industry. Mr. Shupe asked about fund drive for the construction management program. Dr. Brunen confirmed that about \$80,000 has been raised so far that will be payable over three-year period and will pay for construction technology coordinator position for three years. Dr. Brunen expressed appreciation to the College's corporate partners for their support.

Mr. Spivey complimented Dr. Jorgenson for the work she has done in outreach and getting faculty and key people out in the community to share the college's activities. He shared that last week Professor Miles Fish spoke at Rogers Noon Rotary and gave a report on Sienna, Italy.

CHAIRMAN'S REPORT

Mr. Clifford announced that prior to the November 9 Board of Trustees meeting, there will be a joint Foundation Board and Board of Trustees reception from 4:00 to 5:00 p.m. in lobby of the Shewmaker Center for Workforce Technologies. Then, the Board of Trustees will hold their meeting in the Peterson Auditorium of the Shewmaker Center for Global Business Development beginning at 5:00 p.m. That meeting will be the first time this institution has held an open election of officers in a board meeting since Mr. Clifford has been a member of the board. In prior years, the Board was presented a slate of officers to approve. Mr. Clifford encouraged his fellow members to come ready with their nominations.

Mr. Clifford restated that there is no law against alcohol on campus, but it just has been the college practice, and he anticipates alcoholic beverages will be served at the 2016 Soiree. Dr. Jorgenson received confirmation from the Attorney General that it is not against the law to serve alcohol on campus.

The Board will not meet in December and July. There is a holiday reception December 3 and then in January the new officers will assume their new roles. On January 11 there is an annual meeting to set meeting dates for the year, followed by the regular Board meeting. On January 22, there will be a Board Retreat.

OTHER BOARD ACTION ITEMS

Mr. Clifford noted that there was one more item that requires Board action. This item is related to Workforce Innovation and Opportunity Act (WIOA) planning grant and the need for a provisional position of Project/Program Coordinator. Ms. Buckley confirmed that the position would be paid by the grant for the term of the grant and made the following recommendation:

It is the recommendation of the administration the Board of Trustees approve on (1) Project/Program Coordinator position to be used based upon the acquisition of external revenue from sources other than general revenue as approved by the college's President.

Approval of Provisional Position

Mr. Grigsby moved and Mr. Spivey seconded the motion to approve the provisional position.

ADJOURNMENT

The meeting adjourned at 5:48 p.m.

Mr. Ric Clifford, Chairperson

Mr. Mauricio Herrera, Secretary

POLICY TITLE: COMMUNICATIONS AND SUPPORT TO THE BOARD

Policy 203: **The President shall not permit the Board to be uninformed or unsupported in its work.**

Definition: The President will supply to the Board information needed for dialogue and decision making on college related topics.

Narrative: One of the President's highest priorities is keeping the Board informed on issues that are pertinent to board decisions and college wide activities. Email updates, individual conferences and telephone communication have been used.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

1. Neglect to submit monitoring data required by the Board (see Policy on Monitoring Presidential Performance) in a timely, accurate, and understandable fashion, directly addressing provisions of Board policies being monitored.

Definition: Monitoring reports on Ends and Executive Limitations will be submitted no less than annually. Date and narrative comments will be specific and focused.

Narrative: Monitoring reports on Ends and Executive Limitations are submitted to the Board on a regular basis and as needed, but with the assurance that each Ends and Executive Limitations is addressed at least once during the year.

2. Let the Board be unaware of relevant trends, anticipated adverse media coverage, material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.

Definition: Relevant trends refer to such things as enrollments, funding, organizations, relationships with other agencies, media coverage including Freedom of Information Act (FOIA) issues, and relationship with media personnel.

Narrative: The President has kept the Board informed on all matters which are relevant to this policy. Regular communication from the President's Office has addressed material internal changes, legislative issues, campus programs and activities, calendar events and construction issues.

3. Fail to inform the Board of property acquisitions, material loss of property, life or limb, and any changes in administration at the executive level (deans and above).

Definition: Real property refers to land and real estate. Material loss of personal property refers to loss due to theft over \$2,500, one half of the deductible threshold. Loss of limb refers to physical injury on college property to a student, employee, or citizen that requires hospitalization.

Narrative: The President has kept the Board informed on all matters which are relevant to this policy. Regular communication has addressed property, material loss of property, life or limb and any changes in administration at the executive level. Organization updates and position vacancy information is given at each Board meeting.

4. Fail to advise the Board if, in the President's opinion, the Board is not in compliance with its own policies on Governance Process and Board-President Linkage, particularly in the case of Board behavior which is detrimental to the work relationship between the Board and the President.

Definition: The Board will communicate with the President on College related matters rather than any other employee. The Board members will communicate with the President on any need for improvements.

Narrative: Discussions with the Board Chair are held on a regular basis and the opportunity to discuss Board compliance with its own policies is always available.

5. Fail to marshal for the Board as many staff and external points of view, issues and options as needed for fully informed Board choices.

Definition: Staff and external points of view refer to customers affected by Board decisions. Fully informed Board choices are decisions based on significant facts, or information about any decision that is likely to affect users or customers.

Narrative: The President has kept the Board informed on external and internal points of view that are likely to be impacted by Board decisions. The President generally communicates this information to the Board through the Board Chair at monthly Board meetings or through other forms of individual communication.

6. Present information in unnecessarily complex or lengthy form.

Definition: Generally speaking, reports should be under three pages.

Narrative: Consideration is given by the President to the length and complexity of all information provided to the Board of Trustees so that the information presented is not unnecessarily complex or lengthy.

7. Fail to provide a mechanism for official Board, officer, or committee communications.

Definition: A mechanism is an avenue or means of communication for the entire Board, a Board officer assigned by the Board to do something specific, or a Board appointed committee.

Narrative: The President has not failed to provide a mechanism for official Board, officer, or committee communication. The President's Office facilitates the communication as needed and as requested.

8. Fail to deal with the Board as a whole except when (a) fulfilling individual requests for information or (b) responding to officers or committees duly charged by the Board.

Definition: Generally, the President will communicate with the entire Board on College matters. This policy does not prevent the President from contacting a Board member wherein that person has expertise or particular input on a college related issue.

Narrative: The President has communicated with the entire Board except when the situation dictated the need for individual contact or when working directly with the Board Chair on official college related business.

9. Fail to report in a timely manner an actual or anticipated noncompliance with any policy of the Board.

Definition: If an Executive Limitation or Ends report will be altered from the scheduled monitoring report time, the President will inform the Board in advance as to the reason for the change.

Narrative: The College has adhered to the approved Board policies and reports regularly on Ends and Executive Limitations.

10. Fail to supply for the agenda all items delegated to the President yet required by law or contract to be Board-approved, along with the monitoring assurance pertaining thereto.

Definition: Budgets, tuition, construction contracts and real estate documents are a few examples of items delegated to the President but still require Board approval.

Narrative: All items requiring Board approval have been placed on the appropriate Board agenda.

I am reporting compliance with Executive Limitation #203.

Evelyn E. Jorgenson, Ph.D.
President

Recommendation: It is the recommendation of the College Administration that the Board of Trustees approve Dr. Jorgenson's compliance report for EL-203 Communications and Support to the Board



Date: November 9, 2015

To: NorthWest Arkansas Community College Board of Trustees

From: Debi Buckley, VP of Finance & Administration

Subject: Approval of Provisional Position

In response to the Adult Education Grant awarded to NWACC, the administration recommends the authorization of the following provisional position of Adult Education - Coordinator of Career Services.

Recommendation: It is recommendation of the administration that the Board of Trustees approve one (1) Coordinator of Career Services position for the Adult Education program to be used based upon the acquisition of external revenue from sources other than general revenue as approved by the college's President.

Mr. Ric Clifford, Chairperson

Mr. Mauricio Herrera, Secretary



RESOLUTION

WHEREAS, the Board of Trustees desires to act in the best interest of the students of NorthWest Arkansas Community College, and

BE IT RESOLVED, that the Board of Trustees of NorthWest Arkansas Community College hereby authorizes the 2015 provisional positions to support the Adult Education program at NWACC as listed below:

1. (1) Coordinator of Career Services – Adult Education

Dated this 9th day of November, 2015

Mr. Ric Clifford, Chairperson

Mr. Mauricio Herrera, Secretary