

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 20, 2017 4:30 pm – Burns Hall 3rd Floor Board Room**

Call to Order				Page	
<u> </u>	Action	<u> X </u>	Information		
				Recognition, Awards, and Information Items	
				<ul style="list-style-type: none"> • Golden Eagle Award: Bernadette Holt <i>(Dr. Todd Kitchen)</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"> • Annual Board Meeting – January 9, 2017 • Regular Board Meeting – January 9, 2017 	2 3
<u> X </u>	Action	<u> </u>	Information	ENDS Monitoring Report	
				<ul style="list-style-type: none"> • E-104: Brightwater & High School Recruiting <i>(Dr. Glenn Mack)</i> 	
<u> X </u>	Action	<u> </u>	Information	Executive Limitations Monitoring Report	
				<ul style="list-style-type: none"> • EL-200: Executive Constraint 	6
				Committee Reports	
<u> X </u>	Action	<u> </u>	Information	<ul style="list-style-type: none"> • Land Use Committee <i>(Mr. Joe Spivey)</i> <ul style="list-style-type: none"> • Integrated Design Building 	
<u> </u>	Action	<u> X </u>	Information	President's Report	
				<ul style="list-style-type: none"> • NWACC Foundation “Plant A Seed” Event at Brightwater 	
<u> </u>	Action	<u> X </u>	Information	Chairman's Report	
				<ul style="list-style-type: none"> • Resignation of Scott Grigsby • Mid-Year Retreat • ACCT Legislative Summit – Feb. 13-16 • Executive Sessions in March & April 	
<u> X </u>	Action	<u> </u>	Information	Other Board Action Items and Considerations	
				<ul style="list-style-type: none"> • Committee Assignments 	
Adjourn					

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE ANNUAL MEETING
Monday, January 9, 2017**

MINUTES

Chair Mauricio Herrera called the Board of Trustees of NorthWest Arkansas Community College Annual Meeting to order on Monday, January 9, 2017 at 4:17 p.m. in the Burns Hall 3rd Floor Board Room.

Members Present: Mauricio Herrera (Chair), Joe Spivey (Vice-Chair), Ron Branscum (Secretary), Scott Grigsby, DeAnne Witherspoon, Mike Shupe, Todd Schwartz, Mark Scott, and Debra Hobbs.

Also in Attendance: Dr. Evelyn E. Jorgenson and Veronica Garcia-Carvajal

OFFICIAL MEETING DATES FOR 2017

Mr. Herrera set the official meeting dates as follows: February 20, March 13, April 10, May 8, June 12, August 14, September 11, October 9, and November 13. Mr. Herrera explained that the February meeting is being held on the third Monday to accommodate attendance at the annual ACCT Legislative Summit in Washington, DC by Dr. Jorgenson, Mr. Herrera, Mrs. Hobbs, Dr. Tompkins, and Jim Hall.

Approval of Official Meeting Dates for 2017

Mr. Grigsby moved and Mr. Scott seconded the motion to name February 20, March 13, April 10, May 8, June 12, August 14, September 11, October 9, and November 13 as the official Board meeting dates for 2017. The motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 4:18 p.m.

Mr. Mauricio Herrera, Chairperson

Mr. Ron Branscum, Secretary

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, January 9, 2017**

MINUTES

Chair Mauricio Herrera called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, January 9, at 4:23 p.m. in the Burns Hall 3rd Floor Board Room.

Members Present: Mauricio Herrera (Chair), Joe Spivey (Vice-Chair), Ron Branscum (Secretary), Scott Grigsby, DeAnne Witherspoon, Mike Shupe, Todd Schwartz, Mark Scott, and Debra Hobbs.

Also in Attendance: Dr. Evelyn E. Jorgenson and Veronica Garcia-Carvajal

MINUTES

November 14 Regular Board Meeting

Mr. Spivey moved and Mr. Grigsby seconded the motion to approve the minutes of the Regular Board Meeting on November 14, 2016. The motion passed unanimously.

RECOGNITION

None

ENDS MONITORING REPORT

E-103: Owner (Taxpayer) Community

Mr. Tim Cornelius gave a short overview of the work at the National Child Protection Training Center (NCPTC), pointing out that from 2014 to present, the number of people trained through the NCPTC has gone from approximately 2,400 to over 7,200. He then introduced Rita Ferrell and Stephanie Morris who gave an update on the NCPTC. Ms. Ferrell thanked the Board for allowing them to present an update and also invited the Board to tour the NCPTC facility. She said that in addition to the 7,200 that have been trained in the past year, 1,981 students have been educated in the school systems through the Empower Me! Program. Ms. Morris told the group about the Child Advocacy Studies (CAST) program and the growth that they are seeing within this program. She said that they are working to expand the program and increase the number of students who are eligible for introductory courses that count towards a certificate. Ms. Morris also reported that they have been doing mandated reporter training with students on campus. Nursing, dental assisting, and respiratory therapy students have all been involved. Ms. Morris told the Board about several outreach programs that they have been working on including programs with area elementary schools and all police departments in Benton County. They have also been collaborating with the Arkansas Law Enforcement Training Academy (ALETA). Ms. Morris reported that they are continuing their partnership with several other organizations as well.

Mr. Spivey complemented the growth of the program and stated that this program is important in improving and protecting the lives of thousands. Mr. Branscum asked Ms. Ferrell to provide a description of the forensic interviews that they conduct. She gave a brief overview of the forensic interview process, stating that they use the ChildFirst protocol. Mr. Shupe encouraged them to keep up the good work.

Approval of E-103

Mrs. Hobbs moved and Mr. Spivey seconded the motion to approve the END 103 Report. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORT

EL-204: Treatment of Staff

Dr. Jorgenson reviewed EL-204, stating that the President shall not cause or allow conditions, which are unfair, undignified, and unclear or present a conflict of interest. She told the Board that NWACC administration encourages the development of a campus culture that exemplifies a spirit of mutual support, respect and civility. She added that the expectation of a collaborative spirit is projected throughout the College in meetings, such as Expanded Cabinet, Deans Council, Faculty Senate, Staff Council, and in "Notes from the President". She also mentioned both formal and informal recognition of individual and team accomplishments. Dr. Jorgenson listed several other examples and reported compliance with EL-204.

Approval of EL-204 Report

Mr. Shupe moved and Dr. Witherspoon seconded the motion to approve the EL-204 Report. The motion passed unanimously.

COMMITTEE REPORTS

None

PRESIDENT'S REPORT

Dr. Jorgenson told the Board that the Business and Computer Information Services division has requested to inactivate two programs which include the Technical Certificate (TC) in Business Management and the Certificate of Proficiency (CP) in Computer Networking. She reported that the TC in Business Management was replaced by a TC in General Business and the CP in Computer Networking was upgraded to a TC. She stated that the CP was not giving the students enough of a skillset to gain employment in this field.

Dr. Jorgenson also told the Board about two new certificates in the Construction Technology program including the Certificate of Proficiency and the Technical Certificate in Construction Technology, stating that each meet area employment needs in the construction industry. This is a step toward providing more industry specific training in our service area.

Dr. Jorgenson said that the 2016-2017 NWACC Fact Book is complete and encouraged Board members to become familiar with it.

She reported on the Annual Trustees Conference for 2-year and 4-year colleges at Pulaski Tech in Little Rock. She said that NWACC had good Board participation and that the conference was very informative.

Dr. Jorgenson told the Board that Steven Hinds was leaving NWACC to pursue other opportunities and that this would be his last Board meeting.

CHAIRMAN'S REPORT

Mr. Herrera told the Board that there will be a New Board Member Orientation on January 20th from 12:00 – 3:00pm. The Board Retreat will be held on January 21st beginning at 9:00am.

Mr. Herrera said that the ACCT National Legislative Summit will be held on February 13-16 in Washington, DC. He and Mrs. Hobbs will be attending along with Dr. Jorgenson, Dr. Tompkins, and Jim Hall.

He reminded the Board to complete their Statements of Financial Interest before the end of the month.

OTHER ACTION ITEMS

Committee Chair Appointments

Mr. Herrera advised the Board members to review the committees and their roles and consider serving on one of them. He said that committee chair appointments will be conducted at the Board Retreat on January 21st.

Resignation

Scott Grigsby announced his resignation as a Trustee. He told the Board that it has been a pleasure to serve on the Board and watch the growth and development of the College. He thanked Ms. Buckley for her work on the Finance Committee. Dr. Jorgenson offered her appreciation to Mr. Grigsby for his service on the Board and the Finance Committee. Mr. Scott thanked Mr. Grigsby for his service and wisdom, stating that he will be missed. Mr. Spivey said he has enjoyed working with Mr. Grigsby and thanked him for his leadership. Mr. Herrera told Mr. Grigsby that he will be missed and all of his hard work for the College is much appreciated. Mr. Grigsby will submit his letter of resignation and the Board will be able to formally accept his resignation at the February Board meeting.

ADJOURNMENT

The meeting adjourned at 5:07 p.m.

Mauricio Herrera, Chairperson

Ron Branscum, Secretary

POLICY TYPE: EXECUTIVE LIMITATIONS**EL-200****POLICY TITLE: GLOBAL EXECUTIVE CONSTRAINT**

Policy 200: The President shall not cause or allow any practice, activity, decisions, or organizational circumstance which is either unlawful, imprudent or in violation of commonly accepted business and professional ethics or Board of Trustee policy.

Definition: Practice or activity refers to events of the college. These events cannot violate law or NWACC's Ends and Executive Limitations.

Organizational circumstance refers to any event occurring that involves the college.

Unlawful refers to violation of local, federal, and state statutes.

Imprudent refers to actions taken without regard to outcome or consequential results to the college.

Commonly accepted business and professional ethics refers to truthfulness and avoidance of conflicts of interests.

Narrative: NWACC elects to be audited by the Division of Legislative audit. The result of tests performed during the 2015 financial audit disclosed no instances of significant noncompliance or other matters that are required to be disclosed under *Governmental Auditing Standards*. The 2016 financial audit has not yet begun; therefore, no reporting has been presented for the 2016 financial audit period. Financial Aid had a separate audit performed by the Division of Legislative audit for the 2016 fiscal year. That audit did not result in any significant noncompliance issues that are required to be disclosed under *Governmental Auditing Standards*. In addition to both the annual audit and the financial aid audit it is our goal to comply with laws and appropriate regulations. No instances of noncompliance have been identified at this time.

I am reporting compliance with Executive Limitations, Policy 200.

Evelyn E. Jorgenson, PH. D.
President