

**NORTHWEST ARKANSAS COMMUNITY COLLEGE**  
**BOARD OF TRUSTEE MEETING**  
**Tuesday, May 26, 2009**

**MINUTES**

Chair Coleman Peterson called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Tuesday, May 26, 2009, at 4:33 p.m. in the Multipurpose Room of the Student Center.

**Members Present:** Coleman Peterson (Chair), Alex Vasquez, Robert Teague, Joan Clifford, Linda Bisbee, Mike Shupe, Joe Spivey

**Also in Attendance:** President Dr. Becky Paneitz and Student Trustee Kelly Henderson

**RECOGNITIONS, AWARDS, AND INFORMATIONAL ITEMS**

Dr. Tuthill told the Board that faculty members Ms. Deborah Terry, Mr. Bob Marion, and Dr. Caroline Burton are retiring this spring. Ms. Terry and Dr. Burton were in attendance for the meeting. Mr. Tuthill said that Ms. Terry had been with NWACC practically since the beginning of the college and that Dr. Burton had been with the college for several years as well.

Ms. Terry said that the NWACC had made her feel as though she was part of the college's foundation. She said that in the future she will teach part-time. Mr. Peterson and Dr. Paneitz presented Ms. Terry with a plaque.

Dr. Burton said that when she started at NWACC she taught in the original building. She said that the science wing addition allowed the science department to grow. She said that she may like to come back and teach part-time or online. She thanked the Board. Mr. Peterson and Dr. Paneitz presented Dr. Burton with a plaque.

Dr. Susan Holmes said that several faculty and staff members completed degrees and certificates this year. She added that this is the second year of honoring the faculty and staff at the Board meeting for their accomplishments. Dr. Paneitz and Mr. Peterson then presented certificates of achievement to the NWACC faculty and staff members who completed degree and certificates this year.

Mr. Peterson told Ms. Henderson that the Board had appreciated her being a part of the Board of Trustees. Ms. Henderson said that it has been an honor to be a part of the Board. She brought with her Ms. Katie Bertschy, new Student Trustee.

## **MINUTES**

Mrs. Clifford moved and Mr. Spivey seconded the motion to approve the minutes of the Board Meeting on April 13, 2009. The motion passed unanimously.

## **EXECUTIVE LIMITATIONS (EL-208 BUDGETING)**

Dr. Showalter said that the limitations are being met. He said that he is confident that the 7% cash balance will be maintained. He recommended that the Board approve EL-208 Budgeting.

Mr. Spivey moved and Mr. Teague seconded the motion to approve EL-208 Budgeting Monitoring Report. The motion passed unanimously.

## **LAND USE COMMITTEE**

Mr. Spivey said that the Land Use Committee met on May 14<sup>th</sup> at the Student Center. He told the Board that the Global Business Development Center progress was discussed. He said it was reported that 60% of the slab had been poured and the rest should be completed by May 18<sup>th</sup> when the erection of the steel is scheduled to begin.

Mr. Spivey also reported that leases for Jones Truck Line Center, the Non Profit Center and Washington County Center were discussed as well. The Land Use Committee unanimously approved the recommendation to recommend to the Board of Trustees approval of these leases.

Mr. Spivey went on to say that the Cox Communications Welcome Area was discussed. He said that attached to the Land Use Minutes were drafts of the area. Mr. Vasquez asked what policies are in place to control the branding of companies on campus that have donated to the college. Dr. Paneitz answered that there is a naming policy, and a copy of that policy is available for review.

## **APPROVAL OF NEW LEASES**

Mrs. Clifford moved and Mr. Teague seconded the motion to approve new leases for Jones Truck Line Center, Non Profit Center, and Washington County Center. The motion passed unanimously.

## **ADVOCACY COMMITTEE**

Mr. Teague said that on May 18<sup>th</sup> Mr. Preston Bynum and Mr. Jim Hall gave a presentation summarizing this legislative year. He asked the Board to thank Senators Hendren and Bledsoe for their assistance this legislative year. Mr. Teague told the Board that the committee is considering the potential value of structuring the Advocacy Committee as a standing committee. Mr. Peterson said that this would be an item to discuss at the retreat. Mr. Peterson and Dr. Paneitz both agreed that it will be important that this committee becomes more involved as the legislative session now meets yearly.

## **PRESIDENT'S REPORT**

Dr. Paneitz introduced Executive Director for Institutional Effectiveness, Mr. Bruce Moses. Mr. Moses said that he had been working in education since 1994 at Eastern Michigan University. The president also informed that Board that NWACC's Diversity Coordinator Mr. Rey Hernandez was featured in the

Profiles section of the newspaper. She also told the Board that NWACC was honored with a Spotlight Award at the Governor's Work-Life Balance Awards. She said that nine of the organizations who received awards were from northwest Arkansas.

### **CHAIRMAN'S REPORT**

Mr. Peterson said that most Board members were at the commencement ceremony. He said that he attended the Adult Education Ceremony, which he found exciting, and the Nursing Pinning Ceremony as well. Mr. Peterson told the Board that the Nursing Pinning ceremony is always very touching, and complimented Ms. Elaine Holloway for her compelling speech

### **OTHER BOARD ACTIONS**

#### **Provisional Positions**

Dr. Showalter told the Board that the college is asking for provisional positions. He said that the provisional positions would be used for grant funded positions. He added that the college is asking for more positions than currently are needed so that the positions are available throughout the year in the instance that additional grants are approved. Mr. Peterson clarified that the Board is only approving the framework, not filling the positions. Mr. Peterson said that he would like for the College to watch and follow the grant programs. He asked that grant writers look at what grants are currently in place so the College can reinforce grants for longer periods of time. Dr. Paneitz said that she agreed with Mr. Peterson and asked Dr. Showalter to ensure that grants are appropriately tracked.

#### **APPROVAL OF PROVISIONAL POSITIONS**

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

#### **New Programs**

Dr. Tuthill told the Board that from the list of new programs to approve, the A.A.S. Degree Program in Culinary Arts and the Technical Certificate in Baking Arts are the only programs that will require new classes. He said that the other programs will need no new additional classes. Dr. Tuthill told the Board that the new programs are short instructional ways to receive a certificate of proficiency. He added that the intention is that students would begin with a proficiency certificate and work to move up until they receive an A.A.S. Dr. Paneitz said that the certificate program would help the College to have fewer non completers.

#### **APPROVAL OF NEW PROGRAMS**

Mrs. Clifford moved and Mr. Vasquez seconded the motion to approve the Technical Certificate in Baking Arts, Certificate of Proficiency and Technical Certificate in Criminal Justice, Certificate of Proficiency and Technical Certificate in Environmental Management and Regulatory Science, Certificate of Proficiency and Technical Certificate in Graphic Design, Technical Certificate in Homeland Security/Emergency Management, A.A.S. Degree Program in Culinary Arts, and Certificate of Proficiency in Networking. The motion passed unanimously.

**FY10 Budget**

Mr. Peterson said that most of the Board had already reviewed the documents and asked Dr. Showalter to give the Board a brief review of the new budget. Dr. Showalter said that the state had taken some of the money that was budgeted for FY09 and this year they were returning it in the form of one-time stimulus funds. He explained that the funds for this year's budget included carryover funds, an expected enrollment increase of 10%, additional funds from the approved tuition increase, an expected 10% increase in student semester credit hours, learning and technology fees, revenue from millage, and vendor commissions. He told the Board that the college expects to end the 2010 fiscal year with a reserve balance of approximately 7% to total available FY10 unrestricted fund budget.

Dr. Showalter added that the funding priorities for the coming year were increasing salaries, adjusting faculty salary schedule for marketability, implementing state-mandated Pay Plan for classified staff, performance-based merit program for classified staff, hiring additional faculty/staff based on critical needs, leasing additional space, equipment and furniture for new facilities, funding for waivers and scholarships, increase M&O, absorb anticipated increase in utility costs, and at least partially absorb anticipated increase in health insurance.

**APPROVAL OF FY10 BUDGET**

Mr. Shupe moved and Mr. Spivey seconded the motion to approve the FY10 Budget. The motion passed unanimously.

**ADJOURNMENT**

Mr. Spivey moved and Mrs. Clifford seconded the motion to adjourn the meeting. The motion passed unanimously.

The meeting adjourned at 6:20 p.m.

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Mr. Coleman Peterson, Chairperson

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Mr. Alex Vasquez, Secretary