



NORTHWEST ARKANSAS COMMUNITY COLLEGE

BOARD OF TRUSTEES

Monday, March 9, 2026 - Immediately Following the Board Retreat - Burns Hall Third Floor  
Boardroom

AGENDA

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Recognition, Awards, and Informational Items**
  - 3.1 None
- 4. Attendance**
- 5. Minutes**
  - 5.1 Regular Board Meeting – February 16, 2026  
ACTION - Approval of February 16, 2026
- 6. ENDS Monitoring Report**
  - 6.1 E-101: General Education Assessment (Professor Jacqueline Jones)  
ACTION - Approval of E-101
- 7. Executive Limitations Monitoring Report**
  - 7.1 EL-206: Asset Protection  
ACTION - Approval of EL-206
- 8. Committee Reports**
  - 8.1 Honorary Associate Degree Committee (Mrs. Ashley Pointer)

**9. Presidential Report**

9.1 Academic Update

9.2 Facilities Update

9.3 Budget Work Session – Wed. April 29, 2026

9.4 NWACC Foundation Plant a Seed – Fri. May 1, 2026

**10. Student Government President Update**

10.1 SGA Updates

**11. Chair Report**

11.1 April Executive Session: President’s Regular Annual  
Performance Evaluation, Part 2

**12. Other Board Action Items and Considerations**

**13. Executive Session: President’s Employment Review**

**14. Adjourn**

Please see the Board of Trustees Calendar of Upcoming Events document in the binder's front pocket for Upcoming events.

**NORTHWEST ARKANSAS COMMUNITY COLLEGE  
BOARD OF TRUSTEE MEETING**

**Monday, February 16, 2026 - 4:30 PM - Burns Hall Third Floor Boardroom**

**MINUTES**

**Members Present:** Todd Schwartz (Chair), Amber Latimer (Vice Chair), Mary Schneider (Secretary), Ashley Pointer, Lori Frank, Ron Branscum, and Joe Spivey

**Members Absent:** Mark Scott

**Also in Attendance:** Dr. Dennis C. Rittle, Mandy Lopez

**1. Call to Order**

*The meeting was called to order at 4:30pm.*

**2. Pledge of Allegiance**

**3. Recognition, Awards, and Informational Items**

3.1 Arkansas State Board of Nursing Certificate

*Dr. Rittle informed the Board that NWACC received formal Approval of Practical Nursing Program through the Arkansas Board of Nursing.*

**4. Attendance**

**5. Minutes**

5.1 Annual Board Meeting – January 12, 2026

ACTION - Approval of January 12, 2026 Annual Minutes

**Passed Unanimously**

*Mrs. Schneider motioned and Mrs. Latimer seconded the motion to approve the minutes of the Annual Board Meeting on January 12, 2026.*

5.2 Regular Board Meeting – January 12, 2026

ACTION - Approval of January 12, 2026 Regular Minutes

**Passed Unanimously**

*Mrs. Schneider motioned and Mr. Spivey seconded the motion to approve the minutes of the Regular Board Meeting on January 12, 2026.*

**6. ENDS Monitoring Report**

1.

6.1 E-102: Sabbatical Presentation (Dr. Sevin Gallo)

*Dr. Sevin Gallo shared with the Board information from her sabbatical. She centered her sabbatical around exploring ways to expand the Study Abroad program. Her goal was to make Study Abroad more accessible to students.*

*Her research found that 90%+ students find employment within 6 months to a year after graduation as opposed to almost half their peers and earn higher salaries than average. These percentages are reflective of the soft skills and global skills that Study Abroad students learn on their trips versus other community college students.*

*Based on this research, Dr. Gallo's goal is to tackle the "90/10 Gap," which outlines that only 10% of U.S. students participate in study abroad programs; meanwhile, 90% of students do not participate.*

*Dr. Gallo visited Taiwan on a Fulbright International Education Administrator Award to focus on the partnerships in culinary, semi-conductor certificates, health professions, and Chinese language and culture programs. She applied and won a CIBER Grant Award that aids NWACC in developing the Study Abroad program. She visited two European institutions in France and Spain to evaluate programs and strengthen relationships with NWACC. Dr. Gallo worked with Brightwater to create partnerships with Basque Culinary Center in Spain and Tokyo GIC to allow culinary students to participate in Study Abroad; learning innovative food systems and food technology. She also worked with a program in Ireland to create shorter-term Spring Break opportunities to allow students a more cost accessible trip option.*

*Looking forward, the Ireland Spring Break program launches in 2027 and the Japan Program launches in 2026. NWACC continues to grow and expand the Study Abroad program.*

*The Board asked what they can do to further develop opportunities in this area. Dr. Gallo answered that the Board can use their connections to the businesses in the community to raise awareness and donate to the Study Abroad scholarships. Cost is the biggest barrier for students.*

*Dr. Gallo also spoke to the importance of on campus housing for the Study Abroad program. Having on-campus housing positions NWACC to better serve international students who travel to Northwest Arkansas on Study Abroad with their institutions. She*

*remarked that NWACC is globally recognized and many people across the world want to come here; campus housing will make that easier for them.*

ACTION - Approval of E-102

**Passed Unanimously**

*Mr. Spivey motioned and Ms. Frank seconded the motion to approve the ENDS-102 Monitoring Report.*

## **7. Executive Limitations Monitoring Report**

### **7.1 EL-200: Executive Constraint**

*Dr. Rittle stated that 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.*

ACTION - Approval of EL-200

**Passed Unanimously**

*Mr. Branscum motioned and Mrs. Harris seconded the motion to approve the Executive Limitations Monitoring Report.*

## **8. Committee Reports**

### **8.1 Finance Committee (Mrs. Amber Latimer)**

*Mrs. Latimer summarized the February 4 Finance Committee meeting and informed the Board that the Finance Committee recommends the Board approves the following:*

- *Adjust the Food Studies Course Fee by \$70.00 per course.*
- *Introduce two (2) new pass-through fees for Practical Nursing Courses of \$51.00 and \$229.00.*
- *Introduce three (3) new pass-through fees for Clinical Medical Lab Technician Courses of \$99.00, \$220.00, and \$123.48.*
- *Introduce Food Studies as a new tier one (1) differential tuition.*
- *Adjust tuition per credit hour by \$3.00 for In-State tuition and \$7.00 for In-District, Out-of-State, and International tuition for FY27.*
- *Accept the FY24 Audit.*

*She turned to Mrs. Catherin Doner to give additional details on the Tuition Fee increase and the FY24 Audit.*

*Catherin explained that all requested Course Fees serve as pass through costs to cover actual costs of the course materials and Brightwater Food Studies moves to Differential Tuition Tier 1 to help absorb grant adjustments.*

*She also explained that NWACC's plans to use the FY27 budget to address continuing needs in salaries and benefits, deferred maintenance, and raising technology costs.*

*Catherin also stepped through the findings of the FY24 audit. The audit found that few items were mis-categorized, few items were duplicated, and few items were overstated. She explained that Workday continues to serve as a barrier due to their lack in reporting features. All errors were corrected and all corrections have been approved by the auditor. Process adjustments were made to prevent errors in the future.*

**ACTION - Approval of FY2027 Tuition and Fee Adjustment**

**Passed with Majority Vote**

*The Finance Committee recommended the approval of the FY27 Tuition and Fee Adjustments as presented by Mrs. Latimer and Mr. Branscum seconded the motion. Mr. Spivey voted against. All other Trustees present voted in favor. The motion passed with a majority vote.*

**ACTION - Accept FY2024 Audit**

**Passed Unanimously**

*The Finance Committee recommended the approval of the Audit Findings as presented by Mrs. Latimer and Mr. Spivey seconded the motion. The motion passed unanimously.*

**9. Presidential Report**

**9.1 Enrollment Update**

*NWACC's Spring Semester enrollment shows a 2% increase in headcount and flat SSCH. Overall, on the right track.*

**9.2 Facilities Update**

*Storm repairs are ongoing and to begin in May-July.*

**9.3 ACCT Summit Recap**

*Dr. Rittle shared slides with photos from the ACCT trip in Washington, DC.*

**10. Student Government President Update**

**10.1 SGA Updates**

*SGA held an Involvement Fair in which students were given supplies for their classes.*

*Students attending the Washington County Campus are enjoying the new food offerings.*

*SGA implemented the Board's Self Eval model for SGA and found it be highly effective for them.*

**11. Chair Report**

11.1 ACCT Summit Recap

*Mrs. Latimer shared a funny story from her travels.*

*Mrs. Schneider shared her experience serving on an ACCT Committee. She commented on the stability of being an elected official.*

11.2 March Board Retreat

*Reminder to the Board.*

11.3 March Executive Session: President's Regular Annual Performance Evaluation, Part 1

*Reminder to the Board.*

**12. Other Board Action Items and Considerations**

**13. Adjourn**

*The meeting was adjourned at 5:54 pm.*

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Mr. Todd Schwartz, Chair

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Mrs. Mary Schneider, Secretary

## POLICY TITLE: ASSET PROTECTION

**Policy 206: The President shall not allow corporate assets to be unprotected, inadequately maintained or unnecessarily risked.**

*Definition: Unprotected refers to (1) facilities not being physically safeguarded by locks during other than normal operating hours, (2) physical and electronic surveillance by security personnel not performed during normal operating hours and (3) employees not locking their offices when not in use and safeguarding personal items. Inadequately maintained refers to unacceptable maintenance standards as judged by (1) monthly maintenance inspections by in-house staff, (2) semi-annual inspections by professional outside staff, (3) unannounced inspections by local building inspectors and (4) annual inspections by state insurance department. Unnecessarily risked refers to not having property and casualty insurance to cover at least 80% of the replacement cost of buildings and contents owned by the college.*

*Response:*

- Assets are well protected through the use of NWACC Public Safety personnel and surveillance cameras.
- Facilities are adequately maintained through regular cleaning routines by NWACC personnel as well as cleaning services.
- Buildings, contents and all College owned property are adequately insured for full replacement value after the \$50,000 deductible.
- NWACC maintains an auto liability policy for up to \$1M coverage for in state occurrences and \$5M for out of state occurrences combined single limit for bodily injury and property damage after the \$1000 deductible.

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

**1. Fail to insure against theft and casualty losses to at least 80% replacement value and against liability losses to Board members, staff and the organization itself in an amount greater than the average for comparable organizations.**

*Definition: Liability losses refer to liability judgments actually filed against Board or staff members due to their actions as officials/employees of the college. A comparable organization is a two-year community college in the state of Arkansas.*

*Response:*

- The College building and contents are insured with the Arkansas Multi-Agency Insurance Trust Fund administered by the State Risk Management Division, Arkansas Insurance Department.
- The College owned autos are insured with the Arkansas Multi-Agency Insurance Trust Fund administered by the State Risk Management Division, Arkansas Insurance Department.

- The College has a directors' and officers' liability insurance policy for \$3,000,000 aggregate limit of liability covering College Board members, officers and employees acting in their official capacities, less a \$50K deductible.

**2. Allow unbonded personnel access to College funds.**

*Definition: Unbonded personnel refers to college employees not automatically covered by the college surety bond. Access refers to physical and digital access.*

*Response:*

- College employees are bonded under the Arkansas Fidelity Bond Trust Fund for \$300,000 per occurrence, less a \$2,500 deductible.

**3. Unnecessarily expose the organization, its Board or staff to claims of liability.**

*Definition: Unnecessarily expose refers to failure to comply with federal and state laws regarding discrimination, safety, hiring practices, workplace activity, student's privacy rights, etc.*

*Response:*

- Enterprise risk management practices are employed to reduce potential liabilities through policies and procedures, as well as adequate workplace and classroom safety measures.
- Student information is safeguarded through compliance measures established by the Family Education Rights and Privacy Act (FERPA).
- The Office of Policy, Risk Management, and Compliance coordinates with the Compliance Committee to provide a structure that encourages ethical conduct and compliance with the College's legal obligations to prevent unethical practices, violations of the law, or compliance failures, preventing loss or injury to our students, employees, and protecting the College.
- Human Resources provides employee orientation and training based upon regulatory compliance and job/task function.
- The advice of the Attorney General's Office is sought prior to the implementation of any reductions in force.  
The Board members are notified of relevant state and federal laws regarding liability through the Board of Trustee Policy Manual.

**4. Fail to protect intellectual property, information and files from loss or significant damage.**

*Definition: Protect refers to adherence to Arkansas legislative audit recommendations and best practices concerning data backup and offsite storage.*

*Response:*

- All servers are protected by a Backup Data Recovery system to ensure reliable data recovery and continuity of operations.
- Workday, Canvas, and Microsoft applications are backed up through dedicated cloud technologies. Any additional cloud-based platforms integrated with Microsoft are likewise backed up appropriately.
- Access to sensitive areas in Business Services, Information Technology and Enrollment Management is controlled.
- A cyber liability policy with the Arkansas Multi-Agency Insurance Trust Fund administered by the State Risk Management Division, Arkansas Insurance Department is retained within the College's insurance portfolio.

**5. Receive process or disburse funds under controls, which are insufficient to meet the legislative or independent auditor standards.**

*Definition: Insufficient refers to not meeting standards so that more than one finding or more than five comments are received from the annual legislative audit in any one year.*

*Response:*

FY2024 is the last completed audit from legislative auditor. The result of tests performed during the 2024 financial audit disclosed an audit finding. This finding affected the College's reported a miscalculation of net position on June 30, 2024, with Unrestricted Net Position overstated by \$5,521,977 and Net Investment in Capital Assets understated by the same amount. This finding also affected the College's reported Statement of Revenues by \$307,551. The financial statements were subsequently corrected by college personnel during audit fieldwork. The audit finding was presented to the Board of Trustees at the February, 2026, board meeting.

**6. Endanger the organization's public image or credibility in ways that would hinder its accomplishment of mission.**

*Definition: The Board shall be notified of pending adverse coverage.*

*Response:*

- Board members are kept informed about press releases and other news stories, including anticipated negative coverage.

I am reporting compliance with Executive Limitations Policy 206.

Dennis C. Rittle, Ph.D.  
President