



NORTHWEST ARKANSAS COMMUNITY COLLEGE

NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES

Monday, May 11, 2026 - 4:30 PM - Burns Hall Third Floor Boardroom

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Recognition, Awards, and Informational Items

- 3.1 Introduce Dr. Anthony Kinkel, SVP of Enterprise Relations
- 3.2 Introduce Chris Lynch, Executive Director of Workforce & Economic Development
- 3.3 2026 NWACC Golden Eagle: Jackson Copeland
- 3.4 2026 NWACC Academic All-Star: Kay Reh
- 3.5 Recognition of Outgoing Student Trustee Fernanda Sanchez
- 3.6 HIM Commendation & Seven Year Accreditation

4. Attendance

5. Minutes

- 5.1 Regular Board Meeting – April 13, 2026
ACTION - Approval of April 13, 2026 Minutes

6. ENDS Monitoring Report

- 6.1 E-104: Science Olympiad (Dr. Lois Chun)
ACTION - Approval of E-104

7. Executive Limitations Monitoring Report

- 7.1 EL-201: Financial Conditions
ACTION - Approval of El-201

8. Committee Reports

- 8.1 Finance Committee (Mrs. Amber Latimer)
ACTION - Approval of FY2027 Budget Request

9. Presidential Report

- 9.1 Enrollment Update
- 9.2 Facilities Update
- 9.3 Campus Housing Workshop - June 3, 2026 at 12:30 PM

10. Student Government President Update

- 10.1 SGA Updates

11. Chair Report

- 11.1 ACCT Conference in October (See events sheet; deadline June 8th to let Sammantha know if interested)

12. Other Board Action Items and Considerations

13. 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, April 13, 2026 - 4:30 PM - Burns Hall Third Floor Boardroom

MINUTES

Members Present: Amber Latimer (Vice Chair), Mary Schneider (Secretary), Ashley Pointer, Lori Frank, Rachel Harris, Ron Branscum, Mark Scott and Joe Spivey

Members Absent: Todd Schwartz (Chair)

Also in Attendance: Dr. Dennis C. Rittle, Isreal Martinez

1. Call to Order

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

2. Pledge of Allegiance

3. Attendance

4. Recognition, Awards, and Informational Items

4.1 Kim Purdy: Staff Emeritus

Kim Purdy was recognized for the Staff Emeritus award.

4.2 The BEST of the BEST Award 2025: Gold Winner in Best College and University in NWA and Silver Winner in Best Workforce Training Provider in NWA

Dr. Rittle announced that NWACC won Best of the Best Gold for College and University and Silver for Workforce Training Provider.

4.3 NWACC recognized as a 2026 Most Promising Place to Work in Community College

Dr. Rittle announced that NWACC was recognized as a Most Promising Place to Work in the Community College category based on survey results from NISOD.

4.4 Land Use Committee (Trustee Frank)

Ms. Frank informed the Board that the Land Use Committee met to review a naming facilities request and recommends that the Board approves to change the name of the CHP EMS Laboratory Room 2012 as "The Jamin Snarr EMS Laboratory."

ACTION - Approval of EMS Lab Naming Recommendation

Passed Unanimously

Ms. Frank motioned on behalf of the Land Use Committee and Mr. Branscum seconded the motion to approve the Committee's recommendation as presented.

4.5 Honorary Associate Degree Committee (Trustee Pointer)

Mrs. Pointer informed the Board that the Honorary Associate Degree Committee met to review a naming facilities request and recommends that the Board approves to name Mr. Rafael Rios and Mr. Mike Rush as 2026 Honorary Associate Degree recipients.

ACTION - Approval to name Rafael Rios and Mike Rush as Honorary Associate Degree Recipients

Passed Unanimously

Mrs. Pointer motioned on behalf of the Honorary Associate Committee and Mr. Spivey seconded the motion to approve the Committee's recommendation as presented.

5. Minutes

5.1 Regular Board Meeting – March 9, 2026

ACTION - Approval of March 9, 2026 Minutes

Passed Unanimously

Mrs. Harris motioned and Ms. Frank seconded the motion to approve the minutes of the Regular Board Meeting on March 9, 2026.

6. ENDS Monitoring Report

6.1 E-105: Hybrid Training (Colleen Lawrence & Jo Schwader)

Ms. Jo Schwader and Colleen Lawrence presented their work on the Hybrid Training model. They established a new modality based on course work that can be done independently outside of the classroom and collaboratively inside the classroom.

The Hybrid Training program has 35 faculty members currently trained, which impact roughly 2,567 students per term.

Additional cohorts coming soon.

ACTION - Approval of E-105

Passed Unanimously

Mr. Spivey motioned and Mr. Branscum seconded the motion to approve the ENDS-105 Monitoring Report.

7. Executive Limitations Monitoring Report

7.1 EL-207: Compensation and Benefits

Dr. Rittle stated that with respect to employment, compensation, and benefits to employees, consultants, contract workers and volunteers, the President shall not cause or allow jeopardy to fiscal integrity or public image. Further, without limiting the scope of the foregoing by this enumeration, he or she shall not change his or her compensation and benefits, promise or imply permanent or guaranteed employment, establish compensation and benefits, which deviate materially from the geographic or professional market for the skills employed unless required by law, or establish or change Defined Contribution or Defined Benefit Plans.

ACTION - Approval of EL-207

Passed Unanimously

Mr. Branscum motioned and Ms. Frank seconded the motion to approve the Executive Limitations Monitoring Report.

8. Committee Reports

9. Presidential Report

9.1 Academic Update

Dr. Rittle informed the Board that NWACC submitted two Letters of Notification to ADHE to request the deletion of the Horticulture Certificate of Proficiency and Horticulture Technical Certificate.

9.2 Facilities Update

Dr. Rittle informed the Board that NWACC upgraded to using ServiceNow as a ticketing system to address deferred maintenance and May 11 is the day that storm repairs begin on campus.

9.3 Budget Work Session – April 29, 2026 at 12:30 PM

Reminder to the Board

9.4 NWACC Commencement – May 9, 2026 at 9:00 AM (see events sheet; deadline April 17 to let Samantha know if attending)

Reminder to the Board

9.5 NWACC Foundation Plant a Seed – May 1, 2026 at 6:00 PM
Reminder to the Board

10. Student Government President Update

10.1 SGA Updates

Isreal informed the Board that SGA will be holding elections for next year's officers starting next Monday.

Student Senate approved requests for increased funding for Student Clubs.

11. Chair Report

11.1 NWACC Grad Ceremonies (see events sheet; deadline April 17 to let Sammantha know if attending)

Reminder to the Board

11.2 Correspondence with the Governor

Mrs. Latimer informed the Board that correspondence to the Governor has been prepared on behalf of the Board.

Mrs. Schneider read the letter aloud in its entirety.

ACTION - Approval of Correspondence

Passed Unanimously

Mr. Spivey motioned and Ms. Frank seconded the motion to approve the Correspondence to be sent to the Governor.

12. Other Board Action Items and Considerations

13. Executive Session: President's Routine Annual Performance Evaluation

ACTION - Motion to move into Executive Session

Passed Unanimously

Mr. Branscum motioned and Mr. Scott seconded the motion to move into Executive Session for the President's Routine Annual Performance Evaluation.

Moved into Executive Session at 5:12 pm.

Returned from Executive Session at 6:52 pm.

ACTION - Executive Session Action Taken

Passed Unanimously

Mr. Branscum motioned and Mr. Spivey seconded the motion to extend Dr. Rittle's contract to June 30, 2033.

14. Adjourn

The meeting was adjourned at 6:53 pm.

Mr. Todd Schwartz, Chair

Mrs. Mary Schneider, Secretary

POLICY TITLE: FINANCIAL CONDITION

Policy 201: With respect to the actual, ongoing financial condition and activities, the President shall not cause or allow the development of fiscal jeopardy, or a material deviation from the Board approved budget and priorities established in Ends policies.

Definition: Fiscal jeopardy is defined as exhibiting a pattern of overspending the Board approved annual cash reserve. The Board cash reserve is calculated exclusive of designated, auxiliary, and restricted funds. Material deviation is defined as overspending realized revenues by more than 10% and failing to comply with Board priorities established in the Ends policies.

- The Board approved cash reserve for FY2026 is 7.6% of educational and general revenues of \$42,695,141, or \$3,244,831.
- Available unrestricted cash reserves exclusive of designated, auxiliary and restricted funds as of March 31, 2026, were \$17,933,262 or 42.4% of actual March 31, 2026, revenues of \$42,246,758.
- Therefore, the President maintained adequate cash reserves and did not materially deviate from the priorities in the Board of Trustees approved FY2026 budget.

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

1. Fail to monitor the College’s revenues and expenses to ensure responsible fiscal stewardship.

Definition: Responsible Fiscal stewardship includes monitoring expenditures on a monthly basis making sure that adequate reserves are maintained. Monthly reports of cash flows, accounts receivable, comparisons of actual expenses to budget and actual revenue to expenses will be presented at Finance and Audit Committee meetings or to the committee chair, and reported out at Board meetings.

- Periodical financial reports of actual expenses to budget and actual revenue to expenses, cash flows, and accounts receivable have been presented at Finance and Audit Committee meetings or to the committee chair and reported out at Board meetings.

2. Fail to ensure that the College is not indebted beyond trade payables in the normal course of business.

Definition: Trade payables are unsecured accounts payable debt incurred to purchase maintenance and operating materials and services in the normal course of college activity.

- The College's only indebtedness at this time is normal trade payables, normal payroll liabilities and Board authorized bond issues.

3. Fail to maintain adequate Board approved cash reserves.

Definition: Adequate cash reserves refer to the Board budgeted annual amount, generally 8-10% reserve. Cash reserves are calculated exclusive of designated, auxiliary, and restricted funds.

- The Board approved cash reserve for FY202 is 7.6% of educational and general revenues of \$42,246,758, or \$3,210,754 and has been maintained.
- Therefore, the President maintained adequate cash reserves.

4. Fail to conduct interfund transfers consistent with the fund accounting principles and Governmental Accounting Standards Board (GASB) standards.

Definition: Consistent with fund accounting principles means following GAAP and GASB standards in all accounting procedures and practices.

- All interfund transfers were consistent with GAAP and GASB standards.

5. Fail to settle financial obligations in timely manner.

Definition: A timely manner in payroll matters is defined as paying each payroll on time and meeting all payroll tax obligations according to applicable federal and state laws. A timely manner in other obligations is defined as paying all payables obligations on or before the due date, unless valid reasons exist for remitting later payments.

- During the 2026 fiscal year, there have been no material instances of failure to settle financial obligations in a timely manner.

6. Fail to ensure that tax payments or other government-ordered payments or filings are timely and accurately filed.

Definition: Government-ordered payment or filing will be made on or before the due date and contain correct and accurate information.

- The College has experienced no material interest or penalty charges for late or deficient payments or filings during this period.

7. Fail to aggressively pursue receivables after a reasonable grace period.

Definition: Aggressively pursue refers to using an in-house collection program followed, if necessary, by the use of a professional collection agency. Reasonable grace period refers to immediate contact by in-house collection personnel when the obligation is past due, and, if not successful, referral to professional collection agency within 10 days of the last contact by in-house collection personnel.

- Current student billings other than third party are emailed monthly.
- Past-due student accounts are mailed three past-due notices on scheduled dates.
- Receivables are routinely turned over to a collection agency after non-payment following three contacts and within 10 days of the last contact by in-house personnel.
- Pursuing set-off debt against income tax refunds as allowed by A.C.A. §§26-36-301 – 26-36-320.

I am reporting in compliance with Executive Limitations, Policy 201.

Dennis C. Rittle, Ph.D.
President
May 11, 2026