

NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MONDAY, MAY 8, 2006

MINUTES

The Board of Trustees of NorthWest Arkansas Community College was called to order by Chair Mark Lundy at 4:30 p.m., Monday, May 8, 2006, in the Trammel Trustee Board Room.

RECOGNITIONS, AWARDS, INFORMATIONAL ITEMS:

Dr. Paneitz introduced the SIFE Team who was invited to the board meeting to give a short presentation on their accomplishments this year. They won the regional competition a few weeks ago and are headed to the national competition on May 22 & 23 in Kansas City, MO. Teresa Neal was introduced as the Sam M. Walton Fellow for the SIFE Team. Teresa Neal gave a very brief history of SIFE program and introduced members of the NWACC team: Chris Starns, Angie Francis, Becky Hudson, and Heath Jones. Becky Hudson commented further about SIFE and how it impacted her life and mentioned several projects they are working on such as the Business Ethics Forum, Business Leadership Programs, Willy Wonka Chocolate Factory – International Economics, and mock interviews for Marketing Analyst Programs. The SIFE team will continue to partner with the University of Arkansas and the JBU teams on other projects in the future.

Dr. Karen Hodges announced the RTC Skills USA winners. Three gold medals were awarded – one for Dental Assisting, one for Criminal Justice, and one for Food & Beverage Service. Students from all over the state competed, and the Gold Medal winners will compete in the National Skills USA Competition that will be held in Kansas City.

Diana Johnson announced the AATYC Academic All-Star winner. The \$1,800 scholarship went to Inder Pal Singh. There were two \$500 book scholarships also awarded to the finalists, Li Mounce and Brent Robbins.

Jim Hall announced the AATYC Outstanding Faculty and Outstanding Staff awards for this year. The Faculty award went to Katherine Ramirez, a founding faculty member in the Nursing Department. She teaches medical surgical nursing. The Staff award went to Brenda Green. Brenda began her NWACC career 12 years ago as an accountant and moved to Student Services where she held several positions including Director of New Student Relations and Director for Enrollment Management Systems. Brenda was nominated for this award because of her work on the Banner Systems and the Student Information Systems utilizing her superior technical skills. Both of these award winners will be honored at the upcoming AATYC event in October.

MEMBERS PRESENT: Dr. Les Carnine (Secretary), Joan Clifford, Johnny Haney, Krista Khone, Mark Lundy (Chair), Coleman Peterson, Howard Slinkard, Joe Spivey, Robert Teague

ALSO IN ATTENDANCE: Dr. Becky Paneitz, Becky Hudson (Student Trustee)

MINUTES:

Johnny Haney stated that he did not make a motion to accept the ENDS Statement and the Calendar. He recalled that he made a motion to separate the two items and that they become separate motions. He said there was a vote on the original motion but he made no motion to accept it. Mark Lundy spoke of his recollection which was a motion to approve, Les Carnine seconded the motion; it was decided to only approve the ENDS and the motion was withdrawn. The motion was then amended to exclude the calendar portion. The board agreed to Mark Lundy's suggestion to approve the minutes with the noted correction.

Chair Mark Lundy accepted the motion by Joan Clifford to approve the minutes as corrected for the April 10, 2006 Board Meeting. Johnny Haney seconded the motion. The motion passed unanimously.

SPECIAL COMPENSATION UPDATE REPORT:

Bruce Johanson distributed and reviewed the NWACC 2006-2007 Job Evaluation and Salary Administration Report. His report included quartile figures from May 2005 through July 2006 as well as recommendations for the proposed faculty salary scale for 2006-2007, which included four different scenarios. The Faculty Senate recommended an additional salary increase totaling approximately \$270,000 including fringe benefits expense. This places full-time faculty, as a whole at only five percent below of where they need to be based on the current salary ranges and matrix. Next year the compensation study will include corrected placement of administrative salaries as well as faculty.

Dr. Paneitz reported that all faculty members should be brought to the mid point on the compensation and salary scale by next year. The Board would like to see a plan for rewards based on performance. Dr. Paneitz mentioned that the performance appraisal procedures and forms will be implemented in FY2006-2007

GOALS MONITORING REPORT:

Dr. Paneitz stated that there were two Goals Monitoring Reports. Both of these reports were reviewed with the Board in November 2005. At today's Board meeting, an update was given. Mark Lundy remarked that these updates were exactly what the Board was looking for in the way of measurements.

Aligning NWACC Infrastructure with Growth-generated Needs

Dr. Paneitz highlighted items which included Celebrate Learning Day, Career Pathways, diversity and cultural training, and 2006 Honors Seminars. Jerry May has worked closely with Career Pathways and gave an overview of the program. Dr. Paneitz also spoke about the Innovation Grant Program which sets aside dollars that are awarded to faculty and/or staff who have an innovative idea for special projects.

Coleman Peterson stated that he felt that the information on Infrastructure was good but it seems like it belongs under Faculty Development, Training Programs and Development Initiatives. He questioned the position of promoting culture inclusiveness, and participation and collaboration. He suggested we review where the information is reported. Howard Slinkard asked Dr. Paneitz to explain where aligning the organizational infrastructure with growth originated. Dr. Paneitz explained that this came out of the strategic planning process. The title for the Goals Monitoring Reports listed could be confusing and a more descriptive title will be used in the future.

Developing into a Regional Hub

Dr. Paneitz reviewed the Regional Hub Monitoring Report. This is one of the eight original initiatives. This one is a little more difficult to quantify due to its size. She reviewed items in this initiative such as Paso a Paso Grant, Job Fair, Transfer Link, Razorback Ready, and First Year Focus. Dr. Paneitz remarked about RTC serving as a regional hub for all secondary technical programs in northwest Arkansas. Sixteen high schools sent a total of 216 students to RTC this spring. Coleman Peterson remarked that all of these bullet points are very clear under this Initiative.

Dr. Paneitz also spoke about the possibility of a light rail system. NWACC's Master Plan shows an area for a light rail stop if one is developed in the future. Dr. Paneitz further discussed the coordination and participation of various groups in regional planning and development. We are a site to provide education training for teachers in Northwest Arkansas. It is a joint effort with the Arkansas Department of Education. She also mentioned the ICPS, Homeland Security Emergency Management AAS degree, Child Development Assistant and Project Bienestar.

Mark Lundy reviewed the "Questions Answered by Board" and was able to answer yes to all four questions.

Mark Lundy called for a motion. Joe Spivey moved to approve the recommendation of the College Administration to approve the two Goals Monitoring Reports. Robert Teague seconded the motion. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORT:

Dr. Paneitz reviewed Policy #18 – Treatment of Staff. An Organizational Climate Committee was established to help identify organizational cultural issues and identify recommended solutions. This group listed several issues that needed to be addressed which included communications, and operations. The priorities have been identified and these will be implemented next year. Jean Anderson explained that this committee met at the end of April and will finalize its recommendations to present to Dr. Paneitz later.

Dr. Paneitz then reviewed Policy #20 – Financial Condition and Activities and introduced Dr. Linda Dayton to give a report specifically on Policy #4 in the report. Dr. Dayton explained that the unrestricted reserves as of March 31, 2006 were \$3,204,168, approximately 14.5% of the unrestricted budget for FY2006 of \$22,161,791. This will go down at the end of June to closer to 6%-7%.

Joe Spivey moved to approve the recommendation of the College Administration to approve both Executive Limitations Policy #18 and #20. Coleman Peterson seconded the motion. The motion passed unanimously.

COMMITTEE REPORT:

There were no committee reports.

OTHER BOARD ACTION:

Dr. Paneitz began a discussion about the four action items and considerations. Jerry May was introduced and addressed the fee structure for the Prior Learning Assessment Program. Credit would be awarded to students who complete a portfolio demonstrating mastery of topics covered in NWACC classes. A fee for the assessment is needed to compensate faculty for the portfolio reviewed. Discussion followed.

Krista Khone moved to approve the recommendation of the College Administration to approve the Fee Structure for the PLA Program. Coleman Peterson seconded the motion. The motion was passed unanimously.

Dr. Hodges presented the Revised Regional Technology Center Agreement. The present agreement between the Fayetteville Public Schools and NorthWest Arkansas Community College needs to be updated to reflect changes since the original agreement was signed. The new, revised agreement and the inventory list were attached to the recommendation for the Board's review. Karen Hodges reviewed each of the seven major changes to the agreement. There was a discussion that a more comprehensive inventory list be included with the agreement.

Howard Slinkard moved to approve the recommendation of the College Administration to approve the revised agreement with the Fayetteville Public Schools for the operation of the Regional Technology Center from July 1, 2006 to June 30, 2007. Joan Clifford seconded the motion. The motion passed with eight aye votes and Johnny Haney voting no.

Dr. Dayton gave a PowerPoint slide presentation requesting the approval of the FY2007 Budget. A copy of the presentation was also included in the Board packet.

Joan Clifford moved to approve the recommendation of the College Administration to accept the 2006-2007 Fiscal Year Budget in the amount of \$23,817,615. Joe Spivey seconded the motion. The motion passed unanimously.

Mark Lundy asked Dr. Dayton if she had any specific items that needed to be mentioned regarding the purchase of the Oracle Site License other than the request in the board packet. She responded that there were none. There was no discussion.

Joe Spivey moved to approve the recommendation of the College Administration to purchase the Oracle Site License in the amount of \$248,621. Krista Khone seconded the motion. The motion passed unanimously.

PRESIDENT'S UPDATE:

Dr. Paneitz spoke about the proposed Sabbatical Leave Policy, the proposed Faculty/Emeritus Policy, and the proposed Phased Retirement Policy. She asked the Board to review these three proposed policies that will be presented in June for Board approval. Because faculty were leaving on Friday, administration asked any faculty interested in the sabbatical and emeritus benefits to complete the applications by the end of the semester subject to Board approval. The 2006-07 budget includes emeritus and sabbatical expenditures for the fall and spring semesters subject to Board approval. Dr. Paneitz expressed her appreciation to Dr. Dayton, Donna Scanlan, and Debi Buckley for their hard work on the budget proposal.

CHAIR'S UPDATE:

Mark Lundy reminded the board that Friday was graduation and not to forget their cap and gowns. Trustees were asked to be in the dressing rooms behind the auditorium at 6:15 p.m. for photos. Dr. Paneitz reminded the Board that Dick Trammel would be a guest speaker.

BOARD SELF-EVALUATION:

Mark Lundy stated that "yes" the board did operate as a policy board and did serve our constituents.

ADJOURNMENT: The meeting was adjourned at 6:50 p.m.

Mark Lundy, Chairperson

Dr. Les Carnine, Secretary