

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
Monday, May 19, 2008**

MINUTES

Chair Coleman Peterson called the regularly scheduled Board of Trustees of Northwest Arkansas Community College meeting to order on Monday, May 19, 2008, at 4:32 p.m. in the Multipurpose Room of the Student Center.

Members Present: Coleman Peterson (Chair), Robert Teague (Secretary), Joan Clifford, Johnny Haney, Mark Lundy, Krista Khone, Joe Spivey, Les Carnine and Alex Vasquez

Also in Attendance: Dr. Becky Paneitz

RECOGNITION:

Dr. Paneitz said she has been aware that several faculty and staff members have been pursuing degrees and certificates. She said that it is fitting for the college to recognize these accomplishments since we are an institute of higher education. Dr. Paneitz and Mr. Peterson then presented certificates of achievement to the NWACC faculty and staff members who completed degree and certificates this year.

Dr. Paneitz and Mr. Peterson presented Dr. Frank Troseth a plaque for his retirement. Dr. Troseth thanked the trustees and the student body. He said that he came here 20 years ago and enjoyed his time. He then thanked everyone.

MINUTES:

Mr. Spivey moved and Mr. Lundy seconded the motion to approve the minutes of the Board Meeting on April 24, 2008. The motion passed unanimously.

APPROVAL OF GOALS MONITORING REPORT-ENDS-102 BUSINESS COMMUNITY

Derek Crews presented the Ends Monitoring Report of the Business Community. Dr. Crews highlighted the number of students in our non-credit and ICPS classes. NWACC was named a lead Arkansas Institution for Global Corporate College. An executive briefing was held last month regarding the Global Corporate College; 25 companies attended with 10 requesting meetings. Mr. Crews also stated they had already met with six of the companies.

The Retail Management program was created from the \$600,000 Wal-Mart gave last fall. There are currently 36 students in the program and it will go beyond a pilot project with Global Corporate College if successful.

Also mentioned in the presentation was the new Corporate Learning Facility in Fayetteville, the new pavilion and training elements to the ropes course, the reactivation of Weekend College, and the finalized plans for the Global Business Development Center. Finally, Dr. Crews introduced Tom Wood as the new AVP for Corporate Learning.

Mr. Teague moved and Mr. Spivey seconded the motion to approve the Goals Monitoring Report. The motion passed unanimously.

APPROVAL OF FY 2008 BUDGET:

Dr. Linda Dayton presented the FY 2008 Budget. She mentioned that state funding for NWACC is down 3.8% (or \$409,844) from last year. Enrollment is expected to increase at 7% per year and tuition and fees were increased.

Dr. Dayton said that the priorities for FY '09 are to increase salaries by at least 2%, absorb the increased healthcare costs except for the Major Medical Plan, absorb the increase of utility costs, enhance the college phone service, and increase faculty and operating costs associated with the growth in enrollment.

She went on to say that fiscal year '09 will begin with a carryover reserve balance of \$1.68m from FY '08. Expected tuition revenue is forecast to be \$11,827,803 for the FY '09, revenue from learning fees is expected to be \$888,110, and revenue from technology fees should be \$921,003. Millage revenue is expected to be \$3,900,000, revenue from vendor commissions is forecast to be \$360,000, and we are expected to end the '09 fiscal year with a reserve balance of approximately \$1.9m. Dr. Dayton also listed faculty, administration, and classified positions that are proposed for 2008-2009.

Mr. Teague moved and Mr. Spivey seconded the motion to approve the FY 2008 Budget. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORT-EL-208 BUDGETING

Dr. Dayton reported that when the new Vice President of Finance is in place that they will watch and see what happens in the new legislative session. She also reiterated that the college has a reserve balance of 6.3%, one full month's salary and benefits.

Mrs. Clifford moved and Mr. Spivey seconded the motion to approve the Executive Limitations Monitoring Report. The motion passed unanimously.

APPROVAL OF AAS BUSINESS MANAGEMENT-ENTREPRENEURSHIP OPTION:

Dr. Donna Wood presented the AAS Business Management Entrepreneurship Option. She said that Entrepreneurship is one of seven options that students have in Business Management. They would receive a certificate at 21 credit hours and the program would be partnering with other community colleges in the state.

Mr. Lundy moved and Mr. Spivey seconded the motion to approve the AAS Business Management-Entrepreneurship Option. The motion passed unanimously.

CHAIR'S REPORT:

Bruce Johanson reported on the Organizational Review/Planning-2008-2011. He said that the assumptions were to create an organizational structure that would facilitate the growth of NWACC over the next five to ten years. He also noted that the structure would allow Dr. Paneitz the

opportunity time to promote NWACC rather than spending time on the day-to-day operations. He noted a desire to create leadership depth by promoting from within as much as possible.

Mr. Johanson said that his group had reviewed thirteen community colleges. Dean and VP's were common titles in smaller to similar sized community colleges and SVP's and EVP's were common in larger community colleges. Common divisional areas included Administrative Services/Operations, Learning/Instruction, Student Affairs/Services, Workforce/Community Services, and Advancement/Government Affairs.

Mr. Johanson then presented the board with new organizational charts for 2008-2009, 2009-2010, and 2010-2011 detailing changes that are proposed to happen over the next few years. He said the college needed to look at growth and see what we have to promote within. He explained the charts allowed for a hiring timeframe of 1-1.5 years. Mr. Teague mentioned that retention is also needed. Also mentioned was that AVP's stepping up to the plate would allow the President and the EVPs to have a more strategic role. Mr. Peterson said that he likes "career pathing" and noted this organizational change is important for the college. Mr. Teague recommended discussing this issue further at the retreat. Dr. Paneitz said that it is important to move forward on this due to the budget cuts. She noted Dr. Tuthill will be working with the structure.

Mr. Peterson thanked the board for their attendance at the recent graduation ceremonies. He read a thank you letter from Mrs. White regarding the photo unveiling of her late husband and the honorary degree that he received.

COMMITTEE REPORTS:

Dr. Carnine reported for the Land Use Committee that the roof process is going well. The new Shewmaker center is in the early processes of design and design elements. By the end of summer-early September, construction on the new building should begin. They are working on energy systems that will help operating costs. The new systems will have light monitoring and natural light. He said that when the building needed to move to allow for the new interchange more issues were created that needed to be worked out.

Dr. Carnine said that Dr. Holmes had given a master plan briefing at the last Land Use meeting. He also said that Meredith Brunen gave the Art Sub-Committee recommendations. The recommendations include looking at the facilities up front to see what art needs to be considered.

Dr. Carnine then asked the trustees to consider creating a committee to address organizations wanting to work with the college about building space off campus. This group can look at policies and guide the college in future proposals. Mr. Peterson asked that Jim Lay, Dr. Les Carnine, Joan Clifford, Johnny Haney, Howard Slinkard, and Dr. Steve Gates be on this committee.

PRESIDENT'S REPORT:

Dr. Paneitz told the board that 114 students participated and 950 people were in attendance for the Adult Education ceremony. For the credit ceremony, 323 students "walked" and 2,050 were in attendance. Diana Johnson said that there are already 21% more admissions applications for fall as of May. At this time, Summer enrollment is 7% over the projected number. Dr. Paneitz said that is will be important to look at accommodation with the increased number of students.

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

The meeting adjourned at 5:55 p.m.

Coleman Peterson, Chairperson

Robert Teague, Secretary