

**NORTHWEST ARKANSAS COMMUNITY COLLEGE  
BOARD OF TRUSTEE MEETING  
Monday, January 9, 2012**

**MINUTES**

Chair Alex Vasquez called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, January 9, at 4:21 p.m. in the Burns Hall 3<sup>rd</sup> Floor Board Room.

**Members Present:** Alex Vasquez (Chair), Joe Spivey, Randy Lawson, Mark Lundy, Joan Clifford, Ric Clifford, Johnny Haney, Mike Shupe, and Hadley Hindmarsh

**Also in Attendance:** Dr. Becky Paneitz and Brandi Peters

**MINUTES**

**November Meeting**

Mr. Shupe moved and Mr. Spivey seconded the motion to approve the minutes of the Board Meeting on November 14, 2011. The motion passed unanimously.

**EXECUTIVE LIMITATIONS MONITORING REPORT**

**EL 204 – Treatment of Staff**

Mr. Parsons told the Board that this was an opportunity to report out on the treatment of staff and the activities and policies around the limitation. He highlighted the new feedback mechanism on the Administrative Services Division website. Dr. Gates highlighted a new reimbursement plan allowing employees to receive reimbursement for six consecutive months of membership at the YMCA.

Dr. Paneitz also explained that the personnel policy is in the process of posting as they are revised. Mr. Shupe asked what the process is for approving policies for the manual. Mr. Parsons answered that the Human Resources department owns the policies but there is a mechanism in place to solicit feedback from Cabinet and Expanded Cabinet. Dr. Paneitz added that Mrs. Lynda Lloyd has done a great job in revising the policies.

Mr. Haney said he would like to see more measurement in the Executive Limitation narratives. Mr. Parsons said that moving forward the College will be measuring data and implementing ways to show the Board more measurable information. Mr. Vasquez said the Board would look for more measurable data moving forward.

Mr. Haney asked why the feedback from the new feedback mechanism on the website goes to the CFO. Dr. Gates explained that the link for feedback goes to Mr. Parsons anonymously. Mr. Parsons added that a new Employee Relations Expert was hired and will be working on any issues that may arise. Mrs. Hindmarsh told the group that a third party ethics reporting company may be something the College should look into. Mr. Vasquez said that this discussion will continue with the Personnel Committee.

**Approval of EL 204 – Treatment of Staff**

Mr. Shupe moved and Mr. Spivey seconded the motion to approve EL 204 – Treatment of Staff. The motion passed unanimously.

## **COMMITTEE REPORTS**

### **Land Use and Facilities Committee**

Mr. Spivey said the group discussed the 8<sup>th</sup> street interchange. He said they received word that it will likely be 2016 before the interchange project is complete. He said that safety, sound, and construction time frame would be closely monitored by the committee.

Mr. Spivey told the Board the Center for Health Professions is slightly ahead of schedule. He also told the group about the Illinois watershed project that is being discussed. He said the program is designed to create water gardens in low lying, underutilized areas.

## **PRESIDENT'S REPORT**

Dr. Paneitz told the Board that they should have a copy of the updated College Fact Book. She asked the group to read over the contents of the book and come to her with any questions. She also reminded the Board of several upcoming events.

Dr. Paneitz asked Mr. Marty Parsons to give an update on budget. Mr. Parsons went through the spreadsheets given to the Board. He said that the College is close to being on track with the current budget. He reminded the group that a reserve is held back yearly on the Board's request. Mr. Parsons also explained the college is looking into alternative options for food service providers at the College. He added that the College has spent \$180,000 for the current food vendor to be on campus.

Dr. Paneitz said she recommended the Board hold a Tuition and Fee Work Session before the February regular meeting. Mr. Kitchen said an increase in tuition and fees would need to be decided in February to allow the increase to be implemented for the coming semesters.

Dr. Paneitz also told the Board that revisions would be made to the 60 hour degree program. She added that this was on the upcoming ADHE agenda.

## **CHAIRMAN'S REPORT**

Mr. Alex Vasquez thanked the Trustees that attended the December meeting in Little Rock. He said the group did a fine job in representing the students and the College regarding the funding challenges. He said the funding issue will not go away overnight and the Board will need to pick their opportunities to help.

Mr. Vasquez asked the Board to look over the Board Committee list that was in their packet. He pointed out the new Personnel Committee and asked Mr. Lawson and Mr. Clifford to serve. Dr. Paneitz said the new Personnel Committee would also serve in an advocacy role to help look for new positions and appropriations. Mr. Vasquez said the committees would be discussed further at the Board Retreat.

Mr. Vasquez pointed out that Mrs. Brandi Peters was recently in the newspaper discussing the Lottery Scholarship. He also said that he recently spoke with the IT Department at the College and was very impressed.

**ADJOURNMENT**

The meeting adjourned at 5:56 p.m.

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Mr. Alex Vasquez, Chairperson

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Mr. Randy Lawson, Secretary