

**NORTHWEST ARKANSAS COMMUNITY COLLEGE  
BOARD OF TRUSTEE MEETING  
Monday, October 8, 2012**

**MINUTES**

Chair Alex Vasquez called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, October 8, at 4:33 p.m. in the Burns Hall 3<sup>rd</sup> Floor Conference Room.

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

**Also in Attendance:** Dr. Becky Paneitz and Jesse Pierce

**RECOGNITIONS, AWARDS, AND INFORMATION ITEMS**

**Welcome SGA Officers**

Mr. Jesse Pierce introduced the SGA officers to the Board. He said their installation ceremony was held the previous week and he was looking forward to working with the group. Dr. Paneitz said Senator Elect Bart Hester and Jim Dotson both attended the ceremony.

Mr. Spivey commended the group for being a part of SGA and representing the College. Mr. Vasquez congratulated them on their service and invited them to attend the Board meeting anytime they wanted. Mr. Lawson said a couple of the students serving on the Presidential Search Committee also serve on SGA.

**Recognition**

Dr. Paneitz told the group Mr. Jim Hall won the Region 4 Communicator of the Year Award from NCMPR. She added that Mr. Hall is now in the running for the National Communicator of the Year Award. Mr. Hall thanked everyone for their support and said he was very honored. He thanked Dr. Paneitz and the Marketing and Public Relations team.

Mr. Wyley Elliott said his team was nominated for gold, bronze, and silver awards at the NCMPR Awards Ceremony. He thanked and applauded his team. He added that between the rebranding process and Presidential search, they have been very busy. Mr. Vasquez thanked Mr. Elliott for his leadership.

Mr. Vasquez recognized Mr. Glenn Kelley with the Chairman's Excellence in Service Award. Mr. Vasquez told the Board Mr. Kelley had served as the College and Board attorney and had done an excellent job taking care of the College. Mr. Kelley said it had been a privilege to work with the College. He thanked Dr. Paneitz, Mr. Vasquez, and the Board members.

**Update on Grants**

Dr. Ricky Tompkins explained that he and his team work on many large and small grants with many groups from across campus. Dr. Tompkins listed several of the grants his office had received over the past year. He congratulated his team as well as the faculty and staff across campus for putting so many projects together. He said his team is always looking for new grant opportunities.

Mr. Spivey asked if Dr. Tompkins team spends as much time with the small grants as they do the large grants. Dr. Tompkins said it is much easier to account for a small grant than it is for a large grant. Mr. Vasquez said the College also partners with other Colleges for the PACE and STEM grants. He thanked Dr. Tompkins and his team.

### **Introductions**

Mr. Vasquez introduced and welcomed Board candidates, Mr. Scott Grigsby, Ms. Amy Forrest, and Mr. Todd Schwartz to the meeting.

### **MINUTES**

#### **Board Meeting – September 10, 2012**

Mr. Spivey moved and Mr. Clifford seconded the motion to approve the minutes of the Board Meeting on September 10, 2012. The motion passed unanimously.

### **ENDS MONITORING REPORT**

#### **ENDS 101 Learner Community**

Dr. Tompkins went through the updates to the learner community goals. He highlighted the LIFE Program which works with local high schools through mentoring relationships between current NWACC students, and high school junior and seniors.

Dr. Tompkins also reminded the Board of the AQIP Reaffirmation and Reaccreditation site visit. He said the report from the visit indicated that NWACC was in full compliance. He said the accreditation recommendation report was sent to the College on September 21<sup>st</sup>. Dr. Tompkins added that site visitors were impressed with the Board participation. Dr. Paneitz told the Board the site visitors were so impressed with the NWACC team that they were invited to present at the Higher Learning Commission Conference. Mr. Vasquez congratulated Dr. Tompkins.

#### **EL-201 Learner Community**

Mr. Spivey moved and Ms. Hindmarsh seconded the motion to approve the ENDS 101 Learner Community report. The motion passed unanimously.

### **EXECUTIVE LIMITATIONS MONITORING REPORT**

#### **EL-201 Financial Conditions**

Dr. Paneitz introduced Ms. Debi Buckley to the Board. She said Ms. Buckley would be serving as Interim VP for the next few months. Mr. Vasquez welcomed Ms. Buckley back to the College.

Dr. Paneitz went through the EL-201 Financial Conditions report. She told the group she would challenge the next President and administration to continue with a Board Reserve. Dr. Paneitz also told the Board the college strives to settle payroll obligations in a timely manner. She also said the College hired a payroll manager as advised by the Finance/Audit Committee.

#### **EL-201 Financial Conditions**

Mr. Lundy moved and Mr. Spivey seconded the motion to approve the EL 201 Financial Condition report. The motion passed unanimously.

## **COMMITTEE REPORTS**

### **Finance/Audit Committee**

Mr. Lundy told the Board the Finance/Audit Committee added two new members, Ms. Laura Favorite and Dr. Grant Fowler. He said they discussed the Legislative Audit at their last meeting. He went through the audit with the group. Mr. Vasquez said it was great to look through the Audit to get confirmation of a clean bill of health.

Dr. Paneitz went through the revised budget with the Board. She said if the budget was approved, it would be placed on the website and replace the current budget the next day. Dr. Paneitz said the budget would be reviewed again in February after they see the spring enrollment numbers. She said this was the new normal and quoted an article stating there was no sense that there will be a rebound until 2015. Dr. Paneitz said when enrollment drops there is a decrease in revenue. She said it was her recommendation that the Board look at the budget as a living document.

Dr. Paneitz told the Board she charged the administration with decreasing expenditures. Ms. Gulizar Baggson said they looked at freezing some budgeted vacant positions through the end of the year. She said they also removed the \$250,000 originally budgeted for equity adjustments. Dr. Paneitz explained that when positions become vacant, a form will need to come to Cabinet for approval to fill the position. She said this will be an opportunity to see if the position is critical. She added that it will be probable there will be more cost savings.

Dr. Paneitz said M&O budgets had not been cut, but they are looking at travel and professional development costs. Mr. Haney said he thought there would be opportunity for savings in the travel and professional development category.

Mr. Lundy went through the details of the budget. Ms. Vasquez said the money the College has should be used as much as possible to educate students. He said the College should monitor the budget and use every available dollar in the educational process.

### **Approval of Legislative Audit**

The approval of the Legislative Audit was approved by the Board with no objection.

### **Approval of Revised Budget**

The approval of the revised budget was approved by the Board with no objection.

## **PRESIDENTS REPORT**

Dr. Paneitz reminded the Board of the upcoming Joint Education Board meeting in Little Rock. She also thanked those who attended the COMBASE conference. She said Ms. Susan Pike did a wonderful job planning the event.

Mr. Lawson told the group he attended the ENACTUS World Cup as a finalist judge. He explained that SIFE changed their name to ENACTUS recently to help with translation in other countries.

**CHAIRMAN'S REPORT**

Mr. Vasquez thanked the Presidential Search Committee for their work. Mr. Lawson thanked Dr. Paneitz for all she has done in our community and for making the College such a wonderful place. He explained that the six semi-finalists would be coming in for face-to-face interviews. He said there will be more to report at the next meeting.

Mr. Vasquez said he plans for the Board to take action on revision to the Vision Statement. He said he also recommends the Board look into the Board Policy Manual for revisions in the spring. Mr. Vasquez thanked the Board for their service and Ms. Miranda Smith for her work with the Board.

**OTHER BOARD ACTION ITEMS AND CONSIDERATIONS****Approval of Changes to the Audit Oversight Committee**

Mr. Vasquez read the approval. He explained that the approval would allow for five members of the committee and formalize the committee name. Mr. Lundy said the committee is a great place for open dialog on finance and audit decisions.

**Approval of Changes to the Audit Oversight Committee**

Mr. Lawson moved and Mr. Clifford seconded the motion to approve changes to the Audit Oversight Committee. Mr. Vasquez, Mr. Spivey, Mr. Lawson, Mr. Lundy, Ms. Clifford, Mr. Clifford, Ms. Hindmarsh voted yea. Mr. Haney voted nay. The motion passed.

**ADJOURNMENT**

The meeting adjourned at 6:32 p.m.

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Mr. Alex Vasquez, Chairperson

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Mr. Randy Lawson, Secretary