

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 11, 2013 4:30 pm - Burns Hall 3rd Floor Board Room**

Call to Order	Page
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Recognitions, Awards, and Information Items <ul style="list-style-type: none"> • March Student of the Month Golden Eagle Award: Meghan McConnell • Public Safety & Emergency Management Overview: Dr. Ricky Tompkins & Ethan Beckcom • Behavior Intervention Process: Dr. Todd Kitchen • Recognition for Senate Citation: Dr. Becky Paneitz
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Attendance
<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information	Approval of Minutes <ul style="list-style-type: none"> • Regular Board Meeting – February 18, 2013 2
<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information	ENDS Monitoring Report <ul style="list-style-type: none"> • ENDS 104 – Pre-K – 16 Community: Dr. Ricky Tompkins 7
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Executive Limitations Monitoring Report <ul style="list-style-type: none"> • None
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Committee Reports <ul style="list-style-type: none"> • Land Use and Facilities Committee: Joe Spivey • Honorary Degree Committee: Geovanny Sarmiento <ul style="list-style-type: none"> ▪ Approval to Name Honorary Degree Recipients
<input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Information	President’s Report <ul style="list-style-type: none"> • Early Retirement Plan: Debi Buckley • IT Update: Debi Buckley
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Chairman’s Report <ul style="list-style-type: none"> • Budget Update: Scott Grigsby • Summer Efficiencies Proposal: Dr. Ricky Tompkins
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Other Board Action Items and Considerations <ul style="list-style-type: none"> • None
<input type="checkbox"/> Action <input checked="" type="checkbox"/> Information	Board Self-Evaluation <ul style="list-style-type: none"> • Did we operate as a policy Board? • Did we serve our constituents?

Adjourn

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, February 18, 2013**

MINUTES

Chair Alex Vasquez called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, February 18, at 4:33 p.m. in the Burns Hall 3rd Floor Board Room.

Members Present: Ric Clifford (Chair), Dan Shewmaker, Amy Forrest, Scott Grigsby, Mauricio Herrera, Geovanny Sarmiento, Todd Schwartz, Mike Shupe

Also in Attendance: Dr. Becky Paneitz and Jesse Pierce

MINUTES

January Annual Meeting

Mr. Shupe moved and Mr. Grigsby seconded the motion to approve the minutes of the Annual Board Meeting on January 14, 2013. The motion passed unanimously.

January Regular Meeting

Mr. Shewmaker moved and Mr. Herrera seconded the motion to approve the minutes of the Board Meeting on January 14, 2013. The motion passed unanimously.

RECOGNITIONS, AWARDS, AND INFORMATION ITEMS

Recognition of Wyley Elliott

Dr. Paneitz and Mr. Clifford presented Mr. Wyley Elliott with a piece of student artwork and thanked him for his service at the College. Mr. Elliott thanked Dr. Paneitz, the Board, and everyone he had the opportunity to work with at NWACC. Mr. Clifford thanked him for doing such a wonderful job.

February Student of the Month Golden Eagle Award: Evelyn Comfort

Dr. Todd Kitchen introduced Ms. Evelyn Comfort. He said Ms. Comfort was nominated by Ms. Julie Jarrett. Dr. Kitchen said Ms. Comfort has a 4.0 GPA for the current semester and spends countless hours volunteering in the community. Ms. Comfort thanked the Board for the award. She said she plans to continue her education following NWACC and work toward her Master's degree. She told the group her goal was to open no-kill animal shelters in the area.

Sabbatical Report: Dr. April Brown

Dr. Paneitz told the Board she started the sabbatical program at the College when she arrived ten years ago. She introduced the 2012 sabbatical recipient, Dr. April Brown, who happened to be the first person she hired at the College.

Dr. Brown thanked Dr. Paneitz, the Board, and the Sabbatical Committee for the opportunity. She told the group the main objective of her sabbatical was to revise her dissertation, ***From Ripe Pear to Bitter Fruit: A History of Cuba and the United States***. She said she spent most of the time revising the dissertation into a ten chapter manuscript. Dr. Brown discussed her research methods and material used.

Dr. Brown also discussed the work she has done with New Mexican history and Georgia O'Keeffe. She thanked Dr. Paneitz for establishing the sabbatical program. She said the sabbatical gives faculty time to refresh and allows them to come back and inspire students. Mr. Shupe thanked her for the enthusiasm she has in helping students.

Diversity Update: Kathryn Birkhead & Beverly Hill

Ms. Beverly Hill gave a presentation on the diversity of the College faculty and staff. She explained that of the 449 full time faculty and staff, 12.47% are minorities and the average age is 47.05. Ms. Hill explained the discussed recruiting and hiring efforts, explaining that openings are advertised in places that target diverse candidates. She said the internal search committees are also encouraged to interview all qualified minority candidates.

Ms. Kathryn Birkhead presented to the group about diversity of the student population. She said 65 languages are spoken in the homes of the College's service area. She talked about the breakdown in the ethnicity of NWACC students, explaining that 14% are Hispanic. Ms. Birkhead added that a majority of the College's students are 18-21 years old.

Mr. Shewmaker asked Ms. Birkhead how the College is doing in representing diversity in the community. Ms. Birkhead explained that the College is doing a good job, but can always strive to do better. Ms. Hill explained that the College diverse employee population is just over 12% compared to 16% in the community. Mr. Sarmiento said it is good when the diversity of the staff reflects the diversity of the students.

Dr. Paneitz told the Board the College recruits nationally but it is still challenging to bring candidates to campus. Dr. Gates explained part of the challenge is the College can only pay for partial travel expense to bring candidates to campus. Mr. Grigsby suggested the College work with other companies in the area to possibly bring spouses of their employees to interview at the College.

Mr. Schwartz asked for the retention rate for faculty and staff. Ms. Wendi Cadle said she would look into this number and get back to the Board with an answer. She noted that the faculty turnover is low, but she would like to give them correct numbers.

Update

Dr. Paneitz updated the Board on a question from Mr. Schwartz regarding the College working with Bentonville High School to assist with their space needs. She said she spoke with Michael Poore, Bentonville Superintendent, several months ago regarding this topic but reached out again to ensure she had the most updated information. She explained that Mr. Poore

reinforced the information given earlier that NWACC staff reached out to him to see if the College could assist the school district. She said the College tried to meet the time and day needs of the school but it did not work out. Mr. Schwartz said he believes the space issue with the local school districts will be a continuous issue. He said the College needs to develop new thoughts on ways to assist because there is more work that could be done.

ENDS MONITORING REPORT

ENDS 103 – Owner (Taxpayer) Community

Dr. Ricky Tompkins went through the ENDS 103 – Owner Community report. He highlighted the update on grants. He said NWACC has received \$4,658,138 in new grant funding for FY 2012-2013 with 22 new proposals submitted. He explained this amount is much lower than the previous year due to less funding opportunities. Dr. Paneitz told the Board the College looks closely at each grant before applying to ensure the program can be supported after funding is complete.

Approval of ENDS 103 – Owner (Taxpayer) Community Report

Mr. Shupe moved and Mr. Schwartz seconded the motion to approve ENDS 103 – Owner (Taxpayer) Community. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORT

EL 206 – Asset Protection

Ms. Debi Buckley went through the EL 206-Asset Protection report. She explained the College buildings and contents are adequately insured. She added the College also has a directors' and officers' liability insurance policy and ensures the full and part time College employees are bonded. Ms. Buckley also reported that the June 30, 2011 audit stated they did not identify any deficiencies in internal control over financial reporting.

Mr. Shewmaker asked how the College accounts for the contents of the buildings. Ms. Buckley answered that if a College asset costs over \$5,000 it is considered a fixed asset and must be accounted for in the state inventory. Ms. Buckley added the College is working on a better process to protect computers and other assets.

Approval of EL 206 – Asset Protection

Mr. Herrera moved and Ms. Forrest seconded the motion to approve EL 206 – Asset Protection. The motion passed unanimously.

COMMITTEE REPORTS

Honorary Degree Committee

Mr. Sarmiento told the Board the Honorary Degree Committee met on February 6th. He said the request for nominations is open until Monday, March 4th. He added that the committee will make a recommendation and bring the nominee back to the Board for approval in March.

Finance/Audit Committee

Mr. Grigsby reviewed the minutes with the group. He said the College is 4% ahead on revenue and 3% on expenditures. He said the committee reviewed the cash flow projections and preliminary budget information. He noted that a work session would be scheduled in the coming weeks to allow the Board to see the current budget projections. Mr. Clifford thanked Mr. Grigsby for his report.

Foundation Board

Dr. Meredith Brunen said the Foundation Board met last week. She said the Board received an update on The Melba Shewmaker Southern Region National Child Protection Training Center. She said the renovation of the center would begin soon. Dr. Brunen also reviewed the new NWACC license plates which would be ready for purchase in April. She reminded the Board of the upcoming Scholarship Luncheon and Gala.

Advocacy Committee

Mr. Shewmaker reviewed the minutes with the group. He told the Board that the Legislative Forum is meeting on the NWACC campus this year. He encouraged the members to attend these forums. He also discussed a meeting with the local representatives and Senators regarding the need for GIF funds to use toward The Melba Shewmaker Southern Region National Child Protection Training Center.

Mr. Jim Hall gave the Board an update on the lottery and gun bills which were both being discussed in Little Rock. He said a recent amendment made to the gun bill would give authority to the Board as to whether guns were allowed on campus. He told the group if the bill passed, the Board would need to make a decision before June. Mr. Clifford said the Board would need to know more information from the College before making any decisions.

Mr. Hall also discussed House Bill 1041 which would limit growth of Arkansas revenue by no more than 3% from year to year. He said if this happens, the community college would not have any money to increase funding. He asked the Board to be involved in telling this bill's impact to the College.

Mr. Shewmaker told the group about the trip to Washington D.C. he made with Mr. Shupe, Dr. Steve Gates, and Dr. Ricky Tompkins for the ACCT Legislative Summit. He said that while there, the group had an opportunity to meet with Senators Pryor and Boozman as well as Congressman Womack. He thanked Dr. Gates and Dr. Tompkins.

PRESIDENT'S REPORT

Dr. Todd Kitchen gave an update on enrollment. He said student enrollment on February 2, 2012 was 8,218 and as of January 28, 2013 is 8,105. He reviewed the current enrollment by student type, highlighting the changes from 2012. Dr. Paneitz told the Board 15 of the 22 Community Colleges in Arkansas have had declining enrollment.

Dr. Meredith Brunen discussed the upcoming Foundation Gala with the Board. She said the Foundation had received great response on sponsorships and is continuing to push publicity for the event. She told the Board they could purchase tickets on the Foundation website.

CHAIRMAN'S REPORT

Mr. Clifford thanked Mr. Shupe and Mr. Shewmaker for attending the ACCT Legislative Summit in Washington, DC. He also asked the board to review the information provided in the front of their Board books.

ADJOURNMENT

The meeting adjourned at 6:40 p.m.

Mr. Ric Clifford, Chairperson

Mr. Dan Shewmaker, Secretary

**E-104 Pre-Kindergarten through 16 Community
FY 13 Goals Update**

Goal 4: Cultivate an atmosphere of diversity and inclusion throughout the college community

Objective 1: Improve diversity and inclusion in the student body through direct student recruitment and retention efforts and establish benchmarks for measurement.

Update:

- Consolidation of our Global/International outreach efforts have been completed and resulted in the assignment of a full-time international student advisor.
 - The Global Communities Center now has a very clear two-fold mission that supports both international and local minority, underrepresented student populations.
 - Numerous student clubs are organizations are serving as key support bases for these student populations with the overall intent of establishing connections that will strengthen students' chances of retention and degree completion.
- LIFE Program continues to build strong connections with local high schools through mentoring relationships between current NWACC students, and high school junior and seniors.
 - Planning for the summer LIFE program is currently ongoing with services specifically aimed at the growing diverse populations in Northwest Arkansas.