

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
June 8, 2015 4:30 pm - Burns Hall 3rd Floor Board Room**

| Call to Order | | | | Page | |
|----------------------|--------|--------------|-------------|---|---|
| <u> </u> | Action | <u> X </u> | Information | <p>Recognition, Awards, and Information Items</p> <ul style="list-style-type: none"> • Recognition of Retirement: <i>Dr. Evelyn E. Jorgenson</i> • Leadership NWACC Presentation | |
| <u> X </u> | Action | <u> </u> | Information | <p>Attendance</p> | |
| <u> X </u> | Action | <u> </u> | Information | <p>Approval of Minutes</p> <ul style="list-style-type: none"> • Regular Board Meeting – May 11, 2015 | 2 |
| <u> X </u> | Action | <u> </u> | Information | <p>ENDS Monitoring Report</p> <ul style="list-style-type: none"> • Workforce Development Update: <i>Tim Cornelius & Jim Hall</i> | 6 |
| <u> </u> | Action | <u> X </u> | Information | <p>Executive Limitations Monitoring Report</p> <ul style="list-style-type: none"> • None | |
| <u> </u> | Action | <u> X </u> | Information | <p>Committee Reports</p> <ul style="list-style-type: none"> • None | |
| <u> </u> | Action | <u> X </u> | Information | <p>President's Report</p> <ul style="list-style-type: none"> • Adult Ed Move • Lego Robotics & Junior Chef's Camp | |
| <u> </u> | Action | <u> X </u> | Information | <p>Chairman's Report</p> | |
| <u> X </u> | Action | <u> </u> | Information | <p>Other Board Action Items and Considerations</p> <ul style="list-style-type: none"> • Approval of Promotional & Recruitment Items (<i>Debi Buckley</i>) | 7 |
| Adjourn | | | | | |

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, May 11, 2015**

MINUTES

Chair Ric Clifford called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, May 11, at 4:30 p.m. in the Burns Hall 3rd Floor Board Room.

Members Present: Ric Clifford, Mauricio Herrera, Dan Shewmaker, Keven Anderson, Scott Grigsby, Todd Schwartz, Mike Shupe, Joe Spivey

Also in Attendance: Dr. Evelyn E. Jorgenson and Wendy Echeverria

MINUTES

April Regular Meeting

Mr. Shewmaker moved and Mr. Shupe seconded the motion to approve the minutes of the Board Meeting on April 13, 2015. Mr. Herrera, Mr. Shewmaker, Mr. Anderson, Mr. Schwartz, Mr. Shupe, and Mr. Spivey voted yea. Mr. Grigsby abstained from voting. The motion passed.

RECOGNITION, AWARDS, AND INFORMATIONAL ITEMS

Recognition of History Day

Dr. Jami Forrester, NWACC faculty member and History Day Coordinator told the Board that History Day District 10 sent 68 students to the Arkansas History Day competition. She explained that her district took one-third of the awards while competing at state. She added that 23 students were awarded a trip to the National Competition at the University of Maryland in College Park.

Dr. Forrester introduced the students, teachers, and school administrators in the audience. She also asked Ms. Zoe Gomory, Ms. Mahtaab Sadeghi, and Ms. Citlali Gomez to perform their state-winning Group Performance on Dolley Madison for the Board.

Recognition of Enactus Team

Mr. Christopher Francis, NWACC Enactus President, told the Board three Enactus members recently competed in the Enactus National Exposition. He said it was a great experience and the team gained a lot of valuable insight. He also thanked Dr. Jorgenson and Mr. Shewmaker for being at the competition and for being a part of Enactus.

Recognition of SGA Officers

SGA Senators Alejandra Robio Villalobos and Iris Aquino showed the Board a photo presentation showing the activities SGA had been involved with throughout the year. They also presented Ms. Christy Reynolds and Mr. Marcus Williams, SGA Advisors, plaques.

Ms. Christy Reynolds, SGA Advisor, introduced the SGA officers and handed them each a plaque. Ms. Reynolds commended Ms. Wendy Echeverria for her leadership as SGA President.

Recognition of Student Trustee: Wendy Echeverria

Mr. Clifford and Dr. Jorgenson presented Ms. Echeverria with a gift from the Board. Mr. Clifford thanked Ms. Echeverria for her service as Student Trustee.

Recognition of Representative Sue Scott

Mr. Clifford and Dr. Jorgenson presented a framed copy of House Bill 2007 to Representative Sue Scott. Mr. Clifford thanked Representative Scott for helping the College by passing HB 2007. He said the bill will allow those running for a position on the Board to collect 25 signatures on their petition rather than 50.

Representative Scott thanked the Board for the honor. She explained to the group that the bill narrowly made it to filing. She added that it was the last bill filled for the 90th General Assembly.

COMMITTEE REPORTS

Finance/Audit Committee

Mr. Grigsby reviewed the minutes of the Finance/Audit Committee. He told the group the College would end the fiscal year with a solid foundation. He added that the committee had reviewed and recommended approval of the FY 2016 Operating Budget based on the recommendations of the NWACC Administration.

Ms. Buckley presented the budget for approval. Mr. Herrera asked where the revenue in the “other” category came from. Ms. Buckley said revenue from the bookstore, vending machines and parking fees would go into the “other” category. Mr. Clifford noted that Dr. Jorgenson declined to receive a pay increase for FY 2016.

Approval of FY 2016 Budget

Mr. Shupe moved and Mr. Spivey seconded the motion to approve the FY2016 Operating Budget. The motion passed unanimously.

Land Use Committee

Mr. Shupe reviewed the Land Use Committee minutes. He told the group construction had begun on the third floor of the Center for Health Professions. He also updated the Board on the Adult Education move to main campus, and the Washington County Master Plan.

Foundation Board

Mr. Clifford said the Foundation Plant A Seed Soiree was a great event. He said over \$21,000 was raised during the event for Dr. J’s Book Club. He thanked Dr. Brunen and her team for all their hard work.

EXECUTIVE LIMITATIONS MONITORING REPORTS

EL-201 Financial Conditions

Ms. Debi Buckley reviewed the EL – 201 report with the Board. She noted the College had received a 972CG IRS notice proposing penalties for missing or incorrect Taxpayer identification numbers on Form 1098-T. She added that this was an issue that affected colleges across the country and the college expects the penalties to be waived.

Ms. Buckley said Dr. Jorgenson was in compliance with Executive Limitations, Policy 201.

EL-208 Budgeting

Ms. Debi Buckley reviewed the EL – 208 report with the Board. She told the Board Dr. Jorgenson was in compliance with Executive Limitations, Policy 208.

Mr. Clifford commended Dr. Jorgenson and Ms. Buckley for their work in managing the budget.

Approval of EL-208 Budgeting

Mr. Grigsby moved and Mr. Spivey seconded the motion to approve the EL-201 Financial Conditions monitoring report and the EL-208 Budgeting monitoring report. The motion passed unanimously.

PRESIDENT'S REPORT

Dr. Jorgenson said additional research was completed and College stakeholders were included in conversations regarding sanctioned sports. She said it was decided that moving forward with sanctioned sports was not in the best interest of the College. She added that the College would continue to support the Club sports program.

Dr. Jorgenson notified the Board of a recent reorganization. She explained that she had eliminated the Senior Vice President positions and changed titles for several administrators. She said she would continue to evaluate positions to ensure the College operates as effectively as it could to meet local, state, and national expectations.

Dr. Jorgenson told the Board the College had recently signed an articulation agreement with Northwest Technical Institute (NTI). She said the College will continue to work with NTI, especially as we move into the center in Springdale. Dr. Jorgenson added that an articulation agreement specific to the honors program had been signed between the College and Missouri Southern State University (MSSU) as well. She said MSSU is eager to build a stronger relationship with NWACC students.

Dr. Jorgenson reminded the Board the International Festival would be held on the NWACC campus June 6 from 11:00 am – 3:00 pm. She said the profits from the festival would help support the LIFE Program.

Dr. Jorgenson said the Bentonville Film Festival was a tremendous success across the community and the NWACC campus. She said the College was proud to have played such a big role in the festival.

Mr. Spivey commended Mr. Schwartz for his work in researching sanctioned sports. He said the College should look into supporting intramural sports. He added that he would like to look to the Foundation for the building of fields for intramural sports on College land.

CHAIRMAN'S REPORT

Mr. Clifford thanked the Board members, faculty and staff for making the graduation ceremonies such a success.

Mr. Clifford encouraged the Board to consider joining the President's Circle.

OTHER BOARD ACTION ITEMS AND CONSIDERATIONS

Provisional Positions

Ms. Buckley told the Board that provisional positions are approved every year. She said these positions are contingent upon the availability of external funding and based upon additional revenue from sources other than general revenue. She added that most of the positions listed for approval are grant funded.

Approval of Provisional Positions

Mr. Grigsby moved and Mr. Shupe seconded the motion to approve the provisional positions. The motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 6:07pm

Mr. Ric Clifford, Chairperson

Mr. Mauricio Herrera, Secretary

Creating a Collegiate System

Outline & Key Points

- The Culinary Department is working with the Math and Science Division on developing a garden to provide items for use in culinary classes.
- The Certified Retail Analyst (CRA) program is working with the Business and Computer Information Systems (BCIS) Division to have all CRA classes in Shewmaker Global Business Development Building.
- NWACC's Contract Training department collaborating with IT department to deploy virtual desktop infrastructure (VDI) for classrooms.

Relationship to NWACC Strategic Plan/Goals and Objectives

- **Increase Student Success** by providing collaboration among College departments and divisions and increase overall improvement.
- **Increase Community Outreach, Support and Relations** by aligning the organizational infrastructure of NWACC with College growth.
- **Support and Enhance Institutional Operations** by increasing room utilization, having a unified IT platform, enhancing the overall student experience, and allow students to access program specific applications and services remotely.

What Constituents Are We Serving (ENDS)?

- Learner Community
- Business Community
- College Community



Date: June 8, 2015
To: Board of Trustees
From: Debi Buckley, VP of Finance and Administration
Subject: Approval of Promotional & Recruitment Purchases Request as required by Arkansas Code §6-63-304

As required by Arkansas Code §6-63-304, the following departments within the College are requesting the Board of Trustees approval for the use of funds to purchase student promotional and recruitment items for the Fiscal Year 2016. These purchases are already part of the FY2016 Proposed Operating Budget, but specific approval is required by the referenced state statute.

Upon the approval and signature, the Chief Fiscal Officer of the State, Larry Walter, will be notified to transfer funds within our state budget for this purpose. This action only involves the allocation of funds for this purpose and is not a request for additional funds.

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| President Office | 1,300 |
| Social Studies - History Day | 1,350 |
| Honors Program | 300 |
| Business & Computer Information Systems | 1,300 |
| Early College Experience | 3,000 |
| Admissions Office | 5,650 |
| Student Activities | 6,400 |
| Washington County Center | 1,500 |
| Public Relations | 10,000 |
| Alumni Relations | 5,150 |
| Accounting | 166 |
| Total | 36,116 |

Recommendation: The administration recommends that the Board of Trustees approve the use of funds to purchase student promotional and recruitment items for the Fiscal Year 2016.

Mr. Ric Clifford, Chairperson

Mr. Mauricio Herrera, Secretary