

Ozarka College
Board of Trustees Quarterly Meeting
Wednesday, September 21, 2022
4:30 p.m.
Ozarka College – Melbourne
John E. Miller Building Board Room

MINUTES OF MEETING

The Ozarka College Board of Trustees met at 4:30 p.m. on Wednesday, September 21, in the John E. Miller Building Board Room on the Melbourne campus.

Present: Chair – Ryan Howard, Vice Chair – Fred Holzhauer, Secretary – Robert Wright, Trustee Ben Cooper, Trustee Mike Watson, Trustee Gayle Cooper, Dr. Richard Dawe, Tina Wheelis, Dr. Chris Lorch, Dr. Josh Wilson, Scott Pinkston, Zeda Wilkerson, and Valerie Long.

Absent: Trustee Pam Setser

Chair Howard called the meeting to order at 4:30 p.m.

Trustee Holzhauer led the Board in the Pledge of Allegiance.

A motion to approve the minutes from the May 20, 2022 Regular Meeting was made by Trustee G. Cooper and seconded by Trustee Watson. The motion passed unanimously.

Area Reports

Academic Affairs

Dr. Chris Lorch, Provost

- State Board of Nursing approved our RN program
 - Looking to hire a Director of Nursing in January 2023 who will then develop the program
 - Planning to start the program in January 2024
 - Our RN licensure pass rates are higher than area institutions and we are expecting even greater results with our own program
- Enrollment initiatives include working with the Co-op, local school districts and industry partners
- Continuing to work on 2+2 agreements

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration

- State and federal reporting deadlines have been met

- First financial aid disbursement will be this month, two-thirds of which will be retained for tuition and fees
- ARPA supplemental support will go to students as well as toward replacing the HVAC system in the John E. Miller Building
- Earlene Martz will be retiring from the finance department next Friday, September 30

Student Services

Zeda Wilkerson, Vice President of Student Services

- Busy time for admissions with college fairs, high school visits, and financial aid nights
- Highlighting state grant opportunities for non-traditional student recruitment
- Concurrent enrollment is going well
- Grant programs are focusing on student outreach
- Five new welders were purchased for Mtn. View Welding Center
- Abbi Smith has been hired as the new career coach at Melbourne High School
- Registrar has implemented an electronic transcript service
- FAA knowledge testing through PSI is in place
- SGA officer nominations are underway
- There are currently only three active cases of COVID-19 on our campuses

Advancement and Planning

Dr. Josh Wilson, Vice President of Advancement

- Disbursing \$27,000 in scholarships this semester
- Delynne Duerkes Memorial Scholarship, Wayburn Watson Memorial Scholarship, and Board of Trustees Scholarship are all very close to being fully endowed
- The Cleverlys concert on September 10 was successful in fully endowing the Earnie Blackley Memorial Scholarship
- Mountain View Welding Center held an open house on September 16 with a large turnout
- Golf tournament scheduled for tomorrow with 30 teams signed up
- Several upcoming events
 - Scholarship Reception – Melbourne Student Services Center – September 29
 - Sharp County Event – Cooper’s Pointe – October 6
 - Fall Concert – Mountain View Amphitheatre – October 8

Information Systems and Institutional Research

Scott Pinkston, Vice President and Chief Information Officer

- Working on the federal and state reports that are due this time of year

Staff Council

Dylan Herekamp, SC President

- No report

Student Government Association

Matthew Willis, SGA President

- No report

President's Report – Discussion Item 5.A

Dr. Dawe and Tina Wheelis introduced the following on the Classified Staff Pay Structure:

- Proposing action to be taken at the December Board meeting

Information Item – Personnel 6.A.1

Dr. Dawe informed the Board of the following new full-time personnel:

- i. River Donahoe – Certified Flight Instructor
- ii. Kameron Teague-Murphy – Tutor Coordinator for TRIO SSS
- iii. Valerie Long – Administrative Specialist III to the President
- iv. Chrisha Savell – Administrative Specialist II for Admissions
- v. Jesse Kinder – Welding Faculty
- vi. Colton Selph – Skilled Trades Faculty
- vii. Collin Hinton – Certified Flight Instructor
- viii. Terrence Massey – Maintenance Technician
- ix. Abbi Smith – Career Coach Melbourne High School

Information Item – Personnel 6.A.2

Dr. Dawe informed the Board of the following new part-time personnel:

- i. Carol Sellars – Part-time SNAP Case Manager for Adult Education
- ii. Gabe Lawrence – Part-time Maintenance

Information Item – Personnel 6.A.3

Dr. Dawe informed the Board of the following resignations, retirements and others:

- i. Wanda McConnaughay – Administrative Specialist III (retirement)
- ii. John Taylor – Certified Flight Instructor
- iii. Amy Esquivel – Executive Assistant to the President and Provost
- iv. Kevin Gee – Culinary Instructor
- v. Simeon Sapp – Part-time Flight Instructor
- vi. Maggie Campbell – AS in Education Coordinator/Faculty
- vii. Tena Rosse – English Faculty
- viii. Kenna Johnson – Part-time SNAP Case Manager for Adult Education

Information Item – Personnel 6.A.4

Dr. Dawe informed the Board of the following active searches:

- i. Part-Time Flight Instructor
- ii. Chief Flight Instructor

Action Item 7.A.1

Finance – End-of-Month and Year-to-Date Financial Reports

- Tina Wheelis presented the End-of-Month and Year-to-Date Financial Reports to the Board for approval
- A motion to approve the report was made by Trustee G. Cooper and seconded by Trustee Holzhauser. The motion passed unanimously

Action Item 7.A.2
Finance – FY 2021-2022 End-of-Year Financial Report

- Tina Wheelis presented the 2021-2022 End of Year Financial Report to the Board for discussion and approval
- A motion to approve was made by Trustee G. Cooper and seconded by Trustee B. Cooper. The motion passed unanimously

Action Item 7.A.3
Finance – 2021 Annual Audit Report

- Tina Wheelis presented the 2021 Audit Report Review to the Board for approval
- A motion to approve was made by Trustee G. Cooper and seconded by Trustee Watson. The motion passed unanimously

With no further business, Chair Howard asked that a motion be made to adjourn the meeting. A motion to adjourn the meeting was made by Trustee Watson and seconded by Trustee Holzhauser. The motion passed unanimously and the meeting was adjourned at 5:27 p.m.