

Ozarka College
Board of Trustees Quarterly Meeting
Thursday, December 5, 2024
4:30 p.m.
Ozarka College – Melbourne
Student Services Center Community Room

MEETING MINUTES

The Ozarka College Board of Trustees met at 4:30 p.m. on Thursday, December 5, in the Student Services Center Community Room on the Melbourne campus.

Present: Chair – Fred Holzhauser, Secretary – Mike Watson, Trustee Ben Cooper, Trustee Gayle Cooper, Trustee Ryan Howard, Trustee Pam Setser, Dr. Josh Wilson, Dr. Chris Lorch, Scott Pinkston, Tina Wheelis, Zeda Wilkerson, April Killian, and Valerie Long

Absent: Vice-Chair – Robert Wright

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

Trustee Howard led the Board in the Pledge of Allegiance.

Chair Holzhauser welcomed Dr. Wilson as the new president of the College.

A motion to approve the minutes from the September 26, 2024 Regular Meeting was made by Trustee Setser and seconded by Trustee Watson. The motion passed unanimously.

A motion to approve the minutes from the October 7, 2024 Special Meeting was made by Trustee G. Cooper and seconded by Trustee B. Cooper. The motion passed unanimously.

A motion to approve the minutes from the November 22, 2024 Special Meeting was made by Trustee Watson and seconded by Trustee Setser. The motion passed unanimously.

Area Reports

Academic Affairs

Dr. Chris Lorch, Provost

- Roger Parsons has been hired as the skilled trades instructor at the Mountain View Tech Center
- Enrollment is underway for the Spring semester

- Working with area high schools on concurrent enrollment
- Marketing and admissions are doing a registration push
- Arkansas State Board of Nursing site visit went well
 - They are recommending full approval of our RN program at their meeting in January
 - Katie Wilson has been appointed to the ASBN education board
- Continuing to expand industry partnerships
 - Provides more avenues for students to be hired
 - Helps to inform the curriculum
- Recognition for Mountain View Tech Center involvement
 - Trustee Watson recognized Colton Selph for stepping into the skilled trades instructor role for the Fall semester
 - Dr. Lorch recognized David Mitchell for his help with plumbing instruction
 - Dr. Wilson recognized the academics team for pulling together to provide seamless instruction for the students despite a tough start to the semester due to finishing the renovation and equipment installation

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration

- Kudos to the maintenance and grounds staff for all their hard work this semester
 - Marty McFarlin and Penny Ramsey fixed a small leak in the planning office and installed new flooring in the admin building
 - Shane Kinion and Phillip Qualls cleaned up the facilities, hauled off the scrap, and put up the Christmas light displays
- Rachel with Welch, Couch & Company was on campus this morning to complete the Foundation audit
- Looking ahead to January tax reporting, budget work, and preparation for the annual audit

Student Services

Zeda Wilkerson, Vice President of Student Services

- Admissions, along with campus and tech center directors are doing an enrollment push for Spring
 - High school visits and community events
 - Sending postcards and emails
 - Phone calls
- Financial aid recertification has been submitted and approved for five years
- Submitted TRIO annual report this week
- Submitted TRIO five-year grant application which should be awarded in the spring
- Zeda will provide an update on equipment purchases and year-end summary in May
- Tiffney is doing a great job as the registrar

Advancement, Marketing, and Legislative Affairs

April Killian, Director of Development

- Congratulations to Katie Norris for winning two Educational Digital Marketing awards
- Mountain View Fall Concert went very well
 - Thanks to Trustee Pam Setser and the Ozarka Culinary team
 - Raised around \$3000
- We had a record-breaking year at the Melbourne Golf Tournament
 - 34 teams in attendance
 - More than \$20,000 was raised, \$1100 of which went back to the Danny Graham Memorial Scholarship
 - Thanks to Fred Holzhauer for donating his prize and Cooper's Hawk for hosting the event
- Casino Night in Cherokee Village was a success
 - Another record-breaking event which netted over \$15,000 and awarded over \$2,000 in cash prizes
 - 130 people in attendance
- Gingerbread Lane, Ozarka's annual holiday event, is tomorrow night from 4:30-6:30 pm
 - Expecting 300-400 kids as well as their parents

Information Systems and Institutional Research

Scott Pinkston, Vice President and Chief Information Officer

- IT equipment that was replaced during COVID will be returned to M&R in early 2025
- Scott informed the Board that he can provide them with any institutional data that they would like to review upon request

Staff Council

Valerie Long, Staff Council Vice-President

- Fall Events
 - The Chili Cook-off in October was fun event that brought faculty, staff, and students together
 - The Halloween Contest had more participation this year; Mrs. Thielemier's RN class won first prize
- Christmas Events
 - Hershey Kisses Christmas Guessing Jar
 - Second Annual Door Decorating Contest
 - Ugly Sweater Contest

Student Government Association

Zeda Wilkerson, Vice President of Student Services

- New officers have been elected
 - President - Jonathan Anderson, from Ash Flat
 - Vice-President at Melbourne – Terra Smith
 - Vice-President at Mountain View – Grace Mayer

- Partnered with Staff Council for Annual Food and Toy Drives

President's Report – Discussion Item 7.A

Dr. Wilson introduced the following:

- Title III Update
 - Admin Council met with the consultants on Wednesday to solidify areas of focus to write into the grant
 - \$2.25 million over 5 years
 - Provided an overview of proposed activities and handouts to the Board
- Legislative Session
 - Spoke with representatives on the education committee
 - They believe something is coming but are unable to divulge any details at this time
 - The two-year presidents and chancellors are a unified front in efforts to increase the funding for concurrent credit
- Board Retreat Planning
 - Board Chair Holzhauser asked if the Board would like to plan a retreat out of town and to discuss ideas for the location
 - The Board agreed that they would like to schedule the retreat on a weekday again
 - The President's Office will start planning after Christmas break

Information Item – Personnel 8.A.1

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

- i. Brittnie Anderson – Practical Nursing Instructor
- ii. Lynne Heithoff – Practical Nursing Instructor
- iii. Kim Childress – Director of TRIO
- iv. Roger Parsons – Skilled Trades Instructor
- v. Brenda Holloway – Administrative Specialist for Mountain View
- vi. Amber Lee – Accountant I

Information Item – Personnel 8.A.2

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

- i. Ana Hollis – Part-time Administrative Specialist for MVTC

Information Item – Personnel 8.A.3

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

- i. Donna York – Administrative Specialist for Mountain View
- ii. Richard Dawe – President

Information Item – Personnel 8.A.4

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

- i. Tutor Coordinator for TRIO SSS

Action Item 9.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 Setser and seconded by Trustee G. Cooper. The motion passed unanimously

Action Item 9.B.1

Personnel – President’s Contract

- The Board formally appointed and offered a contract to Dr. Josh Wilson for the position of President.
- A motion to approve was made by Trustee Howard and seconded by Trustee Watson. The motion passed unanimously

New Business

- Chair Holzauer commended the Board of Trustees and Scott Pinkston for their work on the presidential search

With no further business, Chair Holzauer 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 G. Cooper. The motion passed unanimously and the meeting was adjourned at 5:18 p.m.