

**President's Report
to the Board of Trustee
August 1, 2018**

This report is intended to provide members of the Ozarka College Board of Trustees with information regarding Ozarka College activities and accomplishments.

Upcoming Events of Interest

- August 4 Area Baptist Association Youth Event – Melbourne Campus
- August 9 Herbs in the Kitchen – Ash Flat Campus
- August 21 American Red Cross Blood Drive – Melbourne Campus
- August 30 Beef Quality Assurance Class – Melbourne Campus

Ozarka College Events – Last Month's Events

- July 10 NAESC ADE Special Education updates – Melbourne Campus
- July 12 Employee Wellness Lunch and Learn – Melbourne Campus
- July 19 NAESC Worksheets Don't Grow Dendrites – Melbourne Campus
- July 23 First Community Bank – Ash Flat Campus
- July 24 NAESC So Many Picture Books – Melbourne Campus
- July 24 SRACS Informational Meeting – Ash Flat Campus

College Governance

- Surgical Technology degree and associated certificates were recently approved by ADHE.
- Procedures have been established for our student housing residents.

Academics

Dr. Keith McClanahan, Provost and Executive Vice President of Learning:

- Updated the Faculty Handbook
- Sent the 2018-2019 Ozarka Catalog to the printer
- Received ADHE approval for the AAS in Surgical Technology
- Received HLC approval for AAS in Commercial Pilot

Student Services/Enrollment Information

Dr. Josh Wilson, Vice President of Student Services:

- Completed the Academic All-Star Award selection process and notified/congratulated Mr. Wendell Edwards as the recipient who will by tradition join Ozarka College at the annual ACC conference in Little Rock in October. Wendell will also be recognized at the fall Scholarship Reception.
- Coordination of strategic prospect management and targeted outreach continues in support of fall enrollment/recruitment efforts. Additional details outlined in the Admissions report.
- Co-presented on Ozarka College's Enrollment Management Plan at ACT Enrollment Management Summit, with Chris Lorch.

- Finalized Housing Handbook for new housing students; with Rylie’s help, coordinating move-in for first three student residents.
- Coordinated July extended hours and program preview events to engage local prospects with opportunity after hours to register and to visit an Ozarka Campus and get a hands-on experience with key programs and faculty.
- Facilitated the transition of Admissions Recruiter to a new, enhanced position in student services; Rylie Bevill promoted to Director of Admissions and Student Engagement, a more robust position to aid in coordinating new student housing services.

Zeda Wilkerson, Registrar, Records, and Testing:

- Summer graduates have been marked and diplomas have been prepared.
- Kelly Graham has administered several Accuplacer exams as well as some work keys exams.
- Requests for outgoing transcripts have been steadily increasing as we near the fall term.
- Degree audits have been built for several new academic programs.
- Participated in VA conference call/webinar regarding the Colmery Act.
- Continuing revisions on existing degree audits.
- Worked with Admissions on New Student Orientation T-shirts.

Laura Lawrence, Director of Financial Aid:

- Assisted with extended registration hours on Ash Flat, Melbourne, and Mountain View campuses
- Awarded ADHE scholarships, institution scholarships, Pell, and student loans for the 2018-19 academic year
- Complete contract with USA Funds Borrower Advantage to assist default management
- Submitted EApp for Title IV funding for several new programs including AAS Aviation – Commercial Pilot
- Partnered with Great Lakes to provide private loan portal through FASTChoice

Tess Weatherford, Associate Director of Financial Aid/Veteran Services

- Conducted loan counseling’s on the Mountain View and Ash Flat campuses during the month of July.
- Attended the Professional Development health workshop, July 12.
- Attended the Program Preview Night on the Melbourne campus, July 17.
- Attended VA- Colmery Act webinar on July 17 and July 31st
- Submitted VA enrollment for summer II, July 10.

Rylie Bevill, Director of Admissions:

- Program Preview Nights
 - Melbourne: 7/17
 - Mountain View: 7/24
 - Ash Flat: 7/31
- Met with Kelly Shell about ACT Enroll students and CTE programs
- Prepping for New Student Orientation and Ambassador Orientation

- Printing materials
- Calling Ambassadors
- Beginning prep for Scholarship Reception
 - Contacting Academic All-Star
 - Calling Ambassadors
 - Updating mailing lists
 - Certificates

Student Success Center

Student Success Center/Career Planning Services, Kendra Smith:

- Followed up on early alerts for students in Anatomy & Physiology II
- Assisted two recent LPN graduates in Ash Flat with resume creation
- Attended Arkansas Math Pathways Advising Workshop and reported information to Dr. McClanahan, Dr. Wilson, Chris Lorch, and David Mitchell
- Created and copied materials – along with Kelly Shell - for New Student Orientation
- Reviewed Perkins grant documentation requirements with Kelly Shell
- Scheduled 2018-19 visits to the Mammoth Spring site with James Spurlock
- Logged 62 student contacts from July 9 to July 25, including 28 contacts involving registration

Kelly Shell, Career Planning Services:

- Received Perkins Training with Kendra Smith
- Worked with assigned students for registration and advising
- Creating housing move-in checklist and unit condition report
- Met with Rylie about ACT Enroll students and CTE programs
- Designing ½ page mailers to target non-traditional CTE students with Kendra Collier

Career Pathways

Amanda Engelhardt, Director of Career Pathways:

- Received 2018-2019 Memorandum of Agreement with minimal changes.
- Career Pathways has begun to order new edition books and supplies for fall students.
- LPN sets are being bundled for approved/eligible LPN CPI students.
- Amanda and Lindsey visited with Site Coordinators to discuss best practices for increasing CPI enrollment and program eligibility requirements.

TRIO Student Support Services

Tracy Cone, Director of TRIO:

- Continue verifications for program participant eligibility.
- Enhanced application and streamlined participant intake process.
- Updated new TRIO including brochures, flyers, and forms.
- Preparing for new Trio students; compiling new academic/informational packets.
- Coordination of the Fall Welcome Back Event; including making arrangements for speaker, Elizabeth McCormick.

Finance

Tina Wheelis, Vice President of Finance:

- Departmental budgets for the fiscal year 2019 have been entered and are available for viewing.
- The Chairs of the Legislative Joint Auditing Committee did an early release of FY17 Annual Audit Report on July 18th.

Planning and Institutional Research

Dr. Deltha Sharp, Associate Vice President of Planning and Institutional Research:

- Completed Blue and You Foundation 6-month report and site visit
- Conducted two Extension programs through the Blue and You Foundation Grant
- Completion of Multi-Location Visit Report
- Completed Graduate and Alumni Surveys

Administration

Jason Lawrence, Vice President of Administration:

- Listed in Schedule of Events

Grounds

Shane Kinion, Grounds – Landscape Supervisor:

- Routine maintenance on all campuses

Maintenance/Facilities

Marty McFarlin, Director of Maintenance:

- Routine maintenance on all campuses
- Student Housing Rehab

Safety

- No issues reported

Ash Flat

Angela Phipps, Campus Director:

- Foundation golf planning meeting – July 11
- Community Business Resource presentation, sponsor: First Community Bank – July 23
- Spring River Adult and Child Services informational meeting – July 24
- Continuing Education, Art Day – July 24
- Fall Program Preview Day, Ash Flat – July 31

Mountain View

Megan Carpenter, Campus Director:

- Community Outreach-Mountain View 4th of July parade and festivities – July 4
- Stone County Community Resource Council Meeting at Dorcas House – July 9
- Mountain View Trail Coalition at the Mountain View campus – July 10
- Fall Preview/New Student Orientation Meeting at Melbourne – July 12

- Fall Concert Lunch Meeting – July 19
- Community Outreach/Promotional Setup at Mountain View Walmart – July 21
- Program Preview Night at Mountain View – July 26

Mammoth Spring

James Spurlock, Campus Director:

- See Travel

Advancement

Suellen Davidson, Director of Advancement:

- Quarterly Foundation Board Meeting on June 5 (Foundation Board contributed \$25,000 in support of furnishing student housing)
- Preparing for fall events
 - Fall Concert, Mountain View, September 8
 - 5k, Mammoth Spring, September 22
 - Golf Tournament, Melbourne, September 29

Public Relations and Marketing

Manda Jackson, Director of Public Relations and Marketing:

- Submitted 13 press releases in July regarding continuing education classes, new degree offering, student pilot, new employees, employee of the quarter, etc.
- Created social media posts regarding above listed press releases, library hours, recruiting events, program previews, 4th of July, registration, etc.
- Designed and printed flyers for Program Previews
- Designed and printed postcards, flyers, and mailers for Admissions
- Coordinated drop off and pick up of items for Walmart recruitment events
- Updated newspaper ads for July and August
- Took photos of new employees and employee of the quarter
- Printed flyer and concert tickets for the Foundation's Fall Concert
- Updated design and printed golf entry forms, 5K flyer and registration forms for the Foundation
- Met with sales representatives about upcoming advertisements
- Turned over with Kendra (my replacement) while she took photos at Program Previews
- Attended professional development Lunch and Learn event on 7/12
- Kendra attended Scholarship Planning meeting on 7/24

Adult Education

Trish Miller, Director of Adult Education:

- The Ozarka College Adult Education Advisory Committee met in the small conference room – July 24
- Elizabeth Smith, One Stop Operator from White River Planning and Development District, visited with Trish Miller – July 30

Travel/College Representation

Dr. Dawe, President:

- Ash Flat City Council Meeting, Ash Flat, July 17

Dr. Josh Wilson, Vice President for Student Services:

- ACT Enrollment Management Summit, St. Louis, MO, July 18-21

Zeda Wilkerson, Registrar

- ArkAcrao Registrar's Workshop at Winrock, Petit Jean Mountain, July 11-12

Amanda Englehart, Director of Career Pathways:

- Career Pathways Initiative Director Meeting, ADHE, Little Rock, AR, July 10

Dr. Deltha Sharp, Vice President of Planning & Institutional Research:

- UACCB Batesville – Arkansas Institutional Research Organization Meeting, July 13

Manda Jackson, Director of PR & Marketing:

- Delivered promo items for upcoming events, July 23, Ash Flat
- Sales meeting/photo op, July 23, Mammoth Spring
- Program Preview, July 24, Mountain View

Suellen Davidson, Director of Advancement:

- Golf Tournament Planning Meeting with Sharp County Foundation Board members, Ash Flat, July 11
- Fall Concert Planning Meeting with Megan Carpenter, Mountain View, July 19

James Spurlock, Mammoth Spring Campus Director:

- Student Services/Campus Director Meeting – Melbourne, AR
- Fall Preview/NSO Planning Meeting – Melbourne, AR
- Concurrent Registration Planning Meeting – Melbourne, AR

Angela Phipps, Ash Flat Campus Director:

- Innovation Hub Board of Directors Meeting – Cherokee Village, July 9
- Quad Cities of Sharp County Rotary Meeting – Ash Flat, July 9
- Student Services/Concurrent Meeting – Melbourne, July 12
- Spring River Chamber of Commerce Meeting – Highland, July 17
- Sharp County Fair set up – Ash Flat, July 30

Trish Miller, Director of Adult Education:

- SNAP E & T Training at the Garland County DHS office in Hot Springs, AR – July 26-27

Tentative Discussion Items for Next Board of Trustees Meeting:

- Community relations update
- Summer 2019 Board Planning Retreat/Meeting

Tentative Action Items for Next Board of Trustees Meeting:

- Approve Year to date financials
- Approve Annual Audit

Kudos:

- Well-deserved appreciation for the maintenance department and also Information Systems for the refurbishment of our student housing units.

Dr. Dawe's Comments:

- We continue to make great progress to prepare for our 2020 Higher Learning Commission team visit. Dr. Sharp and the entire team are doing an exceptional job getting the College well prepared for this important event.

	A	B	C	D	E	F	G	H	I	J	K	L	M	O
		Approved 2018 - 2019 Budget	Adjustments to 2018 - 2019 Budget	Revised 2018 - 2019 Budget	Actual Month to Date Revenue/Expense	Actual Year to Date Revenue/Expense	Balance to Collect or Balance to Expense							
1	Ozarka College													
2	Restricted Funds													
3	July 1, 2018 through July 31, 2018													
4														
5														
6														
7														
8														
9	Revenues:													
10	Student Aid Revenues													
11	AR Challenge Awards	200,000		200,000			200,000					200,000		
12	AR Future Grant	50,000		50,000			50,000					50,000		
13	AR Workforce Challenge	75,000		75,000			75,000					75,000		
14	Go Grant	50,000		50,000			50,000					50,000		
15	Federal Work Study	50,000		50,000			50,000					50,000		
16	PELL Grant	3,200,000		3,200,000	73,403	73,403	3,126,597					3,126,597		
17	SEOG Awards	30,000		30,000			30,000					30,000		
18	Student Loans	1,500,000		1,500,000	14,502	14,502	1,485,498					1,485,498		
21	Miscellaneous Scholarships													
22	Student Aid Revenues	5,155,000	-	5,155,000	87,905	87,905	5,067,095					5,067,095		
23														
24	Federal Grant Revenues													
25	Career Pathways Initiative	257,200		257,200			257,200					257,200		
26	Carl Perkins	119,000		119,000			119,000					119,000		
28	Direct & Equitable Grant	26,100		26,100			26,100					26,100		
29	TRIO Grant	311,500		311,500			311,500					311,500		
30	Federal Grant Revenues	713,800	-	713,800	-	-	713,800					713,800		
31														
32	State Grant Revenues													
35	Adult Basic Education Grant	129,700		129,700			129,700					129,700		
36	Education & Training Grant	63,000		63,000			63,000					63,000		
38	Blue & You Foundation Grant													
39	General Adult Education Grant	58,500		58,500			58,500					58,500		
40	State Grant Revenues	251,200	-	251,200	-	-	251,200					251,200		
41	Total Restricted Revenues	6,120,000	0	6,120,000	87,905	87,905	6,032,095					6,032,095		
42														
43														
44														
45														

	A	B	C	D	E	F	G	H	I	J	K	L	M	O
		Approved 2018 - 2019 Budget	Adjustments to 2018 - 2019 Budget	Revised 2018 - 2019 Budget	Actual Month to Date Revenue/Expense	Actual Year to Date Revenue/Expense	Budgeted Balance to Collect or Balance to Expense							
1	Ozarka College													
2	Restricted Funds													
3	July 1, 2018 through July 31, 2018													
4														
5														
6														
7														
54	Expenditures:													
55	Student Aid Expenditures													
56	AR Challenge Awards	200,000		200,000			200,000					200,000		
57	AR Future Grant	50,000		50,000			50,000					50,000		
58	AR Workforce Challenge	75,000		75,000			75,000					75,000		
59	Go Grant	50,000		50,000			50,000					50,000		
60	Federal Work Study	50,000		50,000			50,000					50,000		
61	PELL Grant	3,200,000		3,200,000	73,403	73,403	3,126,597					3,126,597		
62	SEOG Awards	30,000		30,000			30,000					30,000		
63	Student Loans	1,500,000		1,500,000	14,502	14,502	1,485,498					1,485,498		
66	Miscellaneous Scholarships			-			-					-		
67	Student Aid Expenditures	5,155,000	-	5,155,000	87,905	87,905	5,067,095					5,067,095		
68														
69	Federal Grant Expenditures													
70	Career Pathways Initiative	257,200		257,200	10,779	10,779	246,421					246,421		
71	Carl Perkins	119,000		119,000	7,583	7,583	111,417					111,417		
72	Direct & Equitable Grant	26,100		26,100			26,100					26,100		
73	TRIO Grant	311,500		311,500	8,657	8,657	302,843					302,843		
74	Federal Grant Expenditures	713,800	-	713,800	27,019	27,019	686,781					686,781		
75														
76	State Grant Expenditures													
80	Adult Basic Education Grant	129,700		129,700	6,594	6,594	123,106					123,106		
81	Education & Training Grant	63,000		63,000			63,000					63,000		
82	Blue & You			-	208	208								
83	General Adult Education Grant	58,500		58,500	3,588	3,588	54,912					54,912		
84	State Grant Expenditures	251,200	-	251,200	10,390	10,390	241,018					241,018		
85														
86	Total Restricted Expenditures	6,120,000	-	6,120,000	125,314	125,314	5,994,894					5,994,894		
87														
88														
91														
92														

	A	B	C	D	E	F	G	H	I	J	K	L	M	R		
	2018 - 2019 Fiscal Year													2017 - 2018 Fiscal Year		
		Revised	2017 - 2018 Budget	2018 - 2019 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 07/31/18				Revised	2017 - 2018 Budget	2017 - 2018 Actual Year to Date Revenue/Expense	Percentage of Budget Realized 7/31/2018				
1	Ozarka College															
2	Unrestricted Current Funds - Fiscal Comparison															
3	July 1, 2018 through July 31, 2018															
4																
5																
6																
7																
8																
9	Revenues:															
10	Tuition & Related Fees	2,738,490	2,738,490	89,284	3.26%			2,782,340	2,782,340	80,508	2.89%					
11	Program & Course Related Fees	584,935	584,935	17,730	3.03%			435,465	435,465	13,107	3.01%					
12	Testing Services	84,480	84,480	420	0.50%			72,850	72,850		0.00%					
13	Sales Tax Proceeds	460,800	460,800	0	0.00%			468,600	468,600		0.00%					
14	Interest Income	5,775	5,775	0	0.00%			4,685	4,685		0.00%					
15	Other Income	65,475	65,475	1,410	2.15%			67,270	67,270		0.00%					
16	General Revenue	3,126,475	3,126,475	266,309	8.52%			3,126,500	3,126,500	264,847	8.47%					
17	Workforce 2000 Funding	1,255,855	1,255,855	103,011	8.20%			1,271,850	1,271,850	104,654	8.23%					
19	Auxiliary Income - Culinary Café	0	0	0	0.00%			9,900	9,900		0.00%					
20	Auxiliary Income - Student Housing	0	0	0	0.00%						0.00%					
25	Total Unrestricted Revenues	8,322,285	8,322,285	478,164	5.75%			8,239,460	8,239,460	463,116	5.62%					
26																
27	Expenses:															
28	Regular Salaries	4,427,595	4,427,595	219,635	4.96%			4,432,180	4,432,180	217,785	4.91%					
29	Extra Help Salaries	120,700	120,700	4,313	3.57%			108,800	108,800	3,938	3.62%					
30	Fringe Benefits	1,676,940	1,676,940	85,394	5.09%			1,688,420	1,688,420	85,870	5.09%					
31	Supplies & Services	101,750	101,750	102,405	100.64%			1,068,945	1,068,945	86,600	8.10%					
32	Travel	1,120,305	1,120,305	8,388	0.75%			83,015	83,015	428	0.52%					
33	Utilities	455,100	455,100	67,983	14.94%			444,460	444,460	13,181	2.97%					
34	Capital Outlay	8,750	8,750	0	0.00%			39,960	39,960		0.00%					
35	Bond Payments	374,830	374,830	0	0.00%			373,680	373,680		0.00%					
37	Contingency	36,315	36,315	0	0.00%						0.00%					
38	Total Unrestricted Expenditures	8,322,285	8,322,285	488,118	5.87%			8,239,460	8,239,460	407,802	4.95%					
39																
40	Net Income or (Loss)			(9,954)							55,314					
41																
94																
95																

