

**President's Report  
to the Board of Trustee  
September 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**

- September 11 Retired Teachers Meeting – Melbourne Campus
- September 11 Scholarship Reception – Melbourne Campus
- September 12 Izard Co. Single Parent Scholarship Meeting – Melbourne Campus
- September 13 WRAAA In-Service – Ash Flat Campus
- September 13 Tri County Cattlemen's Assoc. Meeting – Melbourne Campus
- September 14 WRAAA In-Service – Melbourne Campus
- September 21 NAESC Fall Counselor Meeting – Melbourne Campus
- September 22 United Way – Children's Health Fair – Ash Flat Campus
- September 27 Farmers Insurance District Meeting – Mountain View Campus
- September 28&29 NCA District Fair Pageants – Melbourne Campus

**Ozarka College Events – Last Month's Events**

- 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

**College Governance**

- Dr. Sharp, campus directors at Mountain View and Mammoth Spring, and the Ozarka College team have worked hard to ensure we are well prepared for our routine HLC visit to two of our satellite campuses 12-13 September.

**Academics**

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

- Both student services and academics continue to expand high school partnerships, with 368 high school students in the service area taking college courses with us this semester.
- The welding program has gotten off to a great start, with 28 students participating in welding courses at our partner sites.
- Kicked off the academic year focusing on retention efforts with faculty, as well as documenting out-of-class work time for all courses to put us into compliance with federal and HLC guidelines.

## **Student Services/Enrollment Information**

*Dr. Josh Wilson, Vice President of Student Services:*

- Co-coordinated Welcome Back Event for the Melbourne campus with the strong support of student services staff, especially TRIO and their role in bringing guest speaker, Elizabeth McCormick to Ozarka.
- Coordinated disability services for returning and new students with documented disabilities.
- Coordination of strategic prospect management and targeted outreach concluded for Fall term in support of fall enrollment/recruitment efforts.
- Facilitated planning effort for the development of a shared Community Events Calendar, an initiative to improve communication among event staff, better coordinate event volunteerism, and take a more target-rich approach to College representation in our communities.

*Zeda Wilkerson, Registrar, Records, and Testing:*

- Summer II graduates have been marked and diplomas will be prepared this week.
- Proctored a CLEP exam and a Math for Nurses Competency Exam.
- Researched the possibility of becoming a Pearson Vue testing center.

*Laura Lawrence, Director of Financial Aid:*

- Assisted with New Student Orientation at all campuses
- Completed Aviation orientation for new and returning students
- Scheduled Financial Aid Nights at area high schools
- Taught Freshman Seminar class on the Ash Flat, Mountain View, and Melbourne campuses

*Tess Weatherford, Associate Director of Financial Aid/Veteran Services*

- Conducted loan counseling at AF and Melbourne campuses.
- Submitted Fall VA enrollment- 24 students submitted and five pending certification.
- Participated in VA webinars August 27 & 30.
- Conducted Freshman seminar on the AF campus August 31.

*Rylie Bevill, Director of Admissions:*

- Set up and coordinated booth coverage for IZARD County Fair (8/6—8/11)
- Conducted Ambassador Orientation
- Currently communicating with ArkACRAO list-serve for Articulation Workshops
- Registered for ArkACRAO fall conference
- Welcome Back Event (coordinating food, games, volunteers, ambassadors, etc.)
- Housing Updates:
  - Checked in two new students
  - All single units are filled
  - Communicating with new students regarding double units

## **Career Pathways**

*Amanda Engelhardt, Director of Career Pathways:*

- Provided book sets, scrubs, patches, and skill packs for LPN students
- Provided tuition assistance for nine students (Total \$15,186)
- CPI filled 99 book requests for the fall
- WorkKeys Exam was administered to one CPI student

## **TRIO Student Support Services**

*Tracy Cone, Director of TRIO:*

- Hired for Academic Advising Coordinator position
- Planned and Coordinated Speaker for Welcome Back Event
- Reviewed and processed TRIO applications
- Enrolled 30 eligible participants for program
- Scheduled Transfer Trip to ASU
- Closed out budget for 2017-18 Grant cycle
- Hired tutors and set tutoring schedule for Fall semester
- Coordinated Study Skills panel for Freshman Seminar

## **Finance**

*Tina Wheelis, Vice President of Finance:*

- The field work for the 2018 Ozarka College Foundation audit has been completed
- New Employee Orientation was conducted on August 17<sup>th</sup>

## **Planning and Institutional Research**

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

- Completed first draft of EMP 2018-2020
- Preparation for HLC Multi-Location Visit at Mountain View and Mammoth Spring
- Completed review of CCSSE
- Attended meeting of IZard County Extension Advisory Board

## **Administration**

*Jason Lawrence, Vice President of Administration:*

- See Schedule of Events

## **Grounds**

*Shane Kinion, Grounds – Landscape Supervisor:*

- MS ADA Parking and Campus Beautification Project – In progress
- Routine maintenance on all campuses

## **Maintenance/Facilities**

*Marty McFarlin, Director of Maintenance:*

- Student Housing Rehab – In progress
- Preventative maintenance on all campuses

## **Safety**

- No issues reported

## **Ash Flat**

*Angela Phipps, Campus Director:*

- Sharp County Fair booth – August 1
- Walmart recruiting booth – August 4
- New Student Orientation – August 8
- Herbs in the Kitchen – CE class – August 9
- Ash Flat Adjunct In-Service – August 9
- Food, Herbs, & Spices are Medicine – CE class – August 15, 22, 29
- Ash Flat Welcome Back Event – August 23

## **Mountain View**

*Megan Carpenter, Campus Director:*

- Family Care Fair at Mountain View Stone Co. Fairgrounds - August 3
- New Student Orientation, Mountain View - August 9
- Stone County Community Resource Council Meeting at Dorcas House - August 13
- Concurrent Registration, Mountain View High School - August 14
- Arkansas Rehabilitation, Mountain View - August 15
- Dual/Concurrent Out Reach Welding and Agriculture-Rural Special - August 15
- Mountain View Welcome Back Event in Mountain - August 23
- Community Events Calendar Meeting, Melbourne - August 27
- Blood Drive-Mountain View - August 30

## **Mammoth Spring**

*James Spurlock, Campus Director:*

- New Student Orientation – August 8
- Mammoth Spring Welcome Back Event – August 23
- HLC Student Focus Group Orientation/Preparation Meeting – August 30

## **Advancement**

*Suellen Davidson, Director of Advancement:*

- Quarterly Foundation Board Meeting – August 14
- 300+ invitations to golfers to the fall golf tournament at Cooper's Hawk on September 29
- 100+ invitations to Scholarship Reception on September 11
- Planning for 5-K at Mammoth Spring – September 22
- Planning for Fall Concert – Mountain View – September 8

## **Public Relations and Marketing**

*Kendra Collier, Director of Public Relations and Marketing:*

- Submitted 10 press releases in August regarding continuing education classes, new programs, student pilot, etc.

- Created social media posts regarding above listed press releases, new student orientation, welcome back event.
- Cleaned up Instagram account, and provided new content weekly.
- Designed and printed flyers for continuing education
- Designed social media flyers for certain programs such as ARNEC, etc.
- Designed Viewbooks and sent to printer
- Designed pennants and sent to order
- Created “giveaway” bags for other campuses
- Took new group photos for TRIO
- Took sponsor photos for 5K, and golf tournament
- Met with advertising vendors to go over new contracts
- Designed and printed new program brochures for different departments
- Ordered promo items to split with admissions

## **Travel/College Representation**

### *Dr. Dawe, President:*

- ACC Ps/Cs Meeting, Little Rock, August 7
- Dr. Dawe and John Catlett traveled to Springdale to discuss a possible helicopter training partnership, August 22

### *Kendra Collier, Director of PR & Marketing:*

- New Student Orientation photos at all four campuses – August 8 & 9
- Golf Tournament photo with FNBC, Ash Flat – August 14
- Golf Tournament photo with sponsors – August 23
- Traveled to local vendors with Rylie for Welcome Back Event and new student orientation – August 8, 9, 23
- 5K photo with bank in Mammoth Spring – August 31

### *Suellen Davidson, Director of Advancement:*

- Meeting with foundation board prospect, Salem – August 7
- Photo for golf tournament sponsorship with First Community Bank, Highland – August 23

### *James Spurlock, Mammoth Spring Campus Director:*

- Service Training in Melbourne - August 6
- Thayer Chamber of Commerce Meeting, Thayer, MO – August 7
- Thayer/Mammoth Spring Rotary Club Meeting, Mammoth Spring, AR – August 8, 15, 29
- Salem Chamber of Commerce Meeting, Salem, AR – August 22
- Mammoth Spring Chamber of Commerce Meeting, Mammoth Spring, AR – August 23
- Community Calendar Event Meeting, Melbourne, AR – August 27

### *Angela Phipps, Ash Flat Campus Director:*

- Innovation Hub Board of Directors Meeting, Cherokee Village – August 6

- Salem High School concurrent registration, Salem – August 16
- Sharp County advisory committee meeting, Highland – August 16
- Highland High School concurrent meeting, Highland – August 17 & 20
- Community Events Calendar Meeting, Melbourne – August 27
- Spring River community calendar planning meeting – Cherokee Village, August 30

*Trish Miller, Director of Adult Education:*

- Trish Miller and Julia Chance went to UACCM campus in Conway to visit with Vicki Shales, SNAP E&T case manager – August 14
- Trish Miller and Kendall Morrison went to an Integrated Education and Training workshop in Little Rock – August 22
- Kendall Morrison attended a College and Career Readiness Math workshop in Little Rock – August 29
- Kendall Morrison and Julia Chance attended a TABE 11 & 12 workshop at BRTC in Pocahontas – August 30

**Tentative Discussion Items for Next Board of Trustees Meeting:**

- To be determined

**Tentative Action Items for Next Board of Trustees Meeting:**

- Monthly and Year-to-date Financial reports

**Kudos:**

- Grounds crew did a great job with the improvements to the Mammoth Spring Campus.

**Dr. Dawe's Comments:**

- We are already a month into the fall semester and planning for a successful spring. September is a busy month for the Foundation and I encourage Trustee to make all the events possible to show public support.



	A	B	C	D	E	F	G	H	I	J	K	L	M	O
		Approved	Adjustments to	Revised	Actual									
		2018 - 2019 Budget	2018 - 2019 Budget	2018 - 2019 Budget	Month to Date	Month to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date
		2018 - 2019 Budget	2018 - 2019 Budget	2018 - 2019 Budget	Revenue/Expense									
1	Ozarka College													
2	Restricted Funds													
3	July 1, 2018 through August 31, 2018													
4														
5														
6														
7														
8														
9	Revenues:													
10	Student Aid Revenues													
11	AR Challenge Awards	200,000		200,000								200,000		
12	AR Future Grant	50,000		50,000								50,000		
13	AR Workforce Challenge	75,000		75,000								75,000		
14	Go Grant	50,000		50,000								50,000		
15	Federal Work Study	50,000		50,000								50,000		
16	PELL Grant	3,200,000		3,200,000	3,048		76,451					3,123,549		
17	SEOG Awards	30,000		30,000								30,000		
18	Student Loans	1,500,000		1,500,000			14,502					1,485,498		
19	Miscellaneous Scholarships		35,000	35,000								35,000		
20	Student Aid Revenues	5,155,000	35,000	5,190,000	3,048		90,953					5,099,047		
21														
22														
23														
24	Federal Grant Revenues													
25	Career Pathways Initiative	257,200		257,200								257,200		
26	Carl Perkins	119,000		119,000								119,000		
27	Direct & Equitable Grant	26,100		26,100								26,100		
28	TRIO Grant	311,500		311,500	8,657		8,657					302,843		
29	Federal Grant Revenues	713,800	-	713,800	8,657		8,657					705,143		
30														
31														
32	State Grant Revenues													
33	Welding Grant		80,000	80,000										
34	Arkansas Collegiate Drug Education Coalition Grant													
35	Special Projects Grant													
36	Adult Basic Education Grant	129,700		129,700								129,700		
37	Education & Training Grant	63,000		63,000								63,000		
38	Blue & You Foundation Grant													
39	General Adult Education Grant	58,500		58,500								58,500		
40	State Grant Revenues	251,200	80,000	331,200	-		-					251,200		
41	Total Restricted Revenues	6,120,000	115,000	6,235,000	11,705		99,610					6,055,390		
42														
43														
44														
45														
46														

	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 August 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	2,338	2,338	50,000					47,663		
61	PELL Grant	3,200,000		3,200,000	3,048	76,451	3,123,549					3,123,549		
62	SEOG Awards	30,000		30,000			30,000					30,000		
63	Student Loans	1,500,000		1,500,000			1,500,000			14,502		1,485,498		
66	Miscellaneous Scholarships		35,000	35,000	17,250	17,250	35,000			17,250		17,750		
67	Student Aid Expenditures	5,155,000	35,000	5,190,000	22,636	110,541	5,079,460							
68														
69	Federal Grant Expenditures													
70	Career Pathways Initiative	257,200		257,200	65,333	76,111	181,089							
71	Carl Perkins	119,000		119,000	8,007	15,590	103,410							
72	Direct & Equitable Grant	26,100		26,100	2,969	2,969	23,131							
73	TRIO Grant	311,500		311,500	44,852	53,509	257,991							
74	Federal Grant Expenditures	713,800	-	713,800	121,161	148,179	565,621							
75														
76	State Grant Expenditures													
77	Welding Grant		80,000	80,000	2,289	2,289	77,711							
80	Adult Basic Education Grant	129,700	A	129,700	14,016	20,610	109,090							
81	Education & Training Grant	63,000		63,000	1,107	1,107	61,893							
82	Blue & You			-	313	521								
83	General Adult Education Grant	58,500		58,500	6,671	10,259	48,241							
84	State Grant Expenditures	251,200	80,000	331,200	24,396	34,786	296,935							
85														
86	Total Restricted Expenditures	6,120,000	115,000	6,235,000	168,192	293,506	5,942,015							
87														
88														
89	A = Grant Awarded after budget was prepared													
90	B = Grant Awarded after start of fiscal year													
91														
92														
93														

	A	B	C	D	E	F	G	H	I	J	K	L	M	R
1	Ozarka College													
2	Unrestricted Current Funds - Fiscal Comparison													
3	July 1, 2018 through August 31, 2018													
4														
5														
6														
7														
8														
9	Revenues:													
10	Tuition & Related Fees	2,738,490		209,392		7.65%			2,782,340		187,695		6.75%	
11	Program & Course Related Fees	584,935		31,748		5.43%			435,465		28,310		6.50%	
12	Testing Services	84,480		2,496		2.95%			72,850		2,535		3.48%	
13	Sales Tax Proceeds	460,800		27,158		5.89%			468,600		27,016		5.77%	
14	Interest Income	5,775		472		8.18%			4,685		328		7.00%	
15	Other Income	65,475		22,270		34.01%			67,270		20,341		30.24%	
16	General Revenue	3,126,475		507,511		16.23%			3,126,500		501,416		16.04%	
17	Workforce 2000 Funding	1,255,855		206,022		16.40%			1,271,850		209,309		16.46%	
19	Auxiliary Income - Culinary Café	0		0		0.00%			9,900				0.00%	
20	Auxiliary Income - Student Housing	0		2,100		0.00%							0.00%	
25	<b>Total Unrestricted Revenues</b>	<b>8,322,285</b>		<b>1,009,169</b>		<b>12.13%</b>			<b>8,239,460</b>		<b>976,950</b>		<b>11.86%</b>	
26														
27	Expenses:													
28	Regular Salaries	4,427,595		657,812		14.86%			4,432,180		641,170		14.47%	
29	Extra Help Salaries	120,700		10,773		8.93%			108,800		11,494		10.56%	
30	Fringe Benefits	1,676,940		224,887		13.41%			1,688,420		223,805		13.26%	
31	Supplies & Services	101,750		194,497		191.15%			1,068,945		185,012		17.31%	
32	Travel	1,120,305		10,181		0.91%			83,015		12,399		14.94%	
33	Utilities	455,100		84,280		18.52%			444,460		65,447		14.73%	
34	Capital Outlay	8,750		0		0.00%			39,960				0.00%	
35	Bond Payments	374,830		0		0.00%			373,680				0.00%	
37	Contingency	36,315				0.00%							0.00%	
38	<b>Total Unrestricted Expenditures</b>	<b>8,322,285</b>		<b>1,182,432</b>		<b>14.21%</b>			<b>8,239,460</b>		<b>1,139,327</b>		<b>13.83%</b>	
39														
40	<b>Net Income or (Loss)</b>			<b>(173,262)</b>							<b>(162,377)</b>			
41														
94														
95														
96														

