

**President's Report  
to the Board of Trustees  
November 1, 2019**

*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**

- November 1 IZARD Single Parent Fall Fundraiser – Melbourne Campus
- November 1 Annual Trustee Conference – UA PTC
- November 4 Flanery Insurance Agency LLC – Ash Flat Campus
- November 4 Arkansas Rehabilitation Services – Melbourne Campus
- November 4 Phi Theta Kappa Induction – Melbourne Campus
- November 6 Farm Safety Day – Melbourne Campus
- November 7 AR Aviation Hall of Fame Event – Little Rock
- November 8 Medicare Part D Meeting – Ash Flat Campus
- November 9 Talent Show Chili Supper – Melbourne Campus
- November 15 WRAAA Part D Fair – Mountain View Campus
- November 19 Red Cross Blood Drive – Melbourne Campus
- November 20 Junior High Quiz Bowl – Melbourne Campus

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

- October 1 Red Cross Blood Drive – Ash Flat Campus
- October 5 Friends of the Library Book Sale – Melbourne Campus
- October 14 Retired Teachers Meeting – Melbourne Campus
- October 18 Culinary Career Day – Melbourne Campus
- October 22 Flu Immunization Clinic – Melbourne Campus
- October 22 College Planning Day – Melbourne Campus
- October 29 4-H Banquet – Melbourne Campus

**College Governance**

- Tina Wheelis, EVP of Finance and Administration, was selected CFO of the Year!

**Student Services/Enrollment Information**

*Jason Lawrence, Vice President of Student Services:*

- Letters were mailed out inviting all 2020 RN students that are eligible to join CPI
- Provided transportation assistance (\$50 prepaid gas card) for 48 students
- Childcare assistance has been awarded to 1 student for the fall semester
- Amanda has submitted a request for additional course related supplies funds to ADHE/CPI
- Lindsey and Tiffney have begun making appointments with students for Spring registration
- Preparing our Health Department Immunization Survey
- Reviewed Co-Curricular Assessment information
- Attended Melbourne High School Financial Aid night with the Financial Aid Department

- Sent the campus-wide notifications for Suicide Prevention and FERPA
- Conducted a few campus visits with prospective students
- Scheduling High School Visits for month of November
- Compiling data for military friendly survey

## **Finance**

*Tina Wheelis, Executive Vice President of Finance and Administration:*

- The second disbursement for student loans was on October 24<sup>th</sup> and this completed all of the major financial aid disbursements for the semester
- The signage on the Ash Flat Technical Center Building has been installed
- The foundation has been poured and the brick work started on the signage at the Ash Flat Campus
- Ozarka employees have been updated about the January 2020 switch from a bi-weekly to a bi-monthly payroll

## **Planning and Institutional Research**

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

- Reviewed HLC process and transferred all Academic Assessment to Chris
- Reviewed remaining PAC items and transferred all non-academic data to Candace
- Transferred budgets to Chris and Candace
- Transferred all SWOT and TRIO Grant data to Scott

## **Ash Flat**

*Angela Phipps, Campus Director:*

- Arkansas Rehabilitative Services – October 4
- SWOT analyses of Students – October 10
- Cave City High School campus tour of Ash Flat – October 22
- Role Model Parent Curriculum – October 29
- Halloween Bash – October 31

## **Mammoth Spring**

*James Spurlock, Campus Director:*

- PAX Test Preparatory Workshop – October 10
- GED Testing Session – October 14, 21
- Student SWOT Meeting – October 15

## **Mountain View**

*Megan Carpenter, Campus Director:*

- Ozark Folk Center Craft Setup, Mountain View – October 5
- Connecting with Craft Demonstrations, Mountain View – October 7
- Connecting with Crafts on Display, Mountain View - October 7 – 11
- Student SWOT Analysis – October 8
- Flu Clinic, Mountain View – October 15
- College Day, Mountain View – October 22

- Foundation Representatives Lunch, Mountain View – October 30
- Role Model Parent Curriculum Workshop, Mountain View – October 30
- Faculty/ Staff Chili Cookoff – October 31
- Halloween Costume Contest – October 31

### **Advancement**

*Dr. Josh Wilson, Vice President of Advancement:*

- Preparations for Quarterly Foundation Board meeting, November 5
- Planning for Holiday Events
  - Mountain View - December 5
  - Melbourne - December 6
  - Ash Flat/ Mammoth Spring - December 7
- Preparing for end of year ask
- Assisted with planning Agriculture Day in November
- Preparation for Ozarka Campaign 2020
- Met with prospective Ash Flat Campaign committee members

### **Public Relations and Marketing**

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

- Submitted 8 press releases regarding continuing education classes, new programs, new board members, new positions, Golf Tournament, etc.
- Created social media posts regarding above listed press releases, new classes, registration, community involvement, ACC Conference, Golf Tournament, etc.
- Took photos for ACC conference
- Updated program brochures and printed for departments
- Took new employee photos and uploaded
- Created Scholarship Certificates
- Attended Golf Tournament and took photos
- Created social media posts for Golf Tournament
- Edited all team photos, and sent them to team leaders
- Created all rule pages, prizes, sign-up sheet, etc. for golf tournament
- Attended Culinary Career Day and took photos
- Created social media posts for Culinary Career Day
- Attended Cheryl Toon's class and took class photos
- Printed flyers for Single Parent Scholarship event
- Attended Single Parent Scholarship event and took photos
- Created social media posts for Single Parent Scholarship event
- Created and printed Nursing graduation invitations
- Took simulator and student photos for PR
- Worked on AAHS program
- Worked on AAHS poster board layouts
- Met with new vendors from KKountry
- Took pictures of "cattle sell" for Dr. Orr
- Attended Ash Flat campus Halloween event

- Created social media posts for Ash Flat campus Halloween event

### **Adult Education**

*Trish Miller, Director of Adult Education:*

- The Adult Education Advisory Committee had their quarterly meeting in the Small Conference Room – October 31

### **Travel/College Representation**

*Dr. Richard Dawe, President:*

- Arkansas Community Colleges Conference, Little Rock – October 13 – 15
- Arkansas Department of Aeronautics Commission meeting – Walnut Ridge airport – October 16
- Attorney General roundtable discussion, IZard County courthouse – October 21
- Senator Boozman’s team visit, Melbourne airport – October 23

*Dr. Chris Lorch, Vice President of Academic Affairs:*

- Arkansas Community Colleges Conference, Little Rock – October 13 - 15

*Jason Lawrence, Vice President of Student Services:*

- Arkansas Community Colleges Conference, Little Rock – October 13 – 15
- ArkAcrao Fall Conference – October 2-5 Hot Springs, AR
- College Fairs: Searcy HS, ASU-Beebe, Heber Springs HS, Mtn. Home HS, Green County Tech HS, Paragould HS, ASU-Jonesboro, ASU-Newport, Southside HS, Batesville HS, Highland HS, Williams Baptist Univ.,
- High School Visits: Mammoth Spring HS, Melbourne HS, Cave City High School.

*Dr. Josh Wilson, Vice President for Advancement:*

- Arkansas Community Colleges Conference, Little Rock – October 14

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

- Melbourne for Golf Tournament – October 5
- Little Rock for ACC conference – October 13
- Mountain View for Casey Orr class – October 28
- Ash Flat for Halloween event – October 31

*Angela Phipps, Ash Flat Campus Director:*

- Highland HS vs. Cave City HS football game, Highland – October 4
- Spring River Innovation Hub Board meeting, Cherokee Village – October 8
- Ready, Set, Graduate meeting at Highland HS, Highland – October 9
- ACC Conference, Little Rock – October 13-15
- Highland High School Accuplacer testing, Highland – October 16
- Chamber Blue Ribbon Welcome at But First, Coffee, Ash Flat – October 17
- Meeting with Graycen Bigger, Ash Flat – October 17
- Chamber Business Expo, Highland – October 19
- Spring River Innovation Hub board meeting, Cherokee Village – October 21

- Highland High School Career Night, Highland – October 22
- Meeting with Graycen Bigger, Jonathan Rhodes, Suellen, and Josh, Cherokee Village – October 23
- WRHS community meeting, Hardy – October 24
- Chamber Blue Ribbon Welcome WRMC helipad – Highland – October 29

*James Spurlock, Mammoth Spring Campus Director:*

- THS Football Concession Stand, Thayer, MO – October 2
- Thayer/Mammoth Spring Rotary Club Meeting, Mammoth Spring – October 2,9,16,23,30
- Thayer Chamber of Commerce, Thayer, MO – October 8
- MSHS Recruiting Visit, Mammoth Spring – October 10
- Thayer Chamber Fall Fest – Ozarka College Booth, Thayer, MO – October 12
- 4H Banquet – Ozarka Recognition Award, Salem – October 15
- Mammoth Spring Chamber of Commerce Meeting, Mammoth Spring – October 17
- Mammoth Spring Chamber of Commerce Ribbon Cutting Ceremony, Mammoth Spring – October 17
- Salem Chamber of Commerce Banquet, Salem – October 17
- MSHS Financial Aid Night, Mammoth Spring – October 22
- West Plains College Fair, West Plains, MO – October 24
- Alton College Fair, Alton, MO – October 24
- Spooktacular Event – Ozarka College Booth, Mammoth Spring – October 26
- Thayer Chamber of Commerce Ribbon Cutting Ceremony, Thayer, MO – October 29
- MSHS Dual Credit Registration Session, Mammoth Spring – October 30

*Trish Miller, Director of Adult Education:*

- Trish Miller attended an Administrators Meeting, Little Rock – October 1 & 2
- Trish Miller and Julia Chance attended a SNAP Meeting, Little Rock – October 10 & 11
- Trish Miller attended a “Success with Re-entry” workshop, Little Rock – October 29

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

- Technical Center planning and construction update
- Aviation program update

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

- Monthly and Year-to-date financials

**Kudos:**

- Big congratulations to Tina on her selection as Arkansas CFO of the year in the Education Division. Highly competitive and well-deserved!
- Zeda has taken on additional responsibility during the admissions department transition.
- Dr. Orr conducted an outstanding Farm Safety day on the Melbourne campus. Well planned and executed.

**Dr. Dawe's Comments:**

- I am pleased to report that the administrative team reorganization is complete and all involved are doing exceptionally well.

# Monthly Financial Reports:

		Approved 2019 - 2020 Budget	Revised 2019 - 2020 Budget	Actual Month to Date Revenue/Expense	Actual Year to Date Revenue/Expense	Budgeted Balance to Collect or Balance to Expense	Percentage Realized To Date
1	Ozarka College						
2	Unrestricted Current Funds						
3	August 1, 2019 through October 31, 2019						
4							
5							
6							
7							
8							
9	<b>Revenues:</b>						
10	Tuition & Related Fees	2,738,325	2,738,325	69,252	1,265,356	1,472,969	46.21%
11	Program & Course Related Fees	624,395	624,395	40,810	351,550	272,845	56.30%
12	Testing Services	84,830	84,830	347	28,898	55,932	34.07%
13	Sales Tax Proceeds	473,100	473,100	54,636	123,521	349,579	26.11%
14	Interest Income	19,505	19,505	590	2,061	17,444	10.57%
15	Other Income	83,410	83,410	1,351	23,271	60,139	27.90%
16	General Revenue	3,095,210	3,095,210	259,347	1,094,260	2,000,950	35.35%
17	Workforce 2000 Funding	1,255,850	1,255,850	105,987	423,947	831,903	33.76%
19	Auxiliary Income - Culinary Café	3,760	3,760	878	1,265	2,495	0.00%
20	Auxiliary Income - Student Housing	47,200	47,200	3,675	21,992	25,208	0.00%
23	<b>Total Unrestricted Revenues</b>	<b>8,425,585</b>	<b>8,425,585</b>	<b>536,872</b>	<b>3,336,121</b>	<b>5,089,464</b>	<b>39.60%</b>
24							
25	<b>Expenses:</b>						
26	Regular Salaries	4,491,430	4,491,430	337,280	1,310,531	3,180,899	29.18%
27	Extra Help Salaries	113,575	113,575	9,823	33,065	80,510	29.11%
28	Fringe Benefits	1,714,370	1,714,370	130,081	475,394	1,238,976	27.73%
29	Supplies & Services	1,156,065	1,156,065	101,845	404,827	751,238	35.02%
30	Travel	91,645	91,645	6,658	23,310	68,335	25.44%
31	Utilities	448,600	448,600	44,518	222,684	225,916	49.64%
32	Capital Outlay	34,000	34,000	2,243	2,243	31,757	6.60%
33	Bond Payments	375,900	375,900			375,900	0.00%
35	Contingency	0	0			0	0
36	<b>Total Unrestricted Expenditures</b>	<b>8,425,585</b>	<b>8,425,585</b>	<b>632,448</b>	<b>2,472,054</b>	<b>5,953,531</b>	<b>29.34%</b>
37							
38							
40							
91							
ca							
				<b>Net Income or (Loss)</b>	<b>864,067</b>		





		2019 - 2020 Fiscal Year			2018 - 2019 Fiscal Year		
		Revised	2019 - 2020 Actual	Percentage of	Revised	2018 - 2019 Actual	Percentage of
		2019 - 2020 Budget	Year to Date	Budget Realized	2018 - 2019 Budget	Year to Date	Budget Realized
			Revenue/Expense	as of 09/30/19		Revenue/Expense	as of 09/30/18
1	Ozarka College						
2	Unrestricted Current Funds - Fiscal Comparison						
3	August 1, 2019 through October 31, 2019						
4							
5							
6							
7							
8							
9	<b>Revenues:</b>						
10	Tuition & Related Fees	2,738,325	1,265,356	46.21%	2,738,490	1,150,448	42.01%
11	Program & Course Related Fees	624,395	351,550	56.30%	584,935	194,363	33.23%
12	Testing Services	84,830	28,898	34.07%	84,480	37,462	44.34%
13	Sales Tax Proceeds	473,100	123,521	26.11%	460,800	121,865	26.45%
14	Interest Income	19,505	2,061	10.57%	5,775	5,611	97.16%
15	Other Income	83,410	23,271	27.90%	65,475	22,787	34.80%
16	General Revenue	3,095,210	1,094,260	35.35%	3,126,475	1,082,822	34.63%
17	Workforce 2000 Funding	1,255,850	423,947	33.76%	1,255,855	412,046	32.81%
19	Auxiliary Income - Culinary Café	3,760	1,265	0.00%		1,121	0.00%
20	Auxiliary Income - Student Housing	47,200	21,992	0.00%		9,372	0.00%
25	<b>Total Unrestricted Revenues</b>	<b>8,425,585</b>	<b>3,336,121</b>	<b>39.60%</b>	<b>8,322,285</b>	<b>3,037,897</b>	<b>36.50%</b>
26							
27	<b>Expenses:</b>						
28	Regular Salaries	4,491,430	1,310,531	29.18%	4,427,595	1,330,752	30.06%
29	Extra Help Salaries	113,575	33,065	29.11%	120,700	22,960	19.02%
30	Fringe Benefits	1,714,370	475,394	27.73%	1,676,940	473,642	28.24%
31	Supplies & Services	1,156,065	404,827	35.02%	1,120,305	397,619	35.49%
32	Travel	91,645	23,310	25.44%	101,750	44,208	43.45%
33	Utilities	448,600	222,684	49.64%	455,100	155,740	34.22%
34	Capital Outlay	34,000	2,243	6.60%	8,750	2,959	33.82%
35	Bond Payments	375,900	0	0.00%	374,830		0.00%
37	Contingency	0	0	0.00%	36,315		0.00%
38	<b>Total Unrestricted Expenditures</b>	<b>8,425,585</b>	<b>2,472,054</b>	<b>29.34%</b>	<b>8,322,285</b>	<b>2,427,880</b>	<b>29.17%</b>
39							
40	<b>Net Income or (Loss)</b>		<b>864,067</b>			<b>610,017</b>	
41							
94							
95							

# College Monthly Calendar

## Calendar: Scheduler

Month View	Day View	Room Finder	New Event	November 2019							Next Month »																	
« Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																					
	3	4 (P) 8:00 AM Flannery Insurance Agency (P) 10:00 AM Arkansas Residential Services (P) 6:00 PM Phi Theta Kappa	5 (P) 8:00 AM Flannery Insurance Agency (P) 10:00 AM Arkansas Residential Services (P) 6:00 PM Phi Theta Kappa	6 (P) 9:00 AM Farm Safety Day	7 (P) 8:00 AM PAX Testing	8 (P) 8:00 AM PAX Testing (M) 8:30 AM Curriculum Committee Meeting (P) 8:30 AM Medicare Part D Committee Meeting (P) 12:45 PM Search Committee Interviews	9 (P) 12:00 PM Talent Show, Chili Supper, Pie Auction for Missions	10	11 Veteran's Day (Offices Closed)	12 (P) 9:00 AM Benefits Fair AF Lobby (P) 2:00 PM Benefits Fair MV	13 (P) 9:00 AM Benefits Fair	14 (P) 8:00 AM CNA State Testing (P) 8:00 AM RN ATI Review Fair (P) 9:00 AM WRAAAA Part D Fair (P) 9:00 AM WRAAAA Part D Fair	15 (P) 8:00 AM Math for Health Professions Final Exam (M) 9:00 AM Retention Committee Meeting (M) 11:00 AM O. HLC Steering Committee Meeting Last Day to Withdraw from 2nd 8 Week Session Last Day to Withdraw with a "W" from 15 Week Semester	16 (P) 8:00 AM RN ATI Review	17 (P) 8:00 AM RN ATI Review	18 (P) 8:00 AM RN ATI Review	19 (P) 10:00 AM Red Cross Blood Drive	20 (P) 8:00 AM Math for Health Professions Final Exam Bowl	21 (P) 8:00 AM Math for Health Professions Final Exam	22 (P) 8:00 AM Math for Health Professions Final Exam (M) 9:00 AM Retention Committee Meeting (M) 11:00 AM O. HLC Steering Committee Meeting Last Day to Withdraw from 2nd 8 Week Session Last Day to Withdraw with a "W" from 15 Week Semester	23	24	25	26	27	28	29	30

Event Codes:  
 (K) - Catering  
 (C) - Class - Off Schedule  
 (F) - Foundation  
 (M) - Meeting  
 (P) - Public  
 (S) - Student Activities