

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

- September 4 Arkansas Rehab Meetings – Melbourne Campus
- September 9 Retired Teachers Meeting – Melbourne Campus
- September 9 Friends of the North Fork/White River – Mountain View Campus
- September 10 Farmer/Grower Coop Meeting – Melbourne Campus
- September 10 Scholarship Reception – Melbourne Campus
- September 12 NAESC Fall Counselor Meeting – Melbourne Campus
- September 19 Grazing Meeting – Melbourne Campus
- September 20 Arkansas Teacher Retirement – Melbourne Campus
- September 26 Tri County Cattlemen's Association – Melbourne Campus
- September 27&28 NCADF Pageants – Melbourne Campus

Ozarka College Events – Last Month's Events

- August 1 NAESC Formative Assessment – Melbourne Campus
- August 1 Farewell Event for Laura Lawrence – Melbourne Campus
- August 2 Congressman Crawford's Livestock & Poultry Advisory Board – Melbourne Campus

- August 6 Foundation Board Meeting – Melbourne Campus
- August 7 ARS Client Meeting – Melbourne Campus
- August 8 WRAAA HCA in-service – Ash Flat Campus
- August 14 Empower Health Care Solutions – Melbourne Campus
- August 19 Nursing Seminar – Melbourne Campus
- August 24 Chicamauga Nation Meeting – Melbourne Campus
- August 26 Red Cross Blood Drive – Melbourne Campus
- August 29 Commissioner of State Land Auction – Melbourne Campus

College Governance

- So very pleased to welcome our newest Board of Trustee appointee: Pam Setser of Mountain View.

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 the inspirational guest speaker on career development and employability, Jan McCormick to Ozarka. The event supported more than 225 Ozarka student, faculty, and staff participants!
- 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.

Zeda Wilkerson, Sr. Director of Enrollment Services:

- Working on Summer II graduates
- Working on Registrars Procedures manual
- Planning Fall travel for admissions
- Processing transcripts and transcript requests

Erika Campbell, Director of Admissions:

- Ambassador Orientation – Melbourne Campus
- New Student Orientation – All Campuses
- Assisted Campus Director Angela Phipps at Sharp Co Fair
- Covered Izard Co Fair with assistance from Tess Weatherford
- Calico Rock Elementary Open House with assistance from Dr. Josh Wilson
- Assisted Director Katie Wilson with Career Fair at Baxter Regional Medical Center in Mountain Home
- Completed Housing Orientation with assistance from Jason Lawrence, Dr. Josh Wilson, and Resident Advisory Rocky Hay
- In process:
 - Assisting with Welcome Back Event
 - Ambassador attendance
 - Game preparation
 - ACCUPLACER testing at Calico Rock High School
 - Articulation Workshop Preparation
 - Meeting with school counselors to provide updated information
- Reviewing Academic Scholarships

Kay Adkins, Director of Financial Aid:

- Awarded ADHE scholarships, institution scholarships, Pell, and student loans for the 2019-20 academic year
- Researched private student loan process and worked with several Aviation students to certify and award private loans
- FAFSA verifications
- Work Study application and hiring process for 14 positions
- Worked new student orientation and presented in First Year Orientation classes

Career Pathways

Amanda Engelhardt, Director of Career Development:

- All staff volunteered for the Welcome Back Event August 29th
- Kendra met with Dr. Amy Mitchell and Dr. Lorch to plan fall Culinary Career Day event
- All staff contacted students for Spring to Fall Retention drive
- Kendra conducted Career Planning Workshop in Ash Flat on August 23 and in Melbourne on August 30

TRIO Student Support Services

Tracy Cone, Director of TRIO:

- Submitted budget for 19/20 fiscal year; approved
- Represented program at New Student Orientation at each campus
- Freshman Seminar Study Skills Activity
 - Mountain View, August 23
 - Melbourne, August 30
- Interviewing new students for Program enrollment
- Stress Management Workshop set for September
- Cultural Event set for September 13
- UCA Representative to meet with TRIO students
 - Mountain View, September 23
 - Melbourne, September 24
 - September 25
- Transfer Trip Dates Set
 - ASU – November 14
 - UCA – November 12

Finance

Tina Wheelis, Vice President of Finance:

- New Employee Orientation and Supervisor Training – August 30
- Several DFA & ADHE reports were completed and submitted during August
- The Method of Finance for the Ash Flat Tech Center was approved on August 20

Planning and Institutional Research

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

- Completed SWOT Review with Foundation Board
- Completed and Submitted Quality Initiative Report to HLC
- Strategic Planning Presentation at In-service
- Completed Student Satisfaction Inventory Report
- Completed Employee Satisfaction Survey Executive Summary
- Completed Co-Curricular Assessment Report
- Met with all Criterion Team Co-Chairs
- Research Title III Grant funding availability

Ash Flat

Angela Phipps, Campus Director:

- DHS program – August 7
- WRAAA In-Service – August 8
- New Student Orientation – August 14
- Welcome Back Event – August 29

Mammoth Spring

James Spurlock, Campus Director:

- New Student Orientation, Mammoth Spring – August 4
- Welcome Back Event, Mammoth Spring – August 29

Mountain View

Megan Carpenter, Campus Director:

- Accuplacer Rural Special High School, Fox – August 5
- Fall Concert Community Outreach, Mountain View – August 8
- Stone County Community Resource Council Meeting, Mountain View - August 12
- New Student Orientation, Mountain View - August 15
- Accuplacer Rural Special High School, Fox – August 16
- CPR Instruction, Mountain View – August 27
- Welcome Back Event, Mountain View – August 29

Advancement

Candace Killian, Director of Advancement:

- Upcoming Fall Events:
 - Fall Concert in Mountain View – September 7
 - Scholarship Reception – September 10
 - Mammoth Spring 5K – September 21
 - Golf Tournament – October 5

Public Relations and Marketing

Kendra Collier, Director of Public Relations and Marketing:

- Submitted 10 press releases in July regarding continuing education classes, new programs, ACC winners, summer events, first CFI, etc.
- Created social media posts regarding above listed press releases, new classes, registration, community involvement, special events, summer events, etc.
- Attended all NSO events, took pictures, posted to social media
- Attended Student Ambassador Orientation
- Took photos for candidates for ACC
- Took all new nursing photos for badges
- Attended Aviation Orientation
- Attended Welcome Back Event and created social media posts
- Campus mailer prints
- Created culinary comment cards
- Provided material for Aviation Video
- Updated graduation programs for Zeda
- Created IT ad for Facebook
- Uploaded and edited all pictures for each event this month
- Updated program brochures
- Edited concurrent marketing materials
- Created new contracts for vendors for upcoming fiscal year
- Continued collaboration with Workhorse for Aviation commercial
- Created ad for Next Door Magazine and Eye On Magazine

- Took new employee photos and uploaded

Adult Education

Trish Miller, Director of Adult Education:

- August 29--The Adult Education Advisory Committee had its' quarterly meeting in Ozarka's small conference room.

Travel/College Representation

Dr. Richard Dawe, President:

- Arkansas Department of Aeronautics Commission, Little Rock – August 21
- ACC Ps/Cs Meeting, Little Rock – August 22

Dr. Joshua Wilson, Vice President of Student Services:

- ADHE Perkins Grant Coordinator Meeting, Little Rock

Tina Wheelis, Vice President of Finance:

- Tina Wheelis, Arkansas Legislative Council Review, Little Rock, August 20
- Tina Wheelis, State Agency Director Training, Little Rock, August 27

Candace Killian, Director of Advancement:

- FNBC Donation Photo, Sprint at the Spring 5k, Mammoth Spring – August 26

Kendra Collier, Director of Public Relations and Marketing:

- Ash Flat to deliver marketing kit – August 6
- Mountain View to deliver marketing kit – August 7
- Mammoth Spring to deliver marketing kit – August 8
- Mammoth Spring for NSO – August 14
- Ash Flat for NSO – August 14
- Mountain View for NSO – August 15
- Southside to give Ozarka box to Jeff Haigwood – August 21
- Mammoth Spring for FNBC photo – August 26
- Ash Flat for event drop off – August 27
- Mountain View for event drop off – August 28

Erika Campbell, Director of Admissions:

- ArkACRAO Boot Camp, Conway
- Arkansas Governor's School College Fair, Little Rock

Amanda Engelhardt, Director of Career Pathways:

- ADHE Perkins Grant Coordinator Meeting, Little Rock

Trish Miller, Director of Adult Education:

- Kendall Morrison attended an "Understanding TABE Content" workshop at UACCB - August 22

James Spurlock, Mammoth Spring Campus Director:

- Thayer School Back to School Fair, Thayer, MO – August 1
- Arkansas State Park Ribbon Cutting, Mammoth Spring – August 1
- Thayer Chamber of Commerce, Thayer, MO – August 6
- Thayer/Mammoth Spring Rotary Club Meeting, Mammoth Spring – August 7,21,28
- Mammoth Spring Chamber of Commerce Meeting, Mammoth Spring – August 8
- FNBC Donation Photo, Sprint at the Spring 5k, Mammoth Spring – August 26

Angela Phipps, Ash Flat Campus Director:

- Sharp County Fair, Ash Flat – August 1, 2, 3
- Highland High School Open House, Highland – August 8
- Highland High School concurrent enrollment, Highland – August 14
- Salem High School concurrent enrollment, Salem – August 15
- Cave City High School concurrent enrollment, Cave City – August 15
- Highland High School meeting with Kelly Mahaffey, Highland – August 16
- Spring River Area Chamber of Commerce meeting, Hardy – August 20

Tentative Discussion Items for Next Board of Trustees Meeting:

- Ash Flat Technical Training Center update and programs discussion
- Hangar project for maintenance and aircraft storage

Tentative Action Items for Next Board of Trustees Meeting:

- Monthly and Year-to-date financials

Kudos:

- Dr. Mitchell, Chef Chris and their culinary students did an excellent job preparing for the American Culinary Federation accreditation team visit. Outstanding results!
- Well done to student services and all involved in the very successful student welcome back events on all campuses.
- Special thanks to Pam Setser, the Foundation Board and Megan Carpenter for another great Fall Concert at Mountain View.

Dr. Dawe's Comments:

- I am excited by the results of our recent Quality Initiative review from the Higher Learning Commission. This critical and in-depth review is significant validation of our team's efforts to enhance the strategic enrollment initiative and processes. Well done to all! Details will be presented to the Board at our next regular meeting.
- Pleased also to report a 5% increase in enrollment for fall 2019.

Monthly Financial Reports:

	A	B	C	D	E	F	G	H	I	J	K	L
		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 August 31, 2019											
4												
5												
6												
7												
8												
9	Revenues:											
10	Tuition & Related Fees	2,738,325	2,738,325	94,542	208,419	2,529,906	7.61%					
11	Program & Course Related Fees	624,395	624,395	43,421	63,600	560,795	10.19%					
12	Testing Services	84,830	84,830	948	948	83,882	1.12%					
13	Sales Tax Proceeds	473,100	473,100	40,573	40,573	432,527	8.58%					
14	Interest Income	19,505	19,505		649	18,857	3.32%					
15	Other Income	83,410	83,410	21,624	21,725	61,685	26.05%					
16	General Revenue	3,095,210	3,095,210	247,289	502,195	2,593,015	16.22%					
17	Workforce 2000 Funding	1,255,850	1,255,850	105,987	211,973	1,043,877	16.88%					
19	Auxiliary Income - Culinary Café	3,760	3,760	47	47	3,713	0.00%					
20	Auxiliary Income - Student Housing	47,200	47,200	1,600	3,679	43,521	0.00%					
23	Total Unrestricted Revenues	8,425,585	8,425,585	556,031	1,053,807	7,371,778	12.51%					
24												
25	Expenses:											
26	Regular Salaries	4,491,430	4,491,430	419,566	654,648	3,836,782	14.58%					
27	Extra Help Salaries	113,575	113,575	9,513	14,361	99,214	12.64%					
28	Fringe Benefits	1,714,370	1,714,370	136,305	227,531	1,486,839	13.27%					
29	Supplies & Services	1,156,065	1,156,065	115,766	222,219	933,846	19.22%					
30	Travel	91,645	91,645	2,466	11,640	80,005	12.70%					
31	Utilities	448,600	448,600	25,160	169,146	279,454	37.71%					
32	Capital Outlay	34,000	34,000	2,870	2,870	31,130	8.44%					
33	Bond Payments	375,900	375,900			375,900	0.00%					
35	Contingency	0	0			0	0					
36	Total Unrestricted Expenditures	8,425,585	8,425,585	711,645	1,302,415	7,123,170	15.46%					
37												
38				Net Income or (Loss)	(248,609)							
40												

	A	B	C	D	E	F	G	H	I	J	K	L	M
		Approved	Adjustments to			Revised		Actual		Actual		Budgeted	
		2019 - 2020 Budget	2019 - 2020 Budget			2019 - 2020 Budget	Revenue/Expense	Month to Date		Year to Date	Revenue/Expense	Balance to Collect or	
												Balance to Expense	
1	Ozarka College												
2	Restricted Funds												
3	August 1, 2019 through August 31, 2019												
4													
5													
6													
7													
8													
9	Revenues:												
10	Student Aid Revenues												
11	AR Challenge Awards	178,500				178,500	-	-		-		178,500	
12	AR Future Grant	35,000				35,000	-	-		-		35,000	
13	AR Workforce Challenge	6,000				6,000	-	-		-		6,000	
14	Federal Work Study	50,000				50,000	389	389		389		49,612	
15	Go Grant	5,000				5,000	-	-		-		5,000	
16	PELL Grant	3,000,000				3,000,000	3,679	3,679		111,441		2,888,559	
17	SEOG Awards	30,000				30,000	-	-		-		30,000	
18	Student Loans	1,100,000				1,100,000	-	-		20,740		1,079,260	
21	Miscellaneous Scholarships					-	-	-		-		-	
22	Student Aid Revenues	4,404,500	-			4,404,500	4,068	4,068		132,570		4,271,931	
23													
24	Federal Grant Revenues												
25	Career Pathways Initiative	178,170				178,170	14,338	14,338		35,517		142,653	
26	Carl Perkins	117,420				117,420	9,671	9,671		14,903		102,517	
27	Direct & Equitable Grant	28,700				28,700	-	-		-		28,700	
28	Opioid Grant	199,335				199,335	-	-		-		199,335	
29	TRIO Grant	306,440				306,440	50,595	50,595		59,499		246,941	
30	Federal Grant Revenues	830,065	-			830,065	74,603	74,603		109,919		720,146	
31													
32	State Grant Revenues												
33	Adult Basic Education Grant	129,660				129,660	17,031	17,031		26,689		102,971	
36	Education & Training Grant	24,810				24,810	3,211	3,211		4,226		20,584	
37	General Adult Education Grant	64,380				64,380	6,002	6,002		6,765		57,615	
38	Special Projects Grant	27,930				27,930	687	687		687		27,243	
39	Welding Grant					-	10,234	10,234		10,234		(10,234)	
40	State Grant Revenues	246,780	-			246,780	37,165	37,165		48,601		198,179	
41	Total Restricted Revenues	5,481,345	0			5,481,345	115,836	115,836		291,090		5,190,255	
42													

	A	B	C	D	E	F	G	H	I	J	K	L	M
		Approved 2019 - 2020 Budget	Adjustments to 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						
1	Ozarka College												
2	Restricted Funds												
3	August 1, 2019 through August 31, 2019												
4													
5													
6													
7													
54	Expenditures:												
55	Student Aid Expenditures												
56	AR Challenge Awards	178,500		178,500			178,500					178,500	
57	AR Future Grant	35,000		35,000			35,000					35,000	
58	AR Workforce Challenge	6,000		6,000			6,000					6,000	
59	Federal Work Study	50,000		50,000			50,000					50,000	
60	Go Grant	5,000		5,000			5,000					5,000	
61	PELL Grant	3,000,000		3,000,000	107,762	107,762						2,892,238	
62	SEOG Awards	30,000		30,000			30,000					30,000	
63	Student Loans	1,100,000		1,100,000	20,740	20,740						1,079,260	
66	Miscellaneous Scholarships			-									-
67	Student Aid Expenditures	4,404,500	-	4,404,500	128,502	128,502						4,275,998	
68													
69	Federal Grant Expenditures												
70	Career Pathways Initiative	178,170		178,170	21,140	21,140						157,030	
71	Carl Perkins	117,420		117,420	5,233	5,233						112,187	
72	Direct & Equitable Grant	28,700		28,700			28,700					28,700	
73	Opiod Grant	199,335		199,335			199,335					199,335	
74	TRIO Grant	306,440		306,440	8,905	8,905						297,535	
75	Federal Grant Expenditures	830,065	-	830,065	35,277	35,277						794,788	
76													
77	State Grant Expenditures												
78	Adult Basic Education Grant	129,660		129,660	9,658	9,658						120,002	
81	Education & Training Grant	24,810		24,810	1,016	1,016						23,794	
82	General Adult Education Grant	64,380		64,380	762	762						63,618	
83	Special Projects	27,930		27,930			27,930					27,930	
84	Welding Grant			-									-
85	State Grant Expenditures	246,780	-	246,780	11,436	11,436						235,344	
86													
87	Total Restricted Expenditures	5,481,345	-	5,481,345	175,215	175,215						5,306,130	
88													
89													
90	A = Grant Awarded after budget was prepared												
91	B = Grant Awarded after start of fiscal year												
92													

College Monthly Calendar

Calendar: Scheduler

Month View	Day View	Room Finder	New Event	September 2019							Next Month »
« Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday				
1		2 Labor Day Holiday (Offices Closed)	3 Last Day to Audit a Class Census Day	4 (m) 11:00 AM Arkansas Rehab Meetings	5	6 (p) 8:00 AM NACE Testing (p) 8:00 AM NACE Testing	7				
8	9 (p) 10:00 AM Retired Teachers Meeting - Izard County (p) 5:30 PM Friends of the North Fork/ White River	10 (p) 5:00 PM Information Meeting about Farmer/ Grower Coop (p) 6:00 PM 2019 Scholarship Reception	11	12 (m) 8:00 AM NAESC Fall School Counselor Collaborative Meeting (m) 8:00 AM NAESC Fall School Counselor Collaborative Meeting	13	14					
15	16 (m) 10:00 AM HLC Criterion 5	17	18	19 (p) 4:00 PM Grazing Meeting (p) 4:00 PM Grazing Meeting	20 (p) 8:30 AM Arkansas Teacher Retirement	21 (p) 4:00 PM Incounter					
22	23	24	25	26 (p) 5:30 PM Tri County Cattlemen's Association Quarterly Meeting (p) 5:30 PM Tri County Cattlemen's Association Quarterly Meeting	27 (m) 9:00 AM Retention Committee Meeting (m) 11:00 AM O. HLC Steering Committee Committee Meeting (p) 6:00 PM NCAAF Pageants	28 (p) 12:00 PM NCAAF Pageants					
29	30										

Event Codes:

- (K) - Catering
- (S) - Off Schedule
- (O) - Reservation
- (H) - Hidden
- (m) - Meeting
- (p) - Public
- (S)** - Student Activities