

**President's Report
to the Board of Trustees
March 1, 2020**

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

- March 2 Early Voting – Melbourne Campus
- March 3 Student Services Transfer Fair – Melbourne Campus
- March 5, 6, 12, & 13 Census Training 2020 – Melbourne Campus
- March 5 accelHERate – Ash Flat Campus
- March 6 Realtor Training – Ash Flat Campus
- March 6 Arkansas Grazing Conference - Melbourne Campus
- March 7 Ozarka Foundation Ladies' Luncheon – Mountain View Campus
- March 7 St. Patrick's Day Pageant – Melbourne Campus
- March 10, 17, & 18 Get Real Here's the Deal – Melbourne Campus
- March 11 Elementary Quiz Bowl – Melbourne Campus
- March 13 Retention Committee Meeting – Melbourne Campus
- March 17 Parent Workshop – Melbourne Campus
- March 19 Arkansas Real Estate Re-Certification – Mountain View Campus
- March 24 Storm Spotter Class – Ash Flat Campus
- March 30 Meet the Author – Brooks Blevins – Mountain View Campus

Ozarka College Events – Last Month's Events

- February 3, 5, & 7 Poll Worker Training – Melbourne Campus
- February 4 American Red Cross Blood Drive – Melbourne Campus
- February 4 Friends of the Paul Weaver Library Meeting – Melbourne Campus
- February 7 Professional Development Committee Meeting
- February 7 New Employee Orientation – Melbourne Campus
- February 11 Parent Workshop – Ash Flat Campus
- February 13 Instapot 101 – Ash Flat Campus
- February 17-29 Early Voting – Melbourne Campus
- February 20 Story Store Play – Melbourne Campus
- February 20 Fruit Tree Workshop – Melbourne Campus
- February 20 Disaster Preparedness and Workshop – Melbourne Campus
- February 21 Arkansas Children's Theater Performance – Melbourne Campus
- February 24-26 PAX-PN Prep Workshop – Melbourne Campus
- February 25 Parent Workshop – Mountain View Campus

College Governance

- Capital Campaigns continue to produce results for the Tech Center and also the Surgical Technology program.

Student Services/Enrollment Information

Jason Lawrence, Vice President of Student Services:

- Perkins V application
- Admissions process review/Marketing revamp
- Concurrent scholarship planning
- Prospect dashboard planning
- Employee annual review process
- ADHE CAO/CSAO Meeting

Zeda Wilkerson, Senior Dir. of Enrollment Services, Registrar, Records, and Testing:

- Completed online VA Training
- Participated in February VA Webinar
- Participated in DOE Ability to Benefit Webinar
- Sent ATU, HSU, and Foundation Scholarship information email to students
- Sent reminder to students about Transfer Fair

Kim Lovelace, Director of Admissions:

- Facilitated orientation for students in Housing
- Assisted with giving Accuplacer at Shirley High School
- Mass “Welcome to Ozarka” email and mail out to new applicants
- Mass mail out to prospects who applied but did not enroll in Spring 2019
- Held Spring Ambassador Meeting

Kay Adkins, Director of Financial Aid:

- Sent out Default Management letters to student borrowers in repayment and showing to be delinquent
- Conducted Financial Aid Night at Rural Special HS on Feb 6 (Tess)
- Financial Aid session for first-year orientation at Ash Flat (Tess) and Melbourne (Kay) – February 7
- Disbursed Pell and 1st disbursement of student loans
- Tess: VA Webinar
- Pam: Began reviewing students to be awarded FSEOG
- Began process of sending email reminders to students needing to complete loan exit counseling

Amanda Engelhardt, Director of Career Pathways:

- Twenty-three gas cards were distributed to students on three campuses
- All Career Pathways staff have completed their professional reviews
- Supplies and planners were distributed to all students in need
- Completed application process and time cards with DWS for TEA participant
- Kendra conducted planning meetings with Dr. Mitchell and David Mitchell for Culinary and Welding Industry Workshops

- Kendra created event flyers for industry workshops and emailed to current students and high school counselors (welding only) as well as invited industry experts in culinary and welding to serve as workshop panelists
- Kendra conducted Career Planning workshop for Freshman Seminar class in Mountain View
- All staff attended meetings regarding the Perkins V local application
- Amanda and Kendra participated in HLC Criterion team meetings in Melbourne
- Kendra conducted PAX-PN Preparatory workshops in Ash Flat, Melbourne, Mountain View, and Mammoth Spring
- Amanda worked on reserve funds applications

Tracy Cone, Director of TRIO:

- Hired new tutor for Mountain View campus
- Coordinated with Paradigm Shift for Student Leadership Conference set for April
- Conducted all TRIO professional development reviews
- Contacted students who have received academic alerts and offered TRIO services
- Scheduled cultural events for March to the Fantastic Caverns and Bass Pro Wonders of Wildlife Museum and Aquarium

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration:

- The budget process for the 2020-2021 fiscal year has begun. All departmental budget requests are due to the Finance Office by March 13, 2020.
- Annual employee performance evaluations were conducted during the month of February.
- Legislative auditors are on campus to conduct the 2019 Audit.
- The renovation of the welding lab and the Ash Flat Tech Center are in full swing and progress is being seen on a daily basis.

Ash Flat

Angela Phipps, Campus Director:

- Parent Workshop, DHS – February 11
- Instapot 101 class – February 13
- Arkansas Rehab Visit – February 14
- Sheriff's office training – February 18
- Lakeview fire alarm test – February 21
- ASU recruiter visit – February 26

Mammoth Spring

James Spurlock, Campus Director:

- TRIO Representative on Campus – February 5
- Student Services Representative on Campus – February 13 & 27
- PAX Test Preparatory Workshop – February 27
- Financial Aid Representative on Campus – February 28

Mountain View

Megan Carpenter, Campus Director:

- Accuplacer Testing, Rural Special High School – February 3
- Stone County Resource Council Meeting, Mountain View – February 10
- Ladies Luncheon Outreach, Mountain View – February 12
- HLC Criterion Meeting, Melbourne – February 14
- Arkansas State Recruiter, Mountain View – February 17
- Ladies Luncheon Meeting, Mountain View
- Community Outreach, Ladies Luncheon, Mountain View – February 20
- Division Chair/Campus Directors Meeting, Melbourne – February 21
- Retention Meeting, Melbourne – February 21
- Parent Workshop, Mountain View – February 25
- Ladies Luncheon Meeting Mountain View – February 26
- Pax -Preparation, Mountain View – February 26
- HLC Criterion Meeting, Melbourne – February 28

Advancement

Dr. Josh Wilson, Vice President of Advancement:

- Awarded 11 Concurrent Scholarships for Agriculture courses in Mountain View
- Hosted Quarterly Foundation Board Meeting – February 4
- Prepared for Mountain View Ladies’ Luncheon - March 7
- Prepared and mailed 300 individual gala invitations
- Secured 16 Gala Corporate Sponsors
- Accepted resignation of Foundation Board member, Bob Miller, IZARD County
- Received commitments from White River Health Systems (greater than \$15,000 for cash and in-kind contributions to kick off “quiet phase” of Mtn. View Surgical Technology Center capital campaign
- Re-awarded foundation scholarships for spring 2020

Public Relations and Marketing

Kendra Collier, Director of Public Relations and Marketing:

- Provided weekly content for Instagram and Facebook
- Updated program brochures and printed for departments
- Took new employee photos and uploaded
- Attended new Marketing/Advancement meetings
- Promoted Culinary Candy Grams on Valentine’s Day
- Covered Culinary Carving Day
- Coordinated billboard partnership with White River Health Systems for Mtn. View market
- Created/ updated and printed programs, tickets, flyers, posters, invites for the following events: Ladies Luncheon, Spring Gala, Benefit Concert, and Tour D’ Art

Adult Education

Trish Miller, Director of Adult Education:

- Trish Miller and Debbie Yancey participated in a LACES/DRC Webinar – February 13

Travel/College Representation

Dr. Richard Dawe, President:

- Melbourne airport commission meeting – February 3.
- Attended SCARCC banquet – Sharp county – February 4.
- Board Committee meeting to discuss revisions to the president’s review process – Melbourne February 6.
- New employee orientation – February 7.
- Arkansas Department of Aeronautics Commission meeting – Little Rock airport – February 19
- Sharp County Donor Meeting – Ash Flat – February 25
- ACC Ps/Cs Meeting – Little Rock – February 27

Jason Lawrence, Vice President of Student Services:

- NACADA Regional Advising Conference – February 27-29
- Transfer Dates Scheduled include:
 - Transfer Fair at @ Ozarka – March 3
 - Transfer Trip to ASU-Jonesboro – March 20
 - Transfer Trip to UCA – March 5

Dr. Josh Wilson, Vice President for Advancement:

- Spring River Area Chamber of Commerce Banquet with Suellen Davidson – Highland – February 4
- Ladies’ Luncheon Planning Meeting – Mountain View – February 19
- Photo at Centennial Bank for Gala Sponsorship with Suellen Davidson and Kendra Collier – Highland – February 20
- Ladies’ Luncheon Planning Meeting with Suellen Davidson – Mountain View – February 26

Angela Phipps, Ash Flat Campus Director:

- Spring River Area Chamber of Commerce Banquet – Cherokee Village – February 4
- Meeting with Hazelle Whited – Hardy – February 6
- Spring River Innovation Hub Meeting – Cherokee Village – February 13
- SRACC Board Meeting – Highland – February 18
- Salem High School visit – Salem – February 20
- Division Chair/Campus Directors & Retention meeting – Melbourne – February 21

James Spurlock, Mammoth Spring Campus Director:

- Mammoth Spring High School Recruiting Visit – Mammoth Spring – February 12
- Thayer/Mammoth Spring Rotary Club – Mammoth Spring – February 12 & 19
- Alton High School Recruiting Visit – Alton, MO – February 12
- Mammoth Spring Chamber of Commerce – Mammoth Spring – February 13

- Koshkonong High School Career Fair – Koshkonong, MO – February 19
- Division Chair/Site Director Meeting – Melbourne, AR – February 21
- Salem Chamber of Commerce – Salem – February 26

Trish Miller, Director of Adult Education:

- Attended a Bidder’s Conference at AALRC in Little Rock – February 6
- Went to ASUB Searcy and met with Regional Adult Education Directors about the upcoming Request for Proposal – February 7
- Met with Warden Foust at the Northcentral Unit in Calico Rock about future classes – February 11
- Attended a WIOA Partners’ meeting in Batesville – February 26

Tentative Discussion Items for Next Board of Trustees Meeting:

- Construction projects update
- Summer Board Retreat training/discussion topics
- Flu preparations and response plans
- Student Housing discussion
- Graduation Rate update

Tentative Action Items for Next Board of Trustees Meeting:

- Reappointment of Full-time administration, faculty and classified staff for 2020-2021 academic year
- Approve provisional positions for the 2020-2021 academic year
- End-of-month and year-to-date financial reports

Kudos:

- Special thanks to Maintenance and IT for the fast and excellent work in preparing Advancement’s new space and getting them moved in and back online.

Dr. Dawe’s Comments:

- We are excited, as a College, with so much positive progress and achievements this year. Perhaps the most productive year ever for Ozarka given the Tech Center, capital campaigns, new programs, etc. I continue to receive very positive feedback from our communities and am proud of our administration, faculty and staff.
- Recognition as the college with the top graduation rate is unusual for a small college and much credit should be given to our faculty for their vital role in this accomplishment.

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
Ozarka College						
Unrestricted Current Funds						
July 1, 2019 through February 29, 2020						
Revenues:						
Tuition & Related Fees	2,738,325	2,738,325	864,303	2,284,954	453,371	83.44%
Program & Course Related Fees	624,395	774,395	213,231	646,358	128,037	83.47%
Testing Services	84,830	84,830	27,451	60,455	24,375	71.27%
Sales Tax Proceeds	473,100	473,100	43,027	280,365	192,735	59.26%
Interest Income	19,505	19,505		4,830	14,675	24.76%
Other Income	83,410	83,410	(5)	44,346	39,064	53.17%
General Revenue	3,095,210	3,095,210	188,977	2,150,165	945,045	69.47%
Workforce 2000 Funding	1,255,850	1,255,850	105,987	847,894	407,956	67.52%
Transfer from Construction/Renovation Reserve		300,000			300,000	0.00%
Auxiliary Income - Culinary Caf�	3,760	3,760	293	1,961	1,800	52.14%
Auxiliary Income - Student Housing	47,200	47,200	7,030	34,549	12,651	73.20%
Total Unrestricted Revenues	8,425,585	8,875,585	1,450,294	6,355,876	2,519,709	74.61%
Expenses:						
Regular Salaries	4,491,430	4,491,430	348,704	2,771,320	1,720,110	61.70%
Extra Help Salaries	113,575	113,575	7,406	59,845	53,730	52.69%
Fringe Benefits	1,714,370	1,714,370	123,191	988,853	715,517	58.28%
Supplies & Services	1,156,065	1,484,221	120,346	768,863	715,358	51.80%
Travel	91,645	79,489	9,158	46,887	32,602	58.99%
Utilities	448,600	432,600	25,264	302,114	130,486	69.84%
Capital Outlay	34,000	34,000		2,243	31,757	6.60%
Bond Payments	375,900	375,900		299,850	76,050	79.77%
Contingency		0			0	0
Total Unrestricted Expenditures	8,425,585	8,725,585	634,069	5,249,975	3,475,610	60.17%
			Net Income or (Loss)	1,105,901		
A = Midyear Review Adjustments (38,370)						
B = Transfer from Construction/Renovation Reserve for Welding Lab Renovation (300,000)						
C = Adjustment for Aviation Enrollment Increase/Practicum Fees (150,000)						

Ozarka College		Approved	Adjustments to	Revised	Actual	Actual	Budgeted
Restricted Funds		2019 - 2020 Budget	2019 - 2020 Budget	2019 - 2020 Budget	Month to Date	Year to Date	Balance to Collect or
July 1, 2019 through February 29, 2020		2019 - 2020 Budget	2019 - 2020 Budget	2019 - 2020 Budget	Revenue/Expense	Revenue/Expense	Balance to Expense
Revenues:							
Student Aid Revenues							
AR Challenge Awards	178,500			178,500	74,375	172,125	6,375
AR Future Grant	35,000			35,000	23,351	48,684	(13,684)
AR Workforce Challenge	6,000			6,000		8,800	(2,800)
Federal Work Study	50,000			50,000	739	21,026	28,974
Federal Tuition Assistance		A	2,000	2,000		1,440	560
Go Grant	5,000			5,000	500	1,250	3,750
National Guard Grant		A	5,000	5,000	3,351	5,961	(961)
PELL Grant	3,000,000			3,000,000	1,379,418	3,041,122	(41,122)
SEOG Awards	30,000			30,000		15,000	15,000
Student Loans - Federal	1,100,000			1,100,000	218,214	866,716	233,284
Student Loans - Private		A	100,000	100,000	90,347	174,744	(74,744)
Miscellaneous Scholarships		A	50,000	50,000		26,300	23,700
Student Aid Revenues	4,404,500		157,000	4,561,500	1,790,295	4,383,169	178,332
Federal Grant Revenues							
Career Pathways Initiative	178,170			178,170	28,689	125,761	52,409
Carl Perkins	117,420			117,420	13,237	40,984	76,436
Correctional		B	30,744	30,744			30,744
Direct & Equitable Grant	28,700			28,700	5,349	15,066	13,634
Delta Upsoar Grant	199,335			199,335		19,832	179,503
TRIO Grant	306,440			306,440	25,675	174,151	132,289
Federal Grant Revenues	830,065		30,744	860,809	72,949	375,793	485,016
State Grant Revenues							
Adult Basic Education Grant	129,660			129,660	23,692	77,141	52,519
Education & Training Grant	24,810			24,810	1,325	12,992	11,818
General Adult Education Grant	64,380			64,380	10,133	31,876	32,504
Special Projects Grant	27,930			27,930	3,105	14,323	13,607
Career Tech Grant		A	221,410	221,410		52,990	168,420
Aeronautics Grant		A	115,785	115,785		115,786	(1)
State Grant Revenues	246,780		337,195	583,975	38,254	305,110	278,865
State Grant Expenditures							
Total Restricted Revenues	5,481,345		524,939	6,006,284	1,901,498	5,064,072	942,212

Ozarka College Unrestricted Current Funds - Fiscal Comparison July 1, 2019 through February 29, 2020		2019 - 2020 Fiscal Year			2018 - 2019 Fiscal Year		
		Revised 2019 - 2020 Budget	2019 - 2020 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 11/30/19	Revised 2018 - 2019 Budget	2018 - 2019 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 11/30/18
Revenues:							
Tuition & Related Fees	2,738,325	2,284,954	83.44%	2,738,490	2,238,695	81.75%	
Program & Course Related Fees	774,395	646,358	83.47%	584,935	428,715	73.29%	
Testing Services	84,830	60,455	71.27%	84,480	67,385	79.76%	
Sales Tax Proceeds	473,100	280,365	59.26%	460,800	281,491	61.09%	
Interest Income	19,505	4,830	24.76%	5,775	7,489	129.68%	
Other Income	83,410	44,346	53.17%	65,475	41,631	63.58%	
General Revenue	3,095,210	2,150,165	69.47%	3,126,475	2,117,866	67.74%	
Workforce 2000 Funding	1,255,850	847,894	67.52%	1,255,855	824,091	65.62%	
Auxiliary Income - Culinary Café	3,760	1,961	0.00%		2,818	0.00%	
Auxiliary Income - Student Housing	47,200	34,549	0.00%		19,343	0.00%	
Total Unrestricted Revenues	8,875,585	6,355,876	71.61%	8,322,285	6,029,524	72.45%	
Expenses:							
Regular Salaries	4,491,430	2,771,320	61.70%	4,427,595	2,764,855	62.45%	
Extra Help Salaries	113,575	59,845	52.69%	120,700	48,581	40.25%	
Fringe Benefits	1,714,370	998,853	58.26%	1,676,940	996,308	59.41%	
Supplies & Services	1,484,221	768,863	51.80%	1,120,305	645,815	57.65%	
Travel	79,489	46,887	58.99%	101,750	65,132	64.01%	
Utilities	432,600	302,114	69.84%	455,100	270,502	59.44%	
Capital Outlay	34,000	2,243	6.60%	8,750	19,950	228.00%	
Bond Payments	375,900	299,850	79.77%	374,830	287,133	76.60%	
Contingency	0	0	0.00%	36,315		0.00%	
Total Unrestricted Expenditures	8,725,585	5,249,975	60.17%	8,322,285	5,098,276	61.26%	
Net Income or (Loss)		1,105,901			931,248		

