

**President's Report  
to the Board of Trustees  
October 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**

- October 12                      Mid-term Advisory Grades Due
- October 16                      Last Day to withdraw from CNA
- October 19                      Diabetic Seminar

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

- September 11                  NACE Testing
- September 17                  Nursing Student Testing
- September 17                  Board of Trustees Meeting
- September 24                  Classes Began
- September 25-26              NCADF Pageants

**College Governance**

- Title IX procedures are being reviewed to ensure compliance with federal guidelines and policy

**Student Services/Enrollment Information**

*Jason Lawrence, Vice President of Student Services:*

- Established a COVID status that is available to the public on the front page of the web site.

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

- Running Yeoman checking for any missed Summer II graduates
- Reviewing VA Aviation student labs for certification amendments
- Assisted with Golf Tournament
- Working on filling open SGA Officer Positions
- FERPA notification email was sent out campus wide
- Constitution Day Notification was sent out campus wide
- Met twice in September with Kim Lovelace and Katie Norris to discuss marketing strategies and publication needs for admissions
- Visited Ash Flat Technical Center
- Submitted documents to the State Approving Agency for our VA Remote Compliance Review

*Kim Lovelace, Director of Admissions:*

- Erica Roark and Kim Lovelace participated in ArkACRAO's Virtual Boot Camp

- Erica and Kim attended the Drive-Through Articulation Workshops for high school counselors in Jonesboro and Conway to distribute packets of Ozarka information
- Student Government Association (SGA) has been reorganized and the nomination period is open
- Admissions Department met with Marketing to discuss marketing materials needed
- Worked with Advancement and Culinary departments to partner on opportunities for Ambassadors to participate in events to fulfill participation requirements
- Erica, Kim and James Spurlock visited Mammoth Spring High School juniors and seniors
- Erica, Kim and Maggie Campbell participated in a Zoom meeting with the UCA Transfer Counselors for information about 2+2 programs and transfer scholarships
- Worked through the ArkACROA/Swoogo October Virtual Career Fair project to create a virtual college booth for Ozarka to be available online October 1 – 31
- Held Ambassador Fall Orientation meeting virtually

*Kay Adkins, Director of Financial Aid:*

- Completed first fall semester Pell and Loan disbursements
- Awarded remaining Foundation scholarships, Institution scholarships and private loans and awards
- Filled remaining approved Work Study openings
- Submitted AR Challenge and Workforce Challenge, scholarship rosters to ADHE
- Reviewing financial aid policies and procedures to update/revise for the 20-21 school year
- Professional Development:
  - NASFAA Verification Webinar (Zeda, Kay, Tess)
- Scheduled two Financial Aid Nights (MVHS and MSHS) for October
- Prepared videos and handouts for use in Freshmen Seminar regarding Financial Aid ‘need to knows’
- Prepared documentation for an upcoming virtual VA audit
- Began gathering info for FISAP 20-21 (due November 2)

*Amanda Engelhardt, Director of Career Pathways:*

- Provided \$200 NCLEX Vouchers for 3 LPN students and 11 RN students
- An additional three students were awarded tuition assistance
- Amanda and Lindsey spoke to several classes on the Melbourne, Ash Flat and Mountain Campuses about Career Pathways
- Career Pathways is now issuing Casey’s gas card in addition to Valero and Citgo cards

*Kendra Smith, Perkins Program Director:*

- Tiffney and Kendra contacted all TC and AAS Health Professions students regarding LPN application process and dates
- Tiffney and Kendra contacted respondents of Career Services Needs Assessment survey with requested information about career readiness services

- Kendra sent registration information for PAX-PN workshops to Allied Health students and faculty
- Tiffney spoke to Kala Miller's Surgical Technology class about career planning services
- Kendra conducted resume workshops for three C.N.A. classes, one in Ash Flat and two in Melbourne. Tiffney observed a workshop on the Melbourne campus.
- Kendra met with Hazelle Whited of the Spring River Innovation Hub to discuss Perkins V goals and objectives
- Kendra compiled list of businesses from business & industry survey who expressed interest in welding training and forwarded to Brad Houltzouser and David Mitchell
- Kendra attended virtual 30/30 Perkins Coordinators meeting
- Kendra met with Jason and Scott regarding Perkins Compliance Review (Desk Audit) scheduled for November 12
- Kendra attended Student Services Director's Meeting
- Kendra and Tiffney created Job Shadowing Guide for Automotive/Diesel and distributed to students in Wesley Bunting's students in Melbourne and Chris Layne's students in Ash Flat
- Kendra attended virtual Perkins New Coordinator Training
- Kendra conducted PAX-PN Preparatory Workshops at all four Ozarka locations and Tiffney observed and assisted with workshop in Melbourne
- Kendra met with Rick Ramsey about Perkins V Special Populations data collection and reporting
- Kendra collected and Tiffney entered NCLEX-RN and CPR testing data into Sonis for Perkins II report to ADHE

### **Finance and Administration**

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

- Several ADHE and DF&A reports were completed and submitted during the month
- The 2019 Audit was presented and reviewed by the Legislative Joint Auditing Committee - September 11
- The third bulk order for PPE was submitted to ADHE - September 30

### **Ash Flat**

*James Spurlock, Assistant VP of Campus Operations:*

- Ash Flat Campus PAX Test Workshop – September 21
- All other non-reoccurring on-campus events/classes were postponed/canceled/conducted virtually

### **Mammoth Spring**

*James Spurlock, Assistant VP of Campus Operations Campus Director:*

- Mammoth Spring Campus PAX Test Workshop – September 23
- All other non-reoccurring on-campus events/classes were postponed/canceled/conducted virtually

### **Mountain View**

*Dr. Robert Huckleberry, Campus Director of Mountain View:*

- Mtn. View Welding for Spring 2020 (still in-work)
  - Met with Stone County and Excel boats for corporate sponsorship of rent and students with paid internships
  - Touring possible welding locations
  - Getting quotes for ventilation options
- Hosted Arkansas Craft School director to update our displays in the student center
- CPR certification course for LPNs and Surg Tech
- LPNs supported Stone County Flu Shot clinic at DHHS
- Met with all feeder school HS counselors (some in-person)
- Kendra Smith held Pre-PAX workshop

## **Advancement**

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

- Held the quarterly Foundation Board meeting via video conference on September 1, covering end-of-year 2020 budget reporting and preparation for the upcoming Golf Tournament
- Awarded 60 Foundation scholarships for the fall 2020 semester totaling \$22,500
- Held the annual Foundation Golf Scramble at Cooper's Hawk on Saturday, September 26, an effort which raised approximately \$17,000 for the Foundation, 21% more than 2019 and a new record for the annual fundraiser
- Received notice of \$1.47 million grant award from US Department of Labor and Delta Regional Authority for a comprehensive workforce development initiative based at the new Carpenter Technical Center in Ash Flat

## **Public Relations and Marketing**

*Katie Norris, Director of Public Relations and Marketing:*

- Submitted press releases regarding foundation scholarship winners and new hires
- Created social media posts regarding above listed press releases, program ads, program videos, and new weekly Students and Programs in Action series, etc
- Coordinated installation of new Carpenter Technical Center billboard in Ash Flat for October
- Created various fall edition sponsorship ads (e.g., Three Rivers Edition feature on Adult Learning)
- Photography: completed new nursing cohort photos, gathered candids for new weekly Action posts, and captured team and action photos for the golf tournament
- Utilized new software for social media organization and scheduling and for creating program video shorts

## **Adult Education**

*Trish Miller, Director of Adult Education:*

- Kendall Morrison and Trish Miller participated in TABE 11/12 training – September 2
- Trish Miller attended the WIOA Quarterly meeting via ZOOM – September 9
- Trish Miller attended the WIOA Partners meeting in Batesville – September 14
- Kendall Morrison participated in a Teaching Math webinar – September 15

- Kendall Morrison participated in an Implementing Health Literacy workshop – September 23
- Adult Education’s Program Manager, Wendy Kittler, conducted a yearly site visit – September 24

**Information Systems/ Planning and IR**

*Scott Pinkston, Chief Information Officer:*

- Began renovations on Faculty video production suite in the Admin. building
- Worked on Federal and State reports due in October
- Assisted Finance Office with Financial Aid disbursements due to COVID related staff absences

**Travel/College Representation**

*Dr. Richard Dawe, President:*

- No Travel, other than campus visits

*Kim Lovelace, Director of Admissions:*

- High School Counselors Articulation Workshop - Jonesboro AR - September 8
- High School Counselors Articulation Workshop - Conway – September 11
- Ash Flat Tech Center – Ash Flat - September 22
- Junior and Senior classes college visit - Mammoth Spring High School – September 23

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

- No Travel

*James Spurlock, Assistant Vice President of Campus Operations:*

- Thayer Chamber of Commerce – Thayer, MO – September 8
- Thayer/Mammoth Spring Rotary Club Meeting – Mammoth Spring, AR – September 9
- Mammoth Spring High School Official Recruiting Visit – Mammoth Spring, AR – September 23

*Trish Miller, Director of Adult Education:*

- No Travel

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

- The next meeting will be a special board meeting on October 28 at 10:00 to consider financial/budgetary items presented at the recent Finance Committee of the Board

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

- Monthly Financials

**Kudos:**

- IT for updating and reconfiguring our network system
- Special thanks to all the volunteer support at the annual golf tournament

**Dr. Dawe's Comments:**

- Big congratulations to Dr. Wilson and the team for submitting a successful application resulting in \$1.4 million dollars in grant funding for the Tech Center!



Ozarka College		Approved	Adjustments to	Revised	Actual	Actual	Actual	Budgeted
Restricted Funds		2020 - 2021 Budget	2020 - 2021 Budget	2020 - 2021 Budget	Month to Date	Year to Date	Year to Date	Balance to Collect or
July 1, 2020 through September 30, 2020		2020 - 2021 Budget	2020 - 2021 Budget	2020 - 2021 Budget	Revenue/Expense	Revenue/Expense	Revenue/Expense	Balance to Expense
<b>Student Aid Revenues</b>								
AR Challenge Awards	172,200			172,200				172,200
AR Future Grant	78,300			78,300				78,300
AR Workforce Challenge	9,600			9,600		3,375		6,225
CARES - Aid to Students								
Federal Work Study	60,000			60,000		170		59,830
Federal Tuition Assistance								
Go Grant	5,000			5,000				5,000
National Guard Grant	6,000			6,000				6,000
PELL Grant	3,260,000			3,260,000	1,400,239	1,526,416		1,733,584
SEOG Awards	40,000			40,000				40,000
Student Loans - Federal	1,165,000			1,165,000		20,200		1,144,800
Student Loans - Private	176,000			176,000				176,000
Miscellaneous Scholarships		50,000		50,000	19,000			31,000
<b>Student Aid Revenues</b>	<b>4,972,100</b>	<b>50,000</b>	<b>50,000</b>	<b>5,022,100</b>	<b>1,419,239</b>	<b>1,569,161</b>		<b>3,452,939</b>
<b>Federal Grant Revenues</b>								
Career Pathways Initiative	178,000			178,000				178,000
CARES - Institutional Funding	105,437			105,437				105,437
Carl Perkins	116,000			116,000				116,000
Correctional								
Direct & Equitable Grant	28,700			28,700				28,700
Delta Upsoar Grant	250,000			250,000				250,000
TRIO Grant	320,300			320,300	53,865	77,229		243,071
<b>Federal Grant Revenues</b>	<b>998,437</b>	<b>-</b>	<b>-</b>	<b>998,437</b>	<b>53,865</b>	<b>77,229</b>		<b>921,208</b>
<b>State Grant Revenues</b>								
Adult Basic Education Grant	129,700			129,700	20,231	20,231		109,469
Education & Training Grant	24,800			24,800	2,239	2,239		22,561
General Adult Education Grant	64,400			64,400	7,886	7,886		56,514
Special Projects Grant								
Career Tech Grant								
Aeronautics Grant								
<b>State Grant Revenues</b>	<b>218,900</b>	<b>-</b>	<b>-</b>	<b>218,900</b>	<b>30,356</b>	<b>30,356</b>		<b>188,544</b>
<b>Total Restricted Revenues</b>								
	<b>6,189,437</b>	<b>50,000</b>	<b>50,000</b>	<b>6,239,437</b>	<b>1,503,459</b>	<b>1,676,745</b>		<b>4,562,692</b>

Ozarka College Restricted Funds July 1, 2020 through September 30, 2020	Approved 2020 - 2021 Budget	Adjustments to 2020 - 2021 Budget	Revised 2020 - 2021 Budget	Actual Month to Date Revenue/Expense	Actual Year to Date Revenue/Expense	Budgeted Balance to Collect or Balance to Expense
<b>Student Aid Expenditures</b>						
AR Challenge Awards	172,200		172,200			172,200
AR Future Grant	78,300		78,300			78,300
AR Workforce Challenge	9,600		9,600			9,600
CARES - Aid to Students						-
Federal Work Study	60,000		60,000	4,913	5,863	54,138
Federal Tuition Assistance						-
Go Grant	5,000		5,000			5,000
National Guard Grant	6,000		6,000			6,000
PELL Grant	3,260,000		3,260,000	1,400,239	1,526,416	1,733,584
SEOG Awards	40,000		40,000			40,000
Student Loans - Federal	1,165,000		1,165,000	180,767	200,967	964,033
Student Loans - Private	176,000		176,000	68,750	68,750	107,250
Miscellaneous Scholarships		50,000	50,000	19,000	19,000	31,000
<b>Student Aid Expenditures</b>	<b>4,972,100</b>	<b>50,000</b>	<b>5,022,100</b>	<b>1,673,668</b>	<b>1,820,995</b>	<b>3,204,105</b>
<b>Federal Grant Expenditures</b>						
Career Pathways Initiative	178,000		178,000	26,422	45,309	132,691
CARES - Institutional Funding	105,437		105,437	2,864	73,264	32,173
Carl Perkins	116,000		116,000	10,666	32,149	83,851
Correctional						-
Direct & Equitable Grant	28,700		28,700	2,548	5,002	23,698
Delta Upsoar Grant	250,000		250,000	5,842	17,483	232,517
TRIO Grant	320,300		320,300	12,928	90,157	230,143
<b>Federal Grant Expenditures</b>	<b>998,437</b>	<b>-</b>	<b>998,437</b>	<b>61,271</b>	<b>263,363</b>	<b>735,074</b>
<b>State Grant Expenditures</b>						
Adult Basic Education Grant	129,700		129,700	10,671	30,902	98,798
Education & Training Grant	24,800		24,800	1,755	6,276	18,524
General Adult Education Grant	64,400		64,400	5,107	12,993	51,407
Special Projects						-
Career Tech Grant						-
Aeronautics Grant						-
<b>State Grant Expenditures</b>	<b>218,900</b>	<b>-</b>	<b>218,900</b>	<b>17,533</b>	<b>50,170</b>	<b>168,730</b>
<b>Total Restricted Expenditures</b>	<b>6,189,437</b>	<b>50,000</b>	<b>6,239,437</b>	<b>1,752,472</b>	<b>2,134,528</b>	<b>4,104,909</b>

	2020 - 2021 Fiscal Year			2019 - 2020 Fiscal Year		
	Revised 2020 - 2021 Budget	2020 - 2021 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 09/30/20	Revised 2019 - 2020 Budget	2019 - 2020 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 09/30/19
<b>Ozarka College</b>						
<b>Unrestricted Current Funds - Fiscal Comparison</b>						
<b>July 1, 2020 through September 30, 2020</b>						
<b>Revenues:</b>						
Tuition & Related Fees	2,737,470	1,046,693	38.24%	2,738,325	1,192,421	43.55%
Program & Course Related Fees	913,410	204,856	22.43%	774,395	310,666	40.12%
Testing Services	86,575	28,287	32.67%	84,830	28,361	33.43%
Sales Tax Proceeds	477,600	33,931	7.10%	473,100	40,573	8.58%
Interest Income	18,840	912	4.84%	19,505	1,150	5.90%
Other Income	64,495	74,948	116.21%	83,410	21,920	26.28%
General Revenue	2,591,465	828,561	31.97%	3,095,210	834,914	26.97%
Workforce 2000 Funding	1,271,850	317,960	25.00%	1,255,850	317,960	25.32%
Transfer from Construction/Renovation Fund	146,880	0	0.00%	300,000		0.00%
Auxiliary Income - Culinary Café	2,715	1,039	0.00%	3,760	388	0.00%
Auxiliary Income - Student Housing	52,800	13,463	0.00%	47,200	18,317	0.00%
<b>Total Unrestricted Revenues</b>	<b>8,364,100</b>	<b>2,550,651</b>	<b>30.50%</b>	<b>8,875,585</b>	<b>2,766,670</b>	<b>31.17%</b>
<b>Expenses:</b>						
Regular Salaries	4,291,580	918,672	21.41%	4,491,430	973,251	21.67%
Extra Help Salaries	121,800	13,889	11.40%	113,575	23,242	20.46%
Fringe Benefits	1,595,060	339,065	21.26%	1,714,370	344,945	20.12%
Supplies & Services	1,395,690	368,044	26.37%	1,634,221	302,997	18.54%
Travel	64,905	1,774	2.73%	79,489	16,653	20.95%
Utilities	415,920	176,719	42.49%	432,600	178,166	41.18%
Capital Outlay	76,950	0	0.00%	34,000		0.00%
Bond Payments	402,195	0	0.00%	375,900		0.00%
Contingency	0	0	0.00%			0.00%
<b>Total Unrestricted Expenditures</b>	<b>8,364,100</b>	<b>1,818,163</b>	<b>21.74%</b>	<b>8,875,585</b>	<b>1,839,254</b>	<b>20.72%</b>
<b>Net Income or (Loss)</b>		<b>732,488</b>			<b>927,416</b>	

College Monthly Calendar:

Calendar: Scheduler

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	
4	5	6	7	8	9	10
11	12 Mid-term Advisory Grades Due	13	14	15	16 Last Day to Withdraw from CNA	17
18	19 (p) 1:00 PM Diabetic Seminar	20	21	22	23	24
25	26	27	28	29	30	31

**Event Codes:**

- (k) - Catering
- (c) - Class - Off Schedule
- (f) - Foundation
- (h) - Hidden
- (m) - Meeting
- (p) - Public
- (s) - Student Activities**