

**President's Report
to the Board of Trustees
June 1, 2021**

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

- June 3 VPSS Interviews
- June 14 Surgical Technology Entrance Exam
- June 15 Agriculture Teacher In-Service
- June 15-16 Suicide Prevention Workshop
- June 28 Nursing Banquet
- June 28 Capping and Pinning Practice
- June 29 Capping and Pinning

Ozarka College – May Events

- May 3 Capping and Pinning Practice
- May 3 Nursing Banquet
- May 4 Commencement Practice
- May 4 Nurse Capping and Pinning
- May 6 IZARD County Coalition Group Monthly Meeting
- May 6 Commencement
- May 7 Final Grades Due
- May 11-14 Melbourne School Election Early Voting
- May 11 PAC Committee Meeting
- May 11 NADT Beauty & Beast Rehearsal
- May 11 ARNEC Classes Begin
- May 13 Real Estate Continuing Education Class (Ash Flat)
- May 14 Last Day for Faculty
- May 17 Melbourne School Election Early Voting
- May 18 Melbourne School Election Day
- May 18 NADT Beauty & Beast Rehearsal
- May 22 COVID Vaccine Clinic (Ash Flat)
- May 22 Board of Trustees Regular Meeting and Annual Planning Retreat
- May 24 Carpenter Technical Center Ribbon Cutting
- May 24 Foundation Board Meeting (Ash Flat)
- May 24 NEA Intermodal Board of Directors Meeting
- May 24 NADT Beauty & Beast Dress Rehearsal
- May 24 Summer 1 Classes Begin
- May 25 NADT Beauty & Beast Performance
- May 25 IZARD County Fire Chiefs' Meeting
- May 28 Census Day
- May 28 Last Day to Audit a Class

- May 31 Memorial Day Holiday (Offices Closed)

College Governance

- Congratulations and thank you to outgoing (two time) Board of Trustees Chair Dennis Wiles for his strong and productive service to Ozarka College!
- Congratulations too for our new Board Chair, Ryan Howard; Vice Chair Fred Holzhauser; and Secretary Robert Wright.

Student Services/Enrollment Information

Jason Lawrence, Vice President of Student Services:

- Assisted with Graduation preparations
- Commencement
- SS Director's Meeting - May 12
- Board Retreat - May 22
- Prepared documents for change-over

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

- Participated with Graduation preparations
- Marked graduates who had filed an intent and currently using Yeoman to find graduates who did not file
- Participated in Accuplacer webinar (Kelly and Zeda)
- Assisted with coverage at Mountain View campus
- Completed enrollment forms for MO and AR TAA Summer students
- Completed benchmark reporting forms for MO and AR TAA Spring Students
- Participated with concurrent registration at Melbourne High School (Kim, Zeda and Marcus)
- Updating Incomplete Grades for 2020-21 academic year
- Met with Kim Lovelace to review Fall 2021 Housing Assignments
- Posting Academic Scholarships to Social Media
- Working with marketing and Workhorse Creative on Viewbook updates
- Conducted meeting to discuss Career Pathways recruitment (Amanda, Lindsey, Kim, Zeda and Erica)
- Participated with Concurrent MOU's for service area schools
- Attended Carpenter Technical Center ribbon cutting

Kim Lovelace, Director of Admissions:

- Conducted high school visit with juniors and seniors at Calico Rock High School (Kim and Marcus)
- Participated with concurrent student registration at Highland High School
- Attended Highland High School Academic Signing Day
- Presented scholarship certificates at Calico Rock High School awards ceremony
- Registered concurrent and tech center students at Melbourne High School (Zeda, Marcus and Kim)
- Conducted walk-throughs and check-outs for housing students
- Registered concurrent and tech center students at IZARD County Consolidated High School (Kim, James and Marcus)

- Presented certificates to scholarship recipients at Mountain View High School's award ceremony

Kay Adkins, Director of Financial Aid:

- Nothing to report

Amanda Engelhardt, Director of Career Pathways:

- Applied for additional funds and was approved for \$10,000 for gas cards
 - Students are now eligible for a max of \$300 a month in gas cards
- Working on the budget proposal for FY21
- Participated in graduation
- Agreed to be on the Handbook committee for the state (Amanda and Lindsey)
- Completed site visit and compliance review report (Monieca)
 - No audit findings or concerns

Kendra Smith, Perkins Program Director:

- Visited Mountain View on Wednesdays (Tiffney) and Mammoth Spring on Tuesdays (Kendra)
- Collaborated with Amber Rush to enter and submit approved reimbursement request for Perkins
- Continued registering students for summer/fall classes (Tiffney and Kendra)
- Processed eligible reimbursement requests for aviation industry certification tests
- Participated with taking tickets and distributing programs for graduation (Tiffney and Kendra)
- Began process of updating Community Resource Guide (Tiffney)
- Submitted 2021-22 Local Application in Perkins Portal
- Attended virtual NACTEI Conference and legislative review pre-session (Kendra)
- Reviewed advising/registration practices with Donald Taylor of TRIO (Kendra)

Finance and Administration

Tina Wheelis, Executive Vice President of Finance and Administration:

- The 2022 Annual Operating Plan has been submitted to the Department of Finance and Administration
- The Ozarka College Board of Trustees Finance Committee met and reviewed the 2022 Operating Budget - May 4
- The exit conference for the 2020 annual audit - May 18
- Sealed bids were opened for a general contractor for the Machining and Welding Lab Renovations at the Ash Flat Technical Center - May 18

Ash Flat

James Spurlock, Assistant VP of Campus Operations:

- Emerson utilizing office, conference room, and classroom - May 1-31
- Proctored Final Exam Sessions - May 3-6
- Real Estate Seminar - Lecture Hall - May 13

- COVID Vaccination Clinic – Lecture Hall - May 22
- NEA Intermodal Board Meeting – Lecture Hall - May 24

Mammoth Spring

James Spurlock, Assistant VP of Campus Operations Campus Director:

- See info for Ash Flat above

Mountain View

Campus Director of Mountain View:

- Accuplacer Testing - May 5, 6, 10, 13, 18, 24, 25, 26 and 27
- Proctored Spring Semester Finals for online instructors - May 3-6
- Stone County Republican Committee Meeting - May 11
- Katie Wilson and Stacy Dale campus visit - May 11
- Stacy Dale campus visit to assist LPN students with completion of state board applications - May 17
- Division Chair meeting - May 18
- Search committee interviews - May 27

Advancement and Marketing

Dr. Josh Wilson, Vice President of Advancement:

- Received official appraisal of Ms. Betty Campbell’s recently gifted property, valued at \$87,500
- Received \$250,000+ of Machining equipment for the Carpenter Technical Center (CTC), compliments of the WORC grant initiative. Equipment temporarily housed nearby in a Murphy warehouse rental
- Researched next equipment purchase options in anticipation of CTC Welding Division construction completion, fall 2021
- Served on screening committee for Mtn. View Campus Director - May 27
- Attended Board of Trustees annual meeting and retreat; presented the Enrollment Management Plan reboot for the coming cycle, citing examples of data tracking
- Assisted Suellen in planning the CTC Ribbon Cutting ceremony
- Led the Quarterly Foundation Board Meeting which covered upcoming fall events, presentation of the 2021-22 budget, discussion of renewed efforts to initiate giving through direct outreach and push to online/recurring giving, and a CTC community update by Director, Marcus Orf - May 25

Suellen Davidson, Director of Development:

- Began planning for several fall events, including the Melbourne golf tournament, Mtn. View Fall Concert with silent auction, Paul Harris concert/scholarship benefit, Mammoth Spring 5K, Scholarship reception, and a new fundraiser for the Ash Flat community
- Coordinated the Carpenter Technical Center Ribbon Cutting ceremony - May 24
- Assisted with the Quarterly Foundation Board Meeting at the CTC following the ceremony - May 24

Katie Norris, Director of Public Relations & Marketing:

- Coordinated Registration Ads, Congrats Grad Ad, Farm Family Ad, Pacesetter Saturation Issue
- Coordinated with Southern Spark for metal sign, and hats; coordinated helix glass award for graduation
- Created multi-media for college design projects, including Career Pathways Postcard, Culinary Camp post, nursing week, teacher appreciation week, end of year celebration, library update, summer hours, fitness center hours, job posting, and Memorial Day, CNA Documentation, President's List
- Completed graduation programs, Auto certificates, Capping and Pinning Programs, Ribbon Cutting Programs, Capping and Pinning Invitations
- Purchased sponsorship for Horseshoe Bend Chamber of Commerce golf tournament, ICC Yearbook, Sharp County Fair
- Coordinated with A-State Printing for 2021-2022 Catalog
- Photography: Completed Graduation, Capping and Pinning, Aviation Graduation Party, Carpenter Technical Center Ribbon Cutting
- Submitted PR regarding Aviation achievements, President's List, Provost List, End of Year Celebration, Centennial Bank Gift

Adult Education

Trish Miller, Director of Adult Education:

- Kendall Morrison participated in Learning Disabilities Applications webinar - May 26

Information Systems/Planning and IR

Scott Pinkston, VP and Chief Information Officer:

- Continuing work on the classroom upgrades
 - 2 of 4 campuses near completion

Travel/College Representation

Dr. Richard Dawe, President:

- ADA Commission - May 19
- Board Planning Retreat and Quarterly meeting – The Keeter Center – May 22
- Carpenter Tech Center Ribbon Cutting – May 24
- Foundation Board Meeting - May 24
- Director of Mountain View Interviews - May 27

Amanda Engelhardt, Director of Career Pathways:

- ADHE, Little Rock (Amanda & Lindsey)- met with Handbook committee - May 5

Dr. Josh Wilson, Vice President for Advancement:

- Board of Trustees Quarterly board meeting and planning retreat, The Keeter Center (Wilson) - May 22
- Ribbon Cutting Ceremony for Carpenter Tech Center (CTC), Ash Flat (Davidson, Norris, Wilson) - May 24

- Foundation Board Quarterly Meeting, Ash Flat (Davidson, Wilson) - May 24
- Mtn. View Campus Director Interviews, Mtn. View (Wilson) - May 27

James Spurlock, Assistant Vice President of Campus Operations:

- Highland High School Registration Session – Highland, AR - May 5
- Highland High School Academic Signing Ceremony – Highland, AR - May 7
- Viola High School Concurrent Registration Session – Viola, AR - May 12
- Spring River Area Chamber of Commerce – Hardy, AR - May 18
- Salem Chamber of Commerce – Salem, AR - May 26

Trish Miller, Director of Adult Education:

- No travel

Tentative Discussion Items for Next Board of Trustees Meeting:

- Potential future Technical programs

Tentative Action Items for Next Board of Trustees Meeting:

- Monthly and Year-to-date financial reports

Kudos:

- Kim Lovelace, Tiffney Miller and Zeda Wilkerson for covering advising and registration at the Mountain View Campus

Dr. Dawe's Comments:

- As we wish Jason Lawrence the best of success as he leaves Ozarka for NW Arkansas, we take time to offer our sincere thanks for his committed service to Ozarka College for so many years.

Monthly Financial Reports:

Ozarka College Unrestricted Current Funds July 1, 2020 through May 31, 2021						
	Approved 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	Percentage Realized To Date
Revenues:						
Tuition & Related Fees	2,737,470	2,737,470	36,065	2,216,302	521,168	80.96%
Program & Course Related Fees	913,410	913,410	10,179	760,047	153,363	83.21%
Testing Services	86,575	86,575	875	61,536	25,039	71.08%
Sales Tax Proceeds	477,600	477,600	58,676	417,304	60,296	87.38%
Interest Income	18,840	18,840		4,790	14,050	25.43%
Other Income	64,495	64,495	281	125,221	(60,726)	194.16%
General Revenue	2,591,465	2,591,465	457,317	3,080,047	(488,582)	118.85%
Workforce 2000 Funding	1,271,850	1,271,850	105,987	1,165,854	105,996	91.67%
Transfer from Construction/Renovation Reserve	146,880	146,880			146,880	0.00%
Auxiliary Income - Culinary Café	2,715	2,715	650	5,594	(2,879)	206.06%
Auxiliary Income - Student Housing	52,800	52,800	2,025	48,518	4,282	91.89%
Total Unrestricted Revenues	8,364,100	8,364,100	672,053	7,885,213	478,887	94.27%
Expenses:						
Regular Salaries	4,291,580	4,291,580	305,105	3,728,054	563,526	86.87%
Extra Help Salaries	121,800	121,800	5,866	51,514	70,286	42.29%
Fringe Benefits	1,595,060	1,595,060	106,949	1,353,781	241,279	84.87%
Supplies & Services	1,395,690	1,395,690	70,099	1,102,433	293,257	78.99%
Travel	64,905	64,905	4,583	16,281	48,624	25.08%
Utilities	415,920	415,920	(45,044)	294,501	121,419	70.81%
Capital Outlay	76,950	76,950		39,110	37,840	50.83%
Bond Payments	402,195	402,195	42,322	339,111	63,084	84.32%
Contingency	0	0			0	0
Total Unrestricted Expenditures	8,364,100	8,364,100	489,880	6,924,783	1,439,317	82.79%
			Net Income or (Loss)	960,429		

Dzarka College Restricted Funds July 1, 2020 through May 31, 2021		Approved 2020 - 2021 Budget	Adjustments to 2020 - 2021 Budget	Revised 2020 - 2021 Budget	Actual Month to Date	Actual Year to Date	Budgeted Balance to Collect or Balance to Expense
Student Aid Expenditures							
AR Challenge Awards	172,200			172,200		133,250	38,950
AR Future Grant	78,300			78,300		316,304	(238,004)
AR Workforce Challenge	9,600			9,600		20,800	(11,200)
CARES - Aid to Students		B	398,594	398,594		398,538	56
Federal Work Study	60,000			60,000	2,852	54,686	5,314
Go Grant	5,000			5,000		250	4,750
National Guard Grant	6,000			6,000			6,000
PELL Grant	3,260,000			3,260,000		2,788,063	471,937
SEOG Awards	40,000			40,000		40,000	-
Arkansas Concurrent Challenge		B	40,000	40,000		17,000	23,000
Student Loans - Federal	1,165,000			1,165,000	(6,148)	742,474	422,526
Student Loans - Private	176,000			176,000		102,250	73,750
Miscellaneous Scholarships		B	50,000	50,000		50,451	(451)
Student Aid Expenditures	4,972,100		488,594	5,460,694	(3,296)	4,664,665	796,029
Federal Grant Expenditures							
Career Pathways Initiative	204,900	A		204,900	18,178	216,267	(11,367)
CARES - Institutional Funding	105,437	B	1,657,611	1,763,048	123,634	249,569	1,513,479
CARES - Strengthening Institutions	38,594			38,594		38,594	-
Carl Perkins	116,000			116,000	10,345	105,170	10,830
Direct & Equitable Grant	28,700			28,700	2,548	26,026	2,674
Delta Upscar Grant	250,000			250,000	6,329	79,568	170,432
TRIO Grant	320,300			320,300	32,840	284,073	36,227
WORC Grant		B	750,000	750,000	17,291	100,705	649,295
Federal Grant Expenditures	1,063,931		2,407,611	3,471,542	212,064	1,099,972	2,371,570
State Grant Expenditures							
Adult Basic Education Grant	129,700			129,700	3,682	111,381	18,319
Education & Training Grant	24,800			24,800	6,564	25,904	(1,104)
Future Fit Grant		B	68,800	68,800		68,781	19
General Adult Education Grant	64,400			64,400	6,278	62,448	1,952
Career Tech Grant				-	53,923	136,743	(136,743)
State Grant Expenditures	218,900		68,800	287,700	70,447	405,257	(117,557)
Total Restricted Expenditures	6,254,931		2,965,005	9,219,936	279,215	6,169,895	3,050,041

Izarka College		2020 - 2021 Fiscal Year				2019 - 2020 Fiscal Year			
Unrestricted Current Funds - Fiscal Comparison									
July 1, 2020 through May 31, 2021									
	Revised	2020 - 2021 Actual	Percentage of	Revised	2019 - 2020 Actual	Percentage of	Revised	2019 - 2020 Actual	Percentage of
	2020 - 2021 Budget	Year to Date	Budget Realized	2019 - 2020 Budget	Year to Date	Budget Realized	2019 - 2020 Budget	Year to Date	Budget Realized
		Revenue/Expense	as of 05/31/21		Revenue/Expense	as of 05/31/20		Revenue/Expense	as of 05/31/20
Revenues:									
Admission & Related Fees	2,737,470	2,216,302	80.96%	2,738,325	2,430,775	88.77%			
Program & Course Related Fees	913,410	760,047	83.21%	774,395	695,969	89.87%			
Resisting Services	86,575	61,536	71.08%	84,830	61,785	72.83%			
Sales Tax Proceeds	477,600	417,304	87.38%	473,100	399,012	84.34%			
Interest Income	18,840	4,790	25.43%	19,505	6,880	35.27%			
Other Income	64,495	125,221	194.16%	83,410	64,956	77.88%			
General Revenue	2,591,465	3,080,047	118.85%	3,095,210	2,873,942	92.85%			
Workforce 2000 Funding	1,271,850	1,165,854	91.67%	1,255,850	1,165,854	92.83%			
Transfer from Construction/Renovation Fund	146,880	0	0.00%	300,000		0.00%			
Auxiliary Income - Culinary Café	2,715	5,594	206.04%	3,760	2,488	66.17%			
Auxiliary Income - Student Housing	52,800	48,518	91.89%	47,200	39,759	84.24%			
Total Unrestricted Revenues	8,364,100	7,885,213	94.27%	8,875,585	7,741,420	87.22%			
Expenses:									
Regular Salaries	4,291,560	3,728,054	86.87%	4,491,430	3,816,061	84.96%			
Extra Help Salaries	121,800	51,514	42.29%	119,575	72,722	60.75%			
fringe Benefits	1,595,060	1,353,781	84.87%	1,714,370	1,380,674	80.54%			
Supplies & Services	1,395,690	1,102,433	78.99%	1,634,221	1,419,226	86.84%			
Travel	64,905	16,281	25.08%	79,489	44,054	55.42%			
Utilities	415,920	294,501	70.81%	432,600	307,037	70.97%			
Capital Outlay	76,950	39,110	50.83%	34,000	40,314	118.57%			
Bond Payments	402,195	339,111	84.32%	375,900	383,440	102.01%			
Contingency	0	0	0.00%			0.00%			
Total Unrestricted Expenditures	8,364,100	6,924,783	82.79%	8,875,585	7,463,528	84.09%			
Net Income or (Loss)		960,429			277,892				

College Monthly Calendar:

June 2021						Next Month »	
« Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Census Day	3 (h) 8:45 AM VPSS Interviews (p) 1:00 PM Izard County Coalition Group-Monthly Meeting (p) 1:00 PM WRAAAA In-Service (p) 1:00 PM WRAAAA In-Service (p) 2:00 PM WRAAAA In-Service	4	5
6	7 (p) 8:00 AM NACE Testing	8 (p) 7:30 AM NAESC R.I.S.E. Training	9 (p) 7:30 AM NAESC R.I.S.E. Training	10	11	12	
13	14 (p) 8:00 AM NAESC Instructional Leaders Institute (p) 10:00 AM Surgical Technology Entrance Exam	15 (p) 8:00 AM NAESC Instructional Leaders Institute (p) 8:00 AM Agriculture Teacher In-Service (p) 8:00 AM Suicide Prevention Workshop	16 (p) 7:30 AM NAESC R.I.S.E. Training (p) 8:00 AM Suicide Prevention Workshop	17 (p) 7:30 AM NAESC R.I.S.E. Training Last Day to Withdraw with a "W"	18	19	
20	21 (p) 8:00 AM NACE Testing	22	23	24 (h) 8:00 AM Culinary Interviews Semester Final Exams Final Grades Due	25	26	
27	28 (p) 8:00 AM Nursing Banquet (s) 10:00 AM Capping and Pinning Practice	29 (p) 6:00 PM LPN Capping and Pinning	30				