

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

- September 18            Sprint at the Spring
- September 18            Fall Concert
- September 23            American Red Cross Blood Drive
- September 25            Golf Scramble

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

- August 9                Izard County Covid-19 Meeting
- August 9                Reporting Day for Faculty
- August 11 & 12        CPR & Stop the Bleed – Faculty Development
- August 12                Institutional Professional Development Committee Meeting
- August 12                Foundation Board Meeting
- August 18-19            New Student Orientation
- August 19                Meet the Chefs
- August 19                Back-to-School Covid-19 Vaccine Clinic
- August 23                Fall semester begins

**College Governance**

- The Carpenter Tech Center continues to progress well. Moved in the big machining equipment Tuesday, 7 September. Marcus Orf will provide the Board with a full briefing at the September Board meeting.
- We still have no word on the next Trustee as of 7 September, but should be informed soon.

**Student Services/Enrollment Information**

*Zeda Wilkerson, Vice President of Student Services:*

- Application to become PSI testing center was approved and we are working on the on-boarding process
- New Student Orientation was held at all four campus locations
- Completed Fall VA certifications
- Assisted with housing orientation - August 26
- Sent letters to service area Sheriff's offices for crime report information
- Continuing to track campus Covid numbers and completing contract tracing
- Held Fall travel meeting with McKenzie and Erica

*Dylan Herekamp, Registrar:*

- Assisted with concurrent registration at Salem High School - August 20

- Processing drop requests
- Completing transcript evaluations
- Completed New VA Certifying Official online training
- Training on marking graduates and other Registrar processes

*McKenzie Wallace, Director of Admissions and Student Engagement:*

- Checked-in new housing residents
- Training on admissions processes
- Admissions staff assisted with New Student Orientation
- Conducted housing orientation – August 26

*Tania Wallace, Director of Financial Aid:*

- Assisted students in person, over the phone and by email with FAFSA and Loan questions and counseling
- Awarded students for Business office/ Career Pathways, etc. as directed
- Awarded and disbursed late Summer II Pell
- Reviewed SAP appeals and notified students of the committee decision
- Reviewed most recent Special Consideration applications and notified students of decisions
- Updated Verification rosters from ADHE
- Developing electronic processes to help catch inconsistencies as soon as possible
- Continuing work with Scott to streamline information distribution and access in SONIS
- Attended Fall In-service and received updated information to begin the Fall 2021-2022 semester
- Hired for the Financial Aid Specialist position

*Amanda Engelhardt, Director of Career Pathways:*

- CPI staff attended In-service
- CPI staff participated in New Student Orientation and received several applications
- Implemented the new Education Pays program for Ozarka students
- Students have been advised on the new transportation policy and procedure
- CPI information and yard sales have been delivered to DWS, local DHS offices and health departments
- Applied for reserve funds
- New table covers and signage was purchased for outreach efforts

*Kendra Smith, Perkins Program Director:*

- Registered students for Fall
- Visited Mountain View on Wednesdays (Tiffney) and Mammoth Spring every other Thursday (Kendra)
- Shared Student Success webpage resources with all faculty members (Kendra)
- Emailed all CTE instructors regarding free Go2Knowledge professional development training (Kendra)
- Attended August Perkins Coordinator 30/30 meeting via Zoom (Kendra)

- Worked with Amber Rush to submit reimbursement requests in Perkins V portal (Kendra)
- Participated in New Student Orientation on Melbourne campus and Mountain View site (Tiffney) and Ash Flat and Mammoth Spring sites (Kendra)
- Conducted Career Planning Workshop for Freshman Seminar on Ash Flat campus
- Sent application packets for technical skills testing fee reimbursement to Allied Health (Tiffney) and Aviation Departments (Kendra)
- Collected and entered technical skill assessment data into Sonis (Tiffney)
- Contacted students from New Student Orientation who indicated needs on Career Planning Services Interview for New Students
- Scheduled resume and interview workshops for CNA, LPN, and RN classes
- Attended WORC grant update meeting in Melbourne
- Attended fall in-service training

*Donald Taylor, Director of TRIO:*

- Continued verifying program participants' eligibility
- Held TRIO staff planning meetings staff when 9.5-month employees returned to work
- Continued to purchase supplies and materials needed for TRIO workshops and operations in the fall 2021 semester
- Planned coverage for campuses
- TRIO participated in the Student Services portion of New Student Orientations at each campus
- Began recruiting new TRIO participants at each campus

### **Finance and Administration**

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

- The Ozarka College Foundation 2021 Audit was conducted on August 16
- Work is progressing on the Carpenter Technical Center and we will begin moving into the Machining Lab the week of September 6

### **Ash Flat**

*James Spurlock, Assistant VP of Campus Operations:*

- WGU Test Proctoring Session – Ash Flat Testing Center – August 17, 25
- Learn to Burn Workshop – Forestry Department – Ash Flat Lecture Hall - August 17
- New Student Orientation – Ash Flat Lecture Hall - August 18
- Freshman Seminar Course Orientation – Ash Flat Lecture Hall- August 27

### **Mammoth Spring**

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

- New Student Orientation – August 18

### **Mountain View**

*Kim Lovelace, Campus Director of Mountain View:*

- Mountain View faculty and staff attended Fall 2021 In-service
- Donna York was named Outstanding Staff of the Year

- Gave Accuplacer to 25 students
- Kim Lovelace, Chris Lorch, and Jeremy Nicholson met with Rachel Reynolds of Arkansas Craft School and Pam Setser and about possible opportunities for partnering
- New Student Orientation was held August 19 with 31 students attending
- GED testing was held on August 16 and 30
- GED classes began August 17
- Suellen Davidson, Kim Wilson, Katie Norris and Kim Lovelace met with Pam Setser and Michelle Atchison to talk about the fall concert
- The Mountain View Sesquicentennial Planning Committee will meet on campus on August 29 to discuss preparations for activities celebrating 150 years for Stone County

### **Advancement, Marketing, & Planning**

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

#### **Advancement & Planning Activities**

- Ms. Betty Campbell's property was successfully transferred to the Foundation, procedures and infrastructure updated to temporarily accept rental income, with next steps including to proceed with intent to sell the property, then using proceeds to fund endowed scholarship(s) for Ash Flat nursing students
- Donor recognition plaques for the Carpenter Technical Center have been delivered and installed. Donors are being contacted for a photo opportunity for social media
- WORC Grant: Staff have submitted quarterly narrative and financial reports, requested approval for welding equipment order, and registered fall WORC training participants
- Preparing for all fall events (e.g., Mtn. View Fall Concert, Mammoth Spring 5K, Golf Tourney, and Paul Harris benefit Concert)
- In-service lunch provided by FNBC - August 10
- Coordinated the Foundation Board meeting for August 12 where board was updated on upcoming events, the Campbell property donation, and tech center progress
- Assisted CFO with gathering documents in preparation for the annual Foundation Audit
- Facilitated new employee payroll giving for fall semester

#### **Public Relations & Marketing Activities**

- Coordinated social media ads for Registration, Tax Free Weekend, ARNEC deadline, job postings, Faculty Welcome Back, New Student Orientation, Student Welcome Back
- Purchased promo items
- Submitted PR's regarding: Aviation Achievement, New Hires, ACC Faculty selection, ACC Staff selection, ACC Alumni selection, ACC Academic Allstar selection, Health and Safety Update, Adult Ed GED offerings, Paul Harris Concert Relocation, Fall Concert, Foundation 5K
- Photography – captured Precision Machining, Automotive, Culinary, Aviation, Nursing, New Hires, New Appointments
- Completed two submissions to NCMPR (National Council for Marketing and Public Relations) including video short, and photography
- Coordinated folders for Aviation and English

- Completed multimedia for college design projects, including Flyer for Foundation 5K, Foundation Fall Concert Tickets, Career Pathways Brochure and Flyer, Admissions Welcome Postcard, Fall Concert Poster, 5K T-shirt designs
- Updated Radio Messages for K-95, WRD, and KSAR

### **Adult Education**

*Trish Miller, Director of Adult Education:*

- Nothing to report

### **Information Systems/Planning and IR**

*Scott Pinkston, VP and Chief Information Officer:*

- Completed tower-based connectivity for Carpenter Technical Center
- Welcomed the faculty back and assisted them with new classroom technology
- Issued the faculty Surface Pro tablets
- Assisted the Aviation department with motion RedBird troubleshooting and repair
- Issued wireless connectivity credentials for new housing residents
- Assisted faculty, staff and students with the start of another Fall semester
- Worked with the new Financial Aid staff on processes and flow for financial aid

### **Travel/College Representation**

*Dr. Richard Dawe, President:*

- Ash Flat Campus Visit – August 4
- Mountain View Campus Visit – August 5
- Ash Flat Orientation – August 18
- Division of Aeronautics Commission meeting – August 18.
- Mountain View Orientation – August 19
- Ash Flat and Mammoth Spring Campus Visits – August 20
- Ash Flat Campus Visit – August 26
- Met with Dr. Brackett, Melbourne Superintendent, and Gerald Cooper to discuss future collaboration – August 27

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

- No travel

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

- Fall Concert Planning (Davidson, K. Wilson, Norris) - Mountain View - August 13
- CTC Plaques and WORC Grant (J. Wilson, K. Wilson) - Ash Flat - August 18
- FNBC Sprint at the Spring photo (Davidson, Norris) - Mammoth Spring - August 18
- New Student Orientation (Norris, K. Wilson) - Ash Flat - August 18
- New Student Orientation (Norris) - Mammoth Spring - August 18
- New Student Orientation (Norris) - Mountain View - August 19

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

- Salem High School Accuplacer Testing Session – Salem, AR - August 17
- KSAR On Air Interview – Ash Flat, AR - August 17

- Salem High School Concurrent Registration Session – Salem, AR - August 20
- Thayer Chamber of Commerce – Thayer, MO - August 3
- Thayer/Mammoth Spring Rotary Club Meeting – Mammoth Spring, AR - August 4, 11
- Mammoth Spring Chamber of Commerce – Mammoth Spring, AR - August 12
- Koshkonong High School Open House-Ozarka Information Booth – Koshkonong, MO - August 19
- Koshkonong High School Concurrent Registration Session – Koshkonong, MO - August 24

*Trish Miller, Director of Adult Education:*

- No travel

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

- RN Program
- Covid status/planning
- Carpenter Technical Center update

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

- Monthly and Year-to-date- financials
- Board Conflict of Interest and Commitment Statement

**Kudos:**

- Great work by Marcus Orf and David Mitchell coordinating the equipment move and very good effort by Dr. Lorch and David Mitchell discussing possible new programs at Mountain View
- Thanks to Kim Wilson for providing support during Amy Esquivel’s recovery from surgery

**Dr. Dawe’s Comments:**

- The fall semester is off to an outstanding start with enrollment up from last year and concurrent up in the high schools significantly.
- We continue to monitor Covid cases and any potential federal or state requirements. Precautions will be taken or recommended as conditions dictate.
- We still await notice from the Governor’s office regarding the next Trustee.



Ozarka College Restricted Funds August 1, 2021 through August 31, 2021	Approved 2021 - 2022 Budget	Adjustments to 2021 - 2022 Budget	Revised 2021 - 2022 Budget	Actual		Budgeted Balance to Collect or Balance to Expense
				Month to Date Revenue/Expense	Year to Date Revenue/Expense	
<b>Student Aid Revenues</b>						
AR Challenge Awards	180,000		180,000			180,000
AR Future Grant	80,000		80,000			80,000
AR Workforce Challenge	10,000		10,000			10,000
ARPA - Aid to Students		A 1,573,328	1,573,328			1,573,328
Federal Work Study	50,000		50,000			50,000
Go Grant	5,000		5,000			5,000
National Guard Grant			-			-
PELL Grant	3,250,000		3,250,000	5,490	96,472	3,153,528
SEOG Awards	30,000		30,000			30,000
Arkansas Concurrent Challenge			-			-
Student Loans - Federal	1,200,000		1,200,000		9,062	1,190,938
Student Loans - Private	200,000		200,000			200,000
Miscellaneous Scholarships		C 25,000	25,000			25,000
<b>Student Aid Revenues</b>	<b>5,005,000</b>	<b>1,588,328</b>	<b>6,603,328</b>	<b>5,490</b>	<b>105,534</b>	<b>6,497,794</b>
<b>Federal Grant Revenues</b>						
Career Pathways Initiative	234,900		234,900			234,900
ARPA - Institutional		A 1,382,267	1,382,267	1,103,368	1,103,368	278,899
CARES - Institutional	750,000	C 121,974	871,974	47,267	47,267	824,707
CARES - Strengthening Institutions	51,300	C 123,856	175,156	51,324	51,324	123,832
Carl Perkins	117,600		117,600			117,600
Direct & Equitable Grant	34,700		34,700			34,700
Delta Upsoar Grant	23,000		23,000			23,000
Ready for Life Grant	155,900		155,900			155,900
TRIO Grant	331,400		331,400	10,337	10,337	321,063
WORC Grant	747,700		747,700	10,126	10,126	737,574
<b>Federal Grant Revenues</b>	<b>2,446,500</b>	<b>1,628,097</b>	<b>4,074,597</b>	<b>1,222,422</b>	<b>1,222,422</b>	<b>2,852,175</b>
<b>State Grant Revenues</b>						
Adult Basic Education Grant	126,700		126,700			126,700
Education & Training Grant	2,300		2,300			2,300
General Adult Education Grant	71,700		71,700			71,700
Career Tech Grant			-			-
<b>State Grant Expenditures</b>	<b>200,700</b>	<b>-</b>	<b>200,700</b>	<b>-</b>	<b>-</b>	<b>200,700</b>
<b>Total Restricted Revenues</b>	<b>7,652,200</b>	<b>3,226,425</b>	<b>10,878,625</b>	<b>1,227,912</b>	<b>1,327,956</b>	<b>9,550,669</b>

Ozarka College	Approved	Adjustments to	Revised	Actual	Actual	Budgeted
Restricted Funds	2021 - 2022 Budget	2021 - 2022 Budget	2021 - 2022 Budget	Month to Date	Year to Date	Balance to Collect or
August 1, 2021 through August 31, 2021	2021 - 2022 Budget	2021 - 2022 Budget	2021 - 2022 Budget	Revenue/Expense	Revenue/Expense	Balance to Expense
<b>Student Aid Expenditures</b>						
AR Challenge Awards	180,000		180,000			180,000
AR Future Grant	80,000		80,000			80,000
AR Workforce Challenge	10,000		10,000		1,600	8,400
ARPA - Aid to Students		A 1,573,328	1,573,328			1,573,328
Federal Work Study	50,000		50,000			50,000
Go Grant	5,000		5,000			5,000
National Guard Grant						
PELL Grant	3,250,000		3,250,000	1,430	96,472	3,153,528
SEOG Awards	30,000		30,000			30,000
Arkansas Concurrent Challenge						
Student Loans - Federal	1,200,000		1,200,000		9,062	1,190,938
Student Loans - Private	200,000		200,000			200,000
Miscellaneous Scholarships		25,000	25,000			25,000
<b>Student Aid Expenditures</b>	<b>5,005,000</b>	<b>1,598,328</b>	<b>6,603,328</b>	<b>1,430</b>	<b>107,134</b>	<b>6,496,194</b>
<b>Federal Grant Expenditures</b>						
Career Pathways Initiative	234,900		234,900	15,332	28,333	206,567
ARPA - Institutional		A 1,382,267	1,382,267	1,103,368	1,103,368	278,899
CARES - Institutional	750,000	C 121,974	871,974	85,661	132,927	739,047
CARES - Strengthening Institutions	51,300	C 123,856	175,156		51,324	123,832
Carl Perkins	117,600		117,600	6,513	13,166	104,434
Direct & Equitable Grant	34,700		34,700	2,825	2,825	31,875
Delta Upsoar Grant	23,000		23,000	3,708	10,164	12,836
Ready for Life Grant	155,900		155,900			155,900
TRIO Grant	331,400		331,400	57,858	68,195	263,205
WORC Grant	747,700		747,700	186,323	196,450	551,250
<b>Federal Grant Expenditures</b>	<b>2,446,500</b>	<b>1,628,097</b>	<b>4,074,597</b>	<b>1,461,589</b>	<b>1,606,751</b>	<b>2,467,846</b>
<b>State Grant Expenditures</b>						
Adult Basic Education Grant	126,700		126,700	8,910	17,770	108,930
Education & Training Grant	2,300		2,300			2,300
General Adult Education Grant	71,700		71,700	6,191	10,767	60,933
Career Tech Grant				2,773	2,773	(2,773)
<b>State Grant Expenditures</b>	<b>200,700</b>	<b>-</b>	<b>200,700</b>	<b>17,874</b>	<b>31,310</b>	<b>169,390</b>
<b>Total Restricted Expenditures</b>	<b>7,652,200</b>	<b>3,226,425</b>	<b>10,878,625</b>	<b>1,480,893</b>	<b>1,745,196</b>	<b>9,133,429</b>

Ozarka College		2021 - 2022 Fiscal Year		2020 - 2021 Fiscal Year		
Unrestricted Current Funds - Fiscal Comparison						
August 1, 2021 through August 31, 2021						
	Revised	2021 - 2022 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 08/31/21	Revised	2020 - 2021 Actual Year to Date Revenue/Expense	Percentage of Budget Realized as of 08/31/20
	2021 - 2022 Budget			2020 - 2021 Budget		
<b>Revenues:</b>						
Tuition & Related Fees	2,507,105	137,793	5.50%	2,737,470	183,535	6.70%
Program & Course Related Fees	593,925	22,232	3.74%	913,410	43,073	4.72%
Testing Services	88,930	1,073	1.21%	86,575	1,545	1.78%
Sales Tax Proceeds	566,260	53,196	9.39%	477,600	0	0.00%
Interest Income	6,370	332	5.21%	18,840	479	2.54%
Other Income	99,325	746,715	751.79%	64,495	74,045	114.81%
General Revenue	3,048,780	529,166	17.36%	2,591,465	572,022	22.07%
Workforce 2000 Funding	1,271,850	211,973	16.67%	1,271,850	211,973	16.67%
Transfer from Construction/Renovation Fund	0	0	0.00%	146,880	0	0.00%
Auxiliary Income - Culinary Café	4,175	0	0.00%	2,715	0	0.00%
Auxiliary Income - Student Housing	52,800	7,960	15.08%	52,800	2,893	5.48%
ARPA Funding Lost Revenue	270,435	268,775	99.39%	0	0	0.00%
OCF Gift for Ash Flat Tech Center	75,000	0	0.00%	0	0	0.00%
2021 Carryover	152,450	0	0.00%	0	0	0.00%
<b>Total Unrestricted Revenues</b>	<b>8,737,405</b>	<b>1,979,215</b>	<b>22.65%</b>	<b>8,364,100</b>	<b>1,089,565</b>	<b>13.03%</b>
<b>Expenses:</b>						
Regular Salaries	4,499,000	551,611	12.26%	4,291,580	570,302	13.29%
Extra Help Salaries	103,400	10,258	9.92%	121,800	9,058	7.44%
Fringe Benefits	1,646,065	214,095	13.01%	1,595,060	216,725	13.59%
Supplies & Services	1,515,515	341,444	22.53%	1,395,690	258,107	18.49%
Travel	60,830	1,831	3.01%	64,905	785	1.21%
Utilities	470,645	129,033	27.42%	415,920	147,617	35.49%
Capital Outlay	52,550	1,285	2.44%	76,950	0	0.00%
Bond Payments	358,500	0	0.00%	402,195	0	0.00%
Loan Payments	30,900	0	0.00%	0	0	0.00%
<b>Total Unrestricted Expenditures</b>	<b>8,737,405</b>	<b>1,249,557</b>	<b>14.30%</b>	<b>8,364,100</b>	<b>1,202,594</b>	<b>14.38%</b>
<b>Net Income or (Loss)</b>		<b>729,659</b>			<b>(113,029)</b>	
<b>Adjustment for ARPA/Indirect Funding *</b>		<b>(746,424)</b>				
<b>Adjusted Net Income or (Loss)</b>		<b>(16,765)</b>				

\* One time federal funding from ARPA funds. Income adjusted to present a more accurate historical comparison.

# College Monthly Calendar:

September 2021							Next Month »
« Previous Month	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 (h) 2:00 PM Fitness Center Interviews	3	4
5	6 Labor Day Holiday (Offices Closed)	7 Last Day to Audit a Class Census Day	8	9	10	11	
12	13	14	15	16	17	18 (p) 7:00 AM Sprint at the Spring (p) 5:00 PM Fall Concert	
19	20 (s) 2:30 PM PAX-PN Preparatory Workshop	21 (s) 10:00 AM PAX-PN Preparatory Workshop	22	23 (s) 8:30 AM PAX-PN Preparatory Workshop (p) 11:00 AM American Red Cross Blood Drive (s) 3:00 PM PAX-PN Preparatory Workshop	24 (p) 5:00 PM NCAADF Pageants	25 (p) 7:00 AM Golf Scramble (p) 12:00 PM NCAADF Pageants	
26	27	28	29	30			