

EAST ARKANSAS COMMUNITY COLLEGE

OFFICIAL MINUTES OF THE BOARD OF TRUSTEES MEETING—August 11, 2022

Boardroom

6:00PM

I. CALL TO ORDER:

The Board of Trustees meeting was called to order at 6:00PM by Mr. Brent Howton, Chair. Mr. Al Miller opened with prayer.

II. ROLL CALL:

The following board members were in attendance: Mr. Alan Curtis, Mrs. Beverly Devazier, Mr. Brent Howton, Ms. Ann Hudson, Mr. Kevin Lewey, Mr. Al Miller, and Dr. Florine Milligan. Mrs. Jan Haven and Mr. Rausch Hodges were unable to attend.

OTHERS PRESENT:

Dr. Cathie Cline, Mrs. Lindsay Midkiff, Mrs. Michelle Wilson, Mrs. Niki Jones, Mr. Tanner McKnight, Dr. Laura Riddle, Mr. Adam O'Neal, Mrs. Lindsy Huffaker, and Dr. Don Lewis attended. Minutes were recorded and transcribed by Anne Kelso.

MEDIA PRESENT:

Media included Ms. Katie West, representing the Forrest City Times Herald Newspaper.

III. APPROVAL OF MINUTES OF PREVIOUS MEETING:

Mr. Howton asked if there were any corrections or additions to the minutes of the previous meeting held on May 19, 2022. Mr. Curtis made a motion to approve the minutes. Mrs. Hudson seconded the motion. The motion passed with no opposition.

IV. OLD BUSINESS:

There was no old business to report.

V. SPECIAL REPORTS

A. Foundation Report—Niki Jones

Niki Jones gave the annual Foundation report for 2021-22. Information was distributed in a handout for review. Board officers included Jan Haven, Chair; Joe Perry, Vice-Chair; Megan O'Neal, Treasurer; and Anna Howton, Secretary. Board members are LeRoy Dangeau, Susan DeRossitt, Beverly Devazier, Pierre Evans, Larry Freeman, Steve Hollowell, Ann Hudson, Chris Morledge, Dale Morris, Claudette Walker, Dr. Cathie Cline, President, Brent Howton, BOT Chair, and Niki Jones, Director of Development.

Scholarship recipients for 2021-22 included Katelyn Lindsey (Walker), Tabitha Thomas (Non-traditional), Emily Hall (Tech Ed), Camryn Dollar (Gen Ed), Chantrell Chism (Blankenship), Cherrelle Brown (Burt-Davis), Zoe Colvin and Erica Faircloth (Swindle),

Allyson Davis (Community Leader), Kameshia Davis (Fogg), and Jamie Dias (Beasley for Spring).

The Nimocks Family Concurrent Enrollment Grant was received again this year in the amount of \$10,000. These funds are used to assist with the cost of tuition, fees, and books.

The Sponsor a Child (SAC) scholarship was awarded for three participants to attend Summer Enrichment Camp in July for a total of \$270.

This year's Distinguished Faculty Award was presented to Kevin Brown, Major Appliance Instructor, and the Outstanding Staff Award was presented to Shannon Bridges, Humanities and Social Sciences Administrative Specialist.

The annual Golf Tournament, held on June 13, 2022 raised a total of \$35,729.51 for the Foundation.

The EACC Food Pantry received a grant in the amount of \$1,000 from the Arkansas Community Foundation Giving Tree Grants; \$1,000 from the Arkansas Hunger Alliance on Food Insecurity for College Students; and \$1,200 from the Arkansas Community Foundation for Food Security grant. The EACC Food Pantry also received a large commercial sized refrigerator as a result of being associated with the Food Bank of North East Arkansas.

The 2021-22 Pillars of the Arts raised \$11,750.51 for the Foundation. Donations for the 2022-23 performance season will begin in August.

B. Update on Search for Vice President for Academic Affairs—Dr. Cline

Dr. Cline noted that finalists recommended by the screening committee were interviewed this week, the last one today, and we hope to announce a new Vice President for Academic Affairs very soon.

C. Status of Construction Projects—Dr. Cline

Dr. Cline reported that the Welcome Center project is on schedule and contractors expect completion by late spring. The contractor's timeline was included in the packet for review. A rendering of the interior design was provided to board members.

VI. FINANCIAL REPORTS:

Dr. Cline discussed financial reports for the periods ending May 31, 2022, June 30, 2022 and July 31, 2022. Mr. McKnight discussed the preliminary End-of-Year Report, including the Days of Cash On Hand, per Act 69 (2021). Following this report, Judge Hudson moved to accept the financial reports as presented, and Mr. Lewey seconded the motion. The motion carried with no opposition.

VII. New Business

A. Budget Adjustments

There were no reportable budget adjustments. Only adjustments made outside the original department in which they were budgeted are reported, which is according to board policy.

B. Resignations/Terminations/Retirement

Dr. Cline reported that the following individuals are no longer employed with EACC: Robert Summers, Vice President for Vocational, Occupational, and Technical Education; Dr. H.G. Souheaver, Lead Faculty for Social Science/Psychology Instructor; Clyde Rodgers, Lead Faculty for Humanities/English Instructor; Jacki Swan, Controller, Diane Anderson, Administrative Specialist/Library Services; James Copeland, Recruitment Coordinator; Keaton Fincher, EMT/Paramedic Lead Instructor; and Briana Byers, Career Coach/Augusta. This information requires no action by the Board.

C. Report on New Hires/Change in Duties

Dr. Cline reported that the following employees have been employed or have had a change in duties since our last board meeting: Lindsay Midkiff, Associate Vice President for Public Relations and Community Programs; Daniel Grantham, Lead Instructor for Humanities and Social Science; Adam O'Neal, Dean for Student Services/CSAO; Heather McBride, Director of Auxiliary Services; Debbie Feagin, Director of Adult Basic Education, Literacy, SNAP, and ABE Instructor; Carly Dillard, Director of Marketing; Janice Wallace, Director of Financial Aid; Mark Wilson, Director of Campus Safety; Lindsi Huffaker, Executive Director of Human Resources; Roni Horton, Executive Director of Institutional Research and Effectiveness; Christy Jackson, Controller; John Thompson, English Instructor; Rachael Thompson, English Instructor; Jordan Alkaabi, Business Instructor; Courtney Garland, Academic Advisor/Retention Counselor; Briana Byers, Transfer/Career & Advising Specialist for Student Support Services; Katie Mason, RN Instructor; Tabitha Thomas, Administrative Specialist II/Allied Health; Craig Sandberg, PC Support Specialist; Veronica Boyd, Student Advisor/CPI; and Courtney Trimble, Biology Instructor. This is informational only and requires no action by the Board.

D. Summer I and II Payroll Report

Dr. Cline presented the Summer I and Summer II payroll for faculty prepared by Michelle Wilson. This item is informational and requires no action by the Board.

E. Summer I and Summer II Enrollment Data

Dr. Cline reported that Summer I term's unduplicated headcount of 388 was down 4.9% compared to 2021 when it was 408, although still 14.12% higher than 2020 when it was 340. Summer II unduplicated headcount was 226, down 12.4% this year

compared to 258 in 2021 and down 27% compared to 311 in 2020. Dr. Cline noted several divisions with increases; however, overall enrollment for both summer terms was a mixed bag. As we work to determine the cause for the decreases, it is believed gas prices, inflation, and the continuing impact of COVID-19 were all factors. On a brighter note, as of today we are up 113 for the fall semester. This time last year, we were at 470, right now we are at 583.

F. Update on Productivity Funding Distribution

Dr. Cline noted that EACC received notification for FY24 funding based on productivity formulas. We will receive an additional \$224,061 in state funding for Year 6 distribution, an increase of 2.61%. Of this total increase, \$171,548 will be added to EACC's base funding and \$52,514 is one-time incentive funding. By law, only 2% can be added to base funding. This is EACC's third year in a row to earn additional funding based on its productivity index. This report is informational only.

G. Approval of Academic Calendar Updates

Dr. Cline reported. Since the board has approved previous calendars, we are requesting board approval to make modifications to the 2022-23, 2023-24, and 2024-25 academic calendars to include the addition of an allied health graduation. In addition, we have added the College's awards ceremony, which honors students, faculty, staff, and retirees. Also, the LPN and CDT dates were left off previous calendars and are now included. Ms. Hudson moved to approve these calendars, and Dr. Milligan seconded. The motion passed with no opposition.

H. Approval of College Catalog 2022-2023

A copy of the 2022-23 catalog was distributed for review. Mr. Curtis moved to approve the college catalog and Mrs. Devasier seconded the motion. The motion passed with no opposition.

I. Approval of Foundation Expenditure for Student Furnishings

Dr. Cline reported, per Board Policy 1-19 and the bylaws of the EACC Foundation, the EACC Board of Trustees must approve any single expenditure in excess of \$5,000 from the Foundation's general fund. At its July 21 meeting, the Foundation Board of Directors approved an expenditure of \$100,000 from its general fund to provide for student furnishings for the EACC Welcome Center currently under renovation. Dr. Cline asked the Board of Trustees to approve this expenditure. Dr. Milligan moved to approve this request, and Ms. Hudson seconded. The motion passed with no opposition.

J. Receipt/Acceptance of Student Support Services Grant

Dr. Cline reported that EACC received a grant award notification in the amount of \$361,323 for the 2022-23 Student Support Services (SSS) TRiO project. Dr. Cline asked the board to approve these funds and to authorize the administration to

make appropriate expenditures. Mr. Miller moved to approve, and Ms. Hudson seconded. The motion passed with no opposition.

K. Receipt/Acceptance of Career Pathways Initiative Grant

Dr. Cline reported that Career Pathways received a 29% increase over last year's funding. The award amount for FY23 is \$293,873. Dr. Cline asked the board to accept this award and to authorize the administration to expend the funds in the approved manner. Dr. Milligan moved to approve, and Mr. Curtis seconded the motion. The motion carried with no opposition.

L. Receipt/Acceptance of Regional Workforce Grant for CDL Program

Dr. Cline reported that this is a new grant from the Arkansas Division of Higher Education. This grant will be used to expand and improve our CDL program by adding a bathroom to the CDL classroom, adding asphalt to the north gravel range, and lights to the range to allow for an evening CDL program. We will also purchase a truck-driving simulator and a new tractor-trailer. Dr. Cline asked the board to approve the Regional Workforce Grant in the amount of \$445,000 and to authorize the administration to expend the funds as allowed under the grant agreement. Ms. Hudson made the motion to approve, and Mrs. Devazier seconded. The motion carried with no opposition.

M. Receipt/Acceptance of Higher Education Emergency Relief Funds (HEERF) Supplemental Support under America Rescue Plan (SSARP)

Dr. Cline reported that EACC has received a grant in the amount of \$307,036 from the FY2022 Higher Education Emergency Relief Funds (HEERF) Supplemental Support under the America Rescue Plan (SSARP). Of the total grant award, half must be used for direct grants to students and half for institutional needs. Dr. Cline asked the board to accept this award and to authorize the administration to expend the funds as outlined by the grant. Mr. Miller moved to accept this award, and Mr. Lewey seconded. The motion passed with no opposition.

N. Board Policy Review Committee Recommendations (BP 3-21, BP 1-5, BP 3-35, BP 3-25, BP 3-26, BP 3-3, BP 5-7, and BP 3-22)

The Board Policy Review Committee (Mr. Howton, Ms. Hudson, and Dr. Milligan) met prior to the Board of Trustees meeting to discuss Board Policy changes proposed by Dr. Cline. Dr. Milligan reported on behalf of the committee and made a motion to approve the policy changes proposed by Dr. Cline. Ms. Hudson seconded, and the motion passed with no opposition.

VIII. President's Report

Dr. Cline distributed the convocation calendar so that board members could see all the professional development activities that are involved when faculty return the week before classes begin. We also had two very well attended New Student Orientations this week.

Mr. Mark Wilson, Director for Campus Safety, has taken his staff members to attend active shooter training and is meeting with each building/area on safety and emergency planning. We realize this type of training is situational to the area or building, in which employees are located.

Our LPN students currently have a 100% pass-rate for the NCLEX, and our RN students have an 87.5% pass rate. Also, we have a new 2+2 in Nursing with ASU-Jonesboro. This will make the transfer pathway much easier for those students.

We will host an open house at the Wynne Center next Tuesday with a large slide and hot dogs while we register students.

Lastly, Lindsay Midkiff presented a video for the 2022-23 Fine Arts Center performance season. This year's season includes Trace Adkins, The Association, Tanya Tucker, The Bar-Kays, and Kansas. In addition, we have another special event in conjunction with Awakening Events for Chonda Pierce, Comedian, who is scheduled to be here November 20th. We also have two school shows scheduled, including Junie B. Jones and Pete the Cat's Hollywood Show. Niki Jones will make the season announcement to the public tomorrow morning on KXJK radio.

IX. EXECUTIVE SESSION –None

X. ADJOURNMENT

With no further business, Mr. Miller made a motion to adjourn and Mr. Lewey seconded the motion. The meeting adjourned at 6:39PM.

Approved:

Alan Curtis, Vice Chair
EACC, Board of Trustees

Date