

EAST ARKANSAS COMMUNITY COLLEGE

OFFICIAL MINUTES OF THE BOARD OF TRUSTEES EACC Boardroom 6PM

Date of Meeting: November 10, 2022

I. CALL TO ORDER:

The Board of Trustees meeting was called to order at 6:00PM by Mr. Alan Curtis, Vice Chair. Mr. Al Miller opened in prayer.

II. ROLL CALL:

The following board members attended in person: Mr. Alan Curtis, Mrs. Beverly Devasier, Mr. Rausch Hodges, Mrs. Jan Haven, Judge Ann Hudson, Mr. Kevin Lewey, Dr. Florine Milligan, and Mr. Al Miller. Mr. Brent Howton was unable to attend.

OTHERS PRESENT:

Attending in person: Dr. Cathie Cline, Mrs. Michelle Wilson, Mrs. Lindsay Midkiff, Dr. Yolanda Cox, Dr. Laura Riddle, Mr. Adam O'Neal, Mrs. Lindsi Huffaker, and Mrs. Carly Dillard. Minutes were recorded and transcribed by Anne Kelso.

MEDIA PRESENT:

Members of the media in attendance included Miss Katie West representing the Forrest City Times-Herald newspaper, and Mr. Rick Holt of KXJK/KBFC Radio.

III. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

Mr. Curtis asked if there were any corrections or additions to the minutes of the previous meeting held on August 11, 2022. Mr. Miller moved to approve the minutes. Mrs. Haven seconded the motion. Motion passed with no opposition.

IV. OLD BUSINESS: None

V. SPECIAL REPORTS

A. Status of Construction Projects/Capital Campaign Fundraising

Dr. Cline reported on the Welcome Center project. She noted the enclosed timeline and reported that everything is on schedule for construction to be completed in early March and furniture to be delivered by April 3. The Connectivity Trail, however, has been a longer process. As you recall, this is funded through a grant, and we continue to work with the Arkansas Department of Transportation to get approval of the plans at each stage. It is beginning to look like a mid-summer timeline for completion. Another grant-funded project is to work on plumbing and mold issues on the property at 1326 E. Broadway. We hope to begin addressing some of those issues in January.

Dr. Cline asked Lindsay Midkiff to update the Board on plans for the Foundation's Capital Campaign to raise funds for the Welcome Center. Committee members met to discuss naming opportunities, pledge commitments, timelines and goals for the campaign. An online donation platform will be added to the EACC website to accept donations, and an event will be planned for the spring. This report is informational only.

B. Student Activities & Achievements

Lindsay Midkiff reported on student events to promote engagement and cultural enrichment. A PowerPoint included pictures from New Student Orientation, Wynne Center Open House, intermural sports, fall fest activities, Electric Vehicle Learn & Drive event, Hispanic Heritage Month, Hispanic Cultural Café, Halloween contest, Red Ribbon Week, First Generation College Student Celebration, and scholarship awards. Carly Dillard was recognized for her work in coordinating all these events for our students. Also, we received a grant to produce a video to promote our nursing program. Mrs. Midkiff presented the video to the board members.

VI. FINANCIAL REPORTS:

A. Discussion/Approval of Legislative Audit Report

Mr. Curtis noted that board members received a copy of the Legislative Audit Report in the mail for review. Mr. Lewey moved to accept the Legislative Audit Report as presented, and Ms. Hudson seconded. The motion carried with no opposition.

B. End of Year Financial Statement 2022

Mr. McKnight was away attending the NACUBO Conference; however, financial reports were included for review, including a report for cash-on-hand. Following Dr. Cline's comments, Mrs. Haven moved to accept these reports, and Mr. Hodges seconded. The motion carried with no opposition.

C. Financial Statements

Financial statements for periods ending August 31, 2022, September 30, 2022 and October 31, 2022 were included in the packet and were discussed and approved with the End of Year Financial Statement.

VII. NEW BUSINESS

A. Budget Adjustments

According to board policy, only adjustments made outside the original department in which they were budgeted are reported. Per the memo from Tanner McKnight, no reportable budget adjustments have been made since the last meeting of the Board of Trustees.

B. Open Enrollment for Insurance Benefits

Dr. Cline stated that open enrollment for insurance will begin soon. A revised benefits summary was included for review. Per board policy 3-8, “the Board shall review the insurance coverage provided each year.” I recommend that the Board of Trustees approve the insurance plan levels and tiers included, which are unchanged from last year. Mrs. Haven moved to approve the insurance plan levels and tiers as discussed, and Dr. Milligan seconded. The motion carried with no opposition.

C. Fall Enrollment Report

Dr. Cline reported an enrollment increase of 12.3% over fall 2021 with an unduplicated headcount of 1057 to 1,187. The highest overall increase was in high school enrollment, and she recognized Tobey Nichols and Christine Williams for the outstanding job they have done. By division, the largest increase was seen in the vocational-technical programs with a 36.4% increase. Dr. Cline included ADHE enrollment figures for all institutions in the board packet. This report is informational only.

D. Fall Part-Time Payroll Report

Dr. Cline presented the Fall 2022 part-time faculty payroll prepared by Michelle Wilson. This is a report and does not require action by the Board.

E. Resignations/Terminations/Retirements

Dr. Cline reported that since the last board meeting, the following individuals are no longer employed at EACC: Cheyenne Finley-Chadwick, Student Activities Specialist; William Perkins, Maintenance Assistant. This is an informational item and requires no action by the Board.

F. Report on New Hires/Change in Duties

Dr. Cline reported that since the last board meeting, the following personnel have been hired or have had a change in duties: Dr. Yolanda Cox, Vice President for Academic Affairs; Dr. Audrene Ellis, Psychology Instructor; Tracy Holst, Recruitment Coordinator; Destinee Brock, Administrative Specialist III; Tierney Fletcher, Administrative Specialist I; William Wages, Library Support Technician. This is an informational item and requires no action by the Board.

G. Approval to Add New Credentials to Degree Programs

Dr. Cline requested approval from the Board of Trustees for the addition of the following credentials to EACC’s program inventory: Certificate of Proficiency in Introductory Steel Industry Technology; Certificate of Proficiency in Entrepreneurship; Certificate of Proficiency in Heavy Equipment Technology; Certificate of Proficiency in Business; Certificate of Proficiency in Commercial Driver Training-Restricted. Dr. Cline further noted that EACC is one of two schools who has agreed to pursue the addition of a high school Licensed Practical Nursing program to its Secondary Career Center. South Arkansas Community College and EACC are working with the Arkansas Department of Education, the Arkansas Division of Higher Education, the Office of Skills Development,

and the Arkansas Board of Nursing on the details regarding curriculum delivery. This program would be an extension of our existing medical professions secondary career program, and would allow high school students to sit for the NCLEX exam upon completion of the program. While this is not an addition to our existing degrees, it is a project about which I wish to make the Board aware.

With your approval, we will move forward with approval processes through the Arkansas Division of Higher Education. Ms. Hudson moved to approve the addition of these credentials, and Mrs. Haven seconded. The motion carried with no opposition.

H. Receipt/Acceptance of Arkansas Commercial Truck Safety and Education Program (ACTSEP) Funds (Safe Start Program)

Dr. Cline reported that EACC has received an award notification from the Arkansas State Highway Commission for the ACTSEP program in the amount of \$12,899.93. Dr. Milligan moved to approve, and Mrs. Haven seconded. The motion carried with no opposition.

I. Recommended Changes to Board Policy

The Policy Review Committee met prior to the Board of Trustees meeting to review proposed policy changes recommended by Dr. Cline. The addition of two new waivers to BP 5-4, *Waiver of Student Tuition/Fees*, to include a multi-generational waiver and a State employee waiver is being proposed. For all waivers, a budget is set that the board approved in May, and there are state and accrediting body rules governing what percentage of a College's budget can be applied to waivers. Our board policy states that waivers are not guaranteed, and can only be awarded if the budgeted amount allows. Dr. Cline also recommended updates to BP3-28, *Drug-Free Workplace* policy. The main changes relate to the inclusion of alcohol and medical marijuana, drug testing, the employee assistance program, and a disclosure on confidentiality of records. Thirdly, we are requesting a confidentiality clause to be added to BP3-2, *Recruitment and Selection of Employees*. Dr. Milligan moved to approve the requested changes, and Mrs. Haven seconded. The motion carried with no opposition.

J. Activation of Nominating Committee for Board Officers

Mr. Curtis stated that the Nominating Committee will need to schedule a meeting in order to present a slate of officers for approval at the February meeting. This committee consists of Mr. Howton, Mrs. Haven and Mr. Curtis

VIII. President's Report

Dr. Cline reported that EACC will resume instruction at the federal prison in January. EACC was awarded a 5-year training contract with the Bureau of Federal Prisons in October. This \$1.03 million contract was the result of hard work by Vice President, Tanner McKnight, Dean Jack Hill, and Business and Industry Instructor, Ron White. This contract allows us to provide diesel technology and HVAC training to residents of the low and medium facilities.

Director of Campus Safety, Mark Wilson, has conducted disaster and emergency training specifically tailored to each building's needs. This includes active shooter, campus evacuations, natural disasters, and other information needed for emergencies. Mr. Wilson has scheduled an FBI agent to talk to the campus as a whole about school shootings next semester.

On Wednesday, November 2, EACC hosted a regional Arkansas Economic Development Commission meeting. We were one of four locations in the state chosen to host meetings. The day included an employer/business & industry meeting, a meeting with students/future workforce, and a meeting with educators. Three members from AEDC conducted the meeting, as well as the consulting team they are working with, local workforce representatives, and the mayors of Forrest City and Wynne.

EACC's diesel technology students rank #1 in Arkansas and #18 nationally in the Get Ahead Program. Through this program, sponsored by Daimler Trucks North America, students can acquire 15 dealer-level, technician-training certifications that do not expire. We have partnered with TAG Truck Center in the program since September 2020 and have steadily risen in the rankings. Congratulations to Bill Mathes and Nicholas Pickard for providing EACC students with a top-notch program.

Through a \$108,000 Regional Workforce Grant, EACC has received a new state-of-the-art truck-driving simulator. This will be used as a training tool to provide detailed skills assessment to students. Dean Jack Hill or one of our instructors would be happy to show anyone this amazing training tool in action.

We have entered a course-sharing partnership with a national group called Acadeum through the League for Innovation, a long-standing, well-respected, higher education advocacy, training, and education group. Through the Acadeum platform, we can offer our courses to students nationally, and we can offer our students access to courses that we might not otherwise be able to offer. We are the second community college in Arkansas to utilize this method of course delivery, although discussions are underway with the Arkansas Community Colleges (ACC) association to join as a group. We have been invited to speak at the League for Innovations conference in March about our work on this project. Also, we have renewed an MOU in Entrepreneurship with UAPTC and several other community colleges. We developed a CP to nest within our existing TC in Entrepreneurship, and we hope this partnership will provide additional access to students wishing to explore business foundations and entrepreneurship.

Our 2022 RN graduates have a 100% NCLEX pass rate for the first quarter. Congratulations to full-time RN instructors Tiffanie Goff, Jana Lloyd, Katie Mason, and Director Terri Moody, and part-time instructors Sara Joplin and Dena Poteat on this achievement.

100% of the 2022 LPN class has passed their NCLEX-PN exam and are employed. Director Mallory Adams, retired director Debbie Hill, and instructor Lynette Campbell are much appreciated for their efforts.

EXECUTIVE SESSION-None

ADJOURNMENT

With no further business to discuss, Mr. Miller made a motion to adjourn. Mr. Lewey seconded the motion. The meeting adjourned at 6:41PM.

Approved:

Brent Howton, Chairman
EACC BOARD OF TRUSTEES

Date