

## **EAST ARKANSAS COMMUNITY COLLEGE**

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### **OFFICIAL MINUTES OF THE BOARD OF TRUSTEES MEETING—August 10, 2023**

**Boardroom**

**6:00PM**

**I. CALL TO ORDER:**

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

**II. ROLL CALL:**

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

**OTHERS PRESENT:**

Dr. Cathie Cline, Mrs. Lindsay Midkiff, Mr. Jack Hill, Mr. Jim Huff, Mr. Mark Wilson, Dr. Laura Riddle, Mr. Adam O'Neal, and Mrs. Lindsay Huffaker attended. Minutes were recorded and transcribed by Anne Kelso.

**MEDIA PRESENT:**

Media included Mrs. Tamara Johnson, representing the Forrest City Times Herald Newspaper, and Mr. Rick Holt with KBFC-KXJK Radio Station.

**III. APPROVAL OF MINUTES OF PREVIOUS MEETING:**

Mr. Curtis asked if there were any corrections or additions to the minutes of the previous meeting held on May 18, 2023. Dr. Milligan made a motion to approve the minutes. Ms. Hodges seconded the motion. The motion passed with no opposition.

**IV. OLD BUSINESS:**

There were no old business action items.

**V. SPECIAL REPORTS**

**A. Annual Foundation Report—Lindsay Midkiff**

Lindsay Midkiff gave the annual Foundation report for 2022-23. 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 included LeRoy Dangeau, Susan DeRossitt, Beverly Devazier, Pierre Evans, Larry Freeman, Steve Hollowell, Ann Hudson, Chris Morledge, Dale Morris, Claudette Walker, Dr. Cathie Cline, EACC President, Brent Howton, EACC BOT Chair, and Niki Jones, Director of Development.

Scholarship recipients for 2022-23 included:

1. George and Alice Walker—Elizabeth Caldwell
2. Community Leader—Jake Eldridge
3. Non-Traditional—Katelyn Lindsey Dixon
4. Technical Education—Elizabeth Caldwell
5. General Education—Ansley McDaniel
6. Giny Blankenship—Katelyn Lindsey Dixon
7. Jesse E. Smith Swindle—Jack Eldridge and Summer Winders
8. Burt-Davis—Camryn Dollar
9. Coy Grace—Raven Jones
10. Willie Smith—Gabrielle Ransome

The Nimocks Family Concurrent Enrollment Grant was received again this year in the amount of \$12,500. 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 Daniel Grantham, Humanities and Social Science Lead Instructor, and the Outstanding Staff Award was presented to Tobey Nichols, Concurrent Credit Coordinator.

The annual Golf Tournament, held on June 12, raised a total of \$32,992.00 for the Foundation. We had three sponsorships at the \$5,000 level, Arkansas Concrete, Boar's Head, and Forrest City Medical Center.

The EACC Food Pantry received three grants: Arkansas Community Foundation Giving Tree Grant in the amount of \$500; the Arkansas Department of Higher Education for \$5,000; and the Food Bank of NEA for \$1,000 as part of the Community Accelerator Program.

The 2022-23 Pillars of the Arts raised \$11,700.00 for the Foundation. Donations for the 2023-24 performance season began this month.

**B. Update on Mascot Design—Lindsay Midkiff**

Lindsay Midkiff reported that since there was no clear consensus for any of the three mascots proposed in the spring, it was decided that additional input was needed. During the summer, an online form was provided to receive additional input from faculty, staff, students, and the public via the website, social media, and email. In our search for a unique mascot option, additional education was provided about mascots already being used at community colleges throughout the state. Next week, we plan to introduce additional mascot ideas for input from faculty, staff, and students during the first week of classes.

### **C. Status of Construction Projects—Dr. Cline**

Dr. Cline reported that the Welcome Center project is finally nearing completion. Great Western Dining has hired a food manager, and we are in the process of working through the permitting process and final set up arrangements for the café. The furniture is in place with the exception of office desks and bookcases. It could not all be installed because the building is not yet complete, but much has been put together and/or is stored in the building. The final cost of the project is estimated to be around \$4.6-\$4.7 million once all issues have been addressed. Dr. Cline thanked Adam O'Neal and Mark Wilson for their tremendous help with this project.

As for the connectivity trail, we have finally reached the 100% approval phase for the construction documents. The next step is for ARDOT to allow us to release it to bid. There is no estimate from ARDOT for when the final letter to bid will be received.

As the Board will recall, we received grant funds to work on the plumbing and mold issues at the property at 1326 E. Broadway. Abatement, HVAC, venting, and painting have been completed, and the plumbing has been installed. The next step is for tiling and fixtures to be installed. We hope to be able to move in by early September. The building continues to be vacated as the work progresses. We are proud of the work it has taken to preserve this beautiful historic property for the future.

## **VI. FINANCIAL REPORTS:**

Dr. Cline discussed financial reports for the periods ending May 31, 2023, June 30, 2023 and July 31, 2023. The Days of Cash on Hand report, per Act 69 (2021), and budget adjustments. These adjustments mostly cover employee tuition waivers, which are considered a benefit that the College offers; however, it is essentially the College paying itself. A smaller amount was needed to cover independent program reviewers who must come from another state, per Arkansas Division of Higher Education rules, to review our career and technical programs. These line items were unintentionally left out of the FY 24 budget. These funds were all transferred out of contingency and will not affect any department's ability to operate in the coming year.

She further noted the preliminary End-of-Year Financial Report is not available at this time, however, the final report will be presented at the November meeting. Following this report, Mr. Lewey moved to accept the financial reports presented, and Dr. Milligan seconded the motion. The motion carried with no opposition.

## **VII. New Business**

### **A. Resignations/Terminations/Retirement**

Dr. Cline reported that the following individuals are no longer employed with EACC: Paige Laws, Director of Library Services; Logan Brasfield, Director of Community Education; Tracy Holst, Coordinator of Recruitment; Courtney Garland, Academic

Advisor/Student Retention Counselor; Jonathan Taylor, ABE Marketing & Recruitment Coordinator; Betty Keysacker, Adult Education Instructor; Anthony McMath, Career Coach/Brinkley; Gina Fowler, Fiscal Support Specialist/Accounts Receivable & Student Accounts; Dorothy Staten, Administrative Specialist I; Tiffanie Goff, Interim Director of Registered Nursing. This information requires no action by the Board.

**B. Report on New Hires/Change in Duties**

Dr. Cline announced that Mr. Jack Hill is no longer interim, and is now Vice President for Academic Affairs. She reported that the following employees have been employed or have had a change in duties since our last board meeting: Lindsie Huffaker, Associate Vice President for People & Culture; Adam O'Neal, Associate Vice President for Student Support Services/CSAO; Errin James, Dean of Student Experience; Christine Williams, Dean for Career and Technical Education; Dr. Matt Suda, Executive Director of Enrollment Management and Institutional Research; Carrie Carroll, Career Coach/Lee County; Kandance Caughron, LPN Instructor; Karla Ashburn, RN Instructor; Latricia Milton, RN Instructor; Joyia Roebuck, CNA Instructor; Daniel Baskins, Diesel Technology Instructor; Victoria Padilla, Adult Education Instructor; Gail Vance, Fiscal Support Specialist/Accounts Receivable & Student Accounts; Mallory Adams, Dean of Nursing and Allied Health; Katie Mason, Director of Registered Nursing; Jana Lloyd, Lead Instructor for Registered Nursing; Terry Davis, Director of LPN; and Hannah Morris, Instructor/Coordinator for Rad-Tech. This is informational only and requires no action by the Board.

**C. Summer I and II Payroll Report**

Dr. Cline presented the Summer I and Summer II payroll for faculty prepared by Vice President for Academic Affairs, Jack Hill. This item is informational and requires no action by the Board.

**D. Summer I and Summer II Enrollment Data**

Dr. Cline reported that Summer I enrollment increased by 5.10% this year, with an unduplicated headcount of 410 this year compared to 388 in 2022. This is the highest summer I enrollment in the last 4 years, possibly indicating the strength of our rebound following the pandemic. Summer II enrollment increased by 40.71% over last year, from an unduplicated headcount of 226 in 2022 to 318 in 2023. This is the highest enrollment in the last 4 years.

She further noted that Summer I SSCH increased 3.34% from 1,797 in 2022 to 1,857 this year; summer II SSCH increased over 50%, from 1,060 to 1,597. Summer I and Summer II SSCH were both the highest they have been in the last 4 years.

The largest increases were seen in non-degree seeking students, which includes transient students from other colleges or universities and in high school enrollment. Programs that saw enrollment increases include health professions, welding,

education, diesel, and the LPN program. We were also able to return to the federal prison in summer II, teaching approximately 39 students.

Dr. Cline further noted that our five high school LPN students started this summer and we are one of only two schools that agreed to pilot this program. I am happy to report that all five passed their first class, as their classes are given in segments, and we are optimistic and hopeful that this will be a life-changing experience for them. This report is informational and does not require action by the Board.

**E. Approval of College Catalog 2023-2024**

A copy of the 2023-24 catalog was distributed for review. Mrs. Haven moved to approve the college catalog and Mrs. Devasier seconded the motion. The motion passed with no opposition.

**F. Receipt/Acceptance of Student Support Services Grant**

Dr. Cline reported that EACC has received an award notification for our Student Support Services TRIO project in the amount of \$375,776, a 4% increase for the 2023-2024 budget period. Dr. Milligan moved to accept this award notification and to authorize the administration to make appropriate expenditures, and Mr. Hodges seconded. The motion carried with no opposition.

**G. Receipt/Acceptance of Career Pathways Initiative Grant**

Dr. Cline reported that EACC has received an award notification for the continuation of the Career Pathways Initiative Grant. The award amount for the FY24 period is \$283,224. Mrs. Haven moved to accept this award and to authorize the administration to expend the funds in the approved manner. Mr. Hodges seconded and the motion passes with no opposition.

**H. Receipt/Acceptance of Delta Regional Authority (ArDeLTA) Grant**

Dr. Cline reported, in partnership with the Arkansas Community Colleges association and Southeast Arkansas Community College, EACC has been awarded a Delta Regional Authority grant. This grant will build on EACC's unique program in which we provide mobile CDT training that can go directly to local communities or employers. Through this three-year grant, we will be able to purchase a new truck and mobile classroom and cover half an instructor's salary, as well as purchase some supplies.

The total award amount is \$449,088 with the purchased truck and mobile classroom being shared by the two schools. Dr. Milligan moved to approve these funds and to authorize the administration to expend the grant funds in support of the CDT program. Mrs. Devazier seconded, and the motion carried with no opposition.

**I. Receipt/Acceptance of the Arkansas Motor Vehicle Commission’s Education and Training Grant**

Dr. Cline reported that the College has been awarded funds by the Arkansas Motor Vehicle Commission in the amount of \$10,000 for the Education and Training Grant Program. These funds will be used to purchase diagnostic equipment for electric vehicles, transmissions, and powertrains for our Automotive Service Technology program. Dr. Cline recommended that the Board of Trustees take official action to accept these funds and to authorize the administration to make the appropriate expenditures. Mr. Hodges moved to approve, and Mr. Lewey seconded. The motion passed with no opposition.

**J. Receipt/Acceptance of the Perkins Career and Technical Education Improvement Grant**

Dr. Cline reported that the College has received an award notification for the Perkins Career and Technical Education Improvement Grant through the U.S. Department of Education. The total allocation of Perkins funds received is \$73,451 for FY24. This award will be used to purchase equipment for Nursing and Allied Health programs. Dr. Milligan moved to accept this award notification and Mrs. Haven seconded. The motion passed with no opposition.

**K. Receipt/Acceptance of the Eastern Arkansas Literacy Project (GAC) Grant**

Dr. Cline reported that the College has received official notification that the Eastern Arkansas Literacy Project has been awarded a grant in the amount of \$19,250 for FY2024. This grant will provide resources needed to continue adult literacy at EACC. Dr. Cline recommended that the Board approve this award and authorize the administration to make the appropriate expenditures. Dr. Milligan moved to accept this grant, and Mrs. Haven seconded. The motion passed with no opposition.

**VIII. President’s Report**

Dr. Cline reported that New Student Orientation went really well. There were over 100 students at each session and many brought parents and guardians. She was proud of the faculty and staff who presented program information and showed up to meet new students. Students asked lots of questions, we talked about mascot options and they were able to scan a QR code and give their input, participating in shared governance their very first day at EACC.

Dr. Cline announced that our RN program officially has a 100% pass rate for the previous year. We are really proud of that. The RN staff has come together and really done a great job as we continue to expand and grow all of our health care programs.

The “Truman Experience” as we call it, has gone well. We continue to train truck drivers there. We had children’s gymnastics there, and that was very popular. We will begin CNA training by the end of August. Jack Hill and Mallory Adams carried hospital equipment in

their pickup trucks and the mayor helped them unload. It has been a great experience to serve this community.

The Department of Commerce made a grant to Arkansas Northeastern for a Steel Making Boot Camp, and we are one of the colleges participating in this training. This is a two-week hands-on intensive training that guarantees a well-paying job at one of the area steel mills. We help with the curriculum, and sometime this fall, we will start offering those trainings in Forrest City, Wynne, and possibly Truman.

**IX. EXECUTIVE SESSION –None**

**X. ADJOURNMENT**

With no further business, Mr. Lewey made a motion to adjourn and Mr. Hodges seconded the motion. The meeting adjourned at 6:29PM.

Approved:

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Brent Howton, Chair  
EACC Board of Trustees

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Date