

**President's Report  
to the Board of Trustees  
March 1, 2022**

*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**

- March 4                      Sidney St. Patrick's Day Pageant
- March 6                      Student Services Transfer Fair
- March 6-8                    PAX-PN Preparatory Workshop
- March 11                     Miss Melbourne Pageant
- March 16                     Nursing Job Fair & LPN Spring Conference
- March 16                     Board of Trustees Regular Meeting

**Previous Events of Interest**

- February 6                    ACT Prep Course
- February 7                    Foundation Board Meeting
- February 9                    Fire Chiefs Meeting
- February 14                   Special Board Meeting
- February 14                   Chef's Table Event
- February 17                   Story Store
- February 21                   Essential Standards for Principals/Administrators

**College Governance**

- We are continuing to meet with regional companies to assess the need for additional tech programs, like construction trades.

**Academics**

*Chris Lorch, Provost:*

- Met with various high school representatives on Fall enrollment
- Assisted with Office of Skills Development Machining program review
- Met with representatives from Intimidator
- Met with local law enforcement on training opportunities
- Met with industry representatives in Mountain View

**Student Services/Enrollment Information**

*Zeda Wilkerson, Vice President of Student Services:*

- Held planning meeting for Get Real, Here's the Deal events. Michael Paskewitz with the Extension Office joined us

- Attended ACC Leadership Institute meeting in Little Rock – February 7-9
- Met with two students with ADA concerns
- Held Career Coach Meetings with Melbourne High School and ICC High School
- Participated in two virtual ArkACRAO meetings
- Assisted with concession stand at Regional Tournament at Calico Rock with several other Ozarka employees

*Dylan Herekamp, Registrar:*

- Completed professional reviews
- Prepared 2023 Commencement information for distribution to graduates
- Sent email to students announcing 2023 Commencement and deadlines for intent to graduate
- Completed VA Enrollment Manager required training
- Completed set up for Tungsten and VR&E Invoicing with the VA for VR&E recipient students

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

- The Admissions Department has completed multiple campus tours during the month of February
- Completing high school recruiting visits for the Spring
- Hosted Bradford High School Students on the Melbourne campus – February 23
- Completed Professional Reviews for Chris Mosely and Chrisha Savell
- Attending various College Fairs and Career Days at local high schools

*Tania Wallace, Director of Financial Aid:*

- Processed the first Pell disbursement on February 16
- Processed the first loan disbursement for Spring 2023 student loans
- Processing the first-time loan borrowers loan disbursement for Spring 2023 student loans
- Continuing to fill vacant work study positions for the Spring 2023 semester
- In contact with area high schools about the need for Spring financial aid events

*Amanda Engelhardt, Director of Career Pathways:*

- Thirty-three students received transportation assistance, which is 10 more than last Spring
- EdPays- Eighteen students received new student incentive of \$100 and three received completion incentive of \$500.
- Only four students shy of meeting our goal of 128 enrolled for FY23
- Amanda and Lindsey met with Ash Flat and Mountain View current and prospective students as well as presented to a few classes
- CPI is collaborating with WIOA, Single Parent Scholarship Foundation, area daycares and Ash Flat pregnancy center in effort to reach additional eligible students
- CPI staff attended the annual 2-day CPI workshop to discuss outreach strategies and FY24 funding
- Compliance review will be virtual on March 10th

*Kendra Smith, Perkins Program Director:*

- Presented resume, interview, and soft skills workshops for Melbourne and Mountain View LPN classes (Tiffney and Kendra)
- Presented resume workshop for automotive students at AFTC
- Processed testing fee reimbursement requests for four nursing students and one aviation student
- Attended virtual Perkins 30/30 Coordinator meeting
- Emailed equipment request and reminder to all CTE faculty
- Registered students for PAX-PN Prep workshops scheduled for March 6-8
- Ongoing planning for Nursing Job Fair (Tiffney and Kendra)
  - 21 employee representatives confirmed
- Worked in concession stand at Melbourne basketball game (Tiffney)

*Sharon Wilson, Director of TRIO:*

- Completed and submitted Interim Performance Report to the Department of Education
- Began gathering data for Annual Performance Report to submit to the Department of Education in March
- Completed staff professional reviews
- Attended a cultural event at Harding University
  - A production of The Crucible
- Assembled midterm packets to distribute to TRIO participants

## **Finance and Administration**

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

- The budget process for the 2023-2024 fiscal year has begun. All departmental budget requests are due to the Finance Office by March 15
- Annual employee performance evaluations were conducted during the month of February

## **Ash Flat**

*James Spurlock, Assistant VP of Campus Operations:*

- Career Pathways Representative on Campus – February 1, 8, 15, 22
- Financial Aid Representative on Campus – February 1, 8, 15, 22
- SNAP E&T – February 2, 9, 16, 23
- Arkansas Rehab Services Representative on Campus – February 6
- WIOA Representative on Campus – February 7, 14, 21, 28
- GED Classes – February 7, 9, 14, 16, 21, 23
- Introduction to Education Student Meetings – February 9
- Sharp County Hometown Health Coalition – February 21
- Meeting with Sharp County Sheriff's Office - Officer Training Follow up – February 27

## **Mountain View**

*Kim Lovelace, Campus Director of Mountain View:*

- Mountain View Chamber of Commerce meeting – February 13
- Professional reviews completed and submitted – February 15

- Discussion for career and college guidance with MVHS – February 15
- Ladies’ Luncheon planning meeting – February 15
- Phone meeting with Anna Harlan, Stone County UAEX for high school event – February 20
- Career Education for MVHS students planning meeting – February 20, 27
- Meeting with local HVAC about employee training needs – February 21
- Shirley HS visit with Marcus Orf regarding welding – February 21

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

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

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

- Quarterly Foundation Board Meeting – February 7
- Prepared and mailed Spring Gala invitations to businesses and individuals
- Prepared for Ladies’ Luncheon in Mountain View
- Worked with Bank of Salem on pass-through scholarship for technical education student
- Onboarded new Foundation Board member – Leeann Thomas, Stone County
- SEDAP Grant – preparing to order equipment
- WORC Grant – reviewing new reporting system
- AACC Conference – presentation preparation

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

- Coordinated social media ads for Ladies Luncheon, Job Postings, National Counseling Week, Valentine’s Day, Presidents Day, Health and Safety Update, Weather Closures
- Submitted PR’s regarding: Surgical Technology Application Deadline, LPN Application Deadline
- Completed multimedia for college design projects including flyers, tickets, and poster for Ladies’ Luncheon, Inquiry Cards, Registration Opens Postcard, Gala Individual Invitation and tickets
- Photography – captured LPN Clinical Badges, ARNEC Clinical Badges, High School Quiz Bowl, High School CNA, Welding, Culinary, and Automotive
- Coordinated Promo items for Admissions, Mountain View Campus, and Career Specialist Panelists; Coordinated promos/ads for Regional Tournaments
- Updated Business Spotlight Ad for Areawide Media, Purchased Sponsorship for Melbourne Bearkat, Purchased Stone County Visitor Guide Ad

#### **Adult Education**

*Trish Miller, Director of Adult Education:*

- Carol Sellars participated in the monthly SNAP E&T meeting via Zoom – February 21

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

*Scott Pinkston, VP and Chief Information Officer:*

- Completed IPEDS Winter Collection reports (Federal)
- Completed ADHE data submissions (State)
- Assisted the Business office with tax document preparation and reporting
- Continued to work with Student Services on Concurrent billing

## **Staff Council**

*Dylan Herekamp, Staff Council President:*

- Rescheduled first Spring meeting from February to March due to weather
- Reviewed election process to prepare for election of new officers in May

## **Travel/College Representation**

*Dr. Richard Dawe, President:*

- ADA Commission – Little Rock, AR – February 15

*Chris Lorch, Provost:*

- No travel

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

- JBC Personnel Committee (T. Wheelis, D. Steed) – Little Rock, AR – February 23

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

- Ladies' Luncheon Planning (S. Davidson) – Mountain View, AR – February 15
- Onboarding new Foundation Board Member (S. Davidson) – Mountain View, AR – February 15

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

- Mammoth Spring High School Recruiting Visit – Mammoth Spring, AR – February 21
- Koshkonong High School Career Day – Koshkonong, MO – February 22
- Sharp County Sheriff Officer Training Needs Meeting – Ash Flat, AR – February 24
- Be Pro Be Proud Truck at HHS – Highland, AR – February 27
- Teacher Residency Meeting at HHS – Highland, AR – February 27

*Trish Miller, Director of Adult Education:*

- Round Table Discussion – Little Rock, AR – February 7
- Career Services Provider Training (C. Sellars) – Little Rock, AR – February 15
- Adult Education Legislative Luncheon – Little Rock, AR – February 16
- WIOA meeting – Batesville, AR – February 21
- LACES for Director Workshop – Little Rock, AR – February 22

**Kudos**

- Maintenance did a great job addressing building leaks during the heavy rains

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

- May Board Retreat

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

- End-of-Month and Year-to-Date Financial Reports
- Reappointment of full-time administration, faculty and classified staff for the 2023-2024 fiscal year
- Approve provisional positions for the 2023-2024 fiscal year

**Dr. Dawe's Comments:**

- The spring semester is progressing very well. We continue to fill critical positions with experienced applicants.

Monthly Financial Reports:

	Approved 2022 - 2023 Budget	Revised 2022 - 2023 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
<b>Revenues:</b>						
Tuition & Related Fees	2,431,790	2,431,790	648,399	1,766,076	665,714	72.62%
Program & Course Related Fees	866,085	866,085	450,495	1,008,782	(142,697)	116.48%
Testing Services	88,695	88,695	18,379	45,084	43,611	50.83%
Sales Tax Proceeds	614,580	614,580	61,261	378,914	235,666	61.65%
Interest Income	4,395	4,395		3,823	572	86.99%
Other Income	90,970	90,970	497	46,753	44,217	51.39%
General Revenue	3,336,265	3,336,265	204,806	2,415,867	920,398	72.41%
Workforce 2000 Funding	1,271,840	1,271,840	105,987	847,894	423,946	66.67%
Tech Center Revenue	124,300	124,300		124,300	124,300	0.00%
Auxiliary Income - Culinary Café	5,940	5,940		239	5,701	4.02%
Auxiliary Income - Student Housing	52,800	52,800	6,147	35,227	17,573	66.72%
OCF Gift for Ash Flat Tech Center	16,350	16,350		16,350	16,350	0.00%
OCF Gift for Iltm View Tech Center	25,000	25,000		25,000	25,000	
<b>Total Unrestricted Revenues</b>	<b>8,929,010</b>	<b>8,929,010</b>	<b>1,495,972</b>	<b>6,548,658</b>	<b>2,380,352</b>	<b>73.34%</b>
<b>Expenses:</b>						
Regular Salaries	4,669,780	4,669,780	357,726	2,731,409	1,938,371	58.49%
Extra Help Salaries	105,200	105,200	4,522	50,989	54,211	48.47%
Fringe Benefits	1,648,630	1,648,630	116,400	930,866	717,764	56.46%
Supplies & Services	1,538,980	1,538,980	143,326	853,368	685,612	55.45%
Travel	76,990	76,990	1,866	33,948	43,042	44.09%
Utilities	471,280	471,280	24,613	324,666	146,614	68.89%
Capital Outlay	31,250	31,250		6,109	25,141	19.55%
Bond Payments	356,000	356,000		301,095	54,905	84.58%
Loan Payments	30,900	30,900		10,655	20,245	0
<b>Total Unrestricted Expenditures</b>	<b>8,929,010</b>	<b>8,929,010</b>	<b>648,455</b>	<b>5,243,105</b>	<b>3,685,906</b>	<b>58.72%</b>
				<b>Net Income or (Loss)</b>		
				<b>1,305,554</b>		

Ozarka College									
Restricted Funds									
July 1, 2022 through February 28, 2023									
	Approved	Adjustments to	Revised	Actual	Actual	Actual	Budgeted		
	2022 - 2023 Budget	2022 - 2023 Budget	2022 - 2023 Budget	Month to Date	Year to Date	Revenue/Expense	Balance to Collect or		
				Revenue/Expense	Revenue/Expense	Revenue/Expense	Balance to Expense		
<b>Student Aid Revenues</b>									
AR Challenge Awards	250,000		250,000			58,500.00	191,500		
AR Concurrent Challenge	100,000		100,000			28,500.00	71,500		
AR Workforce Challenge	25,000		25,000	(800)		2,400.00	22,600		
AR Future Grant	600,000		600,000	366,026		754,931.00	(154,931)		
Federal Work Study	50,000		50,000			24,923.25	25,077		
PELL Grant	2,750,000		2,750,000	988,028		2,319,667.94	430,332		
FSEOG Awards	40,000		40,000			20,000.00	20,000		
Student Loans - Federal	1,000,000		1,000,000	151,995		504,168.00	495,832		
Student Loans - Private	100,000		100,000			4,500.00	95,500		
Miscellaneous Scholarships		A	51,000	23,600		50,950.00	50		
<b>Student Aid Revenues</b>	<b>4,915,000</b>	<b>51,000</b>	<b>4,966,000</b>	<b>1,528,849</b>		<b>3,768,540.19</b>	<b>1,197,460</b>		
<b>Federal Grant Revenues</b>									
Career Pathways Initiative	270,100		270,100	40,802		225,423.30	44,677		
ARPA - Institutional	15,525		15,525	4,800		4,800.00	10,725		
HEERF/CRSSA Grant	53,000		53,000			37,595.85	15,404		
CARES - Strengthening Institutions	70,850		70,850			45,761.87	25,088		
Carl Perkins	128,100		128,100			74,874.80	53,225		
Direct & Equitable Grant	39,940		39,940	9,912		13,108.42	26,832		
SSARP Grant		B	369,000	14,625		106,918.00	262,082		
TRIO Grant	331,400		331,400	23,955		181,967.52	149,432		
WORC Grant	400,000		400,000	21,948		180,521.36	219,479		
<b>Federal Grant Revenues</b>	<b>1,308,915</b>		<b>1,677,915</b>	<b>116,041</b>		<b>870,971.12</b>	<b>806,944</b>		
<b>State Grant Revenues</b>									
Adult Basic Education Grant	129,650		129,650	33,090		48,893.83	80,756		
Career Coach	63,000		63,000			16,209.27	46,791		
Regional Workforce		A	75,000				75,000		
Education & Training Grant	22,975		22,975	1,647		10,952.76	12,022		
Future Fit Grant						46,000.00	(46,000)		
General Adult Education Grant	91,460		91,460			27,708.73	63,751		
Strong Start to Finish Grant		B	3,000			3,000.00	-		
Gene Haas Foundation Grant		B	10,000			10,000.00	-		
Tech Center Grant		B	100,375			100,375.00	-		
<b>State Grant Expenditures</b>	<b>307,085</b>		<b>495,460</b>	<b>34,737</b>		<b>263,139.59</b>	<b>232,320</b>		
<b>Total Restricted Revenues</b>	<b>6,531,000</b>		<b>7,139,375</b>	<b>1,679,627</b>		<b>4,902,650.90</b>	<b>2,236,724</b>		



Ozarka College Restricted Funds July 1, 2022 through February 28, 2023	Approved 2022 - 2023 Budget	Adjustments to 2022 - 2023 Budget	Revised 2022 - 2023 Budget	Actual		Budgeted
				Month to Date Revenue/Expense	Year to Date Revenue/Expense	
	2022 - 2023 Budget	2022 - 2023 Budget	2022 - 2023 Budget	Month to Date Revenue/Expense	Year to Date Revenue/Expense	Balance to Collect or Balance to Expense
<b>Student Aid Expenditures</b>						
AR Challenge Awards	250,000		250,000		58,500.00	191,500
Arkansas Concurrent Challenge	100,000		100,000		28,500.00	71,500
AR Workforce Challenge	25,000		25,000	800	2,400.00	22,600
AR Future Grant	600,000		600,000	366,026	754,931.00	(154,931)
Federal Work Study	50,000		50,000	5,052	29,975.00	20,025
PELL Grant	2,750,000		2,750,000	987,391	2,319,667.94	430,332
FSEOG Awards	40,000		40,000		20,000.00	20,000
Student Loans - Federal	1,000,000		1,000,000	181,032	533,205.00	466,795
Student Loans - Private	100,000		100,000		4,500.00	95,500
Miscellaneous Scholarships		51,000	51,000	23,500	50,950.00	50
<b>Student Aid Expenditures</b>	<b>4,915,000</b>	<b>51,000</b>	<b>4,966,000</b>	<b>1,563,801</b>	<b>3,802,628.94</b>	<b>1,163,371</b>
<b>Federal Grant Expenditures</b>						
Career Pathways Initiative	270,100		270,100	30,730	269,925.96	174
ARPA - Institutional	15,525		15,525	4,800	4,800.00	10,725
HEERF/CRSSA Grant	53,000		53,000		37,595.85	15,404
CARES - Strengthening Institutions	70,850		70,850		45,761.87	25,088
Carl Perkins	128,100		128,100	39,405	136,393.99	(10,294)
Direct & Equitable Grant	39,940		39,940	3,305	23,088.98	16,851
SSARP Grant	331,400	369,000	369,000	14,625	106,918.00	262,082
TRIO Grant	400,000		400,000	33,723	215,690.32	115,710
WOCR Grant				25,749	206,270.00	193,730
<b>Federal Grant Expenditures</b>	<b>1,308,915</b>	<b>369,000</b>	<b>1,677,915</b>	<b>152,336</b>	<b>1,049,444.97</b>	<b>629,470</b>
<b>State Grant Expenditures</b>						
Adult Basic Education Grant	129,650		129,650	12,524	80,418.37	49,232
Career Coach	63,000		63,000	3,563	24,257.02	38,743
Regional Workforce Grant		75,000	75,000	6,344	58,101.48	16,899
Education & Training Grant	22,975		22,975	1,825	13,734.62	9,240
Future Fit Grant				4,456	31,790.52	(31,791)
General Adult Education Grant	91,460		91,460	6,386	55,163.80	36,296
Strong Start to Finish		3,000		3,000	3,000.00	(3,000)
Special Projects						
Career Tech Grant		100,375		6,941	84,254.94	16,120
Gene Haas Foundation Grant		10,000		3,591	4,076.07	5,924
<b>State Grant Expenditures</b>	<b>307,085</b>	<b>188,375</b>	<b>492,460</b>	<b>48,630</b>	<b>354,796.82</b>	<b>137,663</b>
<b>Total Restricted Expenditures</b>	<b>6,531,000</b>	<b>608,375</b>	<b>7,136,375</b>	<b>1,764,767</b>	<b>5,205,870.73</b>	<b>1,930,504</b>
A = Grant Awarded after budget was prepared						
B = Grant Awarded after start of fiscal year						
C = Grant Award adjusted after budget was prepared						

	2022 - 2023 Fiscal Year				2021 - 2022 Fiscal Year			
	2022 - 2023 Budget	Year to Date Revenue/Expense	Percentage of Budget Realized as of 02/28/2023		2021 - 2022 Budget	Year to Date Revenue/Expense	Percentage of Budget Realized as of 02/28/2022	
<b>Revenues:</b>								
Tuition & Related Fees	2,431,790	1,766,076	72.62%		2,507,105	1,788,981	71.36%	
Program & Course Related Fees	866,085	1,008,782	116.48%		593,925	500,271	84.23%	
Testing Services	88,695	45,084	50.83%		88,930	42,957	48.30%	
Sales Tax Proceeds	614,580	378,914	61.85%		566,260	303,714	53.64%	
Interest Income	4,395	3,823	86.99%		6,370	2,566	40.28%	
Other Income	90,970	46,753	51.39%		99,325	795,616	801.02%	
General Revenue	3,336,265	2,415,867	72.41%		3,048,780	2,324,404	76.24%	
Workforce 2000 Funding	1,271,840	847,894	66.67%		1,271,850	847,894	66.67%	
Tech Center Revenue	124,300	0	0.00%					
Auxiliary Income - Culinary Café	5,940	239	4.02%		4,175	3,937	94.30%	
Auxiliary Income - Student Housing	52,800	35,227	66.72%		52,800	35,536	67.30%	
ARPA Funding Lost Revenue	0	0	0.00%		270,435	268,775	0.00%	
OCF Gift for Ash Flat Tech Center	16,350	0	0.00%		75,000		0.00%	
OCF Gift for Mtn View Tech Center	25,000	0	0.00%				0.00%	
2021 Carryover	0	0	0.00%		152,450		0.00%	
<b>Total Unrestricted Revenues</b>	<b>8,929,010</b>	<b>6,548,658</b>	<b>73.34%</b>		<b>8,737,405</b>	<b>6,914,651</b>	<b>79.14%</b>	
<b>Expenses:</b>								
Regular Salaries	4,669,780	2,731,409	58.49%		4,499,000	2,648,115	58.86%	
Extra Help Salaries	105,200	50,989	48.47%		103,400	47,905	46.33%	
Fringe Benefits	1,648,630	930,866	56.46%		1,646,065	936,318	56.88%	
Supplies & Services	1,538,980	853,368	55.45%		1,515,515	1,134,434	74.85%	
Travel	76,990	33,948	44.09%		60,830	21,942	36.07%	
Utilities	471,280	324,666	68.89%		470,645	282,347	59.99%	
Capital Outlay	31,250	6,109	19.55%		52,550	56,903	108.28%	
Bond Payments	356,000	301,095	84.58%		358,500	302,320	84.33%	
Loan Payments	30,900	10,655	0.00%		30,900	5,167	0.00%	
<b>Total Unrestricted Expenditures</b>	<b>8,929,010</b>	<b>5,243,105</b>	<b>58.72%</b>		<b>8,737,405</b>	<b>5,435,451</b>	<b>62.21%</b>	
<b>Net Income or (Loss)</b>		<b>1,305,554</b>				<b>1,479,200</b>		
<b>Adjustment for ARPA/Indirect Funding *</b>						<b>(746,424)</b>		
<b>Adjustment for ARPA/Lost Revenue Funding *</b>						<b>(268,775)</b>		
						<b>464,001</b>		

# College Monthly Calendar:

« Previous Month	March 2023							Next Month »
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
5	6	7	8	9	10	11		
	(p) 9:30 AM Student Services Transfer Fair (p) 9:30 AM Student Services Transfer Fair (s) 10:00 AM PAX-PN Preparatory Workshop	(s) 1:00 PM PAX-PN Preparatory Workshop	(s) 10:00 AM PAX-PN Preparatory Workshop	(c) 5:00 PM EDU2003 Intro to Education	CMA (10 week) Last Withdrawal Day	(p) 2:00 PM Miss Melbourne Pageant	(p) 9:00 AM Sidney St. Patrick's Day Pageant	
12	13	14	15	16	17	18		
	(p) 10:30 AM International Day Guest Lecture (m) 6:00 PM Pesticide Applicator Training (m) 6:00 PM Pesticide Applicator Training		(m) 8:00 AM Family and Consumer Science Agent Meeting (m) 8:30 AM Novice Teacher PD	(s) 8:00 AM Nursing Job Fair (s) 9:00 AM LPN Spring Conference (p) 4:30 PM Board of Trustees Regular Meeting	Mid-term Advisory Grades Due	(f) 11:30 AM Ladies' Luncheon		
19	20	21	22	23	24	25		
			(m) 10:30 AM Vital Farms Regional Farmer Meeting (m) 10:30 AM Vital Farms Regional Farmer Meeting					
26	27	28	29	30	31			
					(m) 1:00 PM HCA Inservice Training (m) 1:00 PM HCA Inservice Training			

**Event Codes:**

- (k) - Catering
- (c) - Class - Off Schedule
- (f) - Foundation
- (h) - Hidden
- (m) - Meeting
- (p) - Public
- (s) - Student Activities