



Board of Visitors

March 4, 2019

UA Cossatot embraces diversity and is committed to improving the lives of those in our region by providing quality education, outstanding service, and relevant industry training.

UA Cossatot Mission Statement

**Board of Visitors Meeting
De Queen, Arkansas
March 4, 2019**

UA Cossatot Bank of Lockesburg Gymnasium

I.	Light Meal Served	11:30 AM	
II.	Opening Prayer		
	Open meeting		
	Introduce Guests		
III.	<u>Staff Reports</u>		
	A. Chancellor’s Report by Steve Cole		4-5
	B. Financial Report by Charlotte Johnson		6-26
	C. Academic Services Report by Ashley Aylett		27-30
	D. Facilities Report by Mike Kinkade.....		31-34
	E. Public Services & Workforce Development		35-37
	F. Office of Institutional Advancement by Daniel Martinez		38-40
IV.	<u>Action Items</u>		
	No. 1 Approve Minutes of January 7, 2019, Board Meeting.....		43-45
	No. 2 Approve Deletion of Inactive Programs		46
	No. 3 Approve Pursuing NJCAA Status and Adding Women’s Basketball.....		47
	No. 4 Approve Letter of Consent to Conduct Research		48

Move to Executive Session to Discuss Personnel Matters:

Return to Open Session:

VI. Adjournment:

Board of Visitors meeting schedule:

March 4, 2019	UA Cossatot Bank of Lockesburg Gymnasium
May 6, 2019	Sevier County Campus

VII. Information Items

1. Employee Changes	48
2. Thank you from Barbara Horn.....	49
3. Academic Council Meeting Minutes.....	50-51
4. Curriculum Committee Meeting Minutes	52
5. Faculty/Staff Meeting Minutes.....	53-57

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 4, 2019

SUBJECT: Chancellor's Report

STEVE COLE

Colts Pride

When I began my tenure as Chancellor in 2010, I knew that I was blessed to be chosen as the leader of something that was very special. Everything UA Cossatot does is special. From the way we have advanced our teaching and learning, to the way we have morphed into a respected economic engine in the community, we are special.

When we innocently began club basketball in 2018, I never thought I would have seen something *this* special. We signed up a group of young men (and women!) and they practiced and played for this college like there was no tomorrow. It was evident early on that we stumbled into something new different to us. On January 24th, the Bank of Lockesburg Gymnasium was the place of something special. While I listened on the radio and watched on Facebook Live, I heard a community of basketball fans applaud and yell for a team that they adopted as their own. You would have thought this was the Final Four, but it was just little old UA Cossatot.

That night (I wish my job hadn't taken me away that night!) I just knew that this community and our present and future students were craving more of this, whatever it is.

That is why for many different reasons I am putting in motion the plans to take the next logical step in our basketball history. I am asking the Board of Visitors tonight to honor my recommendation of creating a women's basketball team to go along with the men's team and move our play into the National Junior College Athletic Association (NJCAA).

I think this is the next logical and special step for UA Cossatot.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'AEC', is written below the text 'Respectfully submitted,'.

Dr. Steve Cole, Chancellor

**COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS**

REPORT TO THE BOARD OF VISITORS

March 4, 2019

SUBJECT: Financial Report

CHARLOTTE JOHNSON

Cossatot Community College of the University of Arkansas
Summary of Unrestricted Revenues/Expenditure Report
As of December 2018

<u>REVENUES</u>	Fiscal Year 2017-2018		Fiscal Year 2018-2019	
	ACTUAL	BUDGETED	ACTUAL	BUDGETED
General Revenue	\$1,705,152.97	\$3,395,802.00	\$1,760,731.64	\$3,716,038.00
Workforce 2000	666,681.78	1,350,337.00	656,214.78	1,333,364.00
Tuition & Fees	2,028,184.60	4,033,497.00	1,997,366.36	4,381,535.00
Book Program Fees	91,526.35	164,000.00	98,654.42	163,960.00
Sales Tax Revenue	659,343.45	1,296,035.00	685,376.00	1,328,670.00
Other Income	129,506.93	287,521.00	132,884.21	299,110.00
TOTAL REVENUES	\$5,280,396.08	\$10,527,192.00	\$5,331,227.41	\$11,222,677.00
<u>EXPENDITURES</u>				
Classified Salaries	\$492,082.58	\$1,038,137.00	\$510,679.68	\$1,044,006.00
Nonclassified / Instruction	927,056.76	2,293,592.00	957,028.69	2,358,139.00
Non-Classified / Dept Operations	1,003,398.64	2,173,158.00	1,087,239.44	2,206,639.00
Extra Help Salaries	87,586.78	210,998.00	91,719.04	219,363.00
Staff Benefits	733,858.72	1,821,374.00	760,617.76	1,847,374.00
Travel, Conf. Expenses, Prof. Dev.	136,242.83	263,300.00	130,495.24	256,650.00
Supplies	296,080.78	611,352.00	243,685.39	969,214.00
Postage/Shipping	5,847.30	19,410.00	5,820.01	18,725.00
Repairs & Rentals	449,492.24	896,566.00	416,940.13	889,658.00
Utilities/Telephone	202,632.48	473,145.00	188,006.18	438,110.00
Insurance	16,325.12	38,300.00	18,818.99	41,750.00
Professional Services	15,823.28	71,195.00	56,175.29	225,300.00
Advertising Promotional	58,233.94	116,900.00	43,974.40	103,325.00
Miscellaneous Other	112,151.03	223,035.00	90,867.95	254,755.00
Debt Service *	128,739.67	273,730.00	112,474.89	287,969.00
Capital Outlay	3,444.72	3,000.00	17,384.24	61,700.00
TOTAL EXPENDITURES	\$4,668,996.87	\$10,527,192.00	\$4,731,927.32	\$11,222,677.00
Net Increase (Decrease) for Year	\$611,399.21	\$0.00	\$599,300.09	\$0.00
Cash Fund Balance at Beginning of Year	\$1,712,537.00	\$2,125,000.00	\$2,434,515.00	\$1,924,000.00
Fund Balance at End of December	\$2,323,936.21	\$2,125,000.00	\$3,033,815.09	\$1,924,000.00

* Pledges for Debt can be up to 25% of Tuition and Fees. Budgeted for 2018-2019 Tuition and Fees \$4,381,535 x 25%

= \$1,095,384 total pledged debt maximum. Budgeted debt is currently below the maximum amount.

	Dec-17	Dec-18
Student Accts Receivables (less allowances)	\$633,031.98	\$765,020.62

**Cossatot Community College of the University of Arkansas
Grants & Other Restricted Programs
As of December 2018**

Grants	Expiration Date	Total Amount	Earned to Date
D & E (Direct & Equitable)	6/30/2019	\$61,001.67	\$21,546.12
ABE (Adult Basic Education)	6/30/2019	262,901.36	116,576.85
GED	6/30/2019	147,555.41	63,671.61
EL/Civics Grant	6/30/2019	32,220.67	11,610.46
Adult Ed Special Projects-SNAP Grant	6/30/2019	22,338.11	0.00
Accelerating Opportunities Carryover	6/30/2019	3,553.84	0.00
ADHE RAMP Consortium Grant-Cossatot portion	7/30/2019	195,225.75	103,370.52
ADHE UA Consortium Welding Grant	7/30/2019	92,617.68	24,424.06
Open-GATE Grant	6/30/2019	15,440.74	9,907.30
Domtar WEC 2018 Carryover	12/31/2018	17,331.12	17,025.56
Weyerhaeuser Grant - Industrial Technology	12/31/2019	7,500.00	0.00
Sunderland Grant - Ind Tech (Lockesburg HS) Carryover	12/31/2018	72,858.57	72,858.57
Tyson Lockesburg Welding Building Donation (Carryover)	12/31/2018	11,850.00	11,850.00
Arkansas Motor Vehicles Commission Ed Carryover	4/30/2019	3,183.95	3,183.95
IME Beccas Grant Carryover	6/30/2019	4,312.50	0.00
Christus St Michael Ctr for Student Success Carryover	6/30/2019	13,770.92	398.18
Carl Perkins	6/30/2019	86,539.00	20,474.03
Career Pathways (TANF funds)	6/30/2019	223,454.46	115,163.58
ACE-Career Coaches	6/30/2019	188,482.50	75,436.38
Totals		\$1,273,655.75	\$592,060.79

Cossatot Community College of the University of Arkansas
Schedule of Bank Accounts
As of December 2018

Name of Account	Name & Address of Bank	Balance
Cash Fund Account	Arvest Bank P.O. Box 980 De Queen, AR 71832	\$2,021,820.79
General Revenue Account	State Treasury	443,125.14
Financial Aid	Arvest Bank P.O. Box 980 De Queen, AR 71832	3,253.66
Scholarship Fund	First State Bank P.O. Box 970 De Queen, AR 71832	6,103.92
Student Organizations	First State Bank P.O. Box 970 De Queen, AR 71832	40,635.67
Workforce 2000	First State Bank P.O. Box 970 De Queen, AR 71832	31,661.62
Total		<u><u>\$2,546,600.80</u></u>

**Bank Balance as of December 2017 \$2,370,318.03*

**Cossatot Community College of the University of Arkansas
Schedule of Investments - Certificate of Deposits
As of December 2018**

Amount	Rate	Maturity Date	Bank	Term
College Funds on Certificate of Deposit				
\$269,146.78	1.50%	3/29/2019	Horatio State Bank P.O. Box 347 Horatio, AR 71842	12 months
\$266,062.65	1.75%	6/26/2019	Horatio State Bank P.O. Box 347 Horatio, AR 71842	12 months
\$266,216.20	1.75%	8/28/2019	Horatio State Bank P.O. Box 347 Horatio, AR 71842	12 months
\$102,276.15	2.65%	6/1/2020	Diamond Bank 1710 S Constitution Ave Ashdown, AR 71822	18 months
<hr/>				
<u>\$903,701.78</u>	Total College (Agency) Funds			

**CD Balance as of December 2017 \$890,334.59.*

**Cossatot Community College of the University of Arkansas
VSO Account Balances
As of December 2018**

DQ LPN	2,835.46
ADMINISTRATION	303.83
DIESEL TECH SKILLSUSA	1,988.09
AUTOMOTIVE SKILLSUSA	4,873.34
STUDENT AMBASSADORS	2,701.28
VALUING EMPLOYEES/EVENT COORDINATION	1,309.30
PHI THETA KAPPA	1,322.48
AGRI CLUB	9,241.16
NASHVILLE GENERAL WELDING	199.59
NASHVILLE NURSING CLASS OF JUNE '18	422.60
MEN'S CLUB SOCCER	724.08
NASHVILLE NURSING CLASS OF JUNE '19	2,316.91
SPTAC	682.85
ROTARACT	60.51
FLOWER FUND	435.53
OTA CLASS OF 2019	774.88
OTA CLASS OF 2018	1,448.47
NASHVILLE MED PRO ED SKILLSUSA	1,889.74
DE QUEEN MED PRO ED SKILLSUSA	268.37
STUDENT DIVERSITY ASSOCIATION	2,130.73
NASHVILLE PIPE WELDING	225.00
COSMETOLOGY	1,236.22
DE QUEEN WELDING	259.83
WOMEN'S CLUB SOCCER	377.48
RADIO/TV SKILLSUSA	207.00
INDUSTRIAL TECHNOLOGY	850.78
RN STUDENTS	1,084.51
SECONDARY INDUSTRIAL MAINTENANCE	273.26
CENTER FOR STUDENT SUCCESS FOOD PANTRY	192.39

40,635.67

Cossatot Community College of the University of Arkansas
Schedule of Endowment Funds
December 31, 2018

Amount	Rate	Maturity Date	Bank	Term
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Endowment Funds on Certificate of Deposit

\$75,000.00	1.75%	8/28/2019	Horatio State Bank P.O. Box 347 Horatio, AR 71842	12 months
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\$75,000.00

Total Endowment CD's

Balance	Name & Address of Bank
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Endowment Funds in Checking

\$4,793.14	Arvest Bank P.O. Box 980 DeQueen, AR 71832
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\$4,793.14

**Total Endowment
Checking**

\$79,793.14

Total Endowment Funds

**Endowment Fund Balance as of December 2017 \$78,732.13.*

**Cossatot Community College of the University of Arkansas
Summary of Unrestricted Revenues/Expenditure Report
As of January 2019**

<u>REVENUES</u>	Fiscal Year 2017-2018		Fiscal Year 2018-2019	
	ACTUAL	BUDGETED	ACTUAL	BUDGETED
General Revenue	\$2,074,359.35	\$3,395,802.00	\$2,102,195.26	\$3,716,038.00
Workforce 2000	777,795.41	1,350,337.00	765,583.91	1,333,364.00
Tuition & Fees	3,211,188.52	4,033,497.00	3,232,652.78	4,381,535.00
Book Program Fees	150,440.35	164,000.00	129,504.42	163,960.00
Sales Tax Revenue	769,234.03	1,296,035.00	791,876.00	1,328,670.00
Other Income	153,175.07	287,521.00	160,065.37	299,110.00
TOTAL REVENUES	\$7,136,192.73	\$10,527,192.00	\$7,181,877.74	\$11,222,677.00
<u>EXPENDITURES</u>				
Classified Salaries	\$576,594.01	\$1,038,137.00	\$594,247.36	\$1,044,006.00
Nonclassified / Instruction	1,067,662.32	2,293,592.00	1,099,924.94	2,358,139.00
Non-Classified / Dept Operations	1,171,554.47	2,173,158.00	1,272,180.29	2,206,639.00
Extra Help Salaries	97,781.17	210,998.00	104,183.25	219,363.00
Staff Benefits	865,417.48	1,821,374.00	891,691.13	1,847,374.00
Travel, Conf. Expenses, Prof. Dev.	147,044.37	263,300.00	149,457.66	256,650.00
Supplies	328,455.97	611,352.00	280,083.03	969,214.00
Postage/Shipping	6,375.36	19,410.00	5,820.01	18,725.00
Repairs & Rentals	483,646.83	896,566.00	436,567.76	889,658.00
Utilities/Telephone	239,535.15	473,145.00	219,711.23	438,110.00
Insurance	16,325.12	38,300.00	18,818.99	41,750.00
Professional Services	21,161.03	71,195.00	56,220.29	225,300.00
Advertising Promotional	61,572.53	116,900.00	52,277.82	103,325.00
Miscellaneous Other	127,597.97	223,035.00	120,179.86	254,755.00
Debt Service *	142,464.90	273,730.00	126,200.12	287,969.00
Capital Outlay	3,444.72	3,000.00	17,420.38	61,700.00
TOTAL EXPENDITURES	\$5,356,633.40	\$10,527,192.00	\$5,444,984.12	\$11,222,677.00
Net Increase (Decrease) for Year	\$1,779,559.33	\$0.00	\$1,736,893.62	\$0.00
Cash Fund Balance at Beginning of Year	\$1,712,537.00	\$2,125,000.00	\$2,434,515.00	\$1,924,000.00
Fund Balance at End of January	\$3,492,096.33	\$2,125,000.00	\$4,171,408.62	\$1,924,000.00

** Pledges for Debt can be up to 25% of Tuition and Fees. Budgeted for 2018-2019 Tuition and Fees \$4,381,535 x 25%*

= \$1,095,384 total pledged debt maximum. Budgeted debt is currently below the maximum amount.

	Jan-18	Jan-19
Student Accts Receivables (less allowances)	\$1,094,548.24	\$1,195,825.56

**Cossatot Community College of the University of Arkansas
Grants & Other Restricted Programs
As of January 2019**

Grants	Expiration Date	Total Amount	Earned to Date
D & E (Direct & Equitable)	6/30/2019	\$61,001.67	\$25,859.61
ABE (Adult Basic Education)	6/30/2019	262,901.36	135,216.97
GED	6/30/2019	147,555.41	75,330.63
EL/Civics Grant	6/30/2019	32,220.67	14,174.50
Adult Ed Special Projects-SNAP Grant	6/30/2019	22,338.11	2,848.17
Accelerating Opportunities Carryover	6/30/2019	3,553.84	0.00
ADHE RAMP Consortium Grant-Cossatot portion	7/30/2019	195,225.75	115,824.20
ADHE UA Consortium Welding Grant	7/30/2019	92,617.68	29,950.96
Open-GATE Grant	6/30/2019	15,440.74	9,907.30
Domtar WEC 2018 Carryover	12/31/2018	17,331.12	17,331.12
Domtar WEC 2019	12/31/2019	35,000.00	3,242.83
Weyerhaeuser Grant - Industrial Technology	12/31/2019	7,500.00	0.00
Sunderland Grant - Ind Tech (Lockesburg HS) Carryover	12/31/2018	72,858.57	72,858.57
Tyson Lockesburg Welding Building Donation (Carryover)	12/31/2018	11,850.00	11,850.00
Arkansas Motor Vehicles Commission Ed Carryover	4/30/2019	3,183.95	3,183.95
IME Beccas Grant Carryover	6/30/2019	4,312.50	0.00
Christus St Michael Ctr for Student Success Carryover	6/30/2019	13,770.92	398.18
Carl Perkins	6/30/2019	86,539.00	20,735.02
Career Pathways (TANF funds)	6/30/2019	223,454.46	124,919.68
ACE-Career Coaches	6/30/2019	188,482.50	89,943.45
Totals		\$1,308,655.75	\$663,631.69

Cossatot Community College of the University of Arkansas
Schedule of Bank Accounts
As of January 2019

Name of Account	Name & Address of Bank	Balance
Cash Fund Account	Arvest Bank P.O. Box 980 De Queen, AR 71832	\$1,892,465.60
General Revenue Account	State Treasury	893,936.47
Financial Aid	Arvest Bank P.O. Box 980 De Queen, AR 71832	9,156.85
Scholarship Fund	First State Bank P.O. Box 970 De Queen, AR 71832	6,105.21
Student Organizations	First State Bank P.O. Box 970 De Queen, AR 71832	33,275.23
Workforce 2000	First State Bank P.O. Box 970 De Queen, AR 71832	31,668.34
Total		<u><u>\$2,866,607.70</u></u>

**Bank Balance as of January 2018 \$2,531,666.93*

**Cossatot Community College of the University of Arkansas
Schedule of Investments - Certificate of Deposits
As of January 2019**

Amount	Rate	Maturity Date	Bank	Term
College Funds on Certificate of Deposit				
\$269,489.67	1.50%	3/29/2019	Horatio State Bank P.O. Box 347 Horatio, AR 71842	12 months
\$266,458.10	1.75%	6/26/2019	Horatio State Bank P.O. Box 347 Horatio, AR 71842	12 months
\$266,611.88	1.75%	8/28/2019	Horatio State Bank P.O. Box 347 Horatio, AR 71842	12 months
\$102,498.77	2.65%	6/1/2020	Diamond Bank 1710 S Constitution Ave Ashdown, AR 71822	18 months
<hr/>				
<u>\$905,058.42</u>	Total College (Agency) Funds			

**CD Balance as of January 2018 \$891,601.52.*

Cossatot Community College of the University of Arkansas
VSO Account Balances
As of January 2019

DQ LPN	1,875.46
ADMINISTRATION	322.38
DIESEL TECH SKILLSUSA	1,988.09
AUTOMOTIVE SKILLSUSA	4,873.34
STUDENT AMBASSADORS	2,384.98
VALUING EMPLOYEES/EVENT COORDINATION	1,297.67
PHI THETA KAPPA	1,379.48
AGRI CLUB	5,218.06
NASHVILLE GENERAL WELDING	199.59
NASHVILLE NURSING CLASS OF JUNE '18	422.60
MEN'S CLUB SOCCER	724.08
NASHVILLE NURSING CLASS OF JUNE '19	1,356.91
SPTAC	637.89
ROTARACT	60.51
FLOWER FUND	435.53
OTA CLASS OF 2019	774.88
OTA CLASS OF 2018	328.47
NASHVILLE MED PRO ED SKILLSUSA	1,889.74
DE QUEEN MED PRO ED SKILLSUSA	268.37
STUDENT DIVERSITY ASSOCIATION	2,130.73
NASHVILLE PIPE WELDING	225.00
COSMETOLOGY	1,236.22
DE QUEEN WELDING	259.83
WOMEN'S CLUB SOCCER	377.48
RADIO/TV SKILLSUSA	207.00
INDUSTRIAL TECHNOLOGY	850.78
RN STUDENTS	1,084.51
SECONDARY INDUSTRIAL MAINTENANCE	273.26
CENTER FOR STUDENT SUCCESS FOOD PANTRY	192.39
	33,275.23
	33,275.23

Cossatot Community College of the University of Arkansas
Schedule of Endowment Funds
January 31, 2019

Amount	Rate	Maturity Date	Bank	Term
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Endowment Funds on Certificate of Deposit

\$75,000.00	1.75%	8/28/2019	Horatio State Bank P.O. Box 347 Horatio, AR 71842	12 months
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\$75,000.00

Total Endowment CD's

Balance	Name & Address of Bank
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Endowment Funds in Checking

\$4,797.41	Arvest Bank P.O. Box 980 DeQueen, AR 71832
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\$4,797.41

**Total Endowment
Checking**

\$79,797.41

Total Endowment Funds

**Endowment Fund Balance as of January 2018 \$78,732.45.*

Cossatot Community College of the University of Arkansas Foundation, Inc.
Checking Account Details
Estimated Financial Information
As of November 30, 2018

Checking Account - First National Bank	
Beginning Balance (July 1, 2018):	\$51,465.59
Deposits through November 2018:	
Employee Payroll Deduction Contributions	\$1,984.00
General Donations	250.00
Education Resource Center Donations	615.20
Lockesburg Sidewalk Preservation Donation	500.00
Lockesburg Campus Donation	1,333.00
Sophomore Accounting Scholarship Donation	500.00
Little River Cattleman's Scholarship Donation	100.00
Viva Kolb & Family Scholarship Donation	1,000.00
Dr. Frank Daniel Memorial Scholarship Donations	1,150.00
Clayton Castleman Scholarship Donation	50.00
Shirley Bartholomew Scholarship Fund (interest)	102.08
Bill & Nancy Wilson Scholarship Fund (interest)	62.67
Tri Lakes Area Nursing Scholarship Fund (interest)	66.10
Margaret and Walter Leeper Memorial Scholarship Fund (interest)	72.47
Ruel & Mittie Crow Endowment Fund (interest)	94.52
Southwestern Electric Power Company Donation for Sevier Co Marketing Profile	6,000.00
American Electric Power Found Donation for Lockesburg Industrial Technology	30,000.00
Giving Tuesday Fundraiser Donations	3,483.12

Blue Darter Trades Days	563.59
Legacy 2020 Donation	16,900.00
Fiesta Fest Donations	2,100.00
Colt Basketball Drawdown Fundraiser Revenues	7,520.00
Framed Diploma Fundraiser Revenues	40.00
Checking Account Interest	90.07
	<hr/>
Total Deposits	\$74,576.82
Expenses through November 2018:	
Legacy 2020 Fundraising Expenses	\$391.60
Giving Tuesday Expenses	\$889.00
Blue Darter Trade Days Expenses	\$185.96
Drawdown Fundraiser Expenses	6,203.02
Scholarship Luncheon Expenses	946.40
Miscellaneous Expenses	326.88
Miscellaneous Admin Expenses	323.76
Board Meeting Expenses	91.19
Audit Expenses	4,500.00
Staff/Faculty Development Expenses	94.65
Fundraising Software Expense	4,999.00
Advertising Expenses	\$800.00
Membership Fees	\$1,540.00
	<hr/>
Total Expenses	\$21,291.46
 Ending Checking Account Balance	 <u><u>\$104,750.95</u></u>

Cossatot Community College of the University of Arkansas Foundation, Inc.
The University of Arkansas Foundation, Inc.
Estimated Financial Information
Statement of Activities Report - November 2018

Project Description	Beg Balance	Addition	Income		Expenses	End Balance
			Gain (Loss)	Interest		
Morris Family Scholarship Fund	139,693.75		(6,184.06)	-	-	133,509.69
Morris Family Scholarship Fund	48,982.47		2,464.03	1,029.34	-	52,475.84
CCCUA Foundation General Fund #1	186,084.65		-	1,734.74	-	187,819.39
Adrienne E Butler Memorial Scholarship Fund	18,898.16		(731.95)	-	-	18,166.21
Adrienne E Butler Memorial Scholarship Fund	1,000.00		228.23	53.54	-	1,281.77
Totals	394,659.03	-	(4,223.75)	2,817.62	-	393,252.90

Cossatot Community College of the University of Arkansas Foundation, Inc.

**Schedule of Certificate of Deposits
Estimated Financial Information
As of November 2018**

Short Term Certificate of Deposits

Name of CD	Term	Rate	Maturity Date	Bank	Amount
Shirley Bartholomew Mem. Sch.	60 months	2.00%	8/13/2019	Horatio State Bank	10,125.00
DAV/General Scholarship	6 months	1.40%	2/20/2019	Horatio State Bank	22,566.73
Leeper Scholarship	12 months	1.50%	9/17/2019	Horatio State Bank	23,000.00
Bill & Nancy Wilson Scholarship	12 months	1.25%	1/24/2019	Horatio State Bank	\$10,000.00
Tri Lakes Area Fnd. Nursing Sch	12 months	2.50%	10/9/2019	Horatio State Bank	<u>\$10,546.69</u>
Total Certificate of Deposits					<u>\$76,238.42</u>
Total Checking, CDs, and Investments					<u><u>\$574,242.27</u></u>

** Total Net Assets for Foundation totaled \$478,117.28 in December 2017.*

Cossatot Community College of the University of Arkansas Foundation, Inc.
Checking Account Details
Estimated Financial Information
As of December 31, 2018

Checking Account - First National Bank	
Beginning Balance (July 1, 2018):	\$51,465.59
Deposits through November 2018:	
Employee Payroll Deduction Contributions	\$2,449.40
General Donations	250.00
Education Resource Center Donations	618.95
Lockesburg Sidewalk Preservation Donation	500.00
Lockesburg Campus Donation	1,333.00
Umpire High School Scholarship Donation	2,000.00
Lawrence Chandler Memorial Scholarship Donation	100.00
Sophomore Accounting Scholarship Donation	500.00
Little River Cattleman's Scholarship Donation	100.00
Viva Kolb & Family Scholarship Donation	1,000.00
Dr. Frank Daniel Memorial Scholarship Donations	1,150.00
Clayton Castleman Scholarship Donation	50.00
Shirley Bartholomew Scholarship Fund (interest)	102.08
Bill & Nancy Wilson Scholarship Fund (interest)	62.67
Tri Lakes Area Nursing Scholarship Fund (interest)	66.10
Margaret and Walter Leeper Memorial Scholarship Fund (interest)	158.48
Ruel & Mittie Crow Endowment Fund (interest)	181.85
Southwestern Electric Power Company Donation for Sevier Co Marketing Profile	6,000.00

American Electric Power Found Donation for Lockesburg Industrial Technology	30,000.00
Giving Tuesday Fundraiser Donations	3,483.12
Blue Darter Trades Days	563.59
Legacy 2020 Donation	32,300.00
Fiesta Fest Donations	2,100.00
Colt Basketball Drawdown Fundraiser Revenues	7,520.00
Framed Diploma Fundraiser Revenues	40.00
Checking Account Interest	<u>111.47</u>
	Total Deposits
	\$92,740.71
Expenses through November 2018:	
Legacy 2020 Fundraising Expenses	\$409.92
Giving Tuesday Expenses	\$1,492.32
Blue Darter Trade Days Expenses	\$185.96
Drawdown Fundraiser Expenses	6,203.02
Scholarship Expenses	25,992.00
Scholarship Luncheon Expenses	946.40
Miscellaneous Expenses	986.88
Miscellaneous Admin Expenses	326.99
Board Meeting Expenses	91.19
Audit Expenses	4,500.00
Staff/Faculty Development Expenses	94.65
Fundraising Software Expense	4,999.00
Advertising Expenses	\$1,200.00
Membership Fees	<u>\$1,540.00</u>
	Total Expenses
	\$48,968.33
Ending Checking Account Balance	<u>\$95,237.97</u>

Cossatot Community College of the University of Arkansas Foundation, Inc.
The University of Arkansas Foundation, Inc.
Estimated Financial Information
Statement of Activities Report - December 2018

Project Description	Beg Balance	Addition	Income			End Balance
			Gain (Loss)	Interest	Expenses	
Morris Family Scholarship Fund	139,693.75		(10,230.00)	-	-	129,463.75
Morris Family Scholarship Fund	48,982.47		2,464.03	1,029.34	-	52,475.84
CCCUA Foundation General Fund #1	186,084.65		-	1,734.74	-	187,819.39
Adrienne E Butler Memorial Scholarship Fund	18,898.16		(1,282.46)	-	-	17,615.70
Adrienne E Butler Memorial Scholarship Fund	1,000.00		228.23	53.54	-	1,281.77
Totals	394,659.03	-	(8,820.20)	2,817.62	-	388,656.45

Cossatot Community College of the University of Arkansas Foundation, Inc.

**Schedule of Certificate of Deposits
Estimated Financial Information
As of December 2018**

Short Term Certificate of Deposits

Name of CD	Term	Rate	Maturity Date	Bank	Amount
Shirley Bartholomew Mem. Sch.	60 months	2.00%	8/13/2019	Horatio State Bank	10,125.00
DAV/General Scholarship	6 months	1.40%	2/20/2019	Horatio State Bank	22,592.70
Leeper Scholarship	12 months	1.50%	9/17/2019	Horatio State Bank	23,000.00
Bill & Nancy Wilson Scholarship	12 months	1.25%	1/24/2019	Horatio State Bank	\$10,000.00
Tri Lakes Area Fnd. Nursing Sch	12 months	2.50%	10/9/2019	Horatio State Bank	<u>\$10,546.69</u>
Total Certificate of Deposits					<u>\$76,264.39</u>

Total Checking, CDs, and Investments **\$560,158.81**

** Total Net Assets for Foundation totaled \$478,117.28 in December 2017.*

**COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS**

REPORT TO THE BOARD OF VISITORS

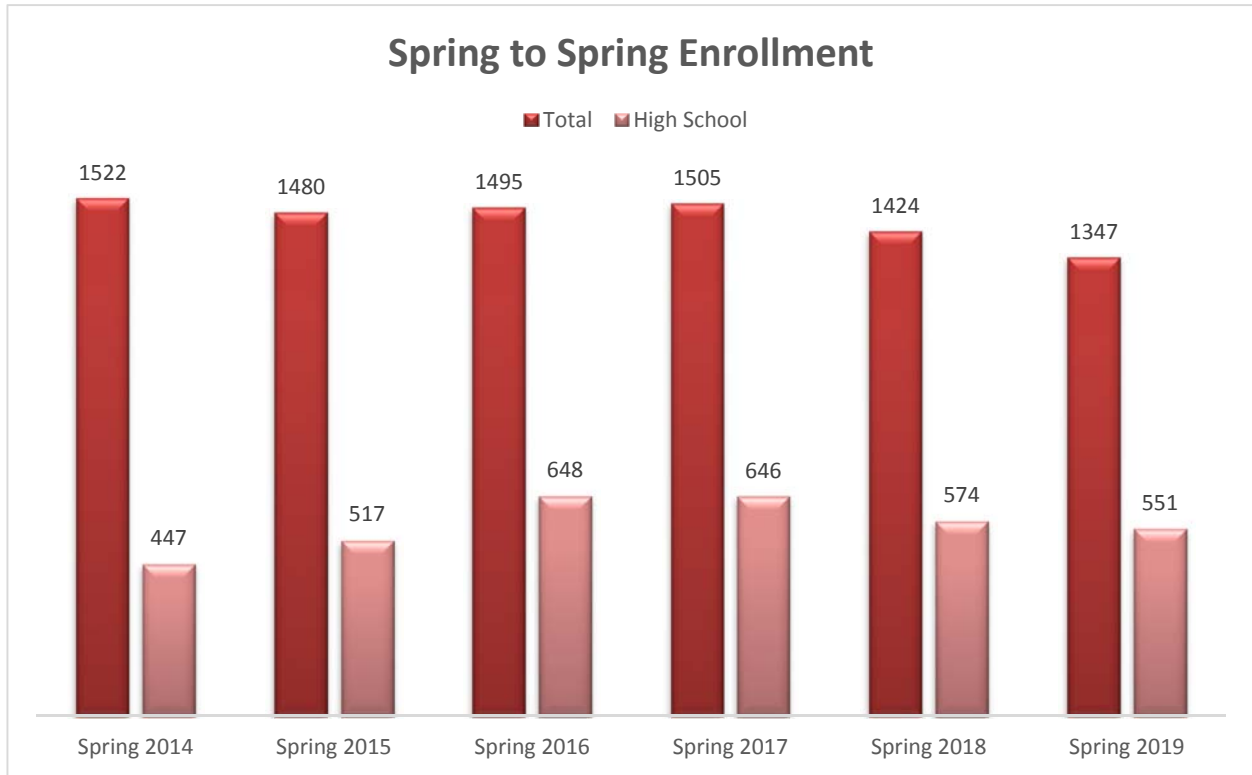
January 7, 2019

SUBJECT: Academic Services Report

ASHLEY AYLETT

Academic Services Report---March 2019

Accreditation Update: Our systems portfolio will be submitted March 11.



	Courses Offered	Average Class Size
Spring 2019	297	12.75
Spring 2018	284	13.28
Spring 2017	289	13.55

	Spring 2014	Spring 2015	Spring 2016	Spring 2017	Spring 2018	Spring 2019
Traditional	71%	75%	79%	78%	80%	78.03%
Non Traditional	29%	24%	20%	22%	20%	21.97%
Returning	84%	84%	84%	86%	89%	89.68%
New	16%	16%	16%	14%	11%	10.32%
Latino	20%	22%	25%	25%	27%	27.17%
African American	11%	10%	11%	11%	11%	12.62%

- Held our annual Come Fall in Love events for high school juniors during the month of February

Secondary Career Center—Spring 2019						
	Welding	Medical Professions	Automotive Service Tech	Automotive Collision	Cosmetology	Industrial
Ashdown						7
Cossatot River			1			
De Queen	24	67	36			3
Foreman						7
Horatio	7	7	1			6
Dierks		1	3			4
Kirby	1	1				
Mineral Springs	2	2				
South Pike					1	
Nashville	9	25			3	3
Umpire		3				

Spring 2019 Concurrent Students			
Ashdown	45	De Queen	27
Dierks	15	Foreman	22
Horatio	62	Kirby	19
Mineral Springs	9	Murfreesboro	27
Nashville	48	Umpire	1
Spring 2019 \$50 Concurrent Students			
Ashdown	43	De Queen	87
Dierks	20	Foreman	31
Horatio	16	Kirby	22
Mineral Springs	5	Murfreesboro	30
Nashville	9	Centerpoint	16

Adult Education Department				
General Enrollment Head Counts - December 2018				
	Educational Site	Functional Level	December Hours*	December Active**
1	UAC-De Queen	ESL/ABE/GAE	457	76
2	Horatio Elementary	ESL	36	6
3	UAC-Nashville	ESL/ABE/GAE	237.5	43
4	Tyson Nashville	ESL/ABE/GAE	1.25	1
5	Murfreesboro Center	ABE/GAE	93.25	7
6	Dierks Community Center	ABE/GAE	7	3
7	UAC Ashdown	ABE/GAE	111	11
8	Glenwood Parent Center	ABE/GAE	41.25	10
			984.25	157
		<i>December 2017</i>	<i>955.50</i>	<i>160</i>
General Enrollment Head Counts - January 2019				
	Educational Site	Functional Level	January Hours*	January Active**
1	UAC-De Queen	ESL/ABE/GAE	664.5	76
2	Horatio Elementary	ESL	6	4
3	UAC-Nashville	ESL/ABE/GAE	416.5	46
4	Tyson Nashville	ESL/ABE/GAE	0	0
5	Murfreesboro Center	ABE/GAE	211	9
6	Dierks Community Center	ABE/GAE	9.75	3
7	UAC Ashdown	ABE/GAE	149.5	26
8	Glenwood Parent Center	ABE/GAE	23.25	2
			1480.50	166
		<i>January 2018</i>	<i>1877.50</i>	<i>190</i>
* Total number of contact hours by each student for the month.				
** Total number of students that were served.				

January had poor numbers due to weather and sickness. February's not looking too good either so far.

We have stopped our Tyson classes because of the lack of participation.

Started a class mid-February at the Sevier County jail for workplace readiness classes to help those get a CRC when they get out.

**COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS**

REPORT TO THE BOARD OF VISITORS

March 4, 2019

SUBJECT: Facilities Report

MIKE KINKADE

Facilities Update

As of 25 February 2019

Sevier County

Lockesburg Campus: We continue to work on projects at Lockesburg, including additional bollard posts along Highway 371 to protect the sidewalks as well as the front of the LIMI building. Swepeco has extended the 480-volt 3-phase electrical service to the welding shop, and the electrical contractor is wrapping up his portion of the project.

Our plans also include submitting another grant to the ANCRC (Arkansas Natural and Cultural Resources Council) for repairs / remodel of the late 1960's elementary school building. We plan to renovate four classrooms along with the hallway and office spaces in this building for meeting space, the museum, and future classrooms for LIMI. The grant for this project is due in March, with the award date set for May.

Other Projects:

We are still in “catch-up” mode with our Maintenance and Building and Grounds crews, installing new equipment, repairing and replacing lights, HVAC work, and plumbing repairs.

We are hashing out budget requests for the upcoming year. From a Maintenance perspective, we are focusing on Critical Maintenance needs such as replacing air conditioning units, flooring replacements as well as repairing and sealing parking lots. As always, it depends on funding available.

Utilization of Little River County Campus Facilities			
January 2019		General Use Rooms	
Group Name	Program Name	# of Hours Used	# of People Served
AR State Police	Driver Testing	28	60
SW AR Injury Prevention Coalition	Meeting	1.5	10
Chamber of Commerce Board of Directors	Meeting	2	15
Little River Genealogy Society	Meeting	2.5	5
Wilton Fire Dept	Training	30	50
Little River Cattleman's Association	Meeting	2.5	30
TOTALS		67	170
Civic Center			
Group Name	Program Name	# of Hours Used	# of People Served
Little River Extension Svc(Senior Exercise Group)	Exercise	22	165
UAC	Student Orientation	3	30
County Extension Service--CRASE	Training	4	40
Jason Curtis	Private Party	4	30
TOTALS		33	265
February 2019		General Use Rooms	
Group Name	Program Name	# of Hours Used	# of People Served
AR State Police	Driver Testing	21	45
SW AR Injury Prevention Coalition	Meeting	1.5	10
Little River Genealogy Society	Meeting	2.5	5
Chamber of Commerce Board of Directors	Meeting	2	15
Wilton Fire Dept	Training	40	50
Create Bridges	Public Forum	4	100
Little River Cattleman's Association	Meeting	3	30
TOTALS		73	255

<i>Civic Center</i>			
Group Name	Program Name	# of Hours Used	# of People Served
Little River Extension Svc(Senior Exercise Group)	Exercise	22	165
Ashdown School District	Quiz Bowl Regional	6	200
Little River Chamber of Commerce	Annual Banquet	3	350
Little River Extension Service	Annual Report	1.5	50
UAC	Come Fall in Love	5	200
TOTALS		38	965
<u>GRAND TOTAL:</u>		210	1655

Utilization of Lockesburg Campus Facilities			
<i>January/February 2019</i>			
Group Name	Program Name	# of Hours Used	# of People Served
UAC	Adult Education Class	20	20
UAC	Colts Basketball	2.5	150
UAC	Colts Basketball	2.5	200
<u>TOTAL</u>		25	370

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 4, 2019

SUBJECT: Public Services & Workforce Development

TAMMY COLEMAN

Public Services and Workforce Development Report

DECEMBER 2018 – JANUARY 2019	
Total Number Served	349
Continuing Education/Workforce Development	134
Arkansas Career Readiness Certificate Services	99
Career Pathways	116

Contributing Team Members: Career Pathways Director, Crystal Bell-Hunter; Continuing Education Coordinator, Zebbie Launius; Continuing Medical and Safety Education Coordinator, Waco Jackson; CRC Team Leader, Gina Duncan; Workforce Development Coordinator, David Sirmon; and Public Services and Workforce Development Director, Tammy Coleman.

1. Continuing Education and Workforce Development offered 102 hours of scheduled instruction, including the courses/services/activities listed below, and processed 349 registrations.
 - 4-Hour Truck Driving Refresher
 - IV Fluid Resuscitation/Medication Delivery
 - Basic Life Support (BLS) Provider CPR AED
 - Self-contained breathing apparatus (SCBA) Emergencies
 - Critical Thinking for Responders
 - Responder Safety
 - Emergency Medical Responder
 - 100 plus EducationToGo courses are Available online monthly at www.ed2go.com/ccua
 - Heartsaver CPR AED
 -
 - Heartsaver First Aid CPR AED

2. The Career Pathways Program had 116 active participants. Twenty-four (24) credentials were earned:

Two (2) Associate Degrees

2 – General Studies

Eleven (11) Technical Certificates

11 - Pre-Health Professions

Three (3) Certificates of Proficiency

2 - Emergency Medical Technician

1 - Child Development

Eight (8) Certificates of Completion


4 – Phlebotomy Technician Program

4 – Nursing Assistant Training Program

Work-Ready Career Pathway Clients

Career Pathways clients pictured below graduated from UA Cossatot's Phlebotomy Technician Program on December 13, 2018. All clients are active in the workforce and three have already secured employment in the healthcare industry.

Becoming a Phlebotomy Technician is a fast and affordable way to enter the healthcare industry and can lead to other careers in healthcare.



Pictured left to right: Sonya Barnes, Joyce Flores, Ameshia Hunter, and Britney Manning.

3. Ninety-nine (99) students received career readiness services.

	December 2018	January 2019
Career Readiness Certificates Services	Students	Students
Career Ready 101/KeyTrain	7	32
WorkKeys	2	58
Total Students	9	90

Fifty-seven (57) Arkansas Career Readiness Certifications were earned at UA Cossatot.

CAREER READINESS CERTIFICATIONS December 2018 – January 2019	CRC's Awarded
Platinum Has core employability skills for approximately 99% of jobs profiled by WorkKeys	11
Gold Has core employability skills for approximately 90% of jobs profiled by WorkKeys	12
Silver Has core employability skills for approximately 65% of jobs profiled by WorkKeys	21
Bronze Has Core employability skills for approximately 30% of jobs profiled by WorkKeys	13
Incomplete Has not completed all three of the assessments required for certification	3

The Arkansas Career Readiness Certificate (CRC), required by many employers as part of their pre-employment process, is a free portable credential that demonstrates the quality of Arkansas' workforce to potential new employers and confirms that individuals possess basic workplace skills for existing employers.

4. UA Cossatot's Workforce Recruitment/Virtual Career Center activity:

VIRTUAL CAREER CENTER

# of Current Registered Student/Alumni/Community Accounts	650
# of Current Registered Employer Accounts	141
# Active Jobs Posted in VCC in December 2018	29
# Active Jobs Posted in VCC in January 2019	58

Powered by College Central Network®

UA Cossatot's Workforce Development office makes online job resources available *free* to students, alumni, community residents and employers. Employers may post jobs and search résumés within the Workforce Recruitment Center at www.collegecentral.com/cosstot. Students may access the Virtual Career Center at www.cccua.edu/getajob

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 4, 2019

SUBJECT: Office of Institutional Advancement

DANIEL MARTINEZ

The Office of Institutional Advancement

Board Report
March 4, 2019

PROJECTS AND EVENTS:



Martin Marietta Establishes Industrial Maintenance Scholarship: Martin Marietta in Cove funded an industrial maintenance scholarship for UA Cossatot students in January. The scholarship will fund three hundred and seventy-five dollars per semester for up to four semesters for a student pursuing the Associate of Applied Science General Technology degree.

Chamber Banquets: The OIA attended Little River and De Queen/Sevier County Chamber Banquets. The OIA provided table decorations for the banquet.

Legacy 2020 Donor Wall Plaques: Legacy 2020 capital campaign donors have been displayed on wall plaques located in the foyer of each campus. As new Legacy donors become available, the plate located inside the wall plaque will be updated each year.

March – May Flex Courses: The OIA distributed the Flex Course schedule on social media, website, and printed flyers for Student Services.

Grants: The foundation is currently working on three grants with the following organizations; Kerr Foundation, Inc., Christus St. Michaels, and National Endowment for the Arts.

- The Kerr Foundation, Inc. grant is a matching grant that will be used in conjunction with Legacy 2020 Campaign funds (pending foundation board approval) for a total of \$50,000 to be used to upgrade computers on the De Queen and Nashville Campus.
- The foundation is working with the Center for Student Success to renew the Christus St. Michael grant. The Center received \$20,000 in 2017. This year’s application will continue to fund the Center’ effort in providing valuable resources to UA Cossatot students.
- The Challenge America Grant is an opportunity through the National Endowment for the Arts. It is a matching grant and could provide a minimum of \$20,000 to help display and preserve the foundation artwork.



Snapchat Colt Takeovers: UA Cossatot Student Ambassadors took over UAC's Snapchat account, giving viewers a firsthand Cossatot experience. Snapchat Takeovers can be an essential element of our brand's marketing strategy by increasing brand awareness.

Watch AR Work: Arkansas Community Colleges officially launched a statewide marketing campaign informing policy makers and community members of the skilled trades training opportunities at their local

community colleges.

UA Cossatot Merchandise Catalog: The OIA and Student Ambassadors are working together to launch a new merchandise catalog for Spring/Summer 2019.

Come Fall in Love with UA Cossatot: The OIA provided t-shirts, social media coverage, the photo booth, and giveaways for junior visit days hosted on each UA Cossatot campus during the month of February. Juniors from De Queen, Horatio, Kirby, Dierks, Ashdown, Nashville, Foreman, and Mineral Springs spent the day learning about UA Cossatot programs, paying for college, and resources UA Cossatot offers students. Students also attended college classes and enjoyed a meal from local restaurants.



New Marketing Coordinator: The Marketing Coordinator position has been filled. Benjamin Renfrow was hired as Marketing Coordinator for the OIA and will begin on March 4. Benjamin is transitioning from Student Services – Ashdown.

UPCOMING EVENTS

Student Leadership Retreat- April 5-6: The Center for Student Success, The Foundation, and RAMP are partnering to host a student leadership retreat at the Rick Evans Educational Center. Student Organization sponsors are asked to nominate their top two leaders in their club to attend the overnight retreat. Students will have networking opportunities, team building activities, and classroom leadership training taught by a certified leadership trainer. Sponsors are invited to attend the retreat as well.

Miss UA Cossatot: Student Ambassadors and the OIA is working with Board of Visitors Chair, Kathy Beavert, to present UA Cossatot's first scholarship pageant. The date is being tentatively set for April 26.

Fiesta Fest- May 4: Fiesta Fest will be on a Saturday from 11-4. It has been moved to Downtown De Queen and the street in front of the courthouse will be blocked off. Festivities include rides, folkloric dancing, vendors, games, music, a 5k, and more.



Young Alumni Board (YAB) Glow run- May 25: The YAB Glow run will be held at the Lockesburg City Park. Student registration fees are \$15 and non-student fees are \$25. Revenue from the 5k will go to establish the Young Alumni Board Scholarship.

**COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS**

BOARD OF VISITORS

ACTION ITEMS

March 4, 2019

Board of Visitors Meeting – March 4, 2019

Action Item No. 1: Approve Minutes of the January 7, 2019, Board of Visitors Meeting.

1. **Background information:** This is routine action for the Board.

2. **Why action is needed at this time:** This action is customary at the meeting following the meeting for which the minutes are recorded.

3. **Chancellor's Recommendation:** The Chancellor recommends the Board approve the minutes of the January 7, 2019, Board of Visitors Meeting as submitted.

4. **Board of Visitors Action:** _____

Motion by:

Seconded by:

Yeas: Nays:

MINUTES OF MEETING
COSSATOT COMMUNITY COLLEGE OF THE UNIVERSITY OF
ARKANSAS BOARD OF VISITORS
January 7, 2019

Vice-Chair Robert Martinez called the regular meeting of the Board of Visitors to order at 12:05 p.m. following a light meal on the Little River County Campus.

Present:	Barbara Horn	Dr. Glenn Lance
	Jimmy Tumey	Robert Martinez
	Tim Pinkerton	Tyler Davis
Absent:	Jay Dooley	Angie Walker
	Kathy Beavert	

Staff Reports

Chancellor Cole began his report with presenting board member Senator Barbara Horn UA Cossatot Board Member Emeritus. Dr. Cole continued his report speaking to the board on grant opportunities. Years back UA Cossatot had many grant funded programs. As time goes on we are hoping to push to obtain all sorts of grant funding for our college. The federal government will be releasing several Title III and Title V grant opportunities. Dr. Cole mentioned the college concerted effort to write more grants to expand our program offerings for our students.

Charlotte reported on our standings with the budget. At the end of November the college was up about 85,000 in revenues from this time last year. Expenditures were also up about 63,000. Accounts receivables are up about \$118,000 over last year. Students are not paying as they should. Charlotte then reported in the grants & other restricted programs of the 1.2 million total dollars in grants the college has earned half a million to date at the end of November. The college is up about 300,000 from this time last year in schedule of bank accounts. The VSO account has about \$42,000 in the bank at the end of November. The college has close to \$80,000 in endowment CDs. Charlotte continued budget report with the foundation budget. At the end of November, The University of Arkansas Foundation checking account balance was over 94,000 from last year.

Ashley reported on Academic Service. Ashley mentioned since we have filled the Institutional Research position she is able to share more data to the board. Graduate numbers have increased from previous years as well as credentials awarded. Spring enrollment numbers stand at 1,042 current students enrolled compared to last year at 1,035. Ashley shared with the board the college's graduation rate at 42% Fall 2015 Cohort year. She then proceeded in introducing Student Services staff, Director Suzanne Ward and Admission Advisor Lizz Garza. Suzanne and Lizz opened discussion with the board on a new program provided by ACC called the Holistic Student Support. They have jointly worked in submitting a proposal in being one of the five schools to be selected to be a part of this wonderful program for our student needs.

Mike reported things are winding down at Lockesburg buildings until next funding hits for the next phase in May. Mike mentioned with the funding they are looking to add a few more classrooms to the Middle School building. Mike has met with AEP Swepco engineers to finalize the layout of electrical lines to the welding shop, as well as submitting an easement request to the UA Board of Trustees for

approval at the January meeting. It has been a challenge on every level to get power into this building. The electricians are currently wiring the building. All maintenance crew is working hard to keep all buildings maintained.

Dr. Cole pointed out on the Workforce and Development report Tammy is working on putting the final touches on the agreement between UA Cossatot, Rich Mountain, Hope, Malvern, and El Dorado. For the past couple months they have been working together in offering a truck driving program. The finishing touches on the truck driving collaboration is in process. Dr. Cole mentioned they would like to name this the UA Truck Driving Academy.

Daniel reported the foundation participated in the #GivingTuesday campaign for the third consecutive year. The foundation raised over \$18,000 for this event. Daniel mentioned some of these donations came from Horatio State Bank and from Julie Brown, whom named two rooms in support of Legacy 2020. The UAC Men's Colts Basketball has begun their season with the first home game being successful. The OIA has created colts merchandise for the general public. Daniel informed the board the 2019 Student Ambassadors have been interviewed and selected and are ready to perform their duties as a Student Ambassador. A total of twenty press releases have been published in the months of November and December. The OIA has strongly marketed the programs of Criminal Justice, Pipe Welding, Broadcasting, and Diesel Technology at UA Cossatot through radio, newspaper ads, digital advertising, and social media.

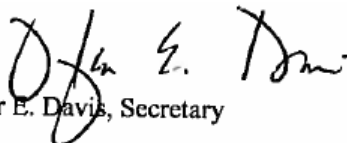
Action Items:

No.1 Approve the Minutes of November 5, 2018, Board of Visitors Meeting. Robert Martinez motioned for passage and Dr. Glenn Lance seconded the motion. The motion passed by a vote of 6-0.

No.2 Approve Revised College Policy 542: Club Sports Eligibility. Barbara Horn motioned for approval. Jimmy Tumey seconded the motion. The motion was passed with a vote of 6-0.

Vice-Chair Robert Martinez asked for a motion to adjourn the meeting. Tyler Davis made the motion and with a second from Jimmy Tumey, Vice-Chair Robert Martinez adjourned the meeting at 1:09 p.m.

Respectfully submitted,


Tyler E. Davis, Secretary

wg

Board of Visitors Meeting – March 4, 2019

Action Item No. 2: Approve Deletion of Inactive Programs.

1. Background information: In order to meet program viability standards set by ADHE and maintain a proper inventory of programs it is requested to delete the below programs. We currently have zero enrollment in all below programs.

Heating, Ventilation, and Air Conditioning; Physical Education, Wellness, and Leisure; and Lubrication are inactive program. We have no immediate intent of adding these programs back to active.

- CP: Heating, Ventilation, Air Conditioning (47.0201)
- CP: Lubrication (47.0302)
- AS: Physical Education, Wellness, and Leisure (13.1314)

2. Why action is needed at this time: ADHE is currently reviewing program viability for all institutions.

3. Chancellor's Recommendation: The Chancellor recommends the Board approve the Deletion of Inactive Programs.

4. Board of Visitors Action: _____

Motion by:

Seconded by:

Yeas: Nays:

Board of Visitors Meeting – March 4, 2019

Action Item No. 03: Approve pursuing UA Cossatot basketball adding women’s basketball and moving teams to play in the NJCAA (National Junior College Athletic Association)

1. **Background information:** Since creating the UA Cossatot Colts basketball program, we have noticed tremendous community support and we have noticed ongoing problems in scheduling enough quality basketball teams to warrant playing this sport.

2. **Why action is needed at this time:** By adding women’s basketball and moving to the NJCAA, we feel we will offer more opportunities for students to play basketball, we will offer more marketing opportunities for our college, and we will offer the community high-quality sporting events which will build more community pride and college pride.

3. **Chancellor's Recommendation:** The Chancellor recommends the Board approve to recommend this action to the UA Board of Trustees at their next regular meeting.

4. **Board of Visitors Action:** _____

Motion by:

Seconded by:

Yeas: 6 Nays: 0

Board of Visitors Meeting – March 4, 2019

Action Item No. 4: Approve Letter of Consent to Conduct Research.

1. **Background information:** Seeking approval to obtain archival non-identifiable data on select students from academic years 2012 – 2017 for academic research purposes.

2. **Why action is needed at this time:** To conduct the research in a manner of time.

3. **Chancellor's Recommendation:** The Chancellor recommends the Board approve the Letter of Consent to Conduct Research.

4. **Board of Visitors Action:** _____

Motion by:

Seconded by:

Yeas: Nays:

**COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS**

BOARD OF VISITORS

INFORMATION ITEMS

March 4, 2019

EMPLOYEE CHANGES

Newly Hired

Eda Lopez

Hire Date: January 3, 2019

Position: Administrative Specialist I-Assistant to Vice Chancellor of Academics

Salary: \$ 19,240

Jimmy Washburn

Hire Date: January 3, 2019

Position: SNAP and E&T Coordinator for Adult Education

Salary: \$ 30,460

Cindy Paetzel

Hire Date: February 4, 2019

Position: Institutional Services Assistant DQ

Salary: \$ 19,240

Cindy Mashburn

Hire Date: February 11, 2019

Position: Institutional Services Assistant NV

Salary: \$ 19,240

4/18/19

Steve,

There are simply NO words that can ever truly express my feelings of personal joy with the receiving of the recent Resolution from Cassatut College -

as you will know, Cassatut is and has always been so-o-o-o Special to me. Thanks to you for making it such a success in guiding the College and meeting the needs of the area -- giving opportunity to many that could never receive the opportunity.

Thanks So Much
Bob Hunt



Academic Council Meeting

DATE: 1/15/2019

TIME: 2:15pm

LOCATION: Board Room

Members attending: Ashley Aylett, Relinda Ruth, Crystal Sims, Steve McJunkins, Denise Hammond, Brenda Morris, Kyte Vogan, Suzanne Ward, Laura Riddle, Barbara Lacefield

- Approval of Previous Minutes: Laura made the motion, and Suzanne seconded it
- Note to Previous Minutes: We now have Accuplacer Next Gen cut scores in place and these will go into effect at the end of the month.
- 2019-2020 Academic Calendar (Ashley):
 - We will have fall graduation on **Friday, December 13, 2019** at the Lockesburg gym.
 - We will have spring graduation on **Friday, May 15, 2020** at the De Queen Amphitheater.
 - We will no longer have 6 week early grades. We will have **5 week and 12 week progress grades**.
 - Grades will not be due the same week of the graduations, allowing instructors ample time to get grades to Brenda without a rush.
- Program Viability Deletions (Ashley): HVAC and Lubrication have been deleted due to non-viability. These programs have been inactive for many years. PEWL is currently inactive and will be formally deleted.
- Resource Scheduler: Eda will handle all the Academic room scheduling on all campuses. Please email her if you need a room reserved for a classroom change, etc.

- Process for Change of Major (Crystal & Denise): The council voted to approve limiting when change of major are submitted:
 - Change of majors will occur only during open enrollment
 - Deadline will be census day and will re-open at enrollment
 - Exceptions: Steve and his welding/pipe courses, Undeclared students, and if or when a degree is completed during the year

- Student Orientation (Suzanne): follow up- Still waiting on responses/suggestions on possible redesign for Fall 2019
 - Orientation by Department
 - Corresponding Advisors Present

EL

COMMITTEE: Curriculum
TIME: Email

DATE: 12/19//18
LOCATION: Email

Members (voting) attending: Brenda, Denise, Keith, Sharon, Julie, Sunni

Members absent: Barbara (on leave)

Others attending (nonvoting):

AGENDA AND ACTIONS

Item #1:

Steve McJunkins, Division Chair of Skilled Trades, requested approval to delete the Heating, Ventilation & Air Conditioning and the Lubrication programs.

- These programs are non-viable aby ADHE standards and we have not offered classes in these programs.
- Effective immediately.

Other Business:

None

Final Actions:

Committee Comments:

Submitted by: Brenda Morris
Recorder

Approved by: _____
Chair or vice Chair

Date Submitted: _____



Faculty/Staff Meeting

Date: January 11, 2019

Time: 10:00 AM

Ashley Aylett – Chancellor Update

Steve Cole was not present. Chancellor update was given by Ashley Aylett. Ashley spoke about Project One and its timeline. Charlotte Johnson is will be sitting in one training meetings for Business office and HR. Academics training session will come in about one to two months according to the Project One timeline. The January Board of Visitor's meeting was held on the Ashdown campus. A revised club sports college policy was approved by the board. Senator Barbara Horn was named Board Member Emeritus.

Kelly Plunk – Introduction of New Employees

Kelly Plunk and Sheila Holcombe introduced 10 new employees to UA Cossatot.

Tamla Heminger – OTA Snip

OTA pinned 12 students on December 1, 2018. Most graduates have passed their boards and one graduate will started employment today. A site visit will be conducted on February 11-13 by accreditor for the OTA program.

Monte Stringfellow-Police/Security Briefing

Monte informed everyone about active shooter demographics and the importance it is for our safety. If any red flags are drawn please report to your campus police. A concealed carry license class is being offered through Continuing Education in the spring. Anybody interested should contact Zebbie Launius.

Barbara Lacefield- International Travel

Barbara and Holly announced that there is a six day international trip to London and Paris scheduled for May/June 2020. This trip is open to any student, faculty, or staff member of UA Cossatot. The trip serves as a professional enrichment opportunity for students learning about international business. Trip includes airfare, hotel, breakfast, some dinners, transportation, and guided tours. The trip is offered through EF Tours and offers scholarship opportunities. The total cost of the trip is \$3920.00. A minimum of 20 people must sign up to make the trip. Anyone interested in the trip should reach out to Barbara or Holly. Informational meetings will be scheduled in the future.

Suzanne Ward - Student Services SNIP

Suzanne spoke about a new text service Student Services is using to communicate with students. The department has had trouble in the past getting in touch with students via email or phone calls and found texting would be a better solution to fight the problem. She also informed everyone that the new updated Title 9 policy will be sent out via email. Title 9 coordinator is Suzanne Ward and assistant coordinator is Kelly Plunk. Erika Buenrrostro will be in charge of education and training.

Barry Reed – Resource Scheduler

Barry gave a brief overview on how to use Resource Scheduler. Resource Scheduler is software that manages reservations for any campus buildings or rooms.

Candice Gilbert – Service Awards

The Valuing Employees Committee honored staff and faculty members for 5, 10, and 20 years of distinguished service. Recipients Kathy Richards, Gina Duncan, Rachel Barfield, Kay Trotta, and Shelia McCandless.

January Birthdays

Sabrina Whisenhunt announced everyone's name that had a birthday this month.

February Moderator: Katy Garcia

February Recorder: Wendy Garcia

Meeting Adjourned: 11:13 am
Daniel Martinez



Faculty/Staff Meeting

Date: February 8, 2019

Time: 10:00 AM

Stuart Smith – TIAA Contest

Stuart Smith called in via Zoom; he talked to us about the “What is your Financial IQ?” challenge that will take place the whole month of February. The purpose of the challenge is to acquire education components and help us gain general financial knowledge. Everyone can help/participate (TIAA, Fidelity, etc.), full-time or part-time employees. The highest score per campus wins a \$5,000 donation to a non-profit charity of their choosing & on campus celebration. To get started visit the website (www.wyfiq.org/q/UAR2019/Quiz3), log in as a guest, select your campus and take the quiz. From now until Feb. 14th you will only be able to take one quiz a day. After the 14th you can take as many as you want.

If you have any questions contact Kelly.

Steve Cole – Chancellor Update

Steve Cole went over a PowerPoint with UA Cossatot update. (PowerPoint is attached, all numbers were gathered before the 11th class day)

Our 2019 spring enrollment was 1390 students, which was a 1% decrease.

We’ve had a 10% decrease since 2014

Our all-time high student enrollment was 1600 students in 2011.

GRADUATION RATES		
YEAR	GRAD RATE	CERTIFICATES AWARDED
2006	15%	152
2007	17%	150
2008	13%	150
2016	37%	584
2017	43%	588
2018	41%	577

For more information or questions check out the PowerPoint.

Steve Cole – Budget Update

This year, from now until May, hard decisions will be made. Steve and Charlotte will be talking to those over a budget.

In November they ask for a “wish list” of what a department needs or wants. After Christmas, expenses are checked and revenue is estimated.

Another thing that is being considered is instead of using performance funding money to buy things we can use that money, if we are ‘winners’, for employee raises.

Jocelin Galvez – Come Fall in Love

Wednesday, February 6, we had our first Come Fall in Love in Nashville with Kirby High School. Mineral Springs was scheduled but they did not show up. Surveys were provided at the end of the event and we received good feedback. Students loved our Financial Aid session,

where we compared the cost of a two year education with other colleges. Several students indicated that they would recommend Cossatot and/or keep it in mind as a backup option. Next week we will have two more events. We will be in Ashdown on Tuesday and De Queen on Wednesday, we expect around 200 students in each. The schedule will be sent out this afternoon. Jocelin also mentioned the Transfer Fair. It will be Monday, February 18, in De Queen at 9:00 am and Nashville at 1:00 pm. We expect to have 12-15 representatives present and door prizes.

Sheila Holcombe & Debbie Gatlin – HR SNIP

Evaluations went out yesterday and peer evaluations went out today. Peer evaluations need to be turned in by February 28 to HR in a sealed envelope. The self-evaluation and Personnel Development Plan need to be turned in to your supervisor by March 15. The completed evaluation needs to be turned in to HR by April 15.

If you have any questions contact Kelly, Sheila or Wendy.

We will be switching life insurance carriers from Lincoln Life to Standard on March 1st. They will be available in De Queen on Tuesday and in Ashdown & Nashville on Wednesday. It would be cheaper to add more/extra life insurance during open enrollment, February 11-22, than if you wait until the next time.

If you have any questions contact our HR department.

Kim Dickerson – PTA SNIP

OTA sight visit for their accreditation will be next week, Monday – Wednesday, in Ashdown. PTA will have their sight visit on March 3-6

Students will begin full clinicals this summer and will graduate August 9.

We will know more after the accreditation visits.

Dustin Roberts – Foundation Events

Fiesta Fest will be May 4th, the venue will be downtown De Queen, in front of the courthouse. A few streets will be closed off. If anyone needs a booth or would like to volunteer they can contact Dustin

Young Alumni Board will be having a Glow Run on May 25th in Lockesburg. There will be a student fee of \$15. All proceeds will go to the Young Alumni Scholarship.

Erika Buenrostro – Center for Student Success

For Black History Month the center will have a movie and popcorn in all three locations, there are flyers around campus, so please encourage students to attend. There is also a dream board up which they can use to write their dreams.

Each spring we will have a hygiene drive, much like the food drive, where everyone can participate and bring hygienic products. The individual who brings the most will win a tablet and the class or group that brings the most will have a pizza party.

The Center's food pantry is helping 10 students as of now, 5 in Nashville, 4 in De Queen and 1 in Ashdown. Erika will be available in De Queen on Mondays, Nashville on Tuesdays, and Ashdown on Wednesdays.

The Center won second place with the flu vaccinations.

Michael Wright - Award

Michael told us how he was using hair shampoo as body wash which turned his legs blue and made him think we was dying.

He gave Cosmetology a shout out for 'saving his life'

February Birthdays

Sabrina Whisenhunt announced everyone's name that had a birthday this month.

March Moderator: Dustin Roberts

March Recorder: Tommi Cobb