

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEES**

August 5, 2024 – Immediately Following the BOT Retreat – BH 3rd Floor Board Room

Call to Order

				Pledge of Allegiance
<u> </u>	Action	<u> X </u>	Information	Recognition, Awards, and Information Items
				• Dean Emeritus (<i>Dr. Rittle</i>)
<u> X </u>	Action	<u> </u>	Information	Attendance
<u> X </u>	Action	<u> </u>	Information	Approval of Minutes
				• Regular Board Meeting - June 10, 2024
<u> X </u>	Action	<u> </u>	Information	ENDS Monitoring Report
				• E-101: Trails Trades School Grand Opening (<i>Dr. Megan Bolinder</i>)
<u> X </u>	Action	<u> </u>	Information	Executive Limitations Monitoring Report
				• EL-205: Emergency Presidential Succession
<u> </u>	Action	<u> </u>	Information	Committee Reports
				• None
<u> </u>	Action	<u> X </u>	Information	Presidential Report
				• Fall Semester Update
<u> </u>	Action	<u> X </u>	Information	Chairman's Report
				• ACCT Seattle - Oct. 23 to Oct. 26
<u> X </u>	Action	<u> </u>	Information	Other Board Actoin Items and Considerations
				• Approval of Provisional Positions

Adjourn

For Upcoming events, please see the Board of Trustees Calendar of Upcoming Events document located in the front pocket of binder.

**NORTHWEST ARKANSAS COMMUNITY COLLEGE
BOARD OF TRUSTEE MEETING
Monday, June 10, 2024**

MINUTES

Chair Mark Scott called the Board of Trustees of NorthWest Arkansas Community College meeting to order on Monday, June 10 at 4:30 pm in the Burns Hall Third Floor Boardroom.

Members Present: Mark Scott (Chair), Todd Schwartz (Secretary), Carolyn Reeves, Lori Frank, Ron Branscum, Jonathan Woods, and Amber Latimer

Absent: Rachel Harris (Vice Chair), Joe Spivey

Also in Attendance: Dr. Dennis C. Rittle

MINUTES

May Regular Board Meeting

Dr. Reeves moved and Mr. Branscum seconded the motion to approve the minutes of the Regular Board Meeting on May 20, 2024. The motion passed unanimously.

RECOGNITION

HLC Visit Update

Dr. Rittle passed to Dr. Diana Johnson who shared the report from the HLC Site Visit. Dr. Johnson informed that NWACC met all criteria with no monitoring. She thanked everyone who helped with the visit.

Campus Grounds Update

Dr. Rittle passed to Bob Couth who shared a report on the damage and repair to the campus. Bob informed that all Bentonville campus buildings are open and operational. All damage is predicted to be repaired by November or December 2024. He also informed the Board that FEMA has set up a hub on campus to help the community.

Dr. Rittle thanked Bob, the Maintenance Team, Security Team, Risk Management Team, and the Library Team for their extraordinary team work in getting the campus back up and running.

ENDS MONITORING REPORT

E-102: Robotics Program

Starlinda Sanders presented to the Board on the Robotics Program. NWACC has partnered with the Chamber of Commerce, who donated technology to NWACC to offer Robotics classes. Grants have been written to advance the program given Northwest Arkansas area's high demand for a Robotics Program. NWACC has signed MOU's to partner with 16 school districts and the program will be housed on NWACC's Bentonville Campus.

Chair Scott asked who would be a good candidate for the program. Starlinda replied that anyone student from the 16 districts with MOU's can take a slot, though the program is geared towards AP and Computer Science students that are juniors in high school. She added that anyone not in high school with a district MOU can take a slot but will have to pay the tuition.

Ms. Frank asked about the efforts being taken to increase diversity in the program. Starlinda replied that the workforce is already diverse but hiring is slim pickings so currently using a "take what you can get" approach. She also added that, while the industry is male-dominated, NWACC is pushing to recruit women in the program.

Dr. Reeves asked about including younger students into the programs. Starlinda replied that the biggest challenge is getting the younger students to understand that the robots are not toys but they are planning to schedule a tour for 8th graders.

Approval of E-102 Monitoring Report

Mr. Schwartz moved and Dr. Reeves seconded the motion to approve the ENDS-102 Monitoring Report. The motion passed unanimously.

EXECUTIVE LIMITATIONS MONITORING REPORT

EL-208: Budgeting

Dr. Rittle stated that the College budget for any fiscal year or the remaining part of any fiscal year shall not deviate materially from the Board's Ends priorities, risk fiscal jeopardy, or fail to provide financial guidance for all college units. Further, without limiting the scope of the foregoing by this enumeration, he or she shall not fail to include credible projection of revenues and expenses, separation of capital and operational items, and disclosure of planning assumption, fail to ensure that the expenditure budget in any fiscal year is balanced with the revenue budget, which is based on conservative projections for the same period, fail to provide sufficient funds for Board prerogatives in any fiscal year budgets as is set for in the Cost of Governance Policy, or fail to propose the percent of annual BOT cash reserve to ensure 4fiscal stability.

Approval of EL-201 Monitoring Report

Mr. Woods moved and Mrs. Latimer seconded the motion to approve the Executive Limitations Monitoring Report. The motion passed unanimously.

COMMITTEE REPORTS

Land Use Committee

Mrs. Latimer announced to the Board that the Land Use Committee met to give an update on the Water Tower Road construction and review the findings from the Residential Housing Committee recommendation.

PRESIDENT'S REPORT

Dr. Rittle announced to the Board that NWACC is negotiating with the chosen firm to finalize the contract. This is expected to be done by the end of the month and a report will be presented at the August Board Retreat which will tie into the Residential Housing report.

Dr. Rittle passed to Grant Hodges to update the Board on the Rebranding efforts. Grant informed the Board that the new academic logos are ready and the athletics logo is in the finishing stages. On July 11th, a rollout event will be held in the Student Center Lobby at 10:30 am.

Dr. Rittle informed the Board that Summer Semester and Fall Semester enrollment is going very well. Applications are up by 20% as compared to the last four years. He passed to Sherri Bennett, who shared with the Board that the goal this year is to increase enrollment by 5%. The Summer Semester achieved 94% of this goal and the Fall Semester achieved 40% of this goal. She predicts that NWACC will achieve the enrollment goal for both Summer and Fall. Dr. Rittle thanked the Marketing Team and the Enrollment Team for their work in communications and student processing.

CHAIRMAN'S REPORT

Mr. Scott mentioned the upcoming ACCT Conference in October and instructed them to let Sammantha Philippe know if they plan to attend today.

Mr. Scott reminded the Board of the Paramedic Pinning this Friday and the Presidents and Trustees Reception on September 25th.

Mr. Scott reminded the Board of the combined Retreat and Board of Trustees Meeting on Monday, August 5th.

Mr. Scott informed the Board that he was invited to attend a Futures Training and shared his thoughts on the training. He shared that he loved the exercise of thinking about the next 10 years and the impacts it will have on NWACC. He also enjoyed the exercise of listing true current facts and assuming the opposite will be true in the future.

OTHER ACTION ITEMS

Approval of Provisional Position

Dr. Rittle stated that in response to the Arkansas Office of Skills Development (OSD) awarded funding through the American Rescue Plan Act of 2021 to NWACC for the Arkansas Linking Industry to Grow Nurses (ALIGN) Program and the Arkansas Department of Education to NWACC for the Secondary Career Center, the administration recommends the authorization of the provisional positions of two (2) Special Instructors for Health Professions, one (1) Project/Program Specialist for Health Professions, and two (2) Faculty for Secondary Career Center for Dental and Construction.

Approval of Provisional Position

Dr. Reeves moved and Ms. Frank seconded the motion to approve the presented Student Services Representative provisional positions. The motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 5:31 p.m.

Mr. Mark Scott, Chair

Mr. Todd Schwartz, Secretary

POLICY TITLE: EMERGENCY PRESIDENTIAL SUCCESSION

Policy 205: In order to protect the Board from sudden loss of Presidential services, the President may have no fewer than two other executives familiar with Board and Presidential issues and processes.

Definition: Presidential succession refers to acting in the stead of the College President in case he/she is unavailable to administer college activities.

Narrative: The President will recommend at least two College Cabinet members to the Board of Trustees who will act in the President's stead in case he/she is unable to administer college activities.

Policy 205A: At the beginning of each new fiscal year, the President will present to the Board for affirmation, the two individuals identified in rank order as the college executives to act in the President's stead in case he/she is unavailable to administer College activities.

Narrative: The President recommends that the following Cabinet members be affirmed as the College executive to act in the President's stead in case he/she is unavailable to administer College activities:

1. Dr. Diana Johnson, SVP of Learning/CAO
2. Dr. Justin White, VP of Student Affairs and Strategic Initiatives

Policy 205B: Should there be a change in executives identified for succession planning during a fiscal year, new individuals, once identified or hired, will be presented to the Board for affirmation.

Narrative: The President will advise the Board if the need arises to change the executive(s) named for succession during the fiscal year.

Policy 205C: The President is authorized to delegate, or withdraw such delegation, to the executives in presidential succession, the President's authority to contract in the name of the College for business activities in the normal course of operations.

Narrative: The President will delegate his authority to executives in presidential succession to contract in the name of the College for business activities only when he is not available to conduct such operations.

I am reporting in compliance with Executive Limitations, Policy 205.

**Dennis C. Rittle, PhD
President
August 1, 2024**