The regular meeting of the Board of Trustees was held in the Board Room of the Tinnin Fine Arts Center on the main campus in Poplar Bluff, Missouri, on Wednesday, May 21, 2014 at 12:00 p.m.

Those present included: Trustees: Randy Grassham, chairman; Ben Ressel, vice-chairman; Phil Davis, secretary; Chris Williams, treasurer; Eric Schalk, member; Darren Garrison, member; and college administrators: Dr. Devin Stephenson, president; Dr. Wesley Payne, vice president of learning; Dr. Angela Totty, vice president for student success; Charlotte Eubank, chief financial officer; Janine Heath, recording secretary.

Trustee Grassham delivered the invocation.

The agenda was unanimously approved as presented on a motion by Trustee Garrison and a second by Trustee Davis.

The minutes of the meeting on April 16, 2014 were unanimously approved on a motion by Trustee Ressel and second by Trustee Schalk.

Charlotte Eubank reported the college’s budget to actual status as of April 30, 2014. At 83% into the fiscal year the college recognized 82% of the total budgeted revenues. Ms. Eubank indicated that to date 99% of the total budgeted tuition/fees have been realized. The majority of grants are on a reimbursement basis, therefore the revenue is collected at a slower rate than expenses. Expenses are currently at 70% of the budgeted expenses.

Ms. Eubank updated the board on the capital budget items and the status of each of the projects.

Ms. Eubank reviewed the Cash Position report explaining the Operating Cash and the Unrestricted Cash.

Dr. Stephenson discussed the current Governor withhold and informed the board that $84,000 was withheld in April. According to current reports community colleges are not facing another withhold in June; however, the college administration has placed a freeze on all but necessary spending through the end of the fiscal year.

Dr. Stephenson that the college has not received the $150K
legislative appropriation for Willow Springs but that Ms. Eubank is working with MDHE to secure the funds.

The financial report was unanimously approved as presented on a motion by Trustee Garrison and second by Trustee Schalk.

**PRESIDENT’S REPORT**

**COMMENCEMENT 2014**

Dr. Stephenson reported that there were an estimated 4,000 attendees at the 2014 Commencement ceremony. This was the largest attendance ever. Kevin Madden was the speaker with Geron Davis and Kindred Souls providing the music.

Dr. Stephenson invited the trustees to share their comments. Trustee Schalk stated that the ceremony was very nice and Trustee Williams expressed his surprise at the number of people in attendance. Both appreciated the personalization between Dr. Stephenson and the graduates.

Dr. Stephenson discussed the Kennett Ribbon Cutting and Open house. The new center is very visible within the community. The mobile lab was available for the day for tours.

Dr. Stephenson reviewed the recent visit with Attorney General Chris Koster. Mr. Koster is visiting all 2 and 4 year institutions within the state. The visit included a tour of the ARC and the opportunity for Mr. Koster to interact with some of our students. A very successful trip.

Dr. Stephenson explained that each month, seven randomly selected employees are asked to invite a mid-level manager/leader to have lunch with the Cabinet and to discuss the college’s future plans and to ask questions. This has proven to be very helpful in getting the college’s message out to the community.

Dr. Payne discussed the 66th Annual Industrial and Technology Fair. There were 11 schools represented with 248 total projects on display. Chaffee CTC won the best school. Hunter Gordon from Van Buren won first place.

Dr. Totty updated the board on the final presentations from the President’s Leadership Academy. On May 9 the three teams had the final group presentation. The presentations included: Creating Effective Courses through Cross-Discipline Training; Improving Channels of Communication for Faculty/Staff; and Reducing Default Rates, Keeping Students on Track.

Dr. Totty said it was gratifying to watch the development of the 15
individuals in the academy.

Dr. Stephenson reviewed the tour and orientation for the new trustees. Centers in Kennett, Malden, Dexter and the new Eastern Campus were on the tour. He then opened it up to the board members for comments.

Trustee Garrison said it was a great day for the new board members. Getting to know the individuals at the center is very helpful for the board members.

Trustee Schalk was amazed by the amount that gets done in such a small space in Malden. He said that the facilities in Kennett and the Eastern Campus were cutting edge.

Trustee Williams was impressed with the Diesel program in Dexter.

Dr. Payne explained that the changes to the policy was a result of the changes to the work hour’s employment policy. This is in response to the federal government changes due to the Affordable Care Act.

On a motion by Trustee Garrison and a second by Trustee Williams the changes were unanimously approved.

Trustee Davis made the motion with a second from Trustee Williams to move into executive session. The board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, yes; Trustee Ressel, yes; Trustee Grassham, yes.

Trustee Ressel made the motion with a second from Trustee Schalk to authorize the purchase of the Great West building in Kennett that currently houses our center. The board was polled as follows: Trustee Garrison, no; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, no; Trustee Ressel, yes; Trustee Grassham, yes.

Trustee Garrison made the motion with a second from Trustee Schalk to authorize Dr. Stephenson to complete the contract negotiations for the design and construction drawings of the Event Center. The board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, no – not prepared to move forward at this time; Trustee Ressel, yes; Trustee Grassham, yes.
Trustee Schalk made the motion to approve all personnel actions and with a second by Trustee Garrison the board was polled as follows: Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Davis, yes; Trustee Ressel, yes; Trustee Grassham, yes.

There being no further business, the board unanimously approved to adjourn the meeting at 3:47 p.m. on a motion by Trustee Ressel and a second by Trustee Schalk.

CONSIDERATION OF PERSONNEL ACTION

ADJOURNMENT

RANDY GRASSHAM, CHAIRMAN

PHIL DAVIS, SECRETARY

6/25/14

APPROVAL DATE

6/25/14

APPROVAL DATE