

University of Arkansas Community College at Batesville
Administrative Cabinet Meeting
January 8, 2025 / 3:00 p.m.
IH 104
Minutes

The members present were Mr. Bruce Hankins, Dr. Zach Perrine, Mr. Heath Wooldridge, and Dr. Brian Shonk. Others present were Mr. Ben Shoemaker, Ms. Stacey Gross, Ms. Crystal Blue, Ms. Meagan Akins, Dr. Becky Warren, and Ms. Jeanette Youngblood. Minutes recorded by Ms. Tiffany Guinnip.

Dr. Shonk called the meeting to order at 3:02 p.m.

Dr. Zach Perrine moved to approve the minutes from the January 8, 2025 meeting. Mr. Heath Wooldridge seconded. With no further discussion the motion passed.

Re-Up Call – Dr. Zach Perrine – Mr. Ben Shoemaker (representative from Re-Up) attended the meeting via zoom to provide an update on the Re-Up solution, which is a service to reach out to stopped out students. The solution would be a group contract between UACCB, UAHT, UACCM, and UAPTC. Initial numbers provided to Re-Up for stopped out students are UACCB include 13,792 students from 20 year prior to current. Mr. Shoemaker noted that based on research around 40% of stop out students within Arkansas are opting into online programs when re-enrolling in college based on data from the National Student Clearinghouse. Mr. Shoemaker explained that they use advertising and a multitude of outreach touchpoints to bring students back to re-enrollment. He further explained that once a student makes the decision to re-enroll, Re-Up works directly with the students to provide support and assist them through completion of their degree. Mr. Shoemaker explained that out of the estimate on the stopped-out students, they will look them up through the clearing house and pull students out that have graduated on their own. Their estimation is once those students are pulled out, they estimate around 10,000 stopped out students, and over a five-year campaign period they have a conservative estimate between 273-410 re-enrolled students. Mr. Shoemaker explained that the cost for re-enrolled students is a percentage of the tuition and fees from returning students; so UACCB is not paying Re-Up for any efforts, unless a student successfully re-enrolls.

Workforce Training Center – Welding Bay Expansion – Dr. Zach Perrine and Dr. Brian Shonk – Dr. Perrine noted that there has been a need to expand the welding bays to allow more space for students to allow access to training for more students. In having conversations with Dr. Shonk about the addition of the booth space, Dr. Shonk noted that there was space drawn within the space for expansion of the welding space. Dr. Shonk explained that when the building was built there was an issue with the budget and the originally drawn welding bays on the plans were removed to reduce cost. Dr. Shonk noted that when the building was constructed, the electrical was set up for the expansion for the additional booths. Dr. Perrine noted that the equipment can be purchased through Perkins funds. Six of the booths and welders can be purchased in this fiscal year, and Perkins can pay for the additional 4 slots to make a total of 10 in the upcoming fiscal year. Dr. Perrine noted that we would have cost in the project with the installation of the new booths and welders and associated costs.

Spring 2025 Enrollment – Dr. Zach Perrine – Dr. Perrine reported to the group that the FTE and SSCH numbers have moved. He noted we are close on the headcount goal and at 94% of the SSCH goal. Dr. Perrine noted that he did not want to count on Spring 2 as the saving to meet the goal, but he noted that it will help get us closer to our goal. There was discussion that there are more high schools enrolling and it seems in the spring term, these students on average are taking more credit hours.

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Enrollment Projection AY2024-2026 – Dr. Zach Perrine – Dr. Perrine noted after looking at data from the previous few years and with trajectory, he is anticipating that enrollment will be flat for the upcoming academic year. Dr. Perrine noted that he has added a worksheet to begin looking at program enrollments to get an estimate on fees that could be collected by programs and in the future working to get these fees back to programs and have them operate with these funds.

FY26 Budget Planning – Mr. Bruce Hankins – Mr. Hankins noted in the report that he shared with the group in the revenue tab, it shows the revenues we have collected up to the point of the report and a look at revenue projection based on set budget. Mr. Hankins noted that we have been doing a good job projecting our revenues for the years and at this point everything for the year looks good. The total expenses tab in the workbook shows all the budget accounts and everything that has been allocated for the cost centers. The salary tab is a view of all salaries on campus and the cost centers where they are being paid. The expense without salary tab shows the expenditure within cost centers and what money is left in the budget, without looking at salaries. Mr. Hankins explained to the group that according to the report, there is around half of the budget monies left for M&O for the year and there is not a contingency amount built in for the year. Mr. Hankins noted that today is the kick off for the budget process going forward in the upcoming months. He noted that he will be sending expense worksheets at the beginning of February and then scheduling budget hearings with managers at the end of February. The upcoming fiscal year budget is due to the system office by April 30, 2025.

ADHE Annual Higher Education Financial Condition Report – Cabinet – Dr. Shonk noted that he asked Cabinet to skim through the ADHE Annual report that he sent out earlier this week. He noted that this report goes to the Coordinating Board and also to the legislators. In the report, it noted that if you want to keep up with inflation for tuition and fees, you typically have to raise by double the standard rate to keep up, because state funding is not increasing. Dr. Shonk noted that Arkansas is last in faculty salaries for two-year colleges. Dr. Shonk noted that at the next meeting Mr. Hankins will discuss the operating margin that was in the report. Dr. Shonk also noted the cash on hand information within the report and noted its importance. Dr. Perrine also noted the expenditures per FTE and that institutional support costs are increasing as time is going on. Dr. SHonk noted that it does look like we are off the average and it is something that will need to be looked at.

Aspen Institute Student Success Leadership Data Book – Dr. Brian Shonk -

Search Committee (if needed)

- a. Administrative Assistant Processing Center – Mr. Nate Pyle (Chair), Mr. Mickey Freeze, Ms. Tracey Thomas, Ms. Caitlyn Croft, and Ms. Jennifer Emery

Dr. Zach Perrine made a motion to approve the search committee for the Administrative Assistant for the Processing Center. Mr. Bruce Hankins seconded the motion. With no further discussion the motion passed.

Open Discussion

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- a. **Mr. Heath Wooldridge** – Mr. Heath Wooldridge asked Cabinet+ their opinion on his issue the flag poles. He noted that the flag will need to be raised for the Presidential Inauguration and then it has to be moved back to half-mast the next day. Mr. Wooldridge noted that his issue is that the poles freeze, and he cannot move the flag because of the freezing. The suggestion was to wrap the rope with a special insulating tape that would help the rope not freeze.

Meeting was adjourned at 5:00 p.m.

Minutes respectfully submitted by Tiffany Guinnip.