

University of Arkansas Community College at Batesville
Administrative Cabinet+ Meeting
January 29, 2025 / 3:00 p.m.
IH 104
Minutes

The members present were Mr. Bruce Hankins and Mr. Heath Wooldridge. Minutes recorded by Ms. Tiffany Guinnip. Other present were Ms. Jeanette Youngblood, Ms. Crystal Blue, Dr. Becky Warren, Ms. Meagan Akins, and Ms. Stacey Gross.

Mr. Hankins called the meeting to order at 3:00 p.m.

Approval of the minutes from the January 22, 2025 meeting were tabled for the February 5, 2025 meeting.

Leadership Batesville 2025 – Dr. Brian Shonk and Mr. Bruce Hankins – Mr. Hankins noted that it is approaching time to select someone to participate in the Leadership Batesville cohort in the upcoming year. Mr. Hankins noted that it would be an appropriate place for mid-level management positions in the organization. Ms. Jeanette Youngblood made a suggestion that it be someone from outside of academic affairs, as the last two selected individuals were from academic affairs. Mr. Bruce Hankins nominated Ms. Jennifer Coan. Ms. Meagan Akins nominated Ms. Shaneka Brandon. Ms. Youngblood nominated Mr. Cheyenne Diaz. There was discussion about the time commitment required. After further discussion, Cabinet+ members recommended Mr. Cheyenne Diaz and Ms. Jennifer Coan to Cabinet as a recommendation.

EAB Five Levels of Financial Performance – Mr. Bruce Hankins – Mr. Hankins provided a copy of and infographic to everyone from EAB, which designates the five levels of financial performance. After review of the infographic, it was discussed by the group that UACCB is currently at level 2 vigilance, which is described by stagnate enrollment and cost of growth outpacing revenue growth. There was discussion about the signs for level 3 concerned and there was discussion that we do not want to move toward level 3, and potentially without change the institution could find itself at level 3. There was a question if this information would be presented to campus as a whole. Mr. Tiffany Guinnip noted that it is the intention to present this information in a workshop format at the next All Campus meeting.

County Sales Tax – Mr. Bruce Hankins – Mr. Hankins noted the increase in inflation within the economy and that this is affecting the sales tax revenue in a negative way. Mr. Hankins noted that the sales tax report runs two months behind, however the sales tax has not met budgeted expectations for this fiscal year. Mr. Hankins noted that the decrease in the sales tax is going to affect the budget and what was originally budgeted for this fiscal year. He further commented that with our tuition and fees also being level or decreased, we could find that we will be at a deficient for the year.

Welcome Center Construction Update – Mr. Heath Wooldridge – Mr. Wooldridge noted that the project is coming along, and it looks really good. He noted that at the beginning of next week the punch list will be completed. He also mentioned that at the end of next week depending on the punch list findings, individuals may be able to begin moving into the space at the end of next week.

Out-of-District Concurrent Rate – Dr. Zach Perrine, Ms. Meagan Akins – Ms. Meagan Akins noted that in the past few years we have complete recruiting in northwest Arkansas to schools who do not have access to UA schools. She noted that there are schools within this area that would like to partner with us to allow their students to complete work with us so they can transfer to the UA with the transfer

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achievement scholarship. Ms. Akins' question is what is the tuition rate that these students are charged. She noted that our policy is fairly vague at this point. Her question was to ask if we should apply the \$50 credit hour policy for concurrent students including homeschool students and students from outside of the district. There was further discussion that there potentially needs to be an MOU developed with the interested schools which would allow them to attend at our concurrent rate.

Campus Security Office Personnel – Mr. Heath Wooldridge – Mr. Wooldridge noted that in December we brought security on campus and terminated the security contract. Mr. Wooldridge noted that to be able to complete this we have to file as a licensed security site. With the State Police. There has to be a site manager based on qualifications, and the test was completed yesterday. They are in the process of getting the officer certified as a trainer so we can train our own security officers. Dr. Warren asked if we are certified with armed security. Mr. Wooldridge noted that yes, we are certified as armed security.

1st Aid Cabinet QR Codes – Mr. Heath Wooldridge – Mr. Wooldridge made mention that it has become aware that everyone is accessing the 1st aid cabinet. Mr. Wooldridge noted that a supervisor of an instructor should be made aware of any use of these resources. Mr. Wooldridge noted that there will now be a QR code that goes to the incident form. Mr. Wooldridge noted that it is important to know that supplies are being used out of the cabinets. He further noted that students do not need to access these supplies without faculty knowledge. Dr. Warren asked if there is a way that the incident report can be forwarded to the supervisors, so they are aware of the incident.

Search Committee (if needed)

Open Discussion

- a. **Dr. Becky Warren** – Dr. Warren asked what happens to policies that are approved during cabinet meeting. Mr. Guinnip responded that the updated policies are posted to the UACCB website. Dr. Warren commented that this would be a good update to be included in the weekly Chancellor's Communication.
- b. **Ms. Stacey Gross** – Ms. Gross noted that we have received our appropriations bill for the upcoming two years. She said that everything looks pretty good. Dr. Warren asked how many people did not have a spot within the pool. Ms. Gross noted that there are 10 people that we don't have a place for. In one position there are eight positions that are overallocated and there are two positions that there are no slot for within the bill. Ms. Gross noted that she and Dr. Shonk are going to work to find the positions.

Meeting was adjourned at 4:35 p.m.

Minutes respectfully submitted by Tiffany Guinnip.