



**OFFICIAL MINUTES
SOUTHEAST ARKANSAS COLLEGE
BOARD OF TRUSTEES
Welcome Center Training Room/Via Zoom
January 15, 2025
12:15 p.m.**

BOARD MEMBERS PRESENT:

Shawn Howell, Chair
Donna Dial, Secretary
Ken Johnson
Marc Oudin
Rob Cheatwood
Rebecca Pittillo

BOARD MEMBERS ABSENT:

Dr. Lamont Davis, Vice Chair

STAFF MEMBERS PRESENT:

Dr. Tyrone Jackson, President
Wanda Grimmett, Executive Assistant to the President, Recorder
Dr. Donna Hunnicutt, Vice President of Instruction
Charles King, Executive Director of College Advancement & Institutional Advancement
Debbie Wallace, Vice President Fiscal Affairs
Lyric Seymore, Dean of Technical Studies
Dr. Jennifer Colvin, Interim Dean of Science and Humanities
Bailey Carl, Dean of Students and Enrollment
Steve Ballard
Emily Pyland
Sherri Roberts
Lisa Cater
Richard Wegner
Angelia Williams

GUESTS:

None

MEETING CALLED TO ORDER

Chair Shawn Howell called the meeting to order at 12:17 p.m.

PUBLIC PARTICIPATION

None.

APPROVAL OF MINUTES

Chair Shauwn Howell presented the November 13, 2024 meeting minutes for approval. He called for a motion to approve the minutes. The motion to approve minutes as presented was made by Marc Oudin. The motion was seconded by Ken Johnson. Vote to approve November 13, 2024 minutes as presented, approved by unanimous vote.

NEW BUSINESS

Personnel Actions (Attachment B)

Chair Shauwn Howell recognized President Jackson. Dr. Jackson noted these are actions that have occurred since the last Board meeting. Dr. Jackson reviewed the list of personnel actions with the Board and recommended approval of said actions. Chair Howell called for a motion to approve the report as submitted. A motion to approve the Personnel Actions Report as presented was made by Rebecca Pittillo. The motion was seconded by Ken Johnson. Vote to approve personnel actions as presented, approved by unanimous vote.

Financial Report (Attachment C)

Chair Shauwn Howell recognized President Jackson. President Jackson deferred to Vice President Debbie Wallace. VP Wallace presented to the Board the financial reports for the period ending December 31, 2024. After discussion of financial reports, Chair Howell called for a motion to approve the financial report as presented. Motion to approve financial report as presented made by Marc Oudin. The motion was seconded by Rebecca Pittillo. Vote to approve financial report as presented, approved by unanimous vote.

Approval of 2024 Fall Graduates (Attachment D)

Chair Shauwn Howell recognized President Jackson. Dr. Jackson presented the list of the 2024 fall graduates for approval. Rob Cheatwood made the motion to approve the list as presented. Donna Dial seconded the motion. Vote to approve the 2024 Fall graduates as presented, approved by unanimous vote.

Review of Final Draft of 2025-2030 Strategic Plan (Attachment E)

Chair Shauwn Howell recognized President Jackson. Dr. Jackson informed the Board presented to the Board the final draft of the 2025 – 2030 Strategic Plan. He stated that other than corrections of any clerical errors, the addition of his letter, and the new design, the plan is the same as the rough draft that the Board approved at the November 13, 2024 meeting. He reminded the Board that the College has had input from both on campus stakeholders and outside entities in the creation of this plan. After additional discussion, Chair Howell asked for a motion to approve the final draft of the 2025 – 2030 Strategic Plan. Rebecca Pittillo made a motion to approve the final draft as presented. Ken Johnson seconded the motion. Vote to approve the final draft of the 2025 – 2030 Strategic Plan as presented, approved by unanimous vote.

The new plan will be located on the website.

Program Deletions

Chair Shauwn Howell recognized VP for Instruction, Dr. Donna Hunnicutt. Dr. Hunnicutt presented the 6 programs that have been recommended by the Arkansas Department of Higher Education for deletion. She stated the recommendation by ADHE for these deletions is because these programs have not met viability numbers. These programs are:

Business Management

Business Technology

She noted these programs were reconfigured into another degree and should have been deleted at that time.

The other items to be deleted are Technical Certificates and Certificates of Proficiency:

Construction Management
Leadership
Workplace Communication
Work Ready Technology

She noted these programs have had no graduates in several years.

In response to a question about adding these courses back if the need arises, Dr. Hunnicutt stated they would need to be treated like a new course. Chair Howell asked for a motion to delete programs as stated. Rob Cheatwood made the motion to approve deletions as stated. Rebecca Pittillo seconded the motion. Vote to approve deletions of the six requested programs approved by unanimous vote.

OLD BUSINESS

None

EXECUTIVE SESSION

None

PRESIDENT'S REPORT

Chair Shauwn Howell recognized President Jackson. Dr. Jackson presented the following updates to the Board:

- Enrollment for spring 2025 is up compared to last year. Last year at this time we had 736 enrolled and we currently have 896 for this semester.
- We have upcoming high school days beginning in February.
- We are reviewing and updating all policies and procedures.
- Mayor Flowers has appointed Dr. Jackson to the Education Workforce Committee.
- The college will be holding the Spring Convocation on January 17. The theme for this year is The Year of Policy and Change.
- We will be hosting area superintendents, principals, and counselors to campus for a lunch meeting on February 12. This event is to showcase all that SEARK offers.
- Updated Board on the success of our basketball team. Our men's team is currently ranked number 21 in the country in NJCCA.

Dr. Jackson turned the meeting over to Dr. Hunnicutt for updates on HLC.

Dr. Hunnicutt shared with the Board the following updates:

- Currently gathering the evidence that is required for the assurance argument.
- Committees for each criteria have been created and everyone on campus has been assigned to one of these committees.
- Have identified areas where we are lacking and areas where we are doing well.
- Committees are updating and adding policies to those areas that are lacking.
- The HLC team visit will be on November 3, this will be a comprehensive visit.

Dr. Jackson turned the meeting over to Charles King for updates from the Office of Development.

Mr. King shared with the Board the following updates:

- 19 scholarships were awarded for the fall 2024 semester.
- Operation Elf was a great success. We were able to provide Christmas for the children of 140 of our SEARK students. Additionally, we were able to secure a corporate sponsor for this event, which meant that no funds were needed from the Foundation.
- His office completed a Faculty/Staff fundraising campaign, which increased employee giving by 500%.

- The SEARK Foundation sponsored the Pine Bluff Mayor's Inaugural reception at the Pine Bluff Convention Center on January 1.

OTHER BUSINESS

None

Next Board Meeting – March 12 at 12:15 p.m. Lunch will be served at 11:30 a.m.

Board Retreat – after discussion, it was decided the Retreat will be held in conjunction with the May 14 regular board meeting. This will be held on campus from 9:00 am – 3:00 pm.

(Prior to the Board Retreat, individual budget meetings will be scheduled with Board members April 28 - 30.)

Adjournment

Chair Chauwn Howell called for motion to adjourn. Marc Oudin made the motion to adjourn. Ken Johnson seconded the motion. Meeting adjourned by Board consensus at 1:01 p.m.

Donna Dial, Secretary

Wanda Grimmett, Executive Assistant

*Audio file available upon request