



Board of Visitors

March 6, 2023

UA Cossatot embraces diversity and is committed to improving the lives of those in our region by providing quality education, outstanding service, and relevant industry training.

UA Cossatot Mission Statement

**Board of Visitors Meeting
De Queen, Arkansas
March 6, 2023**

UA Cossatot Lockesburg Middle School Community Room

- I. Light Meal Served: 11:30a

- II. Opening Prayer:

Open Meeting:

Introduce Guests:

- III. Staff Reports
 - A. Chancellor’s Report by Steve Cole4-5
 - B. Financial Report by Charlotte Johnson6-7
 - C. Academic Services Report by Ashley Aylett8-13
 - D. Facilities Report by Mike Kinkade.....14-15
 - E. Public Services & Workforce Development16-20
 - F. College Relations.....21-24

- IV. Action Items
 - No. 1 Approve Minutes of January 9, 2023, Board Meeting.....26-28
 - No. 2 Review UAC Curriculum Proposal Form- Esthetician.....29-32
 - No. 3 Review UAC Curriculum Proposal Form- Nail Technician.....33-36

- V. Adjournment:
 - Motion:
 - Second:

Board of Visitors meeting schedule:

March 6, 2023
May 1, 2023

UA Cossatot Lockesburg Community Room
UA Cossatot Lockesburg Community Room

VI. Information Items

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COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 6, 2023

SUBJECT: Chancellor's Report

DR. STEVE COLE

The Great Agriculture Expansion

If you research the amount of revenues generated in our area by agriculture and agriculture-related entities, you will find that over 80% can be attributed to this bread-and-butter industry. UA Cossatot has been involved with agriculture since building the Adams Agriculture building back in 2007. While we have always has a great program that has produced great graduates, there has always been a need to expand the program and program offerings.

Last week, I met with Kelli Harris (Ag Instructor), Sarah Chesshir (Division Chair), Ashley Aylett (VC – Academics), and Vic Ford (UA Agriculture) to discuss the future of our Agriculture program. What came from that meeting was pure gold! UA Cossatot plans to enhance our current Agriculture program by expanding offerings to our Nashville campus. Not only can we expand offerings, but there is adequate and suitable land available to completely build a working farm.

Our intent is to begin with small ruminants (goats, sheep, etc.) and grass and grazing education, and expand from there. Plans include hiring a full-time farm manager as we develop this actual working farm.

There is no question that agriculture will always be part of our college DNA and it only makes sense that we expand our agriculture offerings to assist all of our current area farmers and ranchers while educating a whole new generation in agriculture.

Respectfully Submitted,



Dr. Steve Cole, Chancellor

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 6, 2023

SUBJECT: Financial Report

CHARLOTTE JOHNSON

A copy of the financials report
will be presented the day of the
March board meeting.

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 6, 2023

SUBJECT: Academic Services Report

DR. ASHLEY AYLETT

Academic Services Report—March 2023

Registration for Summer/Fall semesters will open for currently enrolled students March 27. Full registration will open April 10.

ENROLLMENT DATA

Enrollment is down from Fall 2022 to Spring 2023 by 94 students & 90.2 FTE'S.

Spring 2023 compared to Spring 2022 we are down by 78 students & 37 FTE'S.

Total Spring 2023 Enrollment: 1186

Spring 23 compared to Fall 2022 is as follows:

OTA is down 26%

PTA is down 14%

ARNEC is down 5%

PNRN is up 17%

Gen Ed enrollment is down 19%

Concurrent enrollment is up 9%

Howard County is down 10%

Little River County is down 5%

Sevier Count is down 10%

Pike County is down 4%

Black enrollment is down 6%

Hispanic enrollment is down 10%

American Indian enrollment is down 9%

White enrollment is down 6%

Pacific Islander enrollment is up 25%

Non-Traditional enrollment is down 7%

Traditional enrollment is down 7%

Ethnicity Breakdown:

- 3.71% American Indian/Alaskan Native
- .84% Asian
- 15% Black
- .67% Hawaiian/Pacific Islander
- 27.7% Hispanic
- 66% White

Postsecondary Breakdown:

- 9.9% New UAC Student
- 90% Returning

CONCURRENT	
Ashdown	73
Centerpoint	14
De Queen	125
Dierks	43
Fayetteville HS East	1
Foreman	28
Horatio	35
Kirby	21
Mineral Springs	6
Murfreesboro	17
Nashville	96
Unknown Arkansas School	1
Home Schooled	3
Total	463

Academic Notification:

The below four programs have experienced limited student enrollment resulting in a low graduation rate. All programs can be considered non-viable to the institution at present. We seek to move these programs to inactive for the time being. If program demand should increase in the future, the programs can be reinstated to active at that time.

- Certificate of Proficiency Criminal Justice
- Technical Certificate Criminal Justice
- Certificate of Proficiency Medical Transcription
- Technical Certificate: Medical Assisting

We are in the process of revamping our Business programs to hopefully boost enrollment. We plan to delete the Associate of Applied Science in Digital Media and Marketing, and embed the Technical Certificate and Certificate of Proficiency in Digital Media and Marketing into

Recruiting

During the month of February, we hosted area juniors on our campuses for our annual Come Fall in Love recruiting event. March 7 and 8 we are hosting the Career Cluster Camp for High School Sophomore at our Lockesburg campus.

Academic Happenings

February 2023

During the month of February we will have our annual Come Fall in Love events for juniors from our feeder districts.

PROGRAM UPDATES

We are currently offering Cybersecurity classes in partnership with other UA schools in the CyberLearn Network. We are looking to hire a part-time coordinator/instructor to help build our own curriculum. Students that are interested in Cyber should reach out to Tiana and Sarah.

Cosmetology is seeking approval to offer to small certificate programs—one for Esthetician and one for Nail Technician. Each will be one semester in length and allows a student to gain skills in these areas without having to do the entire 40 hour Cosmetology program.

Starting in the Fall we will offer an Associate of Health Sciences. The degree will provide pathways for students transferring to health profession programs such as nursing, communication sciences, and dental hygiene. The degree will connect to universities including University of Arkansas-Fayetteville, University of Arkansas-Fort Smith, University of Arkansas for Medical Sciences, University of Central Arkansas, Henderson State University, Southern Arkansas University, and Texas A&M University-Texarkana.

We are still in the development phases of Medical Laboratory Technician and Traditional RN program.

ADULT EDUCATION

Adult Education hired a part-time teacher, Carie Maroon, on the Nashville Campus. We are now providing an ESL class and GED class in the evenings at the Nashville Site.



Meet Jennifer Sanderson!

PTA Program Director

I live in Texarkana, Arkansas with my husband. We have 5 children between us, one is grown and on her own, one just graduated from Baylor and is waiting to hear about acceptance to medical school, one is at Southwest Oklahoma State University, one is at the University of Arkansas in Fayetteville, and one is in the 8th grade at Pleasant Grove. I also have a Pomeranian named Foxy and a grand-dog that is a mini Australian Shepherd named Heidi.

I graduated from the University of Central Arkansas and have been a licensed physical therapist for 26 years. I still practice PRN at Wadley Hospital in Texarkana. I am currently working on my doctorate in physical therapy from A.T. Still University in Mesa, Arizona. In my spare time, I love to read and travel just about anywhere. I also love to watch college football.

Fun Facts: I have completed a marathon and have traveled to the Galapagos Islands.

HIGH SCHOOL PROGRAMS

EVENTS:

- High School Programs is currently planning the Career Exploration Camp for 10th graders in our Career Coach schools (Nashville, Ashdown, Horatio, DeQueen, Kirby and Centerpoint). This program is paid for through the Career Coach Grant every year. We will feature the programs offered through the SCC so this is a big opportunity to get these students on our campus and meet our team. This will take place March 8th & 9th on the Lockesburg Campus in conjunction with the Advisory Council meeting on March 8th where business and industry leaders will be meeting with our instructors.
- March 16th our welding students will participate in a Weld-a-thon at South Arkansas Community College. Stuart Dufrene has brought his student the last 2 years and came in 1st and 3rd. We are aiming for the win this year!

We have acquired 10 virtual reality sets that we have utilized at high schools through our Career Coaches as a career exploration tool. Career Coach meetings are held monthly to keep everyone abreast to updates and changes.

High School Visits Since August:

- Murfreesboro 10th & 11th
- Mineral Springs 9th, 10th, & 12th
- Kirby 9th & 10th
- Dierks 10th & 11th
- Nashville 9th
- Horatio 9th
- DeQueen 8th

IMPORTANT Items from MED programs!

- March Flex Course are available for students needing MED Student Success by application deadline!
- Application Deadline is March 1st for OTA, PTA, and PN Day Program



DATES TO REMEMBER

- February 7: HLC Additional Site Visit for Ashdown and Nashville campuses
- February 8: Academic Council Meeting
- February 10: Curriculum Meeting
- February 10: Budget Meeting
- February 10: FLEX I Mid-Term grades due
- February 14: Workday on our Campus for Student Records
- February 14: Spring Pell Disbursement
- February 15: Agriculture program meeting
- February 20: Last day to drop Flex I Course
- March 1: Deadline for May commencement application to graduate
- March 3: Faculty/Staff Meeting @ Nashville. Faculty meeting to follow.
- March 6: Board of Visitors Meeting
- March 6-8: FLEX I finals
- March 8-9: Career Exploration Camp @ Lockesburg
- March 10: 16 week Mid-Term grades Due
- March 13: FLEX II Classes Begin
- March 14-15: UA System Board of Trustees Meeting @ UAMS
- March 20-24: SPRING BREAK
- March 27: VIP Registration Opens
- March 25-28: HLC Conference in Chicago

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 6, 2023

SUBJECT: Facilities Report

MIKE KINKADE

Facilities Update as of 1 March 2023

Below are several of the projects where our Facilities, Maintenance, or Building and Grounds departments are involved:

Middle School Project

We have received approval of our submitted architectural drawings from ANCRC, so we are getting ready to begin rehab on the second phase of the Lockesburg Middle School. Last week, I received the architectural drawings from architects for our Medical Lab project at DQ as well as the Simulation Labs for the four campuses and forwarded them to SW AR Planning for submission to the proper Federal Agencies. It's been a long time coming, but hopefully we will get approvals soon to officially begin to work on these projects.

Other projects

- the **Blue Darter Heritage Days** paver project. (Pavers are purchased and on-site.) We are meeting with engravers to get pricing for engraved – (this project previously handled by former Foundation Director.
- the Lockesburg Welding Shop expansion – we are awaiting a final quote since concrete costs have jumped.
- We continue our work with several of our UA universities, colleges, and partners to develop a collaborative solar project beneficial to the whole System. More information will be available soon through communication via UA System office
- Completed the HVAC replacement project for UAC 2022 – adding a few additional units as we move into 2023
- Aerial Lineman Pole Yard in DQ – ordering vehicles and side x sides – looking for bucket trucks
- Cybersecurity Lab – NV campus – awaiting UALR technicians

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 6, 2023

SUBJECT: Public Services & Workforce Development

TAMMY COLEMAN

Public Services & Workforce Development Report

Contributing Team Members: Career Pathways Director, Crystal Bell-Hunter; Continuing Education Coordinator, Nancy Tollett; Continuing Medical and Safety Education Coordinator, Waco Jackson; CRC Team Leader, Gina Duncan; Workforce Development Coordinator, David Sirmon; and Public Services and Workforce Development Director, Tammy Coleman.

1. A full-time instructor was secured for the Aerial Lineman Program, accelerating the development of the program.

- Curriculum is being finalized.
- The pole yard has been planned, marked, and the Arkansas One-Call process is complete. Utility pole installation will begin as quickly as installers are available.
- The fleet, tools, and instructional materials necessary for equipping the training center has been identified and required quotes have been requested. Once all quotes have been received, purchases will be initiated.
- The concession center is being cleared and repurposed to accommodate classroom and hands-on instruction.
- Admission and registration processes are being finalized to ensure compliance with all governing bodies.

2. Public Services and Workforce Development, in collaboration with the Division of Professional and Technical Programs, is continuing to partner with area industries to provide industrial maintenance students with additional paid internship opportunities. Current partners include Tyson Foods in Broken Bow, OK; Tyson Foods in Nashville, AR; and Weyerhaeuser in Dierks. There are currently multiple openings and shifts available to students with wages ranging from \$16.20 - \$18.95 per hour. The number of partnering employers and internships are expected to increase in 2023.

3. The Continuing Education and the Sevier County Economic Development departments will continue to provide recipients of the Community Navigator Scholarship free online small business training through November 2023. The scholarship, funded by the SBA Community Navigator Pilot Program Grant, enables Sevier County, Arkansas, residents or anyone owning a business in Sevier County free access to:

Accounting Fundamentals
Creating a Successful Business Plan
Creating Web Pages
Designing Effective Websites
Effective Selling
Employment Law Fundamentals
Introduction to Business Analysis
Introduction to QuickBooks
Marketing Your Business on the Internet

Instructor Led | Online | 6 Weeks Access | 24 Course Hours

4. Continuing Education and Workforce Development activity was as follows for December 2022 – January 2023.

CONTINUING EDUCATION & WORKFORCE DEVELOPMENT	December 2022	January 2023
Hours of Classroom Instruction Offered	11.5	267.35
Registrations Processed	23	36

Courses offered:

- Basic Life Support (BLS)
- BLS Renewal
- Commercial Truck Driving (Arkansas Trucking Driving Academy)
- Forklift Operator
- Heartsaver CPR AED
- Kid’s Christmas Tree
- Medical Billing and Coding
- Pediatric Emergencies
- Tactical Approach
- Hundreds of non-credit courses made available online monthly in partnership with Cengage Learning

5. Career Pathways activity was as follows for December 2022 – January 2023.

CAREER PATHWAYS INITIATIVE	December 2022	January 2023
Active Participants	78	81
Credentials Earned	8	3

Eleven (11) credentials earned, including:

Four (4) Associate Degrees

(4) Associate of Applied Science: Registered Nursing

Four (4) Technical Certificates

- (1) Technical Certificate: General Studies
- (2) Technical Certificate: Pre-Health Professions
- (1) Technical Certificate: Cosmetology

Three (3) Employability Certificates

The Employability Certificate may be added to the student’s portfolio and can lead to employment.

The certificate addresses basic academic skills, career counseling, basic computer skills and employability skills not always available in traditional college classes.

6. Career Pathways Director Crystal Bell-Hunter engaged community members and students to inform them about Career Pathways, strengthening the potential for collaboration with other programs and the recruitment of new students.

- Attended an Arkansas Workforce Center Meeting, Department of Human Services, De Queen
- Participated in multiple “Feed the Students Walking Taco” events hosted by UA Cossatot’s Center for Student Success

7. Career readiness certification services were provided as follows for December 2022 – January 2023.

CAREER READINESS CERTIFICATION SERVICES	December 2022	January 2023
WorkKeys Curriculum	2	11
WorkKeys	5	7
Total Participants	7	18

AR NATIONAL CAREER READINESS CERTIFICATIONS EARNED	December 2022	January 2023
Platinum - Has core employability skills for approximately 99% of jobs profiled by WorkKeys	1	2
Gold - Has core employability skills for approximately 90% of jobs profiled by WorkKeys	1	5
Silver - Has core employability skills for approximately 65% of jobs profiled by WorkKeys	3	0
Bronze - Has Core employability skills for approximately 30% of jobs profiled by WorkKeys	3	0
Total Earned	8	7

UA Cossatot is a one-stop provider for Arkansas National Career Readiness Certification (AR NCRC®). The primary purpose of the *free* Arkansas National Career Readiness Certificate Program is to positively impact the economy in Arkansas by helping job seekers build their workplace skills, respond to employer needs, and increase the likelihood of a job seeker’s success.

The CRC team consisting of staff members associated with multiple departments within the college:

- Verify job seekers have an Arkansas Job Link Account
- Administer WorkKeys Curriculum Pretests to determine if the job seeker is ready to take the WorkKeys assessments

- Provide remediation training using WorkKeys Curriculum, if the individual does not score adequately on the WorkKeys Curriculum Pretest
- Conducts WorkKeys Assessments
- Prints and distributes AR National Career Readiness Certificates (AR NCRCs) to successful examinees

8. Employer engagement with the virtual career center was as follows for December 2022 – January 2023.

VIRUTAL CAREER CENTER EMPLOYER ENGAGEMENT	December 2022	January 2023
NATIONWIDE		
Nationwide Employers Added	89	148
Nationwide Job Postings	1156	1618
ARKANSAS		
Arkansas Employers Added	3	6
Arkansas Jobs Postings	23	49

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

March 6, 2023

SUBJECT: College Relations

College Relations February 2023

Marketing and Promotion

The College Relations team is constantly working to expand enrollment by informing the region of the opportunities available at UA Cossatot. We worked on spring enrollment during early January. We also produced a series of videos promoting our Adult Education and GED programs in De Queen, Nashville, Dierks, Murfreesboro, Centerpoint, and Ashdown.



Colts Athletics

It's an exciting time for Colts athletics as Justin Hinman was selected as the new UAC soccer coach. We scheduled several public appearances for Coach Hinman, including speaking engagements at both the De Queen Lions Club and the Nashville Rotary Club. We were also on hand when Colts Shooting Sports coach Blackburn signed three Nashville High School students to the UA Cossatot team on January 19. And we continue to livestream the Colts men's and women's basketball games on ed88radio.com.

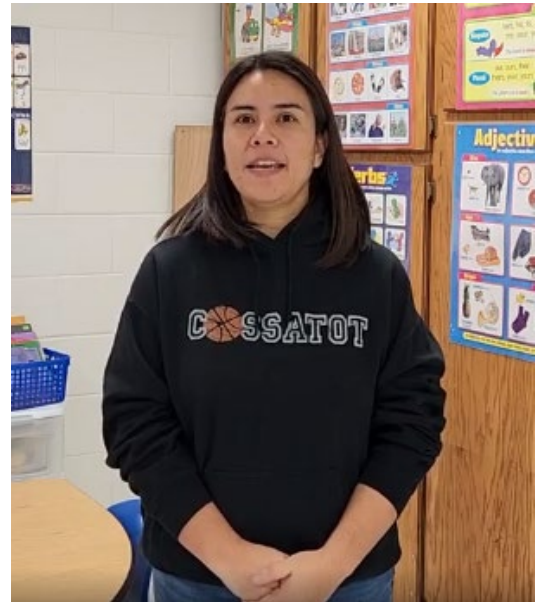


Community Relations

We aided the communities we serve in a variety of ways over the past two months including providing a sound system for the Cossatot Art Center’s first ever Masquerade Ball on January 12th, as well as an emcee and sound system for the Sevier County Fair Association’s Drawdown that same night. We also emceed the Nashville Chamber of Commerce Awards Banquet on February 20 and the Sevier County Chamber Banquet on February 23.

Ed 88 Radio

By request, the college radio station provided live stream coverage of the February Sevier County Quorum Court meeting. And we continued our promotional agreement with the Cossatot River School District by producing a video featuring UAC alumnus and current CRSD ESL coordinator Maricela Avila.



Social Media

UA Cossatot Social Media Director Dennis Guzman continues to grow the various college social media pages by producing engaging posts on our various platforms. The college Facebook pages currently total nearly 30,000 followers



UAC Foundation

The UA Cossatot Foundation continued their fundraising endeavors as well as promoted the scholarships that are currently available at the college.



Upcoming and Ongoing Projects

College Relations will be busy in the next reporting period preparing for the launch of the new and improved UA Cossatot website. And we will be working on summer and fall enrollment promotion plans.

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

BOARD OF VISITORS

ACTION ITEMS

March 6, 2023

MINUTES OF MEETING
COSSATOT COMMUNITY COLLEGE OF THE UNIVERSITY OF
ARKANSAS BOARD OF VISITORS
January 9, 2023

Vice Chair Mike Cranford called the regular meeting of the Board of Visitors to order at 12:01 p.m. following a light meal at the UA Cossatot Bank of Lockesburg Gymnasium.

Present:	Brenda Tate	Ellen Moreland	Angie Walker
	Tim Pinkerton	Dori Gutierrez	Barbara Dixon
	Dr. Glenn Lance	Mike Cranford	

Absent: Barbara Horn
Tyler Davis

Staff Reports

Chancellor Cole reported on the power of short-term certificate training. Dr. Cole mentioned the college is getting ready to begin the lineman program. A four-week program is designed to meet the need to fill hundreds of aerial fiber linemen jobs that are open right now in Arkansas. For the first year, the state is paying for the student's tuition. At the end of 143 hours of training, they will be able to go right into a job for on-hand training. Scotty Morris will be our Lineman instructor for this program. This effort highlights the importance of our college continuing to partner with relevant industries in developing short-term programs where students can attend our school for just a few weeks and then earn a high-wage, high-skill job somewhere in our region.

Vice Chancellor Charlotte presented the latest financial report to the board. At the end of November in the summary of Unrestricted & Auxiliary Revenues/Expenditures, the college is running about 5.2 million in revenues. The expenditure is up from this time last year and stands at 4.8 million. Accounts Receivable are down 760,000 from this time last year. HEERF funds have helped by paying off old balances. This will change soon as these funds are dwindling. In Grants & Other Restricted Programs the college has about 2 million earned to date. The college has a little over 4.8 million in the bank in the Schedule of Bank Accounts. Charlotte proceeded to report that the college is at a total of 976,000 in Schedule of Investments- Certificate of Deposits from this time last year. The total endowment funds are a little over 100,000.

Vice Chancellor Dr. Ashley Aylett presented the most recent Academic Services report. Dr. Aylett discussed the chart of total withdrawals from college courses. The chart shows a track of Fall to Spring numbers over the years. Total withdrawals have dropped from Fall 2021 to Fall 2022. Dr. Aylett listed reasons why a student might have completely withdrawn from courses. The graduation rate has remained steady. For Fall 2022 we had a total of 181 graduates and 343 total credentials awarded. Dr. Aylett mentioned enrollment is down for the Spring semester. Classes begin on Tuesday, January 17. High School Programs has fully implemented the Transfer VR project with recruitment and classroom usage.

Vice Chancellor of Facilities Mike Kinkade informed the recent projects done within the department. With the first phase of the Middle School project complete, Mike mentioned his department is ready to move on to the second phase of the ANCRC project, as well as the grant for the Simulator labs and the Medical Lab Technician project. Drawings have been submitted to the architects for these projects. The Blue Darter

Heritage Days paver project is being worked on and pavers have been purchased. The college is working with several other UA universities, colleges, and partners are developing a collaborative solar project beneficial to the whole System. More information will be available soon through communication via the UA System office. Mike indicated HVAC replacement has been completed. The Cybersecurity Lab is being worked on as we await drawings for this project.

Action Items:

No. 1 Approve the Minutes of November 7, 2022, Board of Visitors Meeting. Angie Walker motioned for passage and Brenda Tate seconded the motion. The motion passed with a vote of 8-0.

No. 2 Delete College Policy 206: Title IX Discrimination, Harassment, Retaliation, and Sexual Misconduct. Angie Walker motioned for review. Ellen Moreland seconded the motion. The motion passed by a vote of 8-0.

No. 3 Review New College Policy 216: UA Cossatot Title IX Policy for Complaints of Sexual Assault and Other Forms of Sexual Harassment. Angie Walker motioned for review and Tim Pinkerton seconded the motion. The motion passed by a vote of 8-0.

No. 4 Review New College Policy 217: Policy & Procedure on Complaints of Discrimination and Harassment. Angie Walker motioned for review. Tim Pinkerton seconded the motion. The motion passed by a vote of 8-0.

No. 5 Review New College Policy 218: Consensual Relationships. Angie Walker motioned for review. Tim Pinkerton seconded the motion. The motion passed by a vote of 8-0.

Vice Chair Mike Cranford asked for a motion to adjourn the meeting. Angie Walker made the motion and with a second from Brenda Tate, Vice Chair Mike adjourned the meeting at 1:11 p.m.

Respectfully submitted,

Angie Walker, Secretary

wg

Board of Visitors Meeting – March 6, 2023

Action Item No. 2: Review UAC Curriculum Proposal Form- Esthetician.

1. **Background information:** As the population ages, the demand for Estheticians is increasing. The Esthetician program is a 600 clock hour, 16 credit hour program that will take the student one semester to complete. This is a great option for students who do not want to complete the full cosmetology program.

2. **Why action is needed at this time:** This is the first time the Board of Visitors has met since the proposal was developed.

3. **Chancellor's Recommendation:** The Chancellor recommends the Board review the UAC Curriculum Proposal Form-Esthetician.

4. **Board of Visitors Action:** _____

Motion by:

Seconded by:

Yeas:

Nays:

UAC CURRICULUM PROPOSAL FORM

Complete all applicable sections and return to the Vice Chancellor of Academics.

Course Title or Program Title	Esthetician												
CIP Code	12.0409												
Type of Change (Revision, deletion or addition)	Addition – adding a new Esthetician program under Cosmetology.												
Contact Person(s)	Sarah Chesshir or Toyia Witherspoon												
Effective Date of Proposal	Fall 2023												
Proposal Summary and Need	<p>As the population ages, the demand for Estheticians is increasing. The job outlook for skincare specialists is excellent for the 2020s. The U.S. Bureau of Labor Statistics has said that positions are growing at 17% between 2019 and 2029. The Esthetician program is a 600-clock hour, 16 credit hour program that will take the student one semester to complete. This is a great option for students who do not want to complete the full 1500-clock hour cosmetology program and have no desire to do hair services. Should the student decide that they want to pursue the full Cosmetology program in the future, 220 clock hours would apply from Esthetician program to the full Cosmetology operator license.</p> <p>According to careeronestop.org, the average esthetician salary is \$34,130 per year in Arkansas. These specialists can earn upwards to \$90,000 annually depending on their work setting.</p> <div data-bbox="690 1297 1234 1759" data-label="Figure"> <p align="center">Annual wages for Skincare Specialists in Arkansas</p> <table border="1"> <thead> <tr> <th>Wage Level</th> <th>Arkansas</th> <th>United States</th> </tr> </thead> <tbody> <tr> <td>High</td> <td>\$92,440</td> <td>\$65,680</td> </tr> <tr> <td>Median</td> <td>\$34,130</td> <td>\$37,300</td> </tr> <tr> <td>Low</td> <td>\$23,430</td> <td>\$23,100</td> </tr> </tbody> </table> </div>	Wage Level	Arkansas	United States	High	\$92,440	\$65,680	Median	\$34,130	\$37,300	Low	\$23,430	\$23,100
Wage Level	Arkansas	United States											
High	\$92,440	\$65,680											
Median	\$34,130	\$37,300											
Low	\$23,430	\$23,100											

UAC CURRICULUM PROPOSAL FORM

<p>Curriculum Outline <i>(may include as attachment)</i></p>	<p>The Esthetician program will consist of one, 16 credit hour course. The following will be taught in this course:</p> <p>Salon safety and sanitation Professional image and Client relations Basic skin care Facial treatments, electricity, machines and related equipment Chemistry, Anatomy and physiology Hair removal Cosmetics and makeup application Salon business Arkansas law, rules and regulations</p>																				
<p>Textbook or OER</p>	<p>Milady Standard Foundations with Standard Esthetics: Fundamentals, 12th edition, ISBN 9780357263792,</p>																				
<p>Readability of Resources</p>																					
<p>Pre-Req Review <i>(if needed)</i> <i>Is course heavy in reading? Writing? Math? Etc?</i></p>	<p>Passing ACT and Accuplacer scores in the Reading and Writing.</p> <table border="1" data-bbox="578 905 1024 1108"> <thead> <tr> <th colspan="4">Score Requirements</th> </tr> <tr> <th>Subject</th> <th>Next Gen</th> <th>ACT</th> <th>Accuplacer</th> </tr> </thead> <tbody> <tr> <td>Reading</td> <td>230</td> <td>17</td> <td>78</td> </tr> <tr> <td>Writing</td> <td>255</td> <td>17</td> <td>83</td> </tr> <tr> <td>Math</td> <td colspan="3">Math is embedded into the program curriculum</td> </tr> </tbody> </table>	Score Requirements				Subject	Next Gen	ACT	Accuplacer	Reading	230	17	78	Writing	255	17	83	Math	Math is embedded into the program curriculum		
Score Requirements																					
Subject	Next Gen	ACT	Accuplacer																		
Reading	230	17	78																		
Writing	255	17	83																		
Math	Math is embedded into the program curriculum																				
<p>Description of Resources Needed (Faculty, Lab, AV, traditional classroom, instructional equipment or technology, etc.)</p>	<p>Startup equipment for Esthetician program:</p> <table border="0"> <tr> <td>2 Facial machines</td> <td>\$1000</td> </tr> <tr> <td>Steamer</td> <td>\$100</td> </tr> <tr> <td>2 Facial beds</td> <td>\$600</td> </tr> <tr> <td>Product</td> <td><u>\$3500</u></td> </tr> <tr> <td>Total</td> <td>\$5,200</td> </tr> </table> <p>With the addition of the Nail Technician and Esthetician programs, more instructional help may be needed. Currently, there is one full-time faculty member and one part-time faculty member.</p>	2 Facial machines	\$1000	Steamer	\$100	2 Facial beds	\$600	Product	<u>\$3500</u>	Total	\$5,200										
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<p>Costs Associated with Curriculum Change. Include if a source of funding has been secured</p>																					
<p>Assessment Methods</p>																					
<p>Similar Activities in Colleges Within a 50 Mile Range</p>	<p>UA Rich Mountain Hot Spring Beauty College</p>																				

UAC CURRICULUM PROPOSAL FORM

	Cosmetology Academy of Texarkana
Submission By:	Signature: _____ Date: _____
Division Chair Approval	Signature: _____ Date: _____
Academic Council Review	Date: 10/12/22 Notes: Recommended to move forward.
Curriculum Committee Review	Date: 10/21/22 Notes: Approved. Motion by Julie Rhodes; second by Kelli Harris
Vice Chancellor Approval	Signature: _____ Date: _____
Chancellor Cabinet Review/Approval	Signature: _____ Date: _____
To be completed by the CAO in steps of approval.	
Board of Visitors Notification	
Board of Trustees	
ADHE	
HLC	
Fully Approved	
<i>Upon approval notify: Financial Aid, Registrar, Student Services, Degree Audit, College Relations</i>	

Board of Visitors Meeting – March 6, 2023

Action Item No. 3: Review UAC Curriculum Proposal Form- Nail Technician.

1. **Background information:** This Curriculum proposal was created to give the students that desire to solely provide nail services and do not want to complete the full 1500- clock hour cosmetology program. The 16 credit hour program will take the student one semester to complete.

2. **Why action is needed at this time:** This is the first Board of Visitors meeting since the proposal was developed.

3. **Chancellor's Recommendation:** Chancellor Cole recommends the Board review the UAC Curriculum Proposal Form- Nail Technician.

4. **Board of Visitors Action:** _____

Motion by:

Seconded by:

Yeas: Nays:

UAC CURRICULUM PROPOSAL FORM

Complete all applicable sections and return to the Vice Chancellor of Academics.

Course Title or Program Title	Nail Technician
CIP Code	12.0410
Type of Change (revision, deletion or addition)	Addition – adding a new Nail Technician program under Cosmetology.
Contact Person(s)	Sarah Chesshir or Toyia Witherspoon
Effective Date of Proposal	Fall 2023
Proposal Summary and Need	<p>Nail services are increasing in popularity and demand. The Nail Technician program is a 600-clock hour, 16 credit hour program that will take the student one semester to complete. This is a great option for students who do not want to complete the full 1500-clock hour cosmetology program and have no desire to do hair services. Should the student decide that they want to pursue the full Cosmetology program in the future, 215 clock hours would apply from Nail Technician program to the full Cosmetology operator license.</p> <p>According to ZipRecruiter, the average annual salary for a nail technician in Arkansas is \$32,886 per year. Top earners in this field can earn upwards to \$50,000 in the state of Arkansas.</p>
Curriculum Outline (may include as attachment)	<p>The Nail Technician program will consist of one, 16 credit hour course. The following will be taught in this course:</p> <ul style="list-style-type: none"> Salon safety and sanitation Professional image Basic nail care, manicures and pedicures Nail diseases and disorders Anatomy and physiology Artificial nail applications and extensions Salon business
Textbook or OER	MindTap: Milady Standard Nail Technology with Standard Foundations ISBN: 9781337786621
Readability of Resources	

Revised 5.12.2021

UAC CURRICULUM PROPOSAL FORM

<p>Pre-Req Review (<i>if needed</i>)</p> <p><i>Is course heavy in reading? Writing? Math? Etc?</i></p>	<p>Passing ACT and Accuplacer scores in the Reading and Writing.</p> <table border="1" data-bbox="589 405 1036 604"> <thead> <tr> <th colspan="4">Score Requirements</th> </tr> <tr> <th>Subject</th> <th>Next Gen</th> <th>ACT</th> <th>Accuplacer</th> </tr> </thead> <tbody> <tr> <td>Reading</td> <td>230</td> <td>17</td> <td>78</td> </tr> <tr> <td>Writing</td> <td>255</td> <td>17</td> <td>83</td> </tr> <tr> <td>Math</td> <td colspan="3">Math is embedded into the program curriculum</td> </tr> </tbody> </table>	Score Requirements				Subject	Next Gen	ACT	Accuplacer	Reading	230	17	78	Writing	255	17	83	Math	Math is embedded into the program curriculum		
Score Requirements																					
Subject	Next Gen	ACT	Accuplacer																		
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<p>Description of Resources Needed</p> <p>(Faculty, Lab, AV, traditional classroom, instructional equipment or technology, etc.)</p>	<p>Startup supplies for Nail Technician</p> <p>Sterile UV cabinet \$250 (shared with esthetician program)</p> <p>Product <u>\$2500</u></p> <p>Total \$2,750</p> <p>Most of the equipment is purchased and already housed in the Cosmetology lab. Additional manicure tables and/or pedicure chairs may be needed as the program continues to grow.</p> <p>With the addition of the Nail Technician and Esthetician programs, more instructional help may be needed. Currently, there is one full-time faculty member and one part-time faculty member.</p>																				
<p>Costs Associated with Curriculum Change. Include if a source of funding has been secured</p>																					
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<p>Submission By:</p>	<p>Signature: _____</p> <p>Date: _____</p>																				
<p>Division Chair Approval</p>	<p>Signature: _____</p> <p>Date: _____</p>																				
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UAC CURRICULUM PROPOSAL FORM

Vice Chancellor Approval	Signature: _____ Date: _____
Chancellor Cabinet Review/Approval	Signature: _____ Date: _____
To be completed by the CAO in steps of approval.	
Board of Visitors Notification	
Board of Trustees	
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<i>Upon approval notify: Financial Aid, Registrar, Student Services, Degree Audit, College Relations</i>	

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

BOARD OF VISITORS

INFORMATION ITEMS

March 6, 2023

EMPLOYEE CHANGES

Newly Hired

Mark Moore

Hire Date: January 3, 2023

Position: Special Instructor/Trainer

Salary: \$40,000

Scottie Morris

Hire Date: January 4, 2023

Position: Aerial Lineman

Salary: \$100,000

Misti Eudy

Hire Date: February 6, 2023

Position: Administrative Specialist I- Assistant to VC of Academics

Salary: \$24,413

Anel Montiel

Hire Date: February 13, 2023

Position: Administrative Specialist III- Testing Center Proctor

Salary: \$25,773

Justin Hinman

Hire Date: February 13, 2023

Position: Head Men's & Women's Soccer Coach

Salary: \$40,000

Employee Position Changes

Kitreena Russell, part-time

Hire Date: January 3, 2023

Position: Purchasing Specialist

Salary: \$28,000

COMMITTEE: Distance Learning
TIME: 9:00am Ring Central

DATE: February 17, 2023

Members attending: Karen Arbuckle, Faith Miller, Michael Guillory, Tabetha Nguyen, Cole Jones, Ashley Dougherty, Kathy Richards

Not attending: Lauren Young (non-evaluated), Tamla Heminger (non-evaluated)

AGENDA AND ACTIONS

The meeting was called to order at 9:04 am by Karen Arbuckle, committee chair.

Follow-up Items

January minutes were reviewed and approved. Cole motioned to approve the minutes; Faith seconded, and all approved. The motion carried.

Item One is a follow-up item.

Item One: Blackboard Course – FAQ and Bulk Archiving

Cole presented what he created, and the group discussed the FAQ sheets. Cole encouraged the committee to contact him with any additional ideas of what should be added as we have ideas.

Bulk Archiving discussion was continued.

Item Two: Piloting Classes to be COLT Reviewed

Classes were chosen to be reviewed at the last meeting. The COLT Rubric will be discussed at the Faculty meeting in March. After the meeting, Distance Education Committee members will determine which class each committee member is reviewing. It was agreed that faculty who have a course in the pilot will be asked for their permission to copy the course before copying the course.

Final Actions:

The next meeting will be Friday, March 17 at 9:00 am. Guillory moved to adjourn the meeting; Cole seconded. Motion carried. The meeting was adjourned at 9:41 am.

Committee Comments:

Submitted by: __ Tabetha Nguyen ____ Recorder

From: [Thomas Sweeten](#)
To: [Steve Cole](#); [Barry Reed](#); [Wendy Garcia](#); [Carolyn Shry](#); [Lisa Schuller](#); [Crystal Sims](#); [Jason Sanders](#); [Sandra Elliott](#)
Subject: EXTERNAL EMAIL - Use of Facilities
Date: Sunday, February 26, 2023 10:12:11 PM

[EXTERNAL EMAIL] This email originated from outside of UA Cossatot. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Wonderful CCC-UA Friends,

I wanted to thank you once again for allowing the DHS Quiz Bowl Team, the AGQBA Association, the DMESC, and myself the use of your facilities to hold our tournaments this year. Without your gracious offer, we would not be able to host all of the events which we did this year. CCC-UA is a wonderful organization and supporter of our community! This Saturday's Jr High State tournament was very demanding. There were over 300 people on the campus and we had matches happening in eight rooms at a time. I want to especially thank Barry Reed and Crystal Sims for everything that they did to ensure that Saturday was a success. The day would not have been successful without each of their contributions. I also want to express my thanks to everyone else at CCC-UA, everyone on staff went out of their way to help me with these events.

Thank you once again,

Thomas Sweeten

AGQBA Board President, DHS Quiz Bowl Coach