



Board of Visitors

September 8, 2025

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
September 8, 2025**

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 Cole4-6
 - B. Financial Report by Charlotte Johnson7-14
 - C. Academic Services Report by Ashley Aylett15-19
 - D. Public Services & Workforce Development by Tammy Coleman.20-24

- IV. Action Items
 - No. 1 Approve Minutes of July 7, 2025, Board Meeting.....26-29
 - No. 2 Review College Policy 469: Information Technology Incident Response30-36

- V. Adjournment:
 - Motion:
 - Second:

Board of Visitors meeting schedule:

July 7, 2025	UAC Lockesburg Middle School-Community Room
September 8, 2025	UAC Lockesburg Middle School-Community Room
November 3, 2025	UAC Lockesburg Middle School-Community Room
January 5, 2026	UAC Lockesburg Middle School-Community Room
March 2, 2026	UAC Lockesburg Middle School-Community Room
May 4, 2026	UAC Lockesburg Middle School-Community Room

VI. Information Items

1. POWER Newsletter- Summer 202538-39

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

September 8, 2025

SUBJECT: Chancellor's Report

DR. STEVE COLE

The 2025-2026 Fiscal Year Budget Challenges In-Focus

I am writing to provide an update on our fiscal position for the 2025 fiscal year and outline a strategic path forward to ensure the long-term financial health of UA Cossatot. I think that with Charlotte Johnson as CFO, we have navigated recent challenges with resilience, but the data from our latest financial review demands immediate and prudent action.

In FY 2025, we experienced a \$512,000 decrease in net assets and a drop in our overall cash position of \$1 million dollars. These decreases were primarily driven by an increase in salaries (mainly reducing faculty loads to 15 hours), increased outflows for essential infrastructure upgrades (Cafeteria, Unplanned Roof Repairs, etc.) and the purchase and renovation of the Colts Soccer Complex. These figures underscore the need to prioritize rebuilding our cash reserves and fund balance to support our mission of accessible education.

To address these mainly one-time deficits, we must adopt a conservative approach: no unnecessary expenses for the foreseeable future. This means scrutinizing every line item in our budget to eliminate waste while preserving core academic and student support functions. Fortunately, our FTE enrollment has increased by approximately 8%, plus we have adopted a more stringent payment plan, which combined could provide a revenue boost through tuition and fees. However, if this growth is predominantly in high school concurrent enrollment programs—as preliminary data suggests—it may not fully offset costs, given the lower reimbursement rates and shared funding models with K-12 districts. We will monitor this closely and adjust projections accordingly, aiming to leverage any net-positive enrollment gains to accelerate the rebuilding of our reserves.

As a small college with limited resources, achieving budget balance in FY 2025 requires targeted, achievable savings strategies. Here are key ideas we may need to implement:

- **Operational Efficiencies:** Consolidate administrative tasks by cross-training staff and reducing redundant processes, such as shifting to digital workflows for purchasing and reporting. This could save \$50,000–\$100,000 annually without layoffs, relying instead on natural attrition for any position reductions.
- **Cost Containment in Facilities:** Implement more energy-saving measures like timed HVAC systems, and remote monitoring, potentially cutting utility bills by 10–15% (\$35,000 savings). Defer non-critical maintenance projects, such as cosmetic campus enhancements, until reserves are rebuilt (\$100,000 savings).
- **Expense Reductions:** Limit travel and professional development to essential, grant-funded opportunities only, saving \$20,000–\$30,000. Review vendor contracts for renegotiation or consolidation (e.g., office supplies and IT services) and pause any non-academic events (unless they are fundraising events).
- **Establishment of Federal Student Loans:** The establishment of Federal Student Loans should boost enrollment and collections.

These measures, combined with rigorous monthly budget reviews by our finance team, aim to positively impact our budget by \$300,000–\$500,000, positioning us to end FY 2025 with an increase in cash and reserve balances. *We are still in VERY GOOD and SOUND financial shape...we just want to build our balances back up to comfortable levels.*

I would also like to coin the term “Charlotte Meter”, which is named after our CFO Charlotte Johnson. For many years I always ask Charlotte, “On a scale from 1-10, what financial shape are we in, with 1 being the worst and 10 being the best”?

Our Current Charlotte Meter: 7.5

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Steve Cole', written in a cursive style.

Dr. Steve Cole

Chancellor

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

September 8, 2025

SUBJECT: Financial Report

CHARLOTTE JOHNSON

Cossatot Community College of the University of Arkansas
Summary of Unrestricted & Auxiliary Revenues/Expenditure Report
As of June 2025

<u>REVENUES</u>	Fiscal Year 2023-2024		Fiscal Year 2024-2025	
	ACTUAL	BUDGETED	ACTUAL	BUDGETED
General Revenue	\$3,783,537.00	\$3,783,425.00	\$3,758,255.00	\$3,757,578.00
Workforce 2000	1,350,337.20	1,350,337.00	1,350,337.20	1,350,337.00
Tuition & Fees	3,955,080.47	4,284,483.00	4,322,630.98	4,432,287.00
Sales Tax Revenue	1,827,357.24	1,814,000.00	1,786,867.91	1,824,900.00
Other Income	360,232.72	286,900.00	456,573.22	473,000.00
Auxiliary Revenues (Book, Café, Sports)	445,491.97	718,700.00	480,038.76	917,500.00
TOTAL REVENUES	\$11,722,036.60	\$12,237,845.00	\$12,154,703.07	\$12,755,602.00
<u>EXPENDITURES</u>				
Salaries	\$6,057,935.56	\$6,199,917.00	\$6,359,641.12	\$6,329,093.00
Fringe Benefits	1,559,007.33	2,066,150.00	1,588,229.96	1,906,945.00
Travel, Conf. Expenses, Prof. Dev.	188,289.13	197,250.00	223,355.42	256,525.00
Supplies & Services	2,692,919.40	1,704,855.00	2,946,232.63	2,537,979.00
Utilities/Telephone	236,195.44	455,710.00	257,018.57	465,610.00
Professional & Administrative Fees	159,119.81	803,791.00	132,124.74	240,075.00
Miscellaneous Other	251,098.09	227,004.00	537,651.91	449,395.00
Debt Service *	167,236.75	262,988.00	129,605.86	267,300.00
Capital Outlay	67,176.37	320,180.00	55,162.07	302,680.00
TOTAL EXPENDITURES	\$11,378,977.88	\$12,237,845.00	\$12,229,022.28	\$12,755,602.00
Net Increase (Decrease) for Year	\$343,058.72	\$0.00	(\$74,319.21)	\$0.00
Unrestricted Cash Balance at Beginning of Year	\$3,236,229.98	\$4,200,000.00	\$3,284,863.00	\$3,350,000.00
Fund Balance at End of June	\$3,579,288.70	\$4,200,000.00	\$3,210,543.79	\$3,350,000.00

Cossatot Community College of the University of Arkansas
Accounts Receivable Month and Yearly Comparison
As of June 2025

	Jul-23	Jul-24	Yearly Change	
Student Accts Receivables (less allowances)	\$1,580,916.72	\$2,283,682.09	\$702,765.37	<i>*July 2024 -Revised - now includes Fall 2024 bills</i>
	Aug-23	Aug-24	Yearly Change	
Student Accts Receivables (less allowances)	\$1,638,914.56	\$2,629,082.58	\$990,168.02	
	Sep-23	Sep-24	Yearly Change	
Student Accts Receivables (less allowances)	\$1,370,978.79	\$1,907,714.22	\$536,735.43	
	Oct-23	Oct-24	Yearly Change	
Student Accts Receivables (less allowances)	\$1,220,810.03	\$1,552,133.72	\$331,323.69	
	Nov-23	Nov-24	Yearly Change	
Student Accts Receivables (less allowances)	\$1,145,023.17	\$1,273,226.76	\$128,203.59	
	Dec-23	Dec-24	Yearly Change	
Student Accts Receivables (less allowances)	\$1,201,228.35	\$2,081,547.00	\$880,318.65	<i>** Spring charges for early enrollees</i>
	Jan-24	Jan-25	Yearly Change	
Student Accts Receivables (less allowances)	\$1,497,916.86	\$2,553,503.71	\$1,055,586.85	
	Feb-24	Feb-25	Yearly Change	
Student Accts Receivables (less allowances)	\$1,304,285.51	\$1,668,969.60	\$364,684.09	
	Mar-24	Mar-25	Yearly Change	
Student Accts Receivables (less allowances)	\$1,188,249.35	\$1,357,317.38	\$169,068.03	
	Apr-24	Apr-25	Yearly Change	
Student Accts Receivables (less allowances)	\$1,076,457.33	\$1,415,369.78	\$338,912.45	
	May-24	May-25	Yearly Change	
Student Accts Receivables (less allowances)	\$1,047,624.77	\$1,312,198.32	\$264,573.55	
	Jun-24	Jun-25	Yearly Change	
Student Accts Receivables (less allowances)	\$1,197,628.49	\$974,217.95	(\$223,410.54)	

* Account balance consists of student accounts receivable, accounts receivable conversion, and student payables less allowances

Cossatot Community College of the University of Arkansas
Grants & Other Restricted Programs
As of June 2025

Grants	Expiration Date	Total Award Amount Remaining	Earned to Date
Adult Education ABE Grant	6/30/2025	\$214,640.89	205,765.68
Adult Education General Education Diploma GAE Grant	6/30/2025	320,066.37	310,454.86
Adult Education D & E (Direct & Equitable)	6/30/2025	105,866.61	105,866.61
Adult Education EL/Civics Grant	6/30/2025	22,938.00	22,938.00
Adult Education C/I Grant	6/30/2025	21,363.34	21,363.34
Adult Education SNAP State Grant	6/30/2025	22,546.22	22,546.22
Adult Education Special Projects	6/30/2025	27,575.41	27,575.41
Adult Educaiton State Carryover Grant	6/30/2025	7,659.99	7,659.99
ACE-Career Coaches State Grant	6/30/2025	190,630.70	165,726.73
ACE-Career Coaches High School Share	6/30/2025	167,130.70	160,655.12
Carl Perkins Grant	6/30/2025	105,576.00	116,960.47
ACE-JAG De Queen Grant	6/30/2025	56,463.25	41,574.22
ACE-JAG Nashville Grant	6/30/2025	59,510.15	45,921.25
ACE-JAG PIM Grant	6/30/2025	89,300.00	57,009.30
ACE-JAG Conferences	6/30/2025	11,131.20	11,131.20
Career Pathways (TANF funds)	6/30/2025	288,202.00	314,327.38
Trauma EMS Training Grant	6/30/2025	4,372.00	4,372.00
Title III ALIGN Grant - 5 Yrs (\$2,226,660)	9/30/2025	1,033,527.35	437,502.81
EDA Wellness Education Learning and Living - 5 Yrs (2,000,000)	8/4/2026	1,672,843.40	408,233.62
DOTD Capacity Building Support Grant	1/1/2025	5,000.00	5,000.00
Weyerhauser Giving Fund - Technology Grant 2022-Carryover	6/30/2025	1,813.20	1,813.20
Weyerhauser Giving Fund - Technology Grant 2023-Carryover	6/30/2025	110.33	110.33
Weyerhauser Giving Fund - Technology Grant 2024	6/30/2025	3,500.00	3,500.00
Weyerhauser Giving Fund - Technology Grant 2025	6/30/2025	49,150.00	31,589.69
Broadband Expansion Initiative (BEI) Grant	6/30/2025	506,229.00	479,020.12
Fiber Engineer Grant	6/30/2025	399,341.00	190,850.75
Blue & You Foundaion Grant	4/30/2025	2,000.00	2,000.00
Economic Development Comm Block Grant	6/30/2025	314,578.00	43,573.93
Arkansas Community Foundation Delivering the Dream 2024	12/31/2024	20,870.04	13,946.61
Domtar WEC Grant 2024	12/31/2024	18,194.03	18,194.03
Domtar WEC Grant 2025	12/31/2025	35,000.00	16,976.40
DOL POWER Grant - 4 Yrs (\$1,597,031)	2/28/2027	1,286,545.95	490,754.46
AACC Cyberskills Grant Carryover	2/28/2024	6,972.93	1,526.48
DOL Youthbuild II 2023 Grant - 3 Yrs (\$)	9/30/2026	777,032.55	441,401.35
USDA NIFA Design Grant	12/31/2024	77,829.06	75,418.72

USDA NIFA Lead Grant	8/14/2028	400,000.00	48,058.15
NSF HIS STEM Grant	9/30/2025	195,900.00	136,681.82
Sevier County FRIENDS 2024	12/31/2024	40,546.72	40,546.72
Sevier County FRIENDS 2025	12/31/2025	69,500.00	40,950.96
Little River County Intermodal FY2025	6/30/2025	76,000.00	76,000.00
Howard County Development 2024	12/31/2024	32,267.14	32,267.14
Howard County Development 2025	12/31/2025	66,546.00	30,000.00
ARNEC Consortium	6/30/2025	364,485.00	204,526.19
		<hr/>	<hr/>
Totals		\$9,170,754.53	\$4,912,291.26
		<hr/>	<hr/>

Cossatot Community College of the University of Arkansas
Schedule of Bank Accounts
As of June 2025

Name of Account	Bank Name	Balance
Cash Fund Account	Farmer's Bank & Trust	\$3,394,154.61
General Revenue Account - Unrestricted	State Treasury	20,000.00
Financial Aid	Farmer's Bank & Trust	111,247.05
Scholarship Fund	First State Bank	1,907.77
Student Organizations	First State Bank	<u>54,576.38</u>
	Total	<u>\$3,581,885.81</u>

****Bank Balance as of June 2024 \$4,566,467.89***

**Cossatot Community College of the University of Arkansas
Schedule of Investments - Certificate of Deposits
As of June 2025**

Amount	Rate	Maturity Date	Bank	Term
College Funds on Certificate of Deposit				
\$325,400.67	4.25%	3/29/2026	Horatio State Bank	12 months
\$317,303.74	4.50%	6/26/2025	Horatio State Bank	12 months
\$317,445.36	4.75%	8/28/2025	Horatio State Bank	12 months
<u>\$119,421.26</u>	3.90%	11/6/2025	Diamond Bank	12 months
<u>\$1,079,571.03</u>	Total College CD Funds			

***CD Balance as of June 2024 \$1,032,002.34**

**University of Arkansas Pooled Investments
As of June 2025**

	<i>Beginning Balance 7/1/2024</i>	<i>Net Change</i>	<i>Ending Balance 6/30/2025</i>
Tier 2 Investments	534,138.14	33,141.95	567,280.09

*** UA Pooled Balance as of June 2024 \$534,138.14**

**Cossatot Community College of the University of Arkansas
Schedule of Endowment Funds
As of June 2025**

Endowment Funds on Certificate of Deposit

Amount	Rate	Maturity Date	Bank	Term
\$75,000.00	Horatio State Bank	8/28/2025	Horatio State Bank	12 months
<u>\$75,000.00</u>				Total Endowment CD's

Balance

Endowment Funds in Checking

\$135,537.28	Farmer's Bank & Trust	
<u>\$135,537.28</u>		Total Endowment Checking
<u>\$210,537.28</u>		Total Endowment Funds

**Endowment Fund Balance as of June 2024 \$162,191.25*

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

September 8, 2025

SUBJECT: Academic Services Report

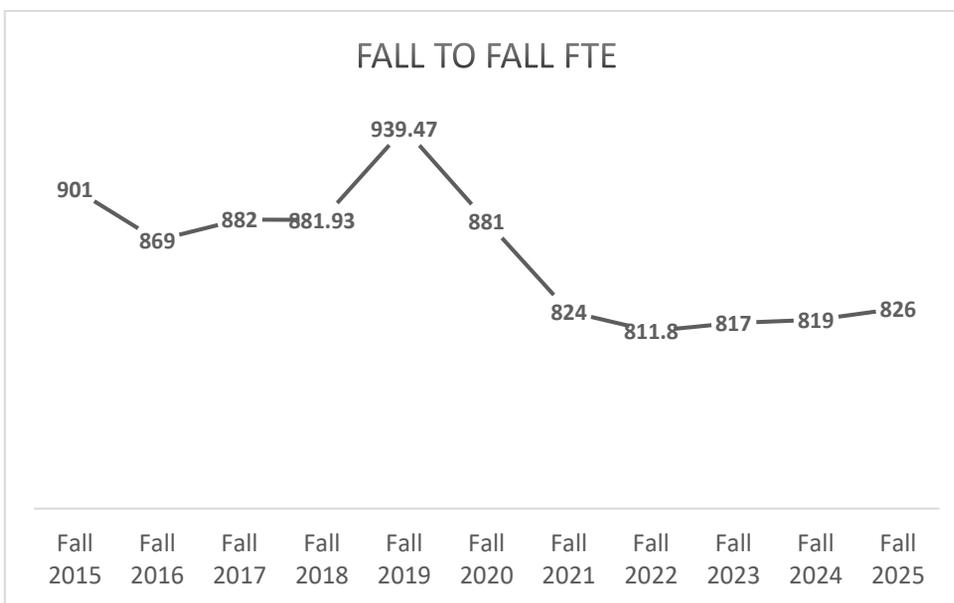
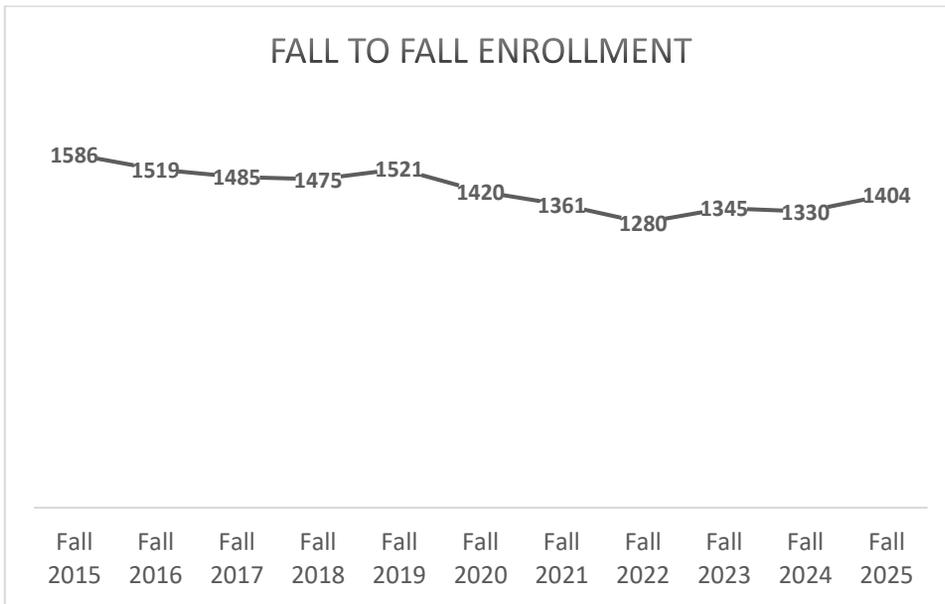
DR. ASHLEY AYLETT

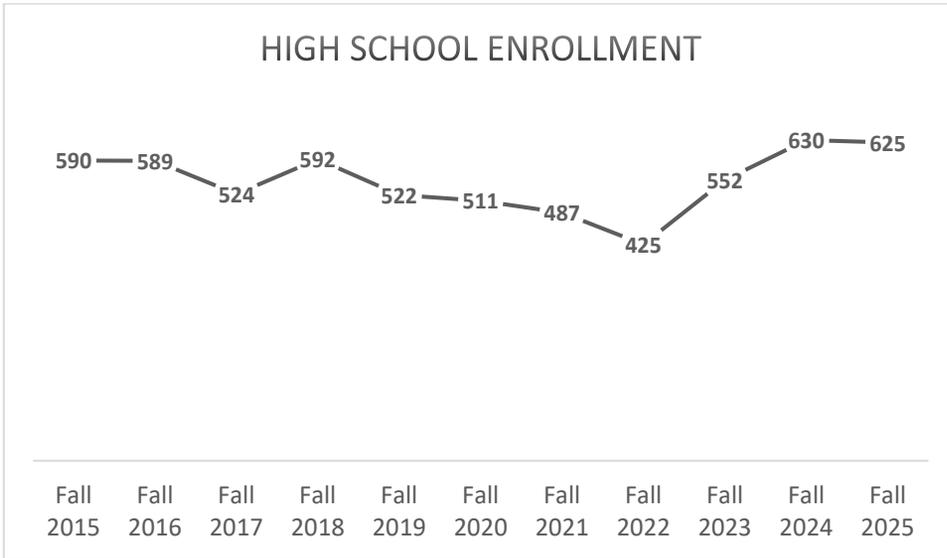
Academic Services Report—September 2025

SUMMER 2025 UPDATE

- We had 52 (60) summer graduates, and 61 (92) credentials were awarded.
- 305 students completed summer courses (347 last summer)

FALL 2025 ENROLLMENT





Adult Education

- 5 GED graduates as of 8/25/2025
- Enrollment - 136 students enrolled in Adult Ed services as of 8/25/2025
- Fall Paraprofessional Course starts Sept. 8

High School Programs

Our Career Coach Program continues to grow, with the recent addition of **Michelle Burrell at Mineral Springs High School**. She joins six other Career Coaches serving students in De Queen, Nashville, Centerpoint, Ashdown, Kirby, and Horatio.

We are also proud to report **record enrollment** in the Secondary Career Center’s Industrial Maintenance program, with 22 students enrolled in the morning session and 45 in the afternoon. These students represent a strong partnership across districts, coming from **Dierks, Murfreesboro, Ashdown, Nashville, Foreman, De Queen, and Horatio High Schools**.

General Education

Completed program review on our education programs over the summer. We submit these to the state every 7 years.

Medical Education

Site visit in November to grant full approval of our TRN program (Registered Nursing)

ACCESS FACTS

What are some of the largest organizational changes we can expect from this bill?

ACCESS created the most comprehensive higher education overhaul by enhancing opportunities for *acceleration*, utilizing a *common sense* approach, ensuring *costs* are aligned, simplifying *eligibility* for admission, broadening *scholarship* opportunities, and *standardizing* processes for institutions across the state.

What are some of the most impactful ways ACCESS will improve the education system?

It will improve the system by aligning the system with the governor's goal for every high school student in Arkansas to be either employed, enrolled, or enlisted.

What parts of ACCESS will take effect immediately and what will require rules and regulations? What timeline can we expect?

Much of the act will require the Division of Higher Education to promulgate rules. Where there is ambiguity, the division will be required to update coordinating board policies. Some changes will be immediate; others will take time. Throughout the next year, rules will be fully implemented, and policies should reflect the necessary changes.

Will ACCESS help align industry and education? How does this bill address the skills gap that many Arkansas businesses have identified?

Yes, Arkansas is one of only a handful of states that offer scholarships to students seeking a skilled credential that is not for academic credit. This gives not only traditional students a chance to gain valuable skills necessary for today's workforce, but also for adult learners to return for upskilling.

Through the improvements created by ACCESS, students will be encouraged to accelerate their path to enrollment, enlistment, or employment, and institutions will be encouraged to offer degrees that ensure the highest chance of postgraduation success and prosperity for students and families.

How might ACCESS affect enrollment across different types of higher education institutions in the state?

By expanding scholarship opportunities and implementing a direct admission program, the governor aims to enhance transparency, streamline the enrollment process, and increase participation rates.

How do you anticipate this affecting Arkansas' ability to retain college graduates within the state workforce?

By making higher education more accessible and affordable, Arkansas can encourage more students to continue their studies, increasing the likelihood that they will build careers and lives here after graduation. With clearer pathways from education to employment, including scholarship incentives and direct admissions, the state can better align workforce needs with local talent, ultimately strengthening its economy and retaining skilled professionals.

Additionally, Arkansas offers a high quality of life, affordable living costs, and growing industries, making it an attractive place for graduates to establish long-term careers and families.

How would you describe ACCESS in simple terms for someone who is not familiar with it?

ACCESS is a common sense approach for improving the entire education and employment ecosystem. It aligns K-12 districts, higher education, and employment and military opportunities.

Why is ACCESS important for the state?

Arkansans need more opportunities to prosper. A more highly educated population increases economic prosperity, but it also has societal benefits such as citizens who are living happier and healthier lives.

Have there been any concerns about ACCESS and how those concerns will be addressed?

There were a few concerns at first, which is to be expected. Fortunately, Governor Sanders and the bill sponsors met with constituents to hear their issues and made modifications that ultimately made the bill what it is. The bill has changed some expectations for our institutions of higher education. They are ready to accept the challenge and realize once ACCESS is fully implemented, it will be a huge win for Arkansas.

How will ACCESS affect university funding?

ACCESS will impact university funding by introducing a metric to assess the return on investment (ROI) of academic programs. This means funding decisions may increasingly consider factors such as graduate employment rates, post-graduation earnings, and workforce alignment to ensure state higher education resources are directed toward high-value programs.

Additionally, ACCESS expands the focus on non-credit workforce training, encouraging institutions to track the success of these programs based on metrics like job placement rates, industry partnerships, and enrollment growth in short-term credential programs. While overall funding structures remain intact, these added performance measures could influence program development and resource allocation over time.

ACCESS to Acceleration Scholarship

For concurrent credit courses funded by the Arkansas Scholarship Lottery

\$65 per Credit Hour (Max 15 hours per Semester and \$2,000 per Year)

Created in ACCESS for public high school students grades 9-12. Funds concurrent credit courses at approved institutions of higher education.

Governor's Scholarship

The most academically rigorous scholarship based on test scores and GPA

\$5,000 per year

Students may now qualify by earning their associate degree upon high school graduation or by graduation with a diploma of distinction

COSSATOT COMMUNITY COLLEGE OF THE
UNIVERSITY OF ARKANSAS

REPORT TO THE BOARD OF VISITORS

September 8, 2025

SUBJECT: Public Services & Workforce Development

TAMMY COLEMAN

Public Services & Workforce Development Report

Contributing Team Members: Aerial Lineman Instructor, Dennis Davis; Career Pathways Director, Crystal Bell-Hunter; Continuing Education Coordinator, Nancy Tollett; Continuing Medical and Safety Education Coordinator, Waco Jackson; CRC Team Leader, Gina Duncan; Fiber Network Engineer Instructor, Marty Allen; Youth Build Manager, Leslie Daniels; and Public Services and Workforce Development Director, Tammy Coleman.

1. By the end of FY2025, the Arkansas Fiber Academy had trained a total of 387 participants since launching its programs in 2023, including 189 students at UA Cossatot.

Arkansas State University Three Rivers		
Malvern	Broadband Essentials	49
Malvern	Telecommunication Tower Technician	39
TOTAL		88
UA Cossatot		
De Queen	Broadband Essentials	92
De Queen	Aerial Lineman	88
Lockesburg	Fiber Network Engineer	9
TOTAL		189
UA Hope-Texarkana		
Hope	Fiber Optic Technician	37
TOTAL		37
UA Community College at Morrilton		
Morrilton	Broadband Essentials	37
Morrilton	Underground Directional Drilling	36
TOTAL		73

The grand opening of the Fiber Network Engineer Program was officially celebrated on August 28th at the Lockesburg campus. The event brought a wide range of supporters together, including: many industry partners, the Office of Skills Development, the Arkansas Broadband Office, the Arkansas Community Colleges Association, government officials at both state and local levels, and college representatives—all coming together to celebrate the shared progress and future potential of this initiative.

2. The Career Pathways program enrolled 97 participants and supported the attainment of 50 credentials during FY25 grant cycle ending in June 2025,

CAREER PATHWAYS	
Enrollment	97
Credentials Earned	50
Certificates of Proficiency = 5	
Technical Certificates = 26	
Associate Degree = 9	
Certificate of Completion = 10	

Fields of study for credentials earned in FY25 included Aerial Lineman, Broadband Essentials, Clinical Medical Assistant, Commercial Truck Driving, Cosmetology, Digital Media and Marketing, Emergency

Medical Technician, Esthetician, General Technology/Maintenance, Health Professions, Hydraulics, Licensed Practical Nursing, Nail Technician, Nursing Assistant, Registered Nursing, Occupational Therapy Assistant, and Teaching.

The new fiscal year (FY26) began July 1, 2025, with 64 remaining active participants. With the release of FY26 funding, new enrollments have resumed and are currently ongoing.

3. Continuing Education and Workforce Development:

CONTINUING EDUCATION & WORKFORCE DEVELOPMENT	June 2025	July 2025
Hours of Classroom Instruction Offered	479.72	388.67
Registrations Processed	94	24

Courses offered:

- Aerial Lineman: Communications
- Basic Life Support Renewal
- Bloodborne Pathogens
- Broadband Essentials
- Commercial Truck Driving
- Emergency Medical Responder Refresher
- Forklift Operator
- HeartCode Basic Life Support
- Heartsaver CPR AED
- Heartsaver First Aid CPR AED: Total
- Heartsaver First Aid CPR AED: Total (with additional topics)
- Heartsaver Total Skills Training
- Nursing Assistant
- Pharmacy Technician
- Hundreds of non-credit courses made available online monthly in partnership with Cengage Learning

4. During June and July 2025, the Continuing Education Office provided Nursing Assistant training to area high school students on behalf of the college's POWER Project. The POWER Project is a grant-funded initiative designed to support students pursuing careers in education or nursing. It is part of the college's broader commitment to workforce development and student success.

Excerpt from Summer 2025 edition of Powerlines. a POWER Project newsletter:

Building Future Caregivers: CNA Summer Program with the POWER Project

This summer, the POWER Project partnered with UA Cossatot's Continuing Education Division and area high schools to offer students an intensive Certified Nursing Assistant (CNA) training experience.

The CNA program consists of 90 hours of instruction, balancing classroom theory with hands-on skills training. Students first learn essential skills in the classroom and lab on the Nashville Campus before moving to clinical training at Dierks Health and Rehabilitation, working directly with residents in a long-term care setting.

Upon completion, students receive a Certificate of Completion from UA Cossatot and become eligible to sit for the Arkansas Nurse Aide Competency Exam. Students must be at least 18 years old to take the exam and earn certification.

Thought the POWER Project, Students had their tuition, textbooks, workbooks, lab kits, and certification exam fees fully covered. The program also offered transportation assistance, reimbursement for required scrubs, and incentives - including gift cards for completing the 90-hours and passing the CNA exam.

The Nashville cohort began in June, and a second cohort on the De Queen campus started in July. Career Coaches from local high schools play a vital role in encouraging student to jump into this valuable summer opportunity.

By removing financial barriers and providing hands-on training, the POWER Project is helping shape the next generation of compassionate healthcare workers - ready to make an impact in their communities.



Pictured (left to right): Madison Hoskins, Janet Mendez, Ashley Hernandez, Hailey Garcia Cano, Ashley Hernandez, Sherry Tiger, Instructor Melba Hess, Daisy Rojas, and Dayana Chiles. Not pictured is Instructor Margaret Cooper.

The POWER Project offered two Summer CNA Programs. The first course was on the Nashville Campus in June, and the second course was on the De Queen campus in July. A total of 18 students completed the 90-hour course. The courses were taught by Melba Hess and Margaret Cooper.



Pictured (left to right): Odett Alamo-Rios, Sofia Sotelo, Noelia Saldivar, Elizabeth Yetter, Esmeralda Rojo-Sanjuan, Hannah Morris, Olivia Smith, Erin Cowart, Namely Mulato Ferrtiz, Rachel Knight, and Instructor Melba Hess. Not pictured is Instructor Margaret Cooper.

5. YouthBuild enrollment and credential attainments are as follows for the grant cycle through July 2025.

YOUTHBUILD	
Enrollment	62
Credentials Earned 26 – GED	301

27 – Arkansas Workforce Alliance for Growth in Economy (WAGE) Certificates 59 – Heartsaver First CPR AED Certifications 59 – Bloodborne Pathogens 16 – Forklift Operator Certification 21 – OSHA 10: Construction Certifications 37 – OSHA 30: Construction Certifications 52 – National Center for Construction Education Research (NCCER) Core: Introduction to Basic Construction Skills Certifications 04 – Arkansas Certified Nurse Aid License	
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6. Career Readiness Certification Services:

CAREER READINESS CERTIFICATION SERVICES	June 2025	July 2025
WorkKeys Curriculum	7	5
WorkKeys	6	4
Total Participants	13	9
AR NATIONAL CAREER READINESS CERTIFICATIONS EARNED	June 2025	July 2025
Platinum - Has core employability skills for approximately 99% of jobs profiled by WorkKeys	0	3
Gold - Has core employability skills for approximately 90% of jobs profiled by WorkKeys	6	0
Silver - Has core employability skills for approximately 65% of jobs profiled by WorkKeys	1	1
Bronze - Has Core employability skills for approximately 30% of jobs profiled by WorkKeys	2	0
Total Earned	9	4

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

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF ARKANSAS

BOARD OF VISITORS

ACTION ITEMS

September 8, 2025

MINUTES OF MEETING
COSSATOT COMMUNITY COLLEGE OF THE UNIVERSITY OF
ARKANSAS BOARD OF VISITORS
July 7, 2025

Chair Mike Cranford convened the regular meeting of the Board of Visitors at 12:11 p.m. in the UA Cossatot Lockesburg Community Room, following a light meal and an invocation.

Present: Mike Cranford Brenda Tate Dr. Glenn Lance
 Angie Walker Joe Martinez
 Dori Gutierrez Barbara Dixon

Absent: Barbara Horn
 Tim Pinkerton

Staff Reports

Chancellor Cole presented the Chancellor’s Report, sharing his professional and personal goals for 2025–2026, which were closely aligned with the new Strategic Plan and Master Facilities Plan. His professional goals focused on completing the cafeteria and merchandise center project, increasing the college’s fund balance, securing federal and state grants, laying the foundation for student housing at the De Queen and Nashville campuses, and expanding athletics to include baseball and softball. His personal goals included improving communication with staff and the Board, mentoring future leaders, and strengthening relationships with other campuses within the UA System.

Vice Chancellor Charlotte presented the most recent financial report to the board. Vice Chancellor Charlotte reported that revenues and expenditures were slightly above at this time last year, demonstrating the college’s strong financial standing. Accounts receivables had decreased due to improved collection efforts, and activity in Grants and Other Restricted Programs remained high, with more than 9 million in active awards, though some grants were approaching expiration. She highlighted growth in cash reserves and investments, including increases in CD interest and endowment balances. The proposed FY 2025–2026 budget includes 12.3 million in unrestricted revenue and 11.9 million in expenses, with a 49,000 transfer to balance auxiliary operations. Budget priorities include 2% salary increases for faculty and staff, rising healthcare premiums, the addition of a new financial aid advisor, and updates to continuing education and Workday system classifications.

Dr. Ashley Aylett delivered the Academic Services Report. She reviewed Spring 2025 enrollment, awards, and trends over multiple years. Spring 2025 saw a total of 414 graduates, consistent with strong performance across programs. Awards included 27% associate degrees, 31% Technical Certificates, and 42% Certificates of Proficiency. She shared detailed Adult Education achievements that included 469 total enrollments, 42 GED graduates, and a range of multiple certifications.

Tammy Coleman followed with the Public Services and Workforce Development Report, emphasizing the continued success of broadband programs, which received \$158,237 in contributions and utility pole donations for the training yard. She reported that the YouthBuild program enrolled 62 students and awarded 268 industry-recognized credentials, while the Career Pathways program supported 97 students, awarding 41 credentials. Career Readiness Certification Services issued multiple Arkansas National Career Readiness Certificates, and Continuing Education offered a range of technical and safety courses.

Madelyn Jones presented the College Relations Report, noting a 33% increase in Facebook page views, with

engagement reaching 821,221 views and 20,841 interactions. She also reported a 455% increase in fundraising success, with Fiesta Fest raising \$15,000, and introduced the new Student Emergency Fund designed to support students facing financial hardship. She discussed the transition of Ed88 radio to new ownership, with content migrating online, and outlined plans for the upcoming 50th Anniversary Celebration and Giving Campaign scheduled for September 3–6, 2025.

Action Items:

No. 1 Approve Minutes of May 5, 2025, Board Meeting Angie Walker motioned for passage and Brenda Tate seconded the motion. The motion passed with a vote of 8-0.

No. 2 Review New College Policy 219: Hazing. Angie Walker motioned for review. Dori Gutierrez seconded the motion. The motion passed by a vote of 8-0.

No. 3 Review New College Policy 220: Hazing Prevention. Angie Walker motioned for review and Dori Gutierrez seconded the motion. The motion passed by a vote of 8-0.

No. 4 Review New College Policy 725: Policy Designation of Multi-Occupancy Restrooms, Changing Rooms, and Sleeping Quarters in Public Buildings. Angie Walker motioned for passage and Dori Gutierrez seconded the motion. The motion passed by a vote of 8-0.

No. 5 Review College Policy 330: Purchasing Policies. Brenda Tate motioned for review. Dori Gutierrez seconded the motion. The motion passed by a vote of 8-0.

No. 6 Review College Policy 216: UA Cossatot Title IX Policy for Complaints of Sexual Assault and Other Forms of Sexual Harassment. Angie Walker motioned for passage and Dori Gutierrez seconded the motion. The motion passed by a vote of 8-0.

Chair Mike Cranford asked for a motion to adjourn the meeting. Angie Walker made the motion and with a second from Brenda Tate, Chair Mike Cranford adjourned the meeting at 1:22 p.m.

Respectfully submitted,

Angie Walker, Secretary

wg

Addendum to the Board of Visitors Meeting Minutes – July 7, 2025

At the July 7, 2025, Board of Visitors meeting, the Board conducted the annual selection of officers. The following officers were elected to serve for the 2025–2026 Board of Visitors term:

- **Chair:** Mike Cranford
- **Vice Chair:** Tim Pinkerton
- **Secretary:** Angie Walker

Motion to approve the 2025-2026 Board of Visitors Officers was made by Barbara Dixon and seconded. The motion passed by a vote of 8-0.

This addendum is entered into the official minutes to reflect this action.

Respectfully submitted,

Angie Walker, Secretary

Board of Visitors Meeting – September 8, 2025

Action Item No. 2: Review College Policy 469: Information Technology Incident Response.

1. Background information: An update to College Policy 469: Information Technology Incident Response was updated in response to feedback from a recent audit. The revisions include a new section identifying the members of the Incident Response Team, as well as the addition of clearly defined incident classification levels.

2. Why action is needed at this time: To keep our policy up to date.

3. Chancellor's Recommendation: The Chancellor recommends the Board reviews the College Policy 469: Information Technology Incident Response.

4. Board of Visitors Action: _____

Motion by:

Seconded by:

Yeas:

Nays:

INFORMATION TECHNOLOGY INCIDENT RESPONSE

A. Purpose

It is vital to the UA Cossatot community that computer security incidents that threaten the security or privacy of confidential information are properly identified, contained, investigated, and remedied.

The purpose of these Guidelines is to provide the basis of appropriate response to incidents that threaten the confidentiality, integrity, and availability of university digital assets, information systems, and the networks that deliver the information. The Incident Response Guidelines provide a process for documentation, appropriate reporting internally and externally, and communication to the community as part of an ongoing educational effort. Finally, these Guidelines establish responsibility and accountability for all steps in the process of addressing computer security incidents.

B. Scope

The Incident Response Guidelines (Guidelines) applies to all members of the UA Cossatot community (hereafter described as the “UAC community”). The UAC community includes faculty and staff members, students, alumni, guests, and contractors. These guidelines also include computing or network devices owned, leased, or otherwise controlled by UAC. Additionally, incidents involving confidential information apply to any computing or network device, regardless of ownership, on which confidential or restricted information is stored or by which access to confidential or restricted information might be gained. (Examples include but are not limited to a home computer containing confidential data, a mobile device on which credentials are stored which could be used to access confidential data, a server housed in an off-site facility.)

C. Process

Intrusion attempts, security breaches, theft or loss of hardware and other security related incidents perpetrated against the University must be reported to the Department of Information Systems Support. Anyone with knowledge, or a reasonable suspicion, of an incident which violates the confidentiality, integrity, or availability of digital information, makes an immediate report to the following e-mail address: diss@cccua.edu.

Arkansas Act 260 of the 2021 Regular Session states a public entity, or contractual provider of a public entity, must disclose, in writing, an initial report of the known facts of the security incident to the Legislative Auditor within five (5) business days after learning of the security incident. Additionally, the public entity shall provide regular updates. A report, update, notification, or list created or maintained under this section is exempt from FOIA as a security function under Ark. Code Ann §25-19-105(b)(11).

The Director of Information Systems Support, in collaboration with other appropriate staff, determines if a reported incident is or is not a confidential information security incident.

If the incident is not considered a confidential information Security Incident, the incident is referred to a Systems Administrator who will ensure that the incident is handled in accordance with the procedures described herein. The Director of Information Technology informs the Chancellor's Cabinet.

If the Director of Information Systems Support, in collaboration with other appropriate staff, determines that the incident IS a confidential data security incident, an Incident Response Team is formed. The purpose of the Incident Response Team is to determine a course of action to appropriately address the incident. The Director of Information Systems Support designates the membership of the Incident Response Team. Normally, membership includes appropriate individuals from Information Services and offices with primary responsibility for the compromised data.

The incident response team is comprised of the following members:

- Team Leader – Director of Information Systems Support
Tony Hargrove – 870-584-1165, thargrove@cccua.edu.
- Team Advisor – Chief Information Security Officer – UA System
Eric Wall – (501) 299-5758, ewall@uasys.edu.
- Incident Handlers – IT Support Staff
Ryan Kesterson – (870)584-1130, rkesterson@cccua.edu
Cole Jones – (870)584-1161, cjones@cccua.edu
- Communications – College Relations
- Legal – UA System Legal Team
- Other – other members may be added to the team as needed, including third-party considerations.

It is the responsibility of the Incident Response Team to assess the actual or potential damage to UA Cossatot caused by the Confidential Data Security Incident, and to develop and execute a plan to mitigate that damage. Incident Response Team members will share information regarding the incident outside of the team only on a need-to-know basis and only after consultation with and consensus by the entire team.

The Incident Response Team reviews, assesses, and responds to the incident for which it was formed according to the following factors, in decreasing order of priority:

- Safety - If the system involved in the incident affects human life or safety, responding in an appropriate, rapid fashion is the most important priority.
- Urgent concerns - Departments and offices may have urgent concerns about the availability or integrity of critical systems or data that must be addressed

promptly. Appropriate Information Services staff are available for consultation in such cases.

- Scope - Work to promptly establish the scope of the incident and to identify the extent of systems and data affected.
- Containment - After life and safety issues have been resolved, identify, and implement actions to mitigate the spread of the incident and its consequences. Such actions might well include requiring that affected systems be disconnected from the network.
- Preservation of evidence - Promptly develop a plan to identify and implement steps for the preservation of evidence, consistent with needs to restore availability. The plan might include steps to clone a hard disk, preserve log information, or capture screen information. Preservation of evidence should be addressed as quickly as possible to restore availability of the affected systems as soon as practicable.
- Investigation - Investigate the causes and circumstances of the incident and determine future preventative actions.
- Incident-specific risk mitigation - Identify and recommend strategies to mitigate the risk of harm arising from this incident.
- Documentation – All incidents will be documented using the Incident Response Form.

If, in the judgment of the Director of Information Systems Support, the incident might reasonably be expected to cause significant harm to the subjects of the data or to UA Cossatot, the Director of Information Systems Support may recommend to the Chancellor that a response team be established. The response team is comprised of senior-level administrators designated and recommended by the Director of Information Systems Support. The response team determines whether the UA Cossatot should make best efforts to notify individuals whose personally identifiable information might have been at risk due to the incident. In making this determination, the following factors are considered:

- Legal duty to notify
- Length of compromise
- Human involvement
- Sensitivity of compromised data
- Existence of evidence that data were compromised
- Existence of evidence that affected systems were compromised for reasons other than accessing and acquiring data
- Additional factors recommended for consideration by members of the Incident Response Team or Senior Response Team

Information Systems Support maintains a log of all confidential information Security Incidents, recording the date, type of confidential information affected, number of subjects affected (if applicable), summary of the reason for the breach, and corrective measures taken.

Information Systems Support issues a report for every confidential information Security Incident describing the incident in detail, the circumstances that led to the incident, and a plan to eliminate the risk of a future occurrence.

D. Definitions

Confidential Information - Sensitive personally identifiable information (PII) that must be safeguarded to protect the privacy of individuals and the security and integrity of systems and to guard against fraud. This includes, but is not limited to:

- Social Security numbers
- Credit and debit card numbers
- Bank account or other financial account numbers
- FERPA protected information
- HIPAA protected information
- Passwords, passphrases, PIN numbers, security codes and access codes
- Tax returns
- Credit histories or reports
- Background check reports

Additionally, proprietary information, data, information, or intellectual property, in which the college has an exclusive legal interest or ownership right may also be considered confidential information. Examples include, but are not limited to:

- Financial information
- Business planning data
- Data, software, or other material from third parties which the college has agreed to keep confidential

Malware - Any software designed with malicious intent. Examples include, but are not limited to:

- Viruses
- Worms
- Trojan horses
- Spyware
- Ransomware

Security Incident - Any event that threatens the confidentiality, integrity, or availability of college systems, applications, data, or networks. Examples of college systems include, but are not limited to:

- Servers
- Desktop computers
- Laptop computers
- Workstations

- Mobile devices
- Network equipment

Examples of Security Incidents include, but are not limited to:

- Unauthorized access
- Intentionally targeted but unsuccessful unauthorized access
- Accidental disclosure of Confidential Data
- Infection by malware
- Denial-of-service (DoS) attack
- Theft or loss of a college system
- The theft or physical loss of computer equipment known to store SSNs
- Loss or theft of tablets, smartphones or other mobile device
- A server known to have sensitive data is accessed or otherwise compromised by an unauthorized party
- A firewall accessed by an unauthorized entity
- A DDoS (Distributed Denial of Service) attack
- The act of violating an explicit or implied security policy
- A virus or worm uses open file shares to infect from one to hundreds of desktop computers
- An attacker runs an exploit tool to gain access to a college server’s password file

Sensitive Personal Information - An individual’s first name or first initial and last name combination with any one or more of the following data elements (when the name or data element is not encrypted):

- Social security number
- Driver’s license or government issued identification number
- Account number or credit or debit card number in combination with any required security code, access code, or password that would permit access to an individual’s financial account.
- Does not include publicly available information that is lawfully made available to the general public from the Federal government or a state or a local government” (2-3).

E. Classification

<u>Severity</u>	<u>Description</u>
<u>LEVEL 1</u>	<u>A critical incident that causes a complete outage or significant disruption impacting a large number of users/systems. Immediate action is required.</u>
<u>LEVEL 2</u>	<u>A significant incident that affects a limited number of users/systems. Required urgent attention but does not necessitate a full emergency response.</u>

<u>LEVEL 3</u>	<u>Incidents that cause minor disruptions to users/systems. Does not significantly impact normal business operations.</u>
<u>LEVEL 4</u>	<u>Minor incident. It has little to no business impact.</u>
<u>LEVEL 5</u>	<u>Low-Level Deficiency. Does not disrupt business operations and can be remediated as part of normal maintenance or updates.</u>

F. Enforcement

Any behavior in violation of these Guidelines is cause for disciplinary action. Violations will be adjudicated, as appropriate by UA Cossatot. Sanctions as a result of violations of these Guidelines may result in, but are not limited to, any or all of the following:

- Attending a class or meeting on Security Incident issues, as well as successful completion of a follow up quiz;
- Loss of computing, email and/or voice mail privileges;
- UA Cossatot judicial sanctions as prescribed by the student Code of Conduct;
- Monetary reimbursement or other appropriate sources;
- Suspension or expulsion from the college;
- Prosecution under applicable civil or criminal laws;
- Employees may be subject to disciplinary action.

G. Violations

Reports of data and systems compromises, and the exposure of personal and restricted information should be immediately reported to: diss@cccua.edu

Policy History:

May 2, 2022

PROCEDURE: NONE

COSSATOT COMMUNITY COLLEGE
OF THE UNIVERSITY OF
ARKANSAS

BOARD OF VISITORS

INFORMATION ITEMS

September 8, 2025

POWERLINES

A POWER Project Newsletter

Summer 2025

POWER Project Launches Nurse Shadowing Program with Howard Memorial Hospital

This summer, the POWER Project at UA Cossatot introduced an exciting new initiative aimed at strengthening the local nursing pipeline: the Nurse Shadowing Program, developed in partnership with Howard Memorial Hospital (HMH). This immersive opportunity allows pre-nursing students to gain valuable real-world insight into the healthcare field — before they even apply to the nursing program.

The shadowing experience spans three weeks and includes 24 hours of on-site observation at HMH, where students are paired with seasoned nurses. Participants follow their mentors across hospital floors, witnessing firsthand the teamwork, skills, and compassion it takes to succeed in modern nursing. The first person to complete the shadowing program this summer was Daisy Rojas, who graduated from Mineral Springs High School in May.

“I really got to experience how nursing actually looks in person instead of through books. I saw how nurses take care of patients, chart, give medications, and perform tests,” Daisy shared.

What stood out to Daisy most was the collaboration and support among hospital staff.

“I saw how hard nurses work, how they interact with each other, patients, and families... I’d really enjoy this line of work.”

To recognize their time and commitment, each student who completes the shadowing hours receives a \$264 stipend from the POWER Project. This not only helps offset financial burdens but reinforces the value of hands-on learning.

The Nurse Shadowing Program serves as a bridge between classroom learning and clinical practice, giving students a clearer understanding of what to



Daisy Rojas, the first POWER Participant to complete the Nurse Shadowing Program called the experience a “game changer.”

expect in their future careers. It’s especially helpful for those still deciding whether nursing is the right path for them.

Thanks to this collaboration with Howard Memorial Hospital, the POWER Project is building more than just awareness—it’s building confidence, clarity, and momentum. By the end of 2026, the POWER Project plans to serve multiple cohorts through this program, continuing to equip aspiring nurses with the experience and support they need to thrive in high-demand healthcare roles.

Building Future Caregivers: CNA Summer Program with the POWER Project

This summer, the POWER Project partnered with UA Cossatot's Continuing Education Division and area high schools to offer students an intensive Certified Nursing Assistant (CNA) training experience.

The CNA program consists of 90 hours of instruction, balancing classroom theory with hands-on skills training. Students first learn essential skills in the classroom and lab on the Nashville Campus before moving to clinical training at Dierks Health and Rehabilitation, working directly with residents in a long-term care setting.

Upon completion, students receive a Certificate of Completion from UA Cossatot and become eligible to sit for the Arkansas Nurse Aide Competency Exam. Students must be at least 18 years old to take the exam and earn certification.

Through the POWER Project, students had their tuition, textbooks, workbooks, lab kits, and certification exam fees fully covered. The program also offered transportation assistance, reimbursement for required scrubs, and incentives - including gift cards for completing the 90-hours and passing the CNA exam.

The Nashville cohort began in June, and a second cohort on the De Queen campus started in July. Career Coaches from local high schools play a vital role in encouraging students to jump into this valuable summer opportunity.

By removing financial barriers and providing hands-on training, the POWER Project is helping shape the next generation of compassionate healthcare workers - ready to make an impact in their communities.



Pictured (left to right): Madison Hoskins, Janet Mendez, Ashley Hernandez, Hailey Garcia Cano, Ashley Hernandez, Sherry Tiger, Instructor Melba Hess, Daisy Rojas, and Dayana Chiles. Not pictured is Instructor Margaret Cooper.

The POWER Project offered two Summer CNA Programs. The first course was on the Nashville Campus in June, and the second course was on the De Queen campus in July. A total of 18 students completed the 90-hour course. The courses were taught by Melba Hess and Margaret Cooper.



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