

MINUTES OF MEETING  
COSSATOT COMMUNITY COLLEGE OF THE UNIVERSITY OF  
ARKANSAS BOARD OF VISITORS  
November 3, 2025

Chair Mike Cranford convened the regular meeting of the Board of Visitors at 12:22 p.m. in the UA Cossatot De Queen Campus, following a meal and an invocation.

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

Absent: Barbara Horn                     Joe Martinez  
          Angie Walker

**Staff Reports**

Dr. Cole presented the Chancellor’s Report, focusing on the growing impact of AI on higher education and workforce preparation. He emphasized the importance of ensuring UA Cossatot programs prepare students for careers that rely on critical thinking, leadership, supervision, and interpersonal skills that cannot be replaced by AI. Dr. Cole discussed ongoing systemwide work on developing an AI policy applicable across academic and operational areas, noting the need for responsible and ethical use of AI tools. He referenced discussions within the Chancellor’s Cabinet and examples from other institutions highlighting the risks of overreliance on AI for professional decision-making. Dr. Cole reported positive enrollment trends and improvement in the college’s financial health, noting that the institution remains in the “green” on the Charlotte Meter, now rated at 8.5. He acknowledged continued efforts to rebuild cash reserves and improve auxiliary revenues. Operational updates included challenges with food service quality following staff turnover. Dr. Cole outlined immediate corrective actions, including restructuring oversight and leadership of the cafeteria to restore service quality and address student and parent concerns.

Vice Chancellor Charlotte Johnson presented the Financial Report for the first quarter. She reported approximately \$3.3 million in combined educational and auxiliary revenues, with expenditures slightly exceeding revenues, resulting in a quarterly decrease of approximately \$76,000. Account receivables totaled approximately \$1.9 million at the end of September, reflecting an increase compared to the prior year, though a decline from August. Grant funding remains limited at the federal level, with total awards of approximately \$6.3 million and just over \$1 million earned to date. Cash balances improved to approximately \$3.9 million, approaching prior-year levels. Certificates of Deposit continue to perform well with interest rates near 4%, and investment balances increased compared to the same period last year. Endowment funds totaled approximately \$250,000, reflecting growth supported by the final Title III funds. Charlotte noted ongoing challenges with system approvals but reported overall satisfaction with the college’s financial position and gradual improvement in system processes.

Dr. Aylett reported that Spring 2026 registration opened on October 17. She highlighted college participation in the Disabled Youth Hunt at Jones Ranch on October 24, where staff volunteered to

provide meals. She reminded the Board that Fall Graduation will be held on Friday, December 12, 2025, with the Medical Ceremony at 2:00 p.m. and the General Ceremony at 5:00 p.m. Adult Education first-quarter data included 130 participants, 9 graduates, 4 IET enrollments, and 14 WAGE certificates earned. A recent financial audit resulted in no findings. Dr. Aylett also reported submission of the final report to the Arkansas State Board of Nursing for full approval of the Transitional Registered Nursing program, with a site visit scheduled. She proudly announced a 100% pass rate for the most recent LPN graduating class.

Tammy Coleman followed with the Public Services and Workforce Development Report. Tammy introduced Melisha Conatser Stiles as the new Workforce Development Coordinator. Ms. Stiles will manage contracted training services, assist with job placement for non-credit program graduates, and assume leadership of the Career Readiness Certification (CRC) team. The Career Pathways program experienced a 32% increase in enrollment since the start of FY26. Tammy reported that due to a federal funding disruption, Career Pathways funds temporarily ceased, resulting in furloughs for affected employees. YouthBuild has transitioned into the follow-up phase, focusing on continued support, outcome tracking, and re-engagement of participants. Continuing Education and Workforce Development programs continue to offer a wide range of career training courses, with increasing participation. Tammy also reviewed Career Readiness Certification services, noting UA Cossatot's role as a one-stop provider for Arkansas National Career Readiness Certificates and the importance of these services to regional employers.

#### **Action Items:**

**No. 1 Approve Minutes of September 8, 2025, Board Meeting.** Dr. Glenn Lance motioned for passage and Brenda Tate seconded the motion. The motion passed with a vote of 6-0.

#### **Additional Action Items:**

**No. 2 Review College Policy 718: Use of Institutional Assets by Outside Entities and Employees.** Dr. Glenn Lance motioned for review and Tim Pinkerton seconded the motion. The motion passed by a vote of 6-0.

*This additional action item was added to the minutes prior to board approval on January 5, 2026.*

With no further business, Chair Mike Cranford asked for a motion to adjourn the meeting. Brenda Tate made the motion and with a second from Dori Gutierrez, Chair Mike Cranford adjourned the meeting at 1:08 p.m.

Respectfully submitted,

Angie Walker, Secretary