OFFICIAL MINUTES
SOUTHEAST ARKANSAS COLLEGE
BOARD OF TRUSTEES
Welcome Center Board Room
May 14, 2025
9:00 a.m.

BOARD MEMBERS PRESENT:

Shauwn Howell, Chair
Dr. Lamont Davis, Vice Chair
Donna Dial, Secretary
Ken Johnson
Marc Oudin
Rob Cheatwood
Rebecca Pittillo

BOARD MEMBERS ABSENT:

None

STAFF MEMBERS PRESENT:

Dr. Tyrone Jackson, President
Wanda Grimmett, Executive Assistant to the President, Recorder
Dr. Donna Hunnicutt, Vice President of Instruction
Charles King, Executive Director of College Advancement & Institutional Advancement
Debbie Wallace, Vice President Fiscal Affairs
Lyric Seymore, Dean of Technical Studies
Dr. Jennifer Colvin, Interim Dean of Science and Humanities
LaWanda Smith – Budget Specialist
Richard Wegner – DPS Chief
Courtney Kline – Interim Dean of Student Services
Beryl Langdon – Housing Director
JoAnn Dupra – Director of Computing Services
17 via Zoom

GUESTS:

I.C Murrell – Pine Bluff Commercial

MEETING CALLED TO ORDER

Chair Shauwn Howell called the meeting to order at 9:03 a.m.

EXECUTIVE SESSION

Chair Shauwn Howell called for a motion to adjourn to Executive Session. Motion to adjourn to Executive Session made by Ken Johnson. The motion was seconded by Donna Dial. Motion to

adjourn to Executive Session approved by unanimous vote. Trustees adjourned into Executive Cabinet at 9:04 a.m.

RECONVENED FROM EXECUTIVE SESSION
Chair Shauwn Howell reconvened from Executive Session at 10:07 a.m. No action was taken in the Executive Session.

PUBLIC PARTICIPATION
None.

APPROVAL OF MINUTES
Chair Shauwn Howell presented the March 12, 2025 meeting minutes for approval. He called for a motion to approve the minutes. The motion to approve minutes as presented was made by Marc Oudin. The motion was seconded by Ken Johnson. Vote to approve March 12, 2025 minutes as presented, passed by unanimous approval.

NEW BUSINESS

Personnel Actions (Attachment B)
Chair Shauwn Howell recognized President Jackson. Dr. Jackson noted these are actions that have occurred since the last Board meeting. Chair Howell called for a motion to approve the report as submitted. A motion to approve the Personnel Actions Report as presented was made by Ken Johnson. The motion was seconded by Rebecca Pittillo. Vote to approve personnel actions as presented, passed by unanimous approval.

Financial Report (Attachment C)
Chair Shauwn Howell recognized Vice President for Fiscal Affairs, Debbie Wallace. VP Wallace presented to the Board the financial reports for the period ending March 31, 2025. VP Wallace stated the College is in about the same financial position as March 2024. She also noted the purchase of the new bus, which was made possible due to grant funds, and thanked Dean Seymore for her assistance with the purchase. Additionally, she brought to the Board members' attention an error in coding that was made regarding the Early College Academy, and she has made the necessary adjustments to the affected areas. She provided the Board with a copy of the revised report. After discussion of financial reports, Chair Howell called for a motion to approve the financial report as presented. Motion to approve financial report as presented made by Marc Oudin. The motion was seconded by LaMont Davis. Vote to approve financial report as presented, passed by unanimous approval.

FY 2025 One-Time Lump Sum COLA Payment for All Full-time Employees
Chair Shauwn Howell recognized Dr. Jackson. Dr. Jackson requested a one-time lump sum net COLA payment of $400.00 for all full-time employees. Chair Howell called for a motion to approve the one-time lump sum COLA payment as presented. Rebecca Pittillo made a motion to approve. Donna Dial seconded the motion. Vote to approve the COLA payment passed by unanimous approval.

Fire Suppression Upgrades at SEARK/P3 Student Housing (The Reef)
Chair Shauwn Howell recognized Dr. Jackson. Dr. Jackson presented the request for funds to pay for the upgrade to the fire suppression system at The Reef Housing. VP Wallace stated this will replace the main water lines at The Reef. She informed the Board the cost of replacement will be $198,802.00, and American Fire Protection will be providing the work. After discussion, Chair Howell called for a motion to approve the expenditure to pay for the upgrade. Marc Oudin

made the motion to approve the expenditure. Rebecca Pittillo seconded the motion. Vote to approve the expenditure passed by unanimous approval.

Approval of 2026 Fiscal Year Budget and Staffing Plan ***(full budget book provided separately)***
Chair Shauwn Howell recognized Vice President for Fiscal Affairs, Debbie Wallace. VP Wallace stated for those in attendance that she and Dr. Jackson held individual meetings with Board members to review the 2026 Budget. VP Wallace reviewed with the Board the new budget process implemented this year. She made note of the following items:

- Proposing a $5.00 per credit hour tuition increase for all students.
- We currently have a 4% increase in enrollment.
- Proposed a $15.00 per credit hour off-site fee for the Prison Education Program to cover mileage from SEARK for 9-month faculty whose primary work location is the main SEARK campus.
- The change in the Career Center forecast is reflected in the new budget.
- Salary costs include a 2% COLA in November, depending on the college's financial condition.
    - In response to a question about current vacant positions, she stated these positions will be filled.
- An overall decrease in the budget of $13,000.

After discussion, Chief Howell called for a motion to accept the 2026 budget as presented. Marc Oudin made a motion to approve the 2026 budget as presented. Donna Dial seconded the motion. Vote to approve the 2026 budget passed by unanimous approval.

Approval of Provisional Positions for Fiscal Year 2026
Chair Howell recognized Vice President for Fiscal Affairs, Debbie Wallace. VP Wallace reminded the Board that each year we need to approve the Provisional Positions which are grant funded. She stated the positions are listed in the 2026 Budget book. After a brief discussion, Chair Howell called for a motion to approve the Provisional Positions for fiscal 2026. Rebecca Pittillo made the motion to approve the Provisional Positions for 2026. Donna Dial seconded the motion. Vote to approve the 2026 Provisional Positions passed by unanimous approval.

Approval of Spring 2025 Graduates
Chair Howell recognized President Jackson. Dr. Jackson presented the list of 2025 spring graduates for approval. He stated we have 420 degrees to be awarded, with 170 graduates participating in the graduation ceremony. Chair Howell called for a motion to approve the 2025 spring graduates. Ken Johnson made the motion to approve the 2025 graduates as presented. Rob Cheatwood seconded the motion. Vote to approve the 2025 graduates as presented passed by unanimous approval. *It was noted that we will be recognizing the high school students who are graduating from some of our programs. Also, we have 30 students graduating from our Prison Education Program.*

OLD BUSINESS
None

PRESIDENT'S REPORT
None – Items covered during the Board Retreat.

OTHER BUSINESS

Next Board Meeting – July 9, 2025
ACCT Leadership Congress - October 22 - 25, 2025; New Orleans Marriott New Orleans, LA
2026 Board Retreat – March 12-13, 2026 Capitol Hotel, Little Rock, AR

Adjournment
Chair Shauwn Howell called for motion to adjourn. Donna Dial made the motion to adjourn. Rob Cheatwood seconded the motion. Meeting adjourned by Board consensus at 10:26 a.m.

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Donna Dial, Secretary

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Wanda Grimmett, Executive Assistant

*Audio file available upon request