



## **BOARD OF TRUSTEES REGULAR QUARTERLY MEETING**

**Pocahontas – Richard Gaines Technology Building**

**November 5, 2020**

**12:30 p.m.**

Members present: Jeremy Baltz, David Coker, Doug Cox, Sue McGowan, Bob Olvey, and Dr. Martin Eggenesperger. Attending via Zoom: Carolyn Collins and Danny Moore. Cabinet Members and Executive Directors attending: Rhonda Stone, CPA, Jason Smith, J.D., Karen Liebhaber, Julie Edington, Sissy Gray and Priscilla Stillwell. Janna Guthrey was present to record the minutes of the meeting.

David Coker, Board Vice-Chair, called the meeting to order at 12:30 p.m., welcoming all those attending via Zoom and in person. The next regular quarterly meeting of the Board is scheduled for February 4, 2021, at Paragould.

### **Approval of the August 6, 2020 Minutes**

Doug Cox made a motion to approve the minutes from August 6, 2020, Sue McGowan seconded. Motion carried.

### **President's Report – Dr. Martin Eggenesperger Institutional Updates**

Dr. Eggenesperger welcomed all those attending. BRTC is continuing to successfully deal with COVID-19 issues daily. The new Strategic Plan has come together due to the combined efforts of the Cabinet, faculty and staff. All are commended on their dedication to the work at hand and continue to show a model of teamwork.

### **Academic Affairs – Dr. Brad Baine**

In Dr. Baine's absence Dr. Eggenesperger referenced the Academic Affairs summary in the Board packet. CTC enrollment reached a new high with approximately 90 students enrolled. This continues to be a valuable offering for high school students. Fire Science and Allied Health are reporting good test results. Prior Learning Credit has been addressed and resulted in a proposed policy to be covered in Action Items. Work is continuing on an Associates Degree in Education. LETA will hold graduation next Friday, November 13.

### **Finance and Administration – Rhonda Stone, CPA**

The Finance and Administration Office has shared a lot of information in the packet. Rhonda commended Dr. E. on his leadership. FY19 audit is complete with no reportable findings. Having the Bookstore back has helped financially. They were successful in getting books to students even with the virus guideline constrictions. The University Center will be added to Auxiliary funding along with the bookstore and cafeteria. The Unaudited Financial Statement, FY20, was presented and will be addressed in Action Items.

### **Student Affairs – Jason Smith**

Jason Smith introduced Stryker to the group and explained how he will be visiting campuses to help boost enrollment. “I Registered” stickers will be given to students after they are enrolled. Stryker will also be making appearances in various community Christmas parades. Graduation (scheduled for December 17) plans are underway and will be shared when finalized. CARES Act monies are being distributed to students who have applied and been found to be eligible. Federal Work Study is going well and we are now able to fund this through federal monies rather than budget. While BRTC did see a drop in enrollment this semester, this was the obvious trend throughout the state. COVID-19 statistics show that the campus is being diligent in keeping everyone safe.

### **Institutional Advancement – Karen Liebhaber**

COVID-19 has also affected Institutional Advancement. The office, through the Foundation, has been able to help students with emergency needs. Over 500 people throughout the state were able to attend the virtual Holocaust presentation. Two billboard will be up in Paragould that are directional to BRTC Paragould. Spotlights featuring students, alumnae, faculty and staff are being shared via social media. Holly and Elizabeth have prepared a video to be shared with the Rural Workforce Development-Southern Region Summit. Legislative connections are going well. Having good meetings with legislators. Dr. Eggensperger interjected that due to Karen’s work in Little Rock, BRTC has had increased opportunities to share with the legislature, sometimes are the only representative for two-year colleges. Fundraising efforts are having to be revamped. Donations are being received from some former sponsors of the annual golf tournament.

### **Human Resources – Julie Edington**

Efforts of the President and Cabinet during the virus crisis were commended. Human Resources is dealing daily with COVID-19 issues and working closely with Student Affairs. Open enrollment for faculty and staff has begun. Partnering with JTS through AHEC has proven to be a valuable decision.

### **Institutional Effectiveness – Sissy Gray**

The recent HLC visit for the off-site locations (AMMC in Paragould and Fire Science in Walnut Ridge) went well. The monitoring report is well underway and will be submitted to HLC no later than December 4, and will be shared with the Board upon completion. Strategic Planning activities are underway and going well. The formal plan will be submitted as an Action Item. Dr. Eggensperger called attention to the vast difference in overall campus attitude now compared to what was being felt prior to the 2018 visit. All agreed that the outlook is much more positive this time. He expressed his pride in the campus on their diligence to prepare for this visit.

### **Paragould Operations – Priscilla Stillwell**

Corporate and Community Education has been in contact with over 40 local industries and been able to take part in two events to further this partnership. Pleased to help with Prior Learning Credit Policy as a means to help industry that has expressed an interest in this. Working to move toward more online training opportunities for industry. Also working on connecting with the Paragould Chamber of Commerce.

### **Action Items**

#### *Policy and Procedures Revisions – Human Resources*

Julie Edington presented the individual changes being requested on policies and procedures.

**THEREFORE, BE IT RESOLVED, that the Board of Trustees for Black River Technical College accept the updates and additions for the Policies and Procedures Manual as presented by Administration.**

David Coker read the resolution and asked for Board action.

Doug Cox made a motion to accept; seconded by Bob Olvey. Motion carried

*Strategic Plan – Institutional Effectiveness*

Sissy Gray covered the purpose of the Strategic Plan and the revisions to Policy 1105 to reflect the update.

**BE IT THEREFORE RESOLVED, that the Board of Trustees adopt the attached strategic plan and that Policy 1105 be revised to reflect attached Mission, Values, Goals and Objectives.**

David Coker read the resolution and asked for Board action.

Bob Olvey made a motion to accept; seconded by Sue McGowan. Motion carried.

*Prior Learning Credit Policy – Academic Affairs*

Phillip Dickson presented this policy and explained its impact. Carolyn Collins added that this has been needed for some time.

**THEREFORE, BE IT RESOLVED, that the Board of Trustees of Black River Technical College approve the attached Prior Learning Credit Policy.**

David Coker read the resolution and asked for Board action.

Jeremy Baltz made a motion to accept; seconded by Bob Olvey. Motion carried.

*Official Prior Year Audit Approval – Finance and Administration*

Rhonda Stone presented information on the audit, explaining that there were no reportable findings.

**THEREFORE, BE IT RESOLVED, that the Board of Trustees of Black River Technical College declared the audit of fiscal year 2019, as reviewed.**

David Coker read the resolution and asked for Board action.

Doug Cox made a motion to accept; seconded by Sue McGowan. Motion carried.

**New Business**

The only new business was the announcement of upcoming events: LETA Graduation will be November 13 at 1:00 p.m. and streamed via Facebook. Nursing Pinning is scheduled for December 16.

**Old or Other Business**

There was no old or other business to be discussed.

**Adjournment**

A motion to adjourn was made by Bob Olvey; seconded by Doug Cox. Motion carried. The next regular quarterly meeting of the Board of Trustees will be held on February 4, 2021, on the Paragould Campus.



---

Robert (Bob) Olvey, Secretary

November 5, 2020

**Also attending:**

Phillip Dickson, Donna Statler, Regina Moore, Beverly Edington, Linda Anderson, Alan Haskins, Erin Mathews, Holly Looney, Jennifer Hibbard, Lisa Jackson, Mary Anderson, Tina Stroud, Trent Ingram, Neal Harwell, Shawna Lepard, Janie Campbell, Darena Kersey and Stephanie Sutton.

*Future Meeting Dates: February 4, 2021 (Paragould), May 6, 2021 (Pocahontas); August 5, 2021 (Paragould); November 4, 2021*