



BOARD OF TRUSTEES REGULAR QUARTERLY MEETING

Pocahontas – BT 113

May 6, 2021

12:30 p.m.

Members present: Carolyn Collins, Jeremy Baltz, David Coker, Doug Cox, Sue McGowan, Danny Moore, Bob Olvey, and Dr. Martin Eggensperger. Cabinet Members and Executive Directors attending: Dr. Brad Baine, 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.

Carolyn Collins, Board Chair, called the meeting to order at 12:30 p.m., welcoming guests attending via Zoom. The next regular quarterly meeting of the Board is scheduled for August 5, 2021, at Paragould.

Approval of the February 4, 2021 Minutes

Doug Cox made a motion to approve the minutes from February 4, 2021; seconded by David Coker. Motion carried.

President's Report – Dr. Martin Eggensperger

Institutional Updates

Dr. Eggensperger welcomed all those attending. He invited the Trustees to a reception for Senator John Boozman who is scheduled to visit and tour campus at 3:00/3:30 p.m. Dr. Eggensperger gave an update on campus activities and stated that things are going well. COVID guidelines and safety precautions are being adjusted with fewer and fewer cases being reported on the campuses. The budget process has been completed for this cycle and went well.

Academic Affairs – Dr. Brad Baine

Dr. Baine, Vice President of Academic Affairs, referenced his summary contained in the information packet and asked if there were any questions. Graduation plans are underway. A record number of Letters of Notification have been submitted to the Arkansas Department of Higher Education. These LONs include revisions to help students attain a Basic Certification or micro-credential. Our Ag and Dietetics departments are teaming up to host a Harvest to Home event.

Finance and Administration – Rhonda Stone, CPA

Finance and Administration Office Vice President, Rhonda Stone, C.P.A., presented financial reports contained in the board materials and offered to answer questions. Processes involved in the new budgeting formula were explained. The current audit is going well with auditors being off-site. Repairs to the Joe Martin Building are on schedule and the berm project will begin soon. Critical maintenance projects are being evaluated and prioritized.

Student Affairs – Jason Smith

Jason Smith, Vice President of Student Affairs, began with the success of the first BRTC Signing Day event. Fifteen students attended. Hopes are to continue this event. Yard signs have been created (with the help of IA) for new students to display and use for photo opportunities. Mobile admission/registration is being conducted at area high schools and are proving successful. In-person orientation is being held under the direction of Neal Harwell, Dean of Students in groups of 12 to 15 students each. Grant funding has opened an opportunity for another Career Coach. This position will serve the Hoxie and Corning high schools. Graduation plans are going well. COVID numbers continue to drop. Enrollment numbers showing increased percentages were shared on the summary report in the packet of materials. Dr. Eggenberger commended the department on their efforts with students.

Institutional Advancement – Karen Liebhaber

Karen Liebhaber, Vice President of Institutional Advancement announced that Holly Looney is back fulltime in their department and will focus on REACH, the BRTC Foundation, social media and video production. Since the adjournment of the legislature, focus is being placed on networking with various higher education liaisons and building those relationships as well as continuing conversations with legislators. IA is working on campus continuity with colors, artwork and signage. Physical Plant Director, Trent Ingram is involved in updating signage identifying rooms and offices. The Foundation hopes to hold the Annual Golf Tournament in the fall once again.

Human Resources – Julie Edington

Executive Director of Human Resources, Julie Edington and her office are continuing to work with auditors, processing payroll and various reports.

Institutional Effectiveness – Sissy Gray

Sissy Gray, Executive Director of Institutional Effectiveness gave a brief update on assessment and accreditation work that has been accomplished. One highlight was correspondence from HLC indicating that the monitoring report review had been completed. She shared a quote from the official notification commending the college on their successful efforts in complying with recommendations. The review recommended no further monitoring until BRTC's next reaffirmation of accreditation in April 2023. This process has begun with various committees focusing on each criterion with Laddie Hunter working on the narrative. Through these successful efforts, Sissy and others have been asked to share their knowledge with other institutions facing challenges.

Paragould Operations – Priscilla Stillwell

Priscilla Stillwell, Paragould Executive Director, shared an update on recent activities on the Paragould location. She has been working closely with business and industry in Greene County as well as the Paragould Chamber of Commerce.

Mrs. Collins, on behalf of the board, commended the work accomplished during the difficulties presented by the pandemic.

Action Items

A. Updated and New Policies and Procedures

Julie Edington presented updated and new policies and procedures for the board's consideration.

These revisions/additions include: new Policy 6161-Military Leave Policy; Policy 6144-Inclement Weather Policy revised; Policy 6125-Early Retirement Incentive Program revised; Policy 7130 and 7135 revised to ensure compliance with federal requirements as reviewed by The Higher Learning Learning Commission.

Chair Collins read the resolution and asked for motion. A motion to approve was made by David Coker; seconded by Sue McGowan. Motion carried.

B. Proposed 2021-2022 Budget

Rhonda Stone presented the 2021-2022 Budget for approval. She explained the positive changes in the new process of creating the budget and tying the budget to the Strategic Plan. Salary increases and changes were covered.

Chair Collins read the resolution and asked for motion. A motion to approve was made by Doug Cox; seconded by Bob Olvey. Motion carried.

C. 2021-2022 Catalog

Chair Collins asked for motion to approve the 2021-2022 Catalog. A motion to approve was made by David Coker; seconded by Jeremy Baltz. Motion carried.

New Business

A. Announcements

Dr. Eggenesperger shared graduation and pinning information as well as the afternoon's visit from Senator John Boozman. BRTC has again been recognized as "Best of NEA". Arkansas Lieutenant Governor, Tim Griffin will be visiting campus on Friday. The Board was invited to join faculty and staff Wednesday morning for the end-of-semester breakfast and wrap-up meeting. Milestone awards will be presented at its conclusion.

B. SGA Resolution Establishing the Creation of a BRTC Coffee Shop

Jason Smith shared information from the Student Government Association on the upcoming creation of coffee shops on both campuses. This is the second legacy project the SGA has established, with the first being the creation of a school mascot. Danny Moore made a motion to recognize this effort with a second from Bob Olvey. Motion carried.

Chair Collins recessed the board into executive session at 2:10 p.m.

Executive Session

At 3:00 p.m. Doug Cox made a motion to reconvene; seconded by Sue McGowan. Motion carried.

Employment of Personnel

Personnel

Chair Collins read the resolution to approve the hiring of personnel for the fiscal year 2021-2022 and asked for a motion to approve. Danny More made a motion to approve; seconded by Sue McGowan. Motion carried.

Provisional Positions

Rhonda Stone explained the purpose and definition of these positions. Chair Collins read the resolution to approve the hiring of these provisional positions and asked for a motion to approve. Motion was made by Jeremy Baltz; seconded by Bob Olvey. Motion carried.

Chair Collins expressed her and the board's gratitude to Doug Cox who will be going off the board at the end of the fiscal year. His service and dedication to BRTC will be recognized at the faculty/staff breakfast on Wednesday, May 12, 2021, and at commencement ceremonies on Thursday, May 13.

Adjournment

With no further business, a motion to adjourn was made by Doug Cox; seconded by Bob Olvey. Motion carried. The next quarterly meeting of the BRTC Board of Trustees will be held on August 5, 2021, on the Paragould campus.



Robert G. Olvey, Secretary

May 6, 2021