



BOARD OF TRUSTEES REGULAR QUARTERLY MEETING

Paragould – PAC 128

August 5, 2021

12:30 p.m.

Members present: Carolyn Collins, Jeremy Baltz, David Coker, Doug Cox, Sue McGowan, Danny Moore, Bob Olvey, and Dr. Martin Eggenesperger. 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 November 4, 2021, at Pocahontas.

Approval of the May 6, 2021, May 21, 2021 and June 24, 2021 Minutes

Danny Moore made a motion to approve the minutes from May 6, 2021, May 21, 2021 and June 24, 2021; seconded by Doug Cox. Motion carried.

President's Report – Dr. Martin Eggenesperger

Institutional Updates

Dr. Eggenesperger welcomed all those attending. He commended the cabinet on their teamwork during his recent absence. He referenced his written summary and recognized the cabinet members asking them to share details from their respective offices. All of the cabinet members shared their gratitude and thankfulness at having Dr. E back on campus.

Academic Affairs – Dr. Brad Baine

In referencing his summary, Dr. Baine shared the following highlights. Enrollment in CTC has reached 100 students. New MOU's are being created to include more High Schools in concurrent learning. LETA is working on funding proposals for the barracks while continuing to work on the memorial garden and enrolling students for fall. The Academic Success Center is planning an open house on both campuses to showcase the area for students. Adult Education is expecting a growth in enrollment due to students falling behind because of COVID last year. The Library now has Wi-Fi hot spots available. Corporate and Community Education has seen 45 students graduate and become licensed through the CDL program with a 100% pass rate, work is continuing on classes geared through Drug Court, Robotics Camp was very well received and plans are to continue this offering. Technical Education has been working on upgrading and improving areas with paint and organization; pictures of various areas were shared; two instructors have been hired – Mr. Chuck Coe in Gunsmithing and Mr. Rick Barker in Machine Tool Technology. Academics will be offering the first classes in the University Center this fall with ATU offering Emergency Management and SAU offering an agriculture course to be taught by BRTC's Shauna Throesch, a side-by-side vehicle has been purchased for the precision ag program. Allied Health has several instructors finishing additional hours in their education; 22 Practical Nurses graduated from the new program with 21 passing their licensure exam so far. Distance Education has hired Sean McNulty for virtual

instruction in a part-time position. Thirty-five Letters of Notification were submitted and approved by ADHE recently.

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. For the second year in a row the College will end the year in a surplus position. Dr. Eggensperger commended the campus on their efforts to make this a reality. Auxiliary operations statements were shared. This includes the bookstore, cafeteria, vending and testing center. The coffee shops and University Center will be added. The FY21 audit has been completed and there were no reportable findings. Construction of the berm is underway as well as several projects on both campuses. Work is continuing to enhance the facilities and grounds with grant funding being sought where possible. Two positions are still taking applications – police officer in Paragould and food prep specialist in Pochahontas.

Student Affairs – Jason Smith

Jason Smith, Vice President of Student Affairs, began with a report on enrollment. Summer numbers were up in both sessions while fall numbers are behind at this time. Every effort is being made to contact students. Academics is also reaching out to students. HEERF disbursements are being sent out to students through Financial Aid. Federal Work Study has been approved for 2021-2022 once again at \$60,000. Student Life is busy monitoring student health and safety procedures as needed. E-Sports, Intermural Sports and Trap Shooting are scheduled to begin in the fall semester.

Institutional Advancement – Karen Liebhaber

Karen Liebhaber, Vice President of Institutional Advancement presented new pad-folios to the board members with the new BRTC logo. The Annual Report is out. The Foundation elected a new slate of officers: Chair, Melissa Wright-Davis, Vice Chair, Milton Smith and Secretary, Rob Olvey. The Annual Gold Tournament is scheduled for September 24. Fundraising revenue amounts was shared. New signage is being implemented on all offices and classrooms. In legislative business, discussion is underway to help find funding for the new barracks project by implementing Allied Health needs and providing housing for those students, also. Holly Looney will be leaving her position in IA for a new opportunity in Jonesboro.

Human Resources – Julie Edington

Executive Director of Human Resources, Julie Edington and her office have been busy with interviews, new hires. and advertising for positions yet to be filled. COVID numbers have been low throughout the summer.

Institutional Effectiveness – Sissy Gray

Sissy Gray, Executive Director of Institutional Effectiveness gave a brief update on assessment and accreditation work that has been accomplished. Self-Studies and Unit Reviews are being submitted. Letters are being submitted to HLC for approval of additional locations. This includes the high schools teaching concurrent courses for BRTC. Preparation for the 2022-2023 Comprehensive visit with HLC remains underway. The college has completed the 2017-2021 Strategic Plan and the 2022-2026 plan is being kicked off. A survey is being used to measure the success of the 2017-2021 plan.

Paragould Operations – Priscilla Stillwell

Priscilla Stillwell, Paragould Executive Director, was thanked for her efforts in providing tours for the board members prior to the meeting. She shared an update on recent and upcoming activities on the Paragould location. Offices and classrooms are being reorganized to facilitate students and staff for the upcoming semester.

Action Items

A. Recognition of Academic Changes as Presented in Letter of Notification

Dr. Brad Baine explained the content of the Letters of Notification for the board's consideration.

Chair Collins asked for a vote to recognize this. A motion to recognize was made by Bob Olvey; seconded by David Coker. Motion carried.

B. Promotional Items Appropriation and Funds Transfer for FY 21-22

Rhonda Stone addressed the purpose of this resolution.

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

C. 2021-2022 Student Handbook

Jason Smith spoke to the revisions in the new handbook concerning FERPA guidelines.

Chair Collins read the resolution and asked for a motion to approve the 2021-2022 Student Handbook. A motion to approve was made by Bob Olvey; seconded by Doug Cox. Motion carried.

D. Policies and Procedures Update

Julie Edington shared updates which included the revised organizational chart and a change to Policy 6190.

Chair Collins read the resolution and asked for a motion to approve the updated policies. A motion to approve was made by Danny Moore; seconded by Sue McGowan. Motion carried.

New Business

A. Announcements

Dr. Eggenberger invited the board to the Convocation kickoff breakfast on Monday. New parking tags are not in yet. Members will be invited to the first flag-football game and volleyball game hosted by BRTC later in the fall. Members expressed their appreciation of the tours offered prior to the meeting. Dr. E. said this is something he wants to have scheduled prior to each meeting of the Board of Trustees. It was suggested that board members try to attend graduation ceremonies on a rotating schedule.

B. COVID Mandates

Dr. Eggenberger shared information from the legislature concerning mandates. At this time colleges are not being mandated concerning COVID protocol.

Executive Session

No Executive Session was necessary

Adjournment

With no further business, a motion to adjourn was made by Danny Moore; seconded by Bob Olvey. Motion carried. The next quarterly meeting of the BRTC Board of Trustees will be held on November 4, 2021, on the Pocahontas campus.



Robert G. Olvey, Secretary

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