



**Board of Trustees Minutes
Gaines Technology Center Conference Room
February 6, 2014 – 12:30 p.m.**

Members present: Sue Gibson, Dr. Paul Baltz, Doug Cox, John Jackson, Jr., Ray Noel, Leo Baltz, Ruth Ann Ellis and Dr. Wayne Hatcher. Guests present: Angie Caldwell, Dr. Roger Johnson, Brenda Gillogly, Martha Nelson, Betty White, Julie Edington, Kimberly Bigger, Regina Moore, Patti Blaxton, Rhonda Stone, Ann Savage, Robert Hendrix, Ramonda Housh, Bridgette Kasinger, Suezette Hicks, Kathy Murdock, Christina Derbes, Alan Haskins, Janna Guthrey and Dalton Sullivan of the Pocahontas Star Herald. Vickie French was present to record the minutes of the meeting.

Sue Gibson welcomed trustees and guests to the meeting.

APPROVAL OF THE MINUTES

Motion by John Jackson to approve the minutes of the December 16 and December 27, 2013 meetings as presented. Motion seconded by Doug Cox. Unanimous.

PRESIDENT'S REPORT

Introduction

Martha Nelson, Vice President for Student Affairs, was introduced to members and guests. Mrs. Nelson joined BRTC on January 20, 2014 in her new position.

FY15 Projects and Financial Planning Meeting Date

Dr. Wayne Hatcher asked board members to consider a date in the near future for a board retreat with cabinet members to discuss projects and financial planning for FY15.

Tuition and Fee Survey

Members reviewed the 2013-2014 Annualized Tuition and Fees for public two-year institutions provided by the Arkansas Department of Higher Education. Also provided was a history of BRTC's tuition and fees rates.

Update on Vice President for Development Search

Applications will be accepted for the Vice President for Development through March 14th. A selection committee has not been chosen at this time.

FINANCIAL AFFAIRS

Expense Reimbursement for Board of Trustees

Motion by Doug Cox that the BRTC Board of Trustees authorizes expense reimbursement for each board member performing official board duties during the calendar year January 1, 2014 to December 31, 2014. Motion seconded by Ruth Ann Ellis. Unanimous. (Annual action required by the State.)

Policy 3150 – Paychecks

Motion by John Jackson that the BRTC Board of Trustees authorizes the adoption of the revised *Policy 3150 – Paychecks*...which will become effective this date for fulltime employees and will be included in the BRTC Policies and Procedures Manual. Motion seconded by Dr. Paul Baltz. Unanimous.

Financial Statements through December 2013

Brenda Gillogly presented the Fiscal Year 2014 Operating Budget – Fund 1 through December 31, 2013 for the college. Actual revenues and expenditures for FY13 as of 12/31/12 and FY14 as of 12/31/13 were listed for comparison. Also shared was Information regarding BRTC's Auxiliary – Fund 3. Statements indicated that the FY14 Budget is in good shape.

ACADEMIC AFFAIRS

Fire Science Tower

Motion by John Jackson that the BRTC Board of Trustees authorizes the administration to pursue the construction of a Fire Tower according to NFPA standards at a construction cost not to exceed \$950,000 with GIF funds of \$345,000 and up to \$605,000 from BRTC's Unexpended Plant Funds. This will be contingent upon a 25 year extension to the property lease by the Walnut Ridge Airport Commission. Motion seconded by Leo Baltz. Unanimous.

Website Design Technical Certificate

Angie Caldwell informed the board that a new Website Design Technical Certificate will be offered beginning with the fall 2014 semester once approved by ADHE, which requires a letter of notification. The certificate requires two new classes, Introduction to Visual Communications and Advanced Web Design.

Increase to 48 Students in the 2015 RN Cohort

Mrs. Caldwell informed the board that an application has been made to the Arkansas State Board of Nursing to increase the number in the RN program from 40 to 48 students beginning with the January 2015 RN cohort. ARNEC approached BRTC regarding the increase due to the quality of our program with their approval.

STUDENT AFFAIRS

Student Affairs Initiatives

Martha Nelson shared initiatives for the department she believed would strengthen relationships and enrollment management operations at both the Pocahontas and Paragould campuses. Mrs. Nelson stated that the initiatives will require a significant commitment to adjusting how business is done in Student Affairs.

Detailed enrollment data will be shared in the near future.

DEVELOPMENT

"Growing Strong 2014"

Members received an updated "Growing Strong 2014" Annual Report from Ann Savage. A total of \$35,758.62 has been given through January 31, 2014, an increase when comparing to the same date last year.

BRTC Foundation Gala

Tickets are now available for the BRTC Foundation Gala scheduled for Saturday, March 8, 2014, at Rolling Hills Country Club. The event will begin at 6:00 p.m., and is expected to be a sellout.

Annual Scholarship Luncheon

The Annual Scholarship Luncheon is scheduled for Thursday, April 24, 2014, in the RCDC. The event will begin at 11:30 a.m. Trustees were given a special invitation to attend.

OTHER BUSINESS

Next Meeting Date

The next meeting of the BRTC Board of Trustees is scheduled for Thursday, March 20, 2014, in the Technology Conference Center. The meeting will begin at 12:30 p.m.

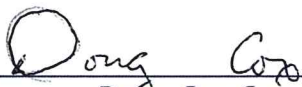
Executive Session

Motion by Doug Cox to adjourn into executive session. Motion seconded by John Jackson. Unanimous.

Motion by John Jackson to resume regular session. Motion seconded by Doug Cox. Unanimous.

ADJOURNMENT

Motion by Ray Noel to adjourn at 2:55 p.m. Motion seconded by Doug Cox. Unanimous.



Doug Cox, Secretary

February 13, 2014