



**Board of Trustees Meeting
Paragould Campus – PAC 128
August 4, 2016
12:30 p.m.**

Members present: Doug Cox, Ray Noel, Leo Baltz, Ruth Ann Ellis, Carolyn Collins, David Coker, and Dr. Eric Turner. Member absent: Dr. Paul Baltz. Guests present: Dr. Angie Caldwell, Martha Nelson, Karen Liebhaber, and Rhonda Stone. Vickie French was present to record the minutes of the meeting.

Secretary Ray Noel presided over the meeting and welcomed members and guests. David Coker was welcomed to his first meeting.

APPROVAL OF MINUTES

Leo Baltz moved to approve the minutes of the May 5, 2016 meeting as presented with a second by Ruth Ann Ellis. Unanimous.

PRESIDENT'S REPORT

Planning Initiative Update

Dr. Eric Turner and Daniel Parker, Director of Planning and Research, updated the board on the progress of the strategic planning effort. The board was presented with a timeline of planning effort, the environmental scan, and the developed goals and objectives. Between now and the November board meeting, input from the board and the broader community will be solicited to refine the strategic plan and implementation tactics—the final plan will be presented to the board at the November board meeting.

Software Implementation

Mike Greene stated for the last 8-10 years, there has been varying levels of discussion regarding the need for new enterprise wide SIS (Student Information System) software. When Dr. Turner arrived at Black River, he was informed immediately about the need and the relatively short window of time available (48-60 months) to make a thoughtful decision and also accomplish the implementation. The system the College currently uses, Poise, will no longer be supported within approximately three years—the College has delayed action on this as long as possible.

While cost was a factor, usability and functionality for students, faculty, and staff were also significant elements in the decision making process. BRTC will be transitioning from a twenty-five year old system—workflows will be adapted and changed, and “growing pains” are anticipated, but the end result will improve the accessibility and usability of data appreciably.

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The initial cost of the software, hardware, and implementation will cost right under \$1.1 million. Carolyn Collins moved to proceed with the purchase of the recommended Colleague/Ellucian software. Motion seconded by Doug Cox. Unanimous.

Policies and Procedures Updates

Several new state mandated policies and policy revisions were shared with board members for review. Ruth Ann Ellis moved to accept the updates and additions for the Policies and Procedures Manual as presented with a second by Carolyn Collins. Unanimous.

Campus Safety and Communication

Dr. Turner stated several upgrades to campus safety and communications have been made: the equipment includes campus notification systems—RAVE panic button alert, intercom systems which are broadcast throughout the buildings and telephones, and two-way radios for the emergency response team. This fall, this team will be tasked with refining communication protocols and developing drills for the respective campuses.

FY 16-17 BRTC Course Catalog

Board members were emailed a PDF copy of the FY16-17 Catalog for review. Carolyn Collins moved to accept the catalog for FY 16-17 as presented with a second by Ruth Ann Ellis. Unanimous.

Facilities Update

Bookstore

Last Monday morning, it was discovered the drywall ceiling in the bookstore was coming loose. However, construction crews quickly came in and have made the repairs. The bookstore is back in operation, and ready for the start of school

Firetower

The firetower project is almost complete. The tower and stairways have been erected, and the sprinkler lab is complete. Ninety percent of the electrical is complete. It should be operational by mid-September.

ACADEMIC AFFAIRS

General Education

AS in Education

Dr. Angie Caldwell stated a 2+2 agreement has been reached with UCA for an AS in Education and was approved at the AHECB meeting held July 29th.

Associate of Science in Agriculture

The new Agriculture degree will be offered this fall. Currently, there are 13 enrolled with more registration dates scheduled. The courses include Introduction to Agricultural Economics, Seminars in Agriculture and Introduction to Plant Science with Lab which will be offered both in Pocahontas and Paragould. A committee is working on a grant to develop certificates that stem from and support this degree.

S.T.E.P.

The Paragould Campus offered a pilot S.T.E.P. (Students Transitioning to Educational Pathways) program during the summer sessions for high school seniors to take classes in short segments to help them improve their ACT or take care of developmental classes before the fall semester. Students paid a reduced cost for the coursework. Amanda Dobbs stated 20 students participated in Reading, Writing Fundamentals, College Success, and Developmental Math this summer. Of the 20 students, 16 are enrolled in fall classes. Priscilla Stillwell and Mrs. Dobbs were very pleased with the outcome.

Technical Education

Dr. Angie Caldwell stated currently there are 25 students enrolled in T.O.P.S.S. (Technical Opportunities and Pathways for Secondary Students) which will be offered this fall. High school students will be screened prior to selection into the programs. Students will be on the Pocahontas campus every day from 12:30 p.m. – 3:15 p.m. to take health related and welding courses. Pocahontas and Sloan Hendrix are participating in the pilot program.

PN Pass Rate

Dr. Caldwell stated the May 2016 PN pass rate on the NCLEX exams was 100%.

Grants

Successful grants include an Arkansas Trauma Foundation grant of \$2,313.99 which is available to help Respiratory Care students with expenses during their last two semesters. BRTC received a Motor Vehicle Commission grant of \$11,000 which will benefit both the Automotive Service Technology and Automotive Collision Repair Technology programs. The funds will go toward the purchase of equipment which will allow these programs to be on the cutting edge of automotive technology. A Workforce Implementation Grant of \$943,759 (over two years) was awarded July 1st. This grant was collaboration between BRTC, ASU-Newport, and Arkansas Northeastern College. BRTC's portion will be used on the Paragould campus. An EARNS Grant from USDA totaling \$919,138 has been awarded to BRTC, Ozarka College, ASU-Newport, and South Arkansas Community College which will be used to purchase nursing simulation equipment.

Food Pantry

In cooperation with SGA and the Dietetics students, a food pantry will be located on both campuses to help students in need beginning this fall. Individuals will receive the same combination of staple items.

INSTITUTIONAL ADVANCEMENT

Veteran's Benefits Fair

Karen Liebhaber stated BRTC will host the Veteran's Benefit Fair on August 11th from 8:30 a.m. – 3:00 p.m. in the RCDC. Representatives from several agencies will be on hand to provide services to help file for VA benefits, healthcare benefits, pension benefits and many more topics for discussion. Preregistration is required.

IBERIABANK/BRTC Foundation Golf Tournament

The IBERIABANK/BRTC Foundation Golf Tournament is scheduled for Friday, October 30th, at RHCC. Call 870-248-4189 to sign up for your tee time or for sponsorship opportunities.

"Growing Strong 2017"

The "Growing Strong 2017" Annual Campaign was announced. Each member received their campaign booklet.

STUDENT LIFE

Admissions Update

Martha Nelson stated both campuses are about 28% ahead of the past two years on applications. New student registration sessions on both campuses are also going well. Last year's official fall enrollment was 1,761 with current day enrollment at 1,282. This equates to 14,369 SSCHs compared to 18,652 last fall and 958 FTEs compared to 1,243 last fall.

FY 16-17 BRTC Student Handbook

Leo Baltz moved to approve the FY16-17 BRTC Student Handbook as presented with a second by Ruth Ann Ellis. Unanimous.

FINANCE

Promotional Items Appropriation and Funds Transfer for FY 16-17

Motion by Ruth Ann Ellis to authorize the line item transfer of cash appropriation and monies from operating expenses into a special appropriation line item to be used for the acquisition of promotional items as presented with a second by Carolyn Collins. Unanimous.

FY 15-16 Financial Statement Updates

Rhonda Stone presented a comparison of FY15 to FY 16 Operating E & G – Fund 1 budget with actual revenues and expenditures through June 30th for review.

Auxiliary Comparative Statement of Revenue and Expenses

Also included was the FY 16 Auxiliary – Fund 3 comparative statement of revenues and expenses for the Bookstore, Cafeteria, and Vending products.

EXECUTIVE SESSION

Motion by Leo Baltz to adjourn into executive session with a second by Ruth Ann Ellis.
Unanimous


Motion by David Coker to resume regular session with a second by Leo Baltz.
Unanimous.

OTHER BUSINESS

The next meeting date of the BRTC Board of Trustees is scheduled for Thursday, November 3, 2016, on the Pocahontas campus. The meeting begins at 12:30 p.m.

ADJOURNMENT

Motion by Leo Baltz to adjourn at 2:25 p.m. with a second by Carolyn Collins.
Unanimous.



Ray A. Noel, Secretary

August 22, 2016

Also attending:
Alan Decker
Amanda Dobbs
Mike Greene
Daniel Parker
Donna Statler
Priscilla Stillwell