



**Board of Trustees Minutes
Technology Center Conference Room
December 16, 2013 – 12:30 p.m.**

Members present: Sue Gibson, Dr. Paul Baltz, Doug Cox, John Jackson, Jr., Leo Baltz, Ray Noel, Ruth Ann Ellis and Dr. Wayne Hatcher. Guests present: Angie Caldwell, Dr. Jan Ziegler, Dr. Roger Johnson, Brenda Gillogly, Carolyn Collins, Priscilla Stillwell, Kimberly Bigger, Billie Fry, Betty White, Julie Edington, Amber Green, Regina Moore, Dalton Sullivan of the Pocahontas Star Herald and George Jared of the Jonesboro Sun. Vickie French was present to record the minutes of the meeting.

Sue Gibson welcomed members and guests to the meeting.

APPROVAL OF THE MINUTES

Motion by Ruth Ann Ellis to approve the minutes of November 7, 2013 as presented. Motion seconded by Doug Cox. Unanimous approval.

PRESIDENT'S REPORT

Trustees Conference

Dr. Wayne Hatcher announced there have been discussions regarding the rescheduling of the Trustees Conference. More information will follow as it becomes available.

Vice President of Student Affairs

Sue Gibson stated that the Board approved the recommendation of the selection committee in choosing the next Vice President of Student Affairs during the November 7, 2013 meeting. A motion is need for the hiring of Martha Nelson to make it official. Motion by Doug Cox to hire Martha Nelson as BRTC's Vice President of Student Affairs. Motion seconded by Dr. Paul Baltz. Unanimous approval.

Enrollment for the Spring term reflects the popularity of Weekend College classes in Paragould with 10-12 classes making. The four-week online classes being offered now have 12 classes scheduled with a total of 180 enrollees.

Board members expressed their sincere appreciation to Carolyn Collins for serving as Interim VPSA during the selection process as well as her decades of loyal service to the college.

FINANCIAL AFFAIRS

New Policy – Shared Leave

Julie Edington shared information regarding a new employee option - Shared Leave. Act 997 was passed during the regular session which allows the donation of an employee's earned sick or annual leave to another employee of BRTC, who is suffering from a severe illness or has an immediate family member who is severely ill. Colleges may opt out if they choose. Board approval is needed to implement the policy and for its continuation each fiscal year.

Updated Policy – Sick Leave

This policy has been updated to coincide with Shared Leave stating: Absences due to sick leave may be charged in the following order: 1) earned sick leave; 2) earned annual and holiday leave; 3) shared leave, when authorized; 4) catastrophic leave, when authorized; 5) leave without pay.

A correction was noted for the fourth paragraph... dropping “and may not use sick leave accrued by other employees.” The sentence now states... “Employees will not borrow from anticipated future accruals.”

Motion by Ray Noel to approve the policies as presented with the change to Sick Leave as noted. Motion seconded by John Jackson. Unanimous approval.

OTHER BUSINESS

Dr. Roger Johnson requested that the board approve “faculty emeritus” status for Dr. Jan Ziegler, and presented a brief rationale. Motion by John Jackson to grant Dr. Jan Ziegler “faculty emeritus” status upon her retirement. Motion seconded by Ruth Ann Ellis. Unanimous approval.

Board members expressed their sincere appreciation for her 20+ years of service to the college, commending her for her diversity of accomplishments and contributions which have and will continue to benefit the college and the region.

John Jackson stated that he, Sue Gibson, Doug Cox and Ruth Ann Ellis joined Dr. Wayne Hatcher and Angie Caldwell to tour the facility which houses the Fire Science/EMT/Paramedic programs. Each was impressed by the facility and the staff, in addition to having a clearer understanding of the need for the new Fire Tower as previously discussed. Mr. Jackson stated his expectation that a proposal to that effect would be forthcoming in the near future. Mrs. Caldwell confirmed that expectation.

EXECUTIVE SESSION

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

Motion by Doug Cox to resume regular session. Motion seconded by Ruth Ann Ellis. Unanimous approval.

Motion by Ray Noel that the Board of Trustees renegotiate the contract of Dr. Wayne Hatcher prior to December 31, 2013. Motion seconded by John Jackson. Unanimous approval.

Motion by John Jackson to adjourn at 3:00 p.m. Motion seconded by Doug Cox. Unanimous approval.