



**Board of Trustees Minutes
Gaines Technology Center Conference Room
March 20, 2014 – 12:30 p.m.**

Members present: Sue Gibson, Dr. Paul Baltz, Doug Cox, Ray Noel, Leo Baltz, Ruth Ann Ellis and Dr. Wayne Hatcher. Member absent: John Jackson. Guests present: Angie Caldwell, Dr. Roger Johnson, Brenda Gillogly, Martha Nelson, 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 trustees and a number of guests to the meeting.

APPROVAL OF THE MINUTES

Motion by Doug Cox to approve the minutes of the February 6, 2014 minutes as presented. Motion seconded by Ray Noel. Unanimous.

PRESIDENT'S REPORT

Legislative Update

Dr. Wayne Hatcher reported that the funding forecast for BRTC remains level. Recent legislation was passed to allocate funds for training needs. Details of this legislation will be finalized during the summer.

FINANCIAL AFFAIRS

Tuition and Fee Survey

Motion by Doug Cox that the Board of Trustees approve the recommendations of the Black River Technical College Administration to increase tuition and create the following fees to be effective with the fall term of the 2014-15 fiscal year for all in-state students:

- 1) Increase the tuition rate by \$5 per credit hour (from \$78 to \$83)
- 2) Create a Student Assessment Fee at \$1 per credit hour
- 3) Create a Student Success Fee at \$1 per credit hour

Motion seconded by Leo Baltz. Unanimous.

Financial Report

Brenda Gillogly's financial report offered comparison revenues and expenditures for FY13 to FY14 through February 28th for BRTC's Operating Budget – Fund 1 for review. Also included was the comparative statement of revenues and expenses for the Auxiliary – Fund 3.

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Storm Report

Brenda Gillogly commended Physical Plant Director Robert Hendrix, along with staff members: John Wren, James Thielemier, Trent Ingram, Lynn Steel, Allen Stillwell and Howard Sharp for their efforts during the recent snow/sleet/ice storm. Although the campuses were closed Monday – Thursday, most were on hand daily checking the buildings and working to make it safe to reopen. There were several issues to address as a result of the weight of snow/sleet/ice along with many new leaks.

STUDENT AFFAIRS

Enrollment Statistics

Martha Nelson's report showed a five-year enrollment comparison for the fall and spring semesters for the Paragould and Pochontas campuses from 2009-10–2013-14. Spring 2014's enrollment has 1,991 students with 1,384 at Pochontas and 607 at Paragould; which is a decrease from Spring 2013's enrollment of 2,582 students.

Spring 2014's enrollment equates to a total of 21,232 SSCH's (student semester credit hours):

Pochontas - 11,407

Paragould - 5,071

Online - 3,420

High School Campus - 1,334 (numbers only include the credit hours taken on the high school campus. Dually enrolled high school students are counted on the campus in which the course is being offered.)

Also provided was an admissions report through March 19, 2014 for the upcoming summer and fall semesters.

Mrs. Nelson stated that the \$1 Student Success Fee will allow Student Affairs to meet state mandated Performance Funding Measures and increase student success and completion rates by strengthening tutoring, supplemental instruction, improve student success tools, the Early Alert system, and career and personal assessment instruments such as the Strong Career Inventory, StrengthsQuest, and Learning Styles Inventories. These tools for student success are expected to be integrated into extended orientation and first year experience programming beginning next year.

Career Connections

On March 3rd, BRTC launched **Career Connections** – an online career management database allowing employers to post job opportunities for students and alumni to view. Employers can view resumes of students and alumni even if they have not applied for a position. The site also offers support to students and alumni to create a resume and cover letter for posting. Visits by employers have already started and all signs are that this will be another successful addition for students. Current students were automatically registered in the system and received an email regarding the free service. Bridgett Guess and Mary Anderson are the contacts in Student Affairs for **Career Connections**.

Campus Preview Night

Campus Preview Night will be held on the Pocahontas campus Thursday, April 10, from 6:00-8:00 p.m. Sarah Waltermire, Coordinator of Student Recruitment and Concurrent Enrollment, has coordinated the event and, along with many volunteers, will orient potential students to our campus. There will be opportunities to learn about the admission and financial aid procedures and many faculty members will be available for questions regarding their programs. Research indicates this type of activity has resulted in increased student satisfaction and retention. Advertisements for Campus Preview Night will be announced on radio stations and a large number of postcards will be mailed to potential traditional and nontraditional students.

ACADEMIC AFFAIRS

Distance Education

Regina Moore shared a PowerPoint presentation highlighting the newly remodeled area for Distance Education located in AD133. The space offers a training room, a recording and editing room, and offices for Mrs. Moore and Daniel Parker. Data indicates that 3,244,123 pages were viewed through Moodle with 219,170 visits and 24.58% of those through mobile devices. A graph indicates that even though enrollment is down somewhat this spring, distance education courses increased. Of the 5,344 Distance Education SSCH's, 3,420 were generated through online courses only. Mrs. Moore anticipates the growth of online courses and programs as the student demand of technology becomes greater and complete degrees become available online.

Interim Allied Health Division Chair

Angie Caldwell stated that the position of Interim Allied Health Division Chair will begin on March 31 and continue until June 30, 2014. Ramonda Housh will serve in this interim position until June 30th. This position will supervise the nursing, respiratory, dietetics, and paramedic programs.

Share our Strength – No Kid Hungry - Cooking Matters at the Store Grant

Angie Caldwell stated that the grant application for **Cooking Matters at the Store** of \$2,000 was successful. Dietetic students will be required to participate in a series of trainings to participate in the program and the grocery store tours are intended for low-income adults only to fight the **No Kid Hungry** initiative. Such activities enhance student engagement which results in retention and program completion.

LETA Graduation

Dr. Roger Johnson invited members and guests to the BRTC Law Enforcement Training Academy graduation ceremony scheduled for Friday, April 11, 2014, at 1:00 p.m. in the RCDC. There will be a special guest/mystery speaker.

DEVELOPMENT

“2014 Growing Strong” Campaign Update

Each member received an update of the “2014 Growing Strong” Annual Campaign. Current contributions total \$36,058.62, which is ahead of last year’s record pace.

2014 BRTC Foundation Gala Report

The 2014 BRTC Foundation gala was another successful event raising \$17,830; an increase of \$2,006 from last year, setting another record.

Annual Scholarship/Donor Luncheon

Dina Hufstedler asked members to reserve the date of Thursday, April 24, 2014, for the annual scholarship/donor luncheon. The event will begin at 11:30 a.m. with Dr. Rosemary Weaver as guest speaker.

OTHER BUSINESS

Nursing Graduation

Angie Caldwell invited members to the Nursing Pinning and Graduation ceremony scheduled for Tuesday, May 6, 2014, beginning at 6:00 p.m. in the RCDC.

BRTC Graduation

Dr. Chuck Welch has agreed to be the commencement speaker at the graduation ceremony on Thursday, May 8, 2014. Sue Gibson will offer the Welcome and John Jackson will introduce Dr. Welch.

Next Meeting Date

The next meeting date of the BRTC Board of Trustees is scheduled for Thursday, May 15, 2014, beginning at 12:30 p.m. on the Paragould Campus.

Executive Session

Motion by Dr. Paul Baltz to adjourn into executive session. Motion seconded by Doug Cox. Unanimous.

Motion by Dr. Paul Baltz to resume normal session. Motion seconded by Ray Noel. Unanimous.

Motion by Dr. Paul Baltz to adjourn at 4:30 p.m. Motion seconded by Leo Baltz. Unanimous.

March 26, 2014

Doug Cox, Secretary

Also attending the meeting:

Mary Anderson
Kelsey Cagle
Billie Fry
Janna Guthrey
Dina Hufstedler
Anne Simpson
Priscilla Stillwell

Kim Bigger
Phillip Dickson
Amber Green
Tonya Hankins
Karen Liebhaber
Donna Statler
Betty White

Patti Blaxton
Julie Edington
Bridgett Guess
Ramonda Housh
Karen Malin
Rhonda Stone
Mylea White