



**Board of Trustees Minutes  
Technology Center Conference Room  
November 7, 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, Phillip Dickson, Kimberly Bigger, Betty White, Julie Edington, Amber Green, Ronnie Walker, Amanda Dobbs, Sherry Griggs, Ann Savage, Regina Moore, Billie Fry, Sarah Waltermire, Kelly Rose and Dalton Sullivan of the Pocahontas Star Herald. Vickie French was present to record the minutes of the meeting.

Sue Gibson welcomed members and guests to the meeting.

**APPROVAL OF REVISED AGENDA**

Motion by John Jackson to approve the revised agenda for the meeting. Motion seconded by Doug Cox. Unanimous.

**APPROVAL OF THE MINUTES**

Motion by Doug Cox to approve the minutes of October 15, 2013 as presented. Motion seconded by John Jackson. Unanimous.

**PRESIDENT'S REPORT**

**Trustees Conference**

The Annual Meeting of College and University Trustees is scheduled for Friday, December 6, 2013, in the Campus Center Lecture Hall on Pulaski Technical College's campus beginning at 9:00 a.m. Registration for all members has been forwarded to ADHE. Dr. Hatcher expressed his appreciation to the Board for their participation in the event.

**Capital Projects Committee**

Dr. Wayne Hatcher recommended a meeting of the Capital Projects Committee (John Jackson, Doug Cox and Leo Baltz) regarding the Fire Science Drill Tower proposal. Information regarding the proposal was given to members.

**STUDENT AFFAIRS**

**New Student Affairs Personnel**

Carolyn Collins introduced Sarah Waltermire to members and guests. Ms. Waltermire is BRTC's Coordinator of Student Recruitment and Concurrent Enrollment, and has been very active since her first day on the job.

Miranda Stanley was chosen for the position of Career Coach which is being partially funded through a grant. Working with Pocahontas High School personnel, Ms. Stanley is serving students who are in need of career planning.

### **Statistical Report**

Carolyn Collins prepared a Fall 2013 enrollment report showing 2,262 students compared to 2,408 last year, a decrease of 6.1 percent. Pocahontas had a drop of 6.9 percent, while Paragould had a drop of 4.4 percent. Also shown in the report was an enrollment breakdown by counties, full-time versus part-time, and a comparison of SSCH's. Data indicates 46.7 percent are enrolled at Pocahontas, 33.7 percent at Paragould, 13.9 percent are concurrent high schools students and 5.7 percent are enrolled in online courses only. New federal financial aid restrictions continue to negatively affect enrollment over most of the state.

## **ACADEMIC AFFAIRS**

### **Weekend College**

Priscilla Stillwell and Amanda Dobbs presented information regarding Weekend College which is offered at the Paragould campus. College transfer courses are taught by credentialed instructors on Saturdays and can be taken in combination with courses offered in traditional semesters or through distance education. Fall 2013 enrollment shows 234 duplicated and 186 unduplicated students participating in the program, which far exceeded the original goal by almost 1,000 percent.

## **DEVELOPMENT**

### **Holocaust Survivor Series**

Dr. Jan Ziegler stated that a record 2,104 individuals attended the Holocaust Survivor Series featuring speaker Martin Weiss which was held October 29th and 30th. Since the series began in 2006, students from 39 schools in Arkansas and Missouri have attended these presentations.

### **20<sup>th</sup> Annual IBERIABANK/BRTC Foundation Golf Tournament**

Dr. Ziegler stated that the 20<sup>th</sup> annual golf tournament held September 27<sup>th</sup> has been the most profitable to date, exceeding the tournament average by approximately \$10,000.

### **White River Planning and Development District General Improvement Grant**

Dr. Ziegler stated that an application has been submitted to the White River Planning and Development District seeking funds for a BRTC Lecture/Concert/Performance Series.

### **"Growing Strong 2014" Annual Campaign**

An update of the "Growing Strong 2014" Annual Campaign shows contributions totaling \$21,603.62, which is ahead of last year's record pace.

**BRTC Foundation Gala**

The date of Saturday, March 8, 2014, has been selected for the BRTC Foundation Gala. The event will be held at Rolling Hills Country Club.

**Scholarship Luncheon**

The annual BRTC Foundation Scholarship Luncheon will be held Thursday, April 24, 2014, in the RCDC.

**FINANCIAL AFFAIRS**

**Financial Statements**

Brenda Gillogly provided detailed reports of FY13 Unaudited Financial Statements and FY14 Budget to Actual Expenses as of September 30, 2013. Please contact Mrs. Gillogly or Betty White with questions.

**Travel Analysis for FY11, 12 and 13**

Members received information regarding BRTC's travel expenditures for FY11, 12 and 13.

**Project Updates – Math Center**

Ronnie Walker reported that the Math Center project on the Paragould campus is approximately 70 percent complete.

**Distance Education and Instructional Technology Center**

The Distance Education and Instructional Technology Center project is also nearing completion. This area located in room AD133 of the Administration Building. A walk-through is scheduled next week.

**Health Science Complex**

Meetings of administration and key individuals continue with the architects on the design and cost estimates of the new Health Science Complex.

**OTHER BUSINESS**

**Upcoming events and dates where announced:**

Law Enforcement Graduation, Friday, November 15, 2013, 1:00 p.m. in the RCDC.

BRTC Talent Show, Thursday, November 21, 2013, 6:00 p.m. in the RCDC.

Respiratory Care Pinning and Graduation, Tuesday, December 3, 2013, 6:00 p.m. in the RCDC.

PN/RN Pinning and Graduation, Thursday, December 5, 2013, 6:00 p.m. in the RCDC.

BRTC Graduation, Thursday, December 12, 2013, 7:00 p.m. in the RCDC. Dr. Jan Ziegler is the commencement speaker.

Semester-end Potluck and Mary Sallee Single Parent Scholarship Auction, Friday, December 13, 2013, at 11:00 a.m. in the RCDC.

A date will be selected in the near future for the next Board of Trustees meeting.

**Executive Session**

Motion by Doug Cox to adjourn to Executive Session. Motion seconded by John Jackson. Unanimous.

Motion by John Jackson to resume regular session. Motion seconded by Ray Noel. Unanimous.

On behalf of board members, Doug Cox stated that the efforts of the VPSA selection committee are appreciated. Motion by Mr. Cox to accept the recommendation of the selection committee in making an offer regarding the Vice President of Student Affairs position. Motion seconded by Dr. Paul Baltz. Unanimous.

**ADJOURNMENT**

Motion by Dr. Paul Baltz to adjourn at 4:10 p.m. Motion seconded by John Jackson. Unanimous.

Doug Cox

Doug Cox, Secretary

November 18, 2013