



**Board of Trustees Meeting
Gaines Technology Center
November 5, 2015
12:00 p.m.**

Members present: Dr. Paul Baltz, Doug Cox, Ray Noel, Sue Gibson, Leo Baltz, Ruth Ann Ellis, Carolyn Collins, and Dr. Eric Turner. Guests present: Angie Caldwell, Dr. Roger Johnson, Brenda Gillogly, Karen Liebhaber, and Rhonda Stone. Vickie French was present to record the minutes of the meeting.

Chair Dr. Paul Baltz welcomed members and guests to the meeting.

APPROVAL OF MINUTES

Motion by Doug Cox to approve the minutes of the August 6, 2015 meeting as presented. Motion seconded by Carolyn Collins. Unanimous.

PRESIDENT'S REPORT

Health Science Complex

Dr. Turner reported BRTC took official possession of the Health Science Complex on October 1. The dedication ceremony was November 2, with an impressive turnout from the community and beyond. Faculty and staff members have moved into their offices and classes are being held in the facility.

EMT and Respiratory Programs

The vacated Joe Martin Health Building will receive a fresh coat of paint and some needed repairs. Once completed, the EMT and Respiratory Care programs will begin the move into the building, and be fully operational by the start of the Spring 2016 semester. The program directors and accreditors agree having these two programs in close proximity to one another will be a major plus for the students.

Fire Academy

The offices of the fire academy were moved during the week of October 19 into the offices of the western side of the LETA Building. The Fire Science Management Program goes online in the Spring semester. This program addition presents opportunity to grow the program appreciably.

Enrollment numbers in the Associate of Applied Science are rebounding and trending positive. Plans are underway in the development of an eight week rookie school. In discussing these plans with the Technical Program Advisory Board Members (representative of rural and urban fire departments throughout the region and service area) two weeks ago, the demand of an accelerated program was made quite clear.

Regarding the fire tower, soil samples were ordered two weeks ago. Drawings and specifications are being prepared for final review. Dr. Turner will keep board members apprised as things continue to develop.

Institutional Research

Daniel Parker was selected for BRTC's Institutional Research position. Prior to this transition, Mr. Parker served as the Distance Education Coordinator. His input will serve a prominent role in helping lead the planning efforts for the College.

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Annual Trustees Conference

The Annual Trustees Conference is scheduled for Monday, December 7, at Pulaski Technical College. The meeting will be held at the Campus Center – Grand Hall A/B, 3000 Scenic Drive, in North Little Rock. Registration begins at 8:30 a.m. The conference is held by the Arkansas Department of Higher Education to assist institutions in providing legislative mandated training for the trustees of public institutions of higher education.

BRTC Graduation

The Commencement ceremony for BRTC's students is Thursday, December 17, beginning at 7:00 p.m. We are awaiting confirmation for the speaker.

Policies and Procedures Updates/Additions

Motion by Doug Cox to approve revised existing policies 1135 and 1185 and new policy 1180D to provide guidance for the usage of grounds for outdoor events. Motion seconded by Ruth Ann Ellis. Unanimous.

Motion by Sue Gibson to approve the revision to policy 2142 to become compliant with HLC in making sure transcripts received by Human Resources are verified as official and authentic. Motion seconded by Doug Cox. Unanimous.

ACADEMIC AFFAIRS

Regional Workforce Planning Grant

Angie Caldwell reported the College received \$56,500 in planning grant funds from ADHE for The Northeast Arkansas Community College Collaboration (NEAC³) which is composed of Arkansas Northeastern College (ANC), Arkansas State University-Newport (ASU-N), and Black River Technical College (BRTC). The purpose of the collaboration is to implement, maintain, and evaluate a high level program designed to develop long-term relationships between the three colleges, employers, and regional workforce alliances to identify and address the challenge of job candidate skills gaps in the regional workforce pool. NEAC³ will focus on the initiative of "Training Tomorrow's Workers Today" to help meet the training and workforce demands of Northeast Arkansas industries while strengthening partnerships with area K-12 school districts to help establish a pathway for preparing a qualified workforce in Northeast Arkansas.

The "Training Tomorrow's Workers Today" initiative will use some of the existing programs in place at the three community colleges to avoid duplication of programs. The curriculum will be shared between the three institutions with an identifiable brand of NEAC³ so that the industrial partners served as part of this collaborative effort will be assured that the training provided meets their expectations. NEAC³ will spend time with members from each sector that has been identified to tailor training needs which they deem as critical for their population. NEAC³ will also be working with our identified K-12 partners to form and strengthen pathways from secondary education into the workforce and/or higher education.

Equipment needs are expected to be identified during the planning phase from October 2015 to May 2016 and will be determined by all of the collaborative partners and will be integrated into the implementation grant application.

Addiction Studies Option

Mrs. Caldwell notified members of another 2+2 option with UCA . The Associate of Science in Liberal Arts and Science in Addiction Studies will become available to students to transfer into a baccalaureate program (the last two years are online.) This option does not require any new courses. Notification was submitted to ADHE prior to the deadline to be included in materials for the January Coordinating Board meeting.

There is a need for certified addiction counselors and certified addiction preventionists to work in treating and in preventing substance abuse. A Bachelor of Science Degree in Addiction Studies graduate will be prepared to work in such settings as hospitals, outpatient clinics, employee assistance programs, schools, the criminal justice system, governmental agencies and drug courts.

Name Change

Mrs. Caldwell notified members of a name change of Microcomputer Business Applications Technical Certificate to Business Technology Applications.

Deletion

Mrs. Caldwell notified members because each business option is now identified as an individual degree, the AAS Business Technology degree will be deleted.

Upcoming Dates

Mrs. Caldwell invited members to the Respiratory Care pinning and graduation ceremony on December 10, beginning at 6:00 p.m. in the RCDC and also the PN/RN pinning and graduation ceremony scheduled for December 15, at 6:00 p.m.

PECO

Mrs. Caldwell announced the Corporate and Community Education department has been awarded the management and safety training contracts for PECO. Patti Blaxton has worked closely with management to learn of their needs and to develop the strategies to address them.

Agriculture Degree

Dr. Roger Johnson shared a copy of the degree plan for the Associate of Science in Agriculture degree for review. Along with the core curriculum, there are an addition of 18 hours in Agriculture core requirements. An MOU with ASU has been signed for a seamless transition for students. Motion by Ruth Ann Ellis to approve the Associate of Science in Agriculture Degree. Motion seconded by Ray Noel. Unanimous.

LETA Graduation

Dr. Johnson invited members to the LETA Graduation ceremony scheduled for Friday, November 13th. Guest speaker will be Lieutenant Clay Higgins of St. Landry Parrish, Louisiana.

Veteran's Resource Fair

Priscilla Stillwell shared information regarding the first Veteran's Resource Fair held on the Paragould Campus on October 23. The event provided one spot for veterans and family members to meet with military personnel from Greene and Craighead counties, Little Rock VA, Pine Bluff VA and Memphis VA to learn of the resources available to them. GCITC invited area employers to a job fair to engage veterans in work opportunities in the area. The first event had a tremendous response with 56 booths available to the veterans. Survey feedback was very positive and there are plans to hold another event next year.

Administrative Affairs

Brenda Gillogly stated new office space was created from the Student Affairs storage area for the Registrar's Assistant with some shifting of individuals to different office spaces to accommodate BRTC's new Admissions Representative. An exit door has been added opposite to the double entrance doors in case of an emergency.

INSTITUTIONAL ADVANCEMENT

Golf Tournament Update

Karen Liebhaber shared graphs regarding the 22nd Annual IBERIABANK/BRTC Foundation Golf Tournament held on October 2, 2015 at Rolling Hills Country Club. Once all the sponsorships have been collected, the event will net approximately \$44,000. There were more sponsors this year; however, some were at a lower sponsorship level. Foundation members were very pleased with outcome.

Holocaust Survivor Series

This year's speaker was Emanuel (Manny) Mandel with attendance from 15 high schools and BRTC faculty, staff, students, and members of the community for a total of 1,404 during one of the three presentations. The event was sponsored by: Mike and Barbara Dunn; Dean and Brenda Gillogly; First National Bank of Walnut Ridge; Integrity First Bank; and the SEAS project of the BRTC Foundation in cooperation with the United States Holocaust Memorial Museum.

BRTC Foundation Gala

Mrs. Liebhaber stated plans are underway for the annual BRTC Foundation Gala planned for Saturday, March 12, 2016, at RHCC beginning at 6:00 p.m. Members were encouraged to make plans to attend.

FINANCIAL AFFAIRS

Comparison of FY15 to FY16 Operating Budget to Actual through 9/30/15

Rhonda Stone shared detailed data for the Operating E & G – Fund 1 and the Auxiliary – Fund 3 for review. If anyone has questions, please feel free to contact Mrs. Stone.

STUDENT AFFAIRS

Enrollment Analysis

Dr. Turner (in Martha Nelson's absence) referred to a detailed enrollment analysis provided by Mrs. Nelson comparing Fall semesters from 2005–2015. The official FY12 Cohort Default Rate is 24.3%, a substantial decrease from the FY11 rate of 29.1%. The default prevention efforts of Drew Garland, Default Manager, are proving to be successful.

EXECUTIVE SESSION

Motion by Doug Cox to adjourn into executive session. Motion seconded by Ray Noel. Unanimous.

Motion by Doug Cox to resume regular session. Motion seconded by Carolyn Collins. Unanimous.

OTHER BUSINESS

Bond Refinance

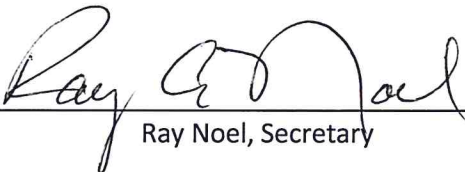
Dr. Turner was approached earlier in the year by Michael McBryde of Stephens regarding the possibility of refinancing or restructuring the 2010 Bonds sometime in 2016. Mr. McBryde has been asked to draft a timeline to help make an informed decision. In conferring with Board Chair Baltz and Chair of the Capital Projects committee, Doug Cox, and as a matter of procedure, the President requested the bond restructuring question be referred to the Capital Projects committee for analysis and a recommendation to be made at the February 2016 board meeting. Motion by Ray Noel to refer the bond restructuring to the Capital Projects Committee for a recommendation. Motion seconded by Ruth Ann Ellis. Unanimous.

Aviation Building

Dr. Turner stated that the Capital Projects Committee requested an appraisal on the Aviation Building. The appraisal is complete and has been submitted to the committee for review. Administration would like to refer the question of disposition of the building to the Capital Projects Committee for a recommendation at the February 2016 board meeting. Motion by Carolyn Collins to refer the decision regarding the Aviation Building to the Capital Projects Committee for a recommendation. Motion seconded by Doug Cox. Unanimous.

ADJOURNMENT

Motion by Sue Gibson to adjourn at 2:05 p.m. Motion seconded by Doug Cox. Unanimous.



Ray Noel, Secretary

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Also attending:

Alan Decker
Janna Guthrey
Brandon Smith – Star Herald

Julie Edington
Brittany Lawrence
Betty White

Amber Green
Ann Savage