



**Regular Quarterly Meeting
Board of Trustees Meeting
Pocahontas – BT Conference Room
May 7, 2020
12:30 p.m.**

Members present: Carolyn Collins, David Coker, Doug Cox, and Dr. Martin Eggensperger. Attending via Zoom: Ruth Ann Ellis, Sue McGowan, Danny Moore, and Bob Olvey. Cabinet Members and Executive Directors attending: Rhonda Stone, Jason Smith, J.D., Karen Liebhaber, Dr. Brad Baine, Sissy Gray, Priscilla Stillwell and Julie Edington. Janna Guthrey was present to record the minutes of the meeting.

Carolyn Collins, Board Chair, called the meeting to order at 12:30 p.m., welcoming all those attending via Zoom and in person. The next regular quarterly meeting of the board is scheduled for August 7 at Paragould.

Approval of the February 28 and April 22, 2020 Minutes

Doug Cox made a motion to approve both sets of minutes (with one date adjustment); David Coker seconded. Motion carried.

President's Report – Dr. Martin Eggensperger

Dr. Eggensperger began by commending the Cabinet, faculty and staff on their efforts to convert classes to online learning. The Cabinet is meeting regularly discussing the different aspects and timeline of phasing back to regular hours, classes, etc. He also discussed the historic budget cuts that have been made in light of the current situation.

Academic Affairs – Dr. Brad Baine

Dr. Baine discussed his department summary. The Academic Affairs Committee have continued to meet on a regular basis. One topic of discussion has been a contingency plan for the possibility of continued online classes in the fall. Discussion has also included professional development opportunities for faculty who are new to online delivery of courses. As a part of the Emergency Management Committee, Dr. Baine shared information concerning phasing-in plans for students.

Finance – Rhonda Stone

Mrs. Stone shared her department summary as well as aspects of the revised budget, expenses and revenue. She stated that this is the most challenging time we've faced and commended Dr. Eggensperger on his leadership. CARES funds are being received and grant work is continuing with hopes of awards in the near future. Questions from the board concerning the use of stimulus monies were discussed. A question concerning community "hot spots" for technology was discussed.

Enrollment Management – Jason Smith

Mr. Smith presented his summary and discussed how funding for Career Coaches has been revised so that they are now 100% grant funded. Director of Student Development, Neal Harwell has been reaching out to students concerning mental health issues that might arise due to the current world situation. Mr. Smith explained the possible surges and lapses that may be noticed in enrollment numbers and that the numbers alone do not give the complete picture as tuition differs between programs, etc. and there are many unknown factors making it impossible to predict enrollment at this time. Student Affairs is working with Institutional Advancement to create virtual campus tours and program spotlights for the website and social media recruiting use. Questions were fielded concerning the guidelines for disbursement of CARES funds being received.

Institutional Advancement – Karen Liebhaber

Mrs. Liebhaber shared her summary and explained that some annual events have had to be canceled, such as the Scholars and Donors Luncheon and the Paragould 5K Run and that fundraising emphasis has been lowered due to the state of the current economy which may affect the Annual Golf Tournament. The big push in her department continues to be communication. Social media remains the most effective source of sharing news. Ann Savage, Holly Looney and Erin Mathews have been working on virtual tours “Black Hawk View” to share with the public. Work is continuing on the Black Hawk mascot – naming and slogan surveys will be used to gather opinions from students, staff and the public.

Institutional Effectiveness – Sissy Gray

Mrs. Gray provided her summary and recent communications with the Higher Learning Commission. Approval on two applications should be received within days. She and Dr. Eggenberger presented the results of a recent survey concerning the BRTC Mission Statement, Vision and Values. Based on data received no changes are needed at this time. She asked that the Board endorse the current Mission Statement, Vision and Value. A motion was made by Doug Cox; seconded by Bob Olvey. Motion carried unanimously.

The Board commended the work and difficult decisions that have been made during this challenging time.

Approval of 2020-2021 Catalog

A motion was made by David Coker to approve the 2020-2021 Catalog; seconded by Doug Cox. Motion carried unanimously.

Approval of 2020-2021 Student Handbook

A motion was made by Bob Olvey; seconded by Sue McGowan to approve the 2020-2021 Student Handbook. Motion carried unanimously.

Executive Session

With no other business, David Coker made a motion to adjourn to executive session; seconded by Doug Cox. Motion carried unanimously.

Employment of Personnel

A. Personnel

Upon reconvening, Chair Collins read the recommendation to employ personnel consisting of 12-month staff, non-classified 12-month staff, non-classified faculty, and the president as well as grant funded positions. A motion was made by Doug Cox; seconded by Danny Moore. Motion carried unanimously.

B. Provisional Positions

Chair Collins read the recommendation to approve 44 provisional positions for the fiscal year 2020-2021. These positions will only be established and used when funding for such positions are received from outside sources. A motion was made by David Coker; seconded by Doug Cox. Motion carried unanimously.

Adjournment

A motion to adjourn was made by Doug Cox; seconded by Sue McGowan. Motion carried unanimously. The next regular quarterly meeting of the Board of Trustees will be held on August 6, 2020, on the Paragould Campus.



Ruth Ann Ellis, Secretary

May 7, 2020

Also attending:

Several members of the faculty/staff attended via Zoom

Future Meeting Dates: November 5, 2020 (Pocahontas); February 4, 2021 (Paragould), May 6, 2021 (Pocahontas); August 5, 2021 (Paragould)