



BOARD OF TRUSTEES REGULAR QUARTERLY MEETING

TC 105

Paragould

February 3, 2022

12:30 p.m.

Members present: Carolyn Collins, David Coker, Bob Olvey, Danny Moore, Sue McGowan, Jeremy Baltz, Stephanie Sutton and Dr. Martin Eggensperger. Cabinet Members and Executive Directors attending: Dr. Brad Baine, Rhonda Stone, CPA, Jason Smith, J.D., Karen Liebhaber, Julie Edington, Sissy Gray and Priscilla Stillwell. Janna Guthrey was present to record the minutes of the meeting. Due to inclement weather, this meeting was held via Zoom.

Carolyn Collins, Board Chair, called the meeting to order at 12:30 p.m., welcoming new board member, Stephanie Sutton. The next regular quarterly meeting of the Board is scheduled for May 5, 2022, at Pocahontas.

Approval of the November 4, 2021 Minutes

Danny Moore made a motion to approve the minutes from November 4, 2021; seconded by David Coker. Motion carried.

President's Report – Dr. Martin Eggensperger

Institutional Updates

Dr. Eggensperger welcomed all those attending. He commended this administrative team on the success of beginning another new semester. Stephanie Sutton was welcomed as a new board member. He expressed his pride in the college for where we are to date.

Academic Affairs – Dr. Brad Baine

In referencing his summary, Dr. Baine asked for any questions from the board. Dr. Baine shared information on an Academic Action Item to be voted on. He explained the proposal for a Basic Certificate, Certificate of Proficiency and Technical Certificate in K-6 Elementary Education.

Finance and Administration – Rhonda Stone, CPA

Finance and Administration Office Vice President, Rhonda Stone, C.P.A., presented financial reports contained in the board materials and offered to answer questions. Financial statements were shared. She explained Action Items to be presented from her department. These include a resolution to authorize expense reimbursement for board members and tuition and fee adjustments. There were no questions from the board.

Student Affairs – Jason Smith

Jason Smith, Vice President of Student Affairs, referenced his board summary. Enrollment is up 3.4% in head count as of the 11th day and up .3% in SSCH. These are the best numbers in at least 10 years. Preview Days are once again being conducted with high schools returning to more normal operations. He shared information on an Action Item concerning the SGA's third Legacy Project. This is the purchase of a large sculpture for the

Pocahontas campus. There were no questions from the board.

Institutional Advancement – Karen Liebhaber

Karen Liebhaber, Vice President of Institutional Advancement referenced the department summary provided. Plans are progressing for the annual Gala/Spring Fling sponsored by the BRTC Foundation Board. The online auction will open on March 1 and close during the President's Reception on March 12. Trustees were asked to begin considering a group donation to the auction.

Human Resources – Julie Edington

Executive Director of Human Resources, Julie Edington referred to her summary, sharing recent new hires, interviews and advertised positions. In COVID related information, Julie shared that only 2 employees are in quarantine at this time. Her office is staying busy getting year-end tax forms distributed. She referenced several policy changes/updates to be voted on as Action Items. There were no questions from the board.

Institutional Effectiveness – Sissy Gray

Sissy Gray, Executive Director of Institutional Effectiveness, reported that BRTC will undergo a multi-location visit on March 29 & 30. The old aviation building and the Paragould campus will be reviewed. Results from the recent student satisfaction survey were shared. BRTC ranked above the national average in all categories. Action Items include the recognition of the FY23 Annual Plan. There were no questions from the board.

Paragould Operations – Priscilla Stillwell

Priscilla Stillwell, Paragould Executive Director, shared an update on recent and upcoming activities at the Paragould location. Meetings continue with new businesses and industries looking for ways to best serve through classes facilitated by CCE. The CDL program addition to the Paragould location will begin in the near future.

Action Items

1) Academic Proposals – Office of Academics

Bob Olvey, Board Secretary, read the resolution and made the motion to approve the proposal for the addition of certificates in K-6 Elementary Education. The motion was seconded by Danny Moore. Motion carried.

2) Resolution to Authorize Expense Reimbursements for Board of Trustees Members

Sue McGowan read the resolution and made the motion to approve the reimbursement of expenses. David Coker seconded the motion. Motion carried.

3) Tuition and Fee Adjustments

Board Vice Chair, David Coker, read the resolution and made the motion to approve the authorization of the proposed slate of tuition and fee adjustments. The motion was seconded by Jeremy Baltz. Motion carried.

4) SGA Resolution

Jeremy Baltz read the resolution commending the Student Government Association for its resolution to establish the creation of a BRTC Black Hawk Sculpture on the Pocahontas campus. Bob Olvey seconded the motion. Motion carried.

5) Policy Changes

Stephanie Sutton read the resolution and made a motion to accept the updates and additions to the Policies and Procedures Manual as presented by Administration. The motion was seconded by Sue McGowan. Motion carried.

6) Strategic Plan Recognition

Board member, Danny Moore, read the resolution and made the motion to formally recognize the BRTC FY2023 Annual Plan. David Coker seconded the motion. Motion carried.

New Business

There was no new business to be discussed.

Other Business and Announcements

Dr. Eggensperger read a letter of commendation submitted by LETA Interim Director, Mark Mosier, commending Instructor Chris Hankins on his heroic actions and quick thinking during a recent incident in Jonesboro. Dr. Eggensperger expressed his pride in Instructor Hankins and the LETA department. A calendar of upcoming graduation/pinning ceremonies was shared. Members were asked to consider which events they will attend as representatives of the board. Janna will be reaching out to members and create a document to share indicating attendance. Dr. Eggensperger commended Karen, Rhonda and Janna on the organization of materials for the meeting. New notebooks have been created to help with materials shared during meetings.

Executive Session

No Executive Session was necessary.

Adjournment

With no further business, a motion to adjourn was made by Sue McGowan; seconded by Bob Olvey. Motion carried. The next quarterly meeting of the BRTC Board of Trustees will be held on May 5, 2022, on the Pocahontas campus.



Robert G. Olvey, Secretary

February 3, 2022