



Black River Technical College transforms lives through quality academic and career education to enhance the community we serve – BRTC Mission

BOARD OF TRUSTEES REGULAR QUARTERLY MEETING

Pocahontas Campus – Pocahontas Room

November 3, 2022

12:30 p.m.

Members present: Carolyn Collins, Danny Moore, Sue McGowan, Jeremy Baltz, Stephanie Sutton David Coker, Bob Olvey 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. The meeting was available to visitors through Zoom.

Carolyn Collins, Board Chair, called the meeting to order at 12:30 p.m., welcoming all attending. The next regular quarterly meeting of the Board is scheduled for February 2, 2023, at Paragould.

Approval of the August 4, 2022 Minutes

Danny Moore made a motion to approve the minutes from August 4, 2022; seconded by Sue McGowan. Motion carried.

President's Report – Dr. Martin Eggensperger

Institutional Updates

Dr. Eggensperger welcomed all those attending. In referencing his summary report, he shared that this has been a busy quarter seeing the culmination of much hard work throughout the college. He announced that Executive Director of Human Resources, Julie Edington, is representing BRTC at a legislative session in Little Rock today. In referencing her summary report, he announced that of the 18 positions filled recently, 9 of those positions were filled internally resulting in promotions. He was also pleased to announce that the legislative vote was unanimous to move all classified state positions to non-classified. He introduced Jason Crow, President of Staff Forum.

Academic Affairs – Dr. Brad Baine

Dr. Baine gave a summation of his board report and asked for any questions from the board. He asked for any questions concerning the Academic proposals referenced and shared a few additions since his submission. There has been a large increase in credentials awarded. The Prior Learning Credit manual was explained. This will be presented to Faculty Forum for feedback. LETA graduation is scheduled for November 18 with Poinsett County Sherriff, Kevin Molder speaking. Sherriff Molder is a former LETA instructor.

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 and covered extensively. The FY '21 audit has been released and reviewed. This will be presented for Board approval in

Action Items. The office has one personnel change with Linda Anderson moving from payroll to an accounting position. Projects were updated. Dr. Eggensperger addressed the funding for various projects and how funds were procured to cover these costs without dipping into reserves. He commended the college on their efforts to adopt responsibility budgeting but rather use deferred maintenance fees, grants, etc. to fund these projects with each being tied to the Strategic Plan. Chair Collins commented on the attractive interior updates and remodeling. Vice President Stone said the next phase should include attention to the exterior landscaping.

Student Affairs – Jason Smith, JD

Jason Smith, Vice President of Student Affairs, referenced his board summary. Recruitment efforts have become a bit easier with the newly upgraded interior areas, making a better impression on prospective students. He highlighted the recent enrollment increase and commended his staff on their efforts. Student Affairs, with the help of the IT Department is moving to a new software system that will save the college \$50,000 per year. The Student Government Association is showing a robust increase in their membership and involvement. All officer slots are now filled. Student Life is becoming more active and visible on campus.

Institutional Advancement – Karen Liebhaber

Karen Liebhaber, Vice President of Institutional Advancement reported on recent fundraising efforts by the BRTC Foundation. She highlighted the Annual Golf Tournament and recent Holocaust Survivor Series. Shawna Lepard has been promoted to Development Specialist. The Grand Opening for the Piggott location will be held on November 14 with the Governor attending. Members were invited to be a part of this event. BRTC Paragould will host Business After Hours on January 18. More information will be shared. The Fire Science Scholarship fund will host a fundraiser on February 10. This scholarship is a way to offset student expenses. The office is undergoing training on new software for Foundation accounting. A new BRTC commercial will be released soon. The proposal for the barracks will be resent through committee on November 15.

Human Resources – Julie Edington

Executive Director of Human Resources, Julie Edington was not present. She was in Little Rock representing BRTC at legislative hearings. Dr. Eggensperger told the Board that information concerning an increase in insurance will be shared in Executive Session.

Institutional Effectiveness – Sissy Gray

Sissy Gray, Executive Director of Institutional Effectiveness, highlighted the Strategic Plan with the closeout of the recent Annual Plan. The Assessment Progress report was shared with this being the 6th year this has been published. It will be updated when ADHE releases information pertaining to this report. The update will be sent via email when complete. The college is on schedule with plans for the April 2023 Higher Learning Commission site visit. The Assurance Argument will be shared in December. Thursday, November 10, BRTC will host a visit from HLC Liaison, Dr. Linnea Stenson. Dr. Eggensperger encouraged members to attend a luncheon with Dr. Stenson. Faculty and staff have been attending training to help prepare for the 2023 site visit and become more comfortable with the process.

Paragould Operations – Priscilla Stillwell

Priscilla Stillwell, Paragould Executive Director, was not present. In her absence, Dr. Eggensperger shared her summary and told members that she was attending a Work Force meeting in Jonesboro representing BRTC. He also shared news that with BRTC being the recipient of the Governor's Quality Award, the Baldrige National Quality Award program, BRTC will be featured in their advertising.

Action Items

1) Approval of FY '21 Audit

Vice President Stone shared information on the release and review of the FY '21 audit. David Coker made a motion to approve; seconded by Danny Moore. Motion carried.

2) Resolution for the DRA SeDap Grant

Vice President Stone shared information on this resolution. Danny Moore made a motion to approve; seconded by Sue McGowan. Motion carried.

3) Updated and Revised Policy and Procedures – Human Resources

In Executive Director Edington's absence, Dr. Eggensperger presented the policy updates and revisions to be considered. These changes are for clarity and consistency. Jeremy Baltz made a motion to approve; seconded by Bob Olvey. Motion carried.

New Business

There was no new business to be presented.

Other Business and Announcements

As a point of information, Jared Bassham, LETA Director, shared Executive Order 14074 with the Board. He explained the implications this has for the college and how BRTC is addressing this order. He made the Board aware of their role in this and why this information is being presented. While these new regulations are aimed at campus police department, it affects LETA because it is attached to the college. The items (15ea - M16A1 rifles, 15ea - M1911 handguns and 25ea - M14 rifles) issued by the Law Enforcement Support Office are used for training only and are never used for law enforcement functions. They certainly will not be used to suppress the First Amendment rights of BRTC students. The Board must be notified of any changes in the number of firearms currently possessed by BRTC.

Executive Session

Danny Moore made a motion for the Board to move to Executive session; seconded by Jeremy Baltz.

Following Executive session, Danny Moore made a motion to reopen the meeting; seconded by David Coker.

Adjournment

With no further business, a motion to adjourn was made by Danny Moore; seconded by Jeremy Baltz. Motion carried. The next quarterly meeting of the BRTC Board of Trustees will be held on February 2, 2023, on the Paragould campus.

A handwritten signature in black ink, appearing to read "Robert G. Olvey", with a long horizontal flourish extending to the right.

Robert G. Olvey, Secretary

November 3, 2022

*Meeting Dates: February 2, 2023 (Paragould); May 4, 2023 (Pocahontas);
 August 3, 2023 (Paragould); November 2, 2023 (Pocahontas)*