



BOARD OF TRUSTEES REGULAR QUARTERLY MEETING

May 4, 2023

Pocahontas Room-Gaines Technology Center

Pocahontas Campus

Members attending: Carolyn Collins, David Coker, Bob Olvey, Danny Moore, Sue McGowan, and Jeremy Baltz. Dr. Martin Eggenesperger and Cabinet Members and Executive Directors attending: Dr. Brad Baine, Rhonda Stone, CPA, Jason Smith, J.D., Dr. Karen Liebhaber, Julie Edington, Sissy Gray and Priscilla Stillwell. 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 those attending. The next regular quarterly meeting of the Trustees is scheduled for August 3, 2023, at Paragould.

Approval of the March 16, 2023 and April 4, 2023 Minutes

Sue McGowan made a motion to approve the minutes from March 16, 2023, and April 4, 2023; seconded by Bob Olvey. Motion carried.

President's Report – Dr. Martin Eggenesperger

Institutional Updates

Dr. Eggenesperger reported to the board that BRTC has undergone the required HLC review, Compliance review as well as various audits. All went well and will be reported on in more detail from cabinet members. He expressed his gratitude for the teamwork shown in working to complete these reviews, audits and budget completion.

Academic Affairs – Dr. Brad Baine

In referencing his summary, Dr. Baine, Vice President of Academic Affairs, asked for any questions from the board. The Black Hawk Brief from the Office of Academics is due out this week. He shared that BRTC has 599 individuals receiving degrees and/or certificates this semester. Action Items from Academics will be presented later in the agenda.

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. An update on projects was included in materials. Shannon Jacobson has been hired as the new IT Director and Kim Riddle is returning to BRTC working in student accounts. Interviews are scheduled for the Campus Police Supervisor. Highlights from her written summary were shared. An Action Item is on the agenda to approve the FY 2023-2024 budget. 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 10.59% year-to-date. Highlights were shared from his board summary. Board members were invited to Signing Day, Saturday morning in the Admin Lobby. SGA is working to complete their fourth legacy project, a fitness center on the Pocahontas campus. Members of SGA will present a resolution to the board at the August meeting. Due process

updates to institutional handbooks are being completed to comply with conduct code per state law. There were no questions from the board.

Institutional Advancement – Dr. Karen Liebhaber

Dr. Karen Liebhaber, Vice President of Institutional Advancement referenced the department summary provided. A current link to the enrollment tracker will be shared via email. Fundraising figures from the Foundation Board was shared as well as upcoming events. The BRTC website is undergoing revision work. Dr. Liebhaber shared that her work with the Legislature is resulting in more senators and representatives knowing who we are and what we do. Dr. Eggensperger told members that several in the legislature are providing leg-work to help with funding for the barracks. He is cautiously optimistic at this time. The board had no questions.

Human Resources – Julie Edington

Executive Director of Human Resources, Julie Edington referred to her summary, sharing recent new hires and advertised positions. The Employees Activities Board has worked to revamp milestone awards. She referenced a policy change/update to be voted on as an Action Item. Information on upcoming changes to insurance cost was shared. There were no questions from the board.

Institutional Effectiveness – Sissy Gray

Sissy Gray, Executive Director of Institutional Effectiveness, reported that updates from her department are included in the summary provided in the packet. She followed up on an email, sent Monday, containing the final HLC Team Report. As stated in the report, BRTC has met all criteria with no exceptions. In their conclusion, they wrote, "Kudos to the BRTC faculty and staff for writing a comprehensive assurance review and for their diligence in responding to questions throughout the campus visit. The Team was unanimous in determining Black River Technical College met all the criteria and core components required for reaffirmation with the Higher Learning Commission." This report will be shared campus-wide following this meeting. A round of applause expressed appreciation to Sissy for a job well done. On behalf of the board, Chair Collins, expressed their pride in the efforts of all who helped make this report a reality.

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. Industry training has resulted in more opportunities to help train others who have heard about BRTC through word-of-mouth recommendations. The department is working on new signage, painting, reorganizing class space and working on lab space for automation technology and robotics. They are currently wrapping up the semester and gearing up for summer classes. The board had no questions.

Action Items

1) Resolution to Recognize Changes to the Academic Curriculum

a) Agriculture

Dr. Brad Baine presented information on this resolution. Bob Olvey read the resolution and made the motion to approve the changes. Jeremy Baltz seconded the motion. Motion carried.

b) LPN to RN Transition Pathway

Dr. Brad Baine presented information on this resolution. Bob Olvey read the resolution and made the motion to approve the changes. Jeremy Baltz seconded the motion. Motion carried.

2) Proposed FY 2023-2024 Budget

Rhonda Stone presented information on this action item. She explained the process, thanking the budget committee and budget managers for their work in this matter. The college is again able to put 15% in reserves working to reach the goal of having one year's operating expenses in reserves. This budget includes a 2% COLA for FY24 as well as implementing education increments for all non-classified employees. Jeremy Baltz read the resolution and made a motion to approve the FY 2023-2024 budget with adjustments to be made as needed during the fiscal year in accordance with the budget strategy. David Coker seconded the motion. Motion carried.

3) Updated Policy 6152, Career Service

Julie Edington presented information, explaining the rationale for the verbiage change in this policy. This policy will now reflect and align with state law per Arkansas code 21-5-106 in that 12-month, fulltime, nonfaculty members will receive this benefit. Danny Moore read the resolution to accept this update to the Policy and Procedures Manual as presented by Administration. The motion was seconded by Bob Olvey. Motion carried.

4) Resolution to Approve the 2023-2024 Course Catalog

Dr. Eggenberger addressed the resolution and asked that this be tabled as more review was needed before completion. Sue McGowan made a motion to table this resolution and revisit it in August following complete review. Bob Olvey seconded the motion. Motion carried.

New Business

There was no new business to be discussed

Other Business and Announcements

1. CAIC Training at Northwest Arkansas Community College

Dr. Eggenberger presented information to members about the training session to be provided in NW Arkansas on June 26, 2023.

Executive Session

Danny Moore made a motion for the board to go into executive session; seconded by Bob Olvey. Motion was unanimous. Following Executive Session, Danny Moore made a motion to reopen the meeting; seconded by Jeremy Baltz. Motion carried.

1) Employment of Personnel

a) Personnel

Bob Olvey read the resolution and made the motion to employ the attached list of personnel for the fiscal year 2023-2024, as recommended. Danny Moore seconded the motion. Motion carried.

b) Provisional Positions

Jeremy Baltz read the resolution to approve the 44 provisional positions when funding for such positions is received from outside sources. David Coker seconded the motion. Motion carried.

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Adjournment

With no further business, a motion to adjourn was made by Danny Moore; seconded by Bob Olvey. Motion carried. Meeting adjourned at 2:40 p.m. The next quarterly meeting of the BRTC Board of Trustees will be held on August 3, 2023, on the Paragould campus.



Robert G. Olvey, Secretary

May 4, 2023

Future Meeting Dates: August 3, 2023 (Paragould); November 2, 2023 (Pocahontas);
 February 1, 2024 (Paragould); May 2, 2024 (Pocahontas)