



BOARD OF TRUSTEES REGULAR QUARTERLY MEETING

Pocahontas Campus

May 09, 2024

3:00 PM

Board Officers present: Carolyn Collins, Chair and Bob Olvey, Secretary. Board Members present: Jeremy Baltz, Dr. Martin Eggensperger, Sue McGowan and Danny Moore. Board Officers absent: David Coker, Vice Chair. Cabinet Members and Executive Directors attending: Dr. Brad Baine, Julie Edington, Sissy Gray, Dr. Karen Liebhaber, Jason Smith, J.D., Priscilla Stillwell, and Rhonda Stone, CPA. Others present: Cami Alexander and Phillip Dickson. Laura Tribble was present to record the minutes of the meeting.

Carolyn Collins called the meeting to order at 3:00 PM, welcoming all attending.

Approval of the March 07, 2024 Minutes

Carolyn Collins presented the March 07, 2024 minutes. Danny Moore made a motion to approve those minutes. Bob Olvey seconded the motion. All approved. Motion carried.

Recognition of the Board Officers and Committee Makeup

Carolyn Collins read the list of officers for the upcoming year:

Carolyn Collins, Chair of the Board

David Coker, Vice Chair

Bob Olvey, Secretary

Committee makeup was listed next with Chair Collins noting that she is always the Ex Officio in each committee.

Personnel Committee:

Sue McGowan, Chair

Jeremy Baltz, Vice Chair

Danny Moore

Finance and Facilities Committee:

David Coker, Chair

Bob Olvey, Vice Chair

Danny Moore

Academic Affairs Committee:

Jeremy Baltz, Chair

David Coker, Vice Chair

Bob Olvey

Collins noted that this was recognition only with no need for anything else.

President's Report – Dr. Martin Eggensperger, President BRTC
Institutional Updates

Dr. Eggensperger welcomed everyone and summarized the following key points in his report: refinement of assessment processes, annual strategic plan, \$1.7 million DOL grant, admissions and student engagement, facilities renovation of the library and welding lab, and the upcoming LETA barrack construction. He noted that the institutional budget, the financials, college catalog, student handbook and other updated policies are enclosed and ready for the Board's review.

Academic Affairs – Dr. Brad Baine, Vice President

Dr. Baine noted he met with board members last week in committee meetings and there are action items to discuss later. He announced there are 340 students who completed degrees and certificates and 530 credentials that will be awarded. Ninety-one graduates have committed to commencement tonight. The Board had no questions.

Finance and Administration – Rhonda Stone, CPA, Vice President

Rhonda Stone summarized the FY 24 Budget to Actual Report, combining the bookstore and coffee shop in Paragould, the modest increase in costs at the coffee shop and grill, and the fact that Finance and Administration is fully staffed. She also noted the upcoming construction of the barracks, slated for some time in September, and the current welding shop and walking trail projects. Rhonda discussed the IT Security Brief that was handed out, stating Shannon Jacobsen has been upgrading and improving our systems with regard to cyber security. We will be working with the cyber security and infrastructure security agency that David Coker referred. The Board had no questions.

Student Affairs – Jason Smith, J.D., Vice President

Jason Smith highlighted things from the Students Affairs summary which included mobile registration, the fitness studio, and recent VA audit with our final report due in a couple of weeks. He reviewed three components of the Title III Grant which included career readiness, durable skills, and a re-engagement campaign. Fall enrollment is up. The Board had no questions.

Institutional Advancement – Dr. Karen Liebhaber, Vice President

Dr. Liebhaber reminded everyone that the fiscal year ends on June 30th so there's still time to get our growing strong donation in. She thanked everyone for coming to the Mary Helen Jackson Children's Reading Room Grand Opening. We have another naming and grand opening that will be occurring in the near future. We had an almost record year on the Spring Soiree, with it being the second largest we've ever had. The Golf Tournament date is September 27th, with the rain day being the following Monday. Biannual legislative session starts in January. The Board had no questions

Human Resources – Julie Edington, Executive Director

Julie Edington listed some of the recent positions that had been filled. Her office has been performing performance evaluations and updating job descriptions. The Outstanding Faculty and Staff selections have been completed and will be announced tomorrow along with the Milestone awards during our End of the Year Wrap Up. She invited all the board members to that event. The Board had no questions.

Institutional Effectiveness – Sissy Gray, Executive Director

Sissy Gray noted that they will be doing a review of our mission, vision, and values in the fall. She communicated in detail the significance of the Title III and DOL Grants and how they will affect not only BRTC but the community and local industries, Higher Ed, and local minorities as well as addressing

transportation issues for CTC students, food insecurity for students, and translation and mentoring services for the Marshallese population. The Board had no questions.

Workforce and Corporate Training – Priscilla Stillwell, Executive Director

Priscilla Stillwell detailed the school's ability to create customized classes for industries and the fact that we have communities outside our area that contact us and request classes. She noted that we received the Perkins Grant again for next year, \$107,000. Priscilla mentioned the following: new workforce training brochure, working with Piggott Chamber of Commerce to develop an Industrial Advisory Board, trying to create more classes in the Randolph and Lawrence County areas and the approval of classes by the Workforce Challenge Scholarship. Dr. Eggensperger took a moment to recognize how important the work that Priscilla's department does is to the college's identity and to the community. The Board had no questions.

Action Items

The following slate of resolutions was detailed by their respective department heads and presented to the Board by Dr. Martin Eggensperger:

1. Resolution to approve the 2024-2025 Course Catalog – Danny Moore made a motion to accept. Bob Olvey seconded the motion. All approved. Motion carried.
2. Academic Proposal – Bob Olvey made a motion to accept. Sue McGowan seconded the motion. All approved. Motion carried.
3. New Concurrent Instructional Site – Bob Olvey made a motion to accept. Jeremy Baltz seconded the motion. All approved. Motion carried.
4. Proposed FY 2024-2025 Budget – Sue McGowan made a motion to accept. Danny Moore seconded the motion. All approved. Motion carried.
5. 2024-2025 Student Handbook – Bob Olvey made a motion to accept. Sue McGowan seconded the motion. All approved. Motion carried.
6. Policies and Procedures Handbook Changes – Sue McGowan made a motion to accept. Danny Moore seconded the motion. All approved. Motion carried.

New Business

None

Other Business and Announcements

The next board meeting is in Paragould on September 5th.

Executive Session

Danny Moore made a motion to go into executive session. Bob Olvey seconded the motion. All approved. Following the executive session, Danny Moore made a motion to reopen the meeting. Bob Olvey seconded the motion. All approved. Meeting reopened.

Action Items from Executive Session

Carolyn Collins stated that the two agenda items from executive session and an additional item as listed below would be presented and voted on as one item. They are as follows:

1. Employment of Personnel – employ attached list of personnel for fiscal year 2024-2025 as recommended
2. Employment of 44 provisional positions for fiscal year 2024-2025 when funding for such positions is received from outside sources
3. Place Dr. Eggensperger on a 2-year rolling contract

Danny Moore made a motion to accept. Bob Olvey seconded the motion. All approved. Motion carried. Danny Moore asked for clarification that all three items were included in the one vote. Carolyn Collins confirmed.

Adjournment

With no further business, Carolyn Collins asked for a motion to adjourn. Danny Moore made a motion to adjourn. Jeremy Baltz seconded the motion. All approved. Meeting adjourned at 4:15 PM.



Robert G. Olvey, Secretary

05/09/2024

Date