



**Board of Trustees Meeting
Paragould Site – Room ITC105
August 1, 2019
12:30 p.m.**

Members present: Carolyn Collins, David Coker, Ruth Ann Ellis, Danny Moore, Bob Olvey, Ray Noel and Dr. Martin Eggensperger. Member absent: Doug Cox. Guests: Karen Liebhaber, Jason Smith, J.D., and Priscilla Stillwell. Vickie French was present to record the minutes of the meeting.

APPROVAL OF MINUTES

Ruth Ann Ellis moved to approve the minutes of the quarterly meeting of May 9, 2019, as presented, with a second by Bob Olvey. Unanimous.

PRESIDENT'S REPORT: Dr. Martin Eggensperger

Personnel Changes

Dr. Eggensperger shared information regarding personnel changes occurring through natural attrition, no one was fired. This has presented the opportunity to streamline operations in the Enrollment Management office at Pocahontas and Paragould, Institutional Advancement, Distance Education, and Nursing and Allied Health. These restructuring efforts are to promote overall cohesiveness and fiscal stability along with removing some silos on campus. Dr. Eggensperger stated everyone is doing their very best and he commends their efforts. Everyone saw the challenges with the berm, with the budget, and everyone is working together to make sure we are the best stewards of the state's money.

Policies and Procedures Updates

Danny Moore moved the Board of Trustees for Black River Technical College accepts the updates for the Policies and Procedures Manual as presented by Administration. David Coker seconded the motion, which was unanimously approved by the board.

Phase II – Flood Mitigation Plan

Dr. Eggensperger stated that the board's Finance and Facilities Committee met in July to discuss the flood mitigation options along with Ben DeClerk, of DeClerk-Throesch Engineering, Mark Cahoon, on-call architect with Cahoon Steiling Architecture of Jonesboro, and key individuals on campus. Ronnie Walker summed up the three different options for members and guests. The berm option, he stated, was much more practical and the best approach on practicality. Ben DeClerk added, the berm scenario is not going to be entirely berms. It will involve some walls and pumps and it will require personnel, but not as much as the other options. It will be more reliable and longer-lasting. Mark Cahoon stated, Mr. DeClerk is the right engineer on the job, and looks forward to going forward.

Bob Olvey moved to approve Phase II using the berm option for flood control on BRTC's campus, with a second by David Coker. Unanimous.

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Annual Trustees Conference

The Annual 2019 Trustees Conference is scheduled for Friday, November 1, 2019, at UA Pulaski Tech beginning at 9:00 a.m. – 4:00 p.m. As the date gets nearer, registration will open up and Vickie French will take care of that once learning who plans to attend.

Faculty and Staff Inservice

Board members were invited to the morning session of Inservice on Monday, August 12th, in the RCDC. Dr. Eggensperger and the vice presidents will share updates regarding HLC, the planning and budgeting process, where BRTC is financially and where we want to be financially. Updates on the flood mitigation berm project and many other topics will be discussed.

ACADEMIC AFFAIRS

ADHE

In Sissy Gray's absence, Dr. Eggensperger reported there were several things going on regarding curriculum. Mrs. Gray has been getting caught up with the Arkansas Department of Higher Education with certificates and our program proposals. ADHE met on July 26th and approved the entire slate of changes to BRTC's certificates of proficiency and program viabilities so there were no challenges whatsoever.

The following items were submitted to ADHE:

- BRTC Placement Policy
- Annual Review of Faculty Performance
- CP in Criminal Justice (will be offered to TOPSS students)
- CP in Agriculture (will be offered to TOPSS students)

The following items are currently being prepared to send to HLC (previously approved by ADHE):

- Associate of Science in Education
- Associate of Science of Liberal Arts and Sciences
- Associate of Science in Business.

Allied Health

A Certificate of Proficiency in the Phlebotomy curriculum revision was approved by ADHE in April, but denied financial aid eligibility by the Department of Education. In order for students to receive financial aid for Phlebotomy, students will be placed under the AAS General Technology Health Professions Degree Plan. A Letter of Notification will be sent to ADHE and HLC to reverse the revised curriculum back to the 12 or 17 credit hours instead of the recently approved 17 credits; adding back the option to take Foundations of A&P in lieu of Human Anatomy & Physiology/Lab I and II.

The Technical Certificate for Nutrition and Foodservice Management has been approved for delivery in the traditional or online format and a Letter of Notification was submitted to ADHE for the AHECB meeting in July.

Letters of Notification were submitted for the change to the Phlebotomy Certificate of Proficiency, the change to the PN curriculum, the deletion of the AAS General Technology Health Professions LPN Option Only pathway, and a Letter of Notification for the traditional RN pathway has been completed and sent to Sissy Gray for submission to ADHE for the October AHECB meeting.

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RN Program Update

The feasibility study for the proposed traditional RN pathway has been submitted to the Arkansas State Board of Nursing. It will be heard by the Education Committee on September 12, 2019.

The proposal for the curriculum revision of the current Practical Nursing program has been submitted to the Arkansas State Board of Nursing and will be heard by the Education Committee on September 12, 2019.

We are working closely with Arkansas Methodist Medical Center in Paragould to possibly develop a strategic partnership with AMMC to house the RN program on their campus in the Professional Office Building. This will require some renovation. Barry Davis, President/CEO of AMMC, will be meeting with the AMMC Board in the next few weeks.

Grant Applications

An application for a Rural Development Authority States' Economic Development Assistance Program (DRN/SEDAP) to potentially help with the groundwork and prep work for the new building and expansion of the RN program to Paragould, has been submitted.

An application for a Blue and You Grant for simulation equipment for the Paragould nursing program has been submitted.

An application for the AR Department of Health EMS Training Site Trauma Grant has been submitted and we anticipate receiving this again this fiscal year.

Partnerships

The University of Texas Arlington (UTA) has also offered to accept ARNEC RN graduates who choose to move on to a BSN program. They do not wish to develop an MOU, as they evaluate each RN applicant on an individual basis.

An MOU with Henderson State University for our AAS Registered Nursing has been signed, allowing students the option to articulate into their BSN program.

Business and Technology Programs

BRTC Campus Site Director for Paragould, Priscilla Stillwell, stated after visiting several industries in the area with Dr. Eggensperger, she and GCITC will choose members for an advisory group that will help them make sure the curriculum offered is what they need. Plans are to schedule a meeting with individuals representing electricity, welding, and machine tool from each industry to give advice on career paths they would like to see for their particular industry and what skills are needed. This will present an opportunity through Corporate and Community Education, or align it with degree plans that we already have to help these industries get what they want in Greene County.

Associate of General Studies

Donna Statler, Dean of General Studies, said the Associate of General Studies has been submitted to ADHE and it will be on the October agenda for consideration. The degree consists of 15 general education core classes, the remaining 45 hours can basically be anything we offer. The 60 hours total for the degree will be financial aid eligible, and is believed to capture more students, which in turn will help us with performance funding. Ruth Ann Ellis moved to approved the submission of the Associate of General Students to the Arkansas Department of Higher Education for approval, with a second by Bob Olvey. Unanimous.

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Partnerships with Four-Year Institutions

Dr. Eggensperger stated he's recently had discussions with several four-year institutions regarding partnering to offer four-years degrees at BRTC. We are excited about the possibility of BRTC becoming a university center, a place where students can go without having to leave Paragould or Pochahontas to get their four-year degree.

2019-2020 BRTC Course Catalog

Bob Olvey moved to approve the 2019-2020 BRTC Course Catalog which was emailed to members, with a second by David Coker. Unanimous.

ENROLLMENT MANAGEMENT: Jason Smith, J.D.

Updates

Jason Smith, Enrollment Management, said Welcome Week is coming up which will be a full week of activities when students return to campus on August 19th. There will be t-shirt giveaways and food, pizza with the President, directions and donuts stations around campus.

One of the more substantial changes Mr. Smith has put in place since he has been here is new student orientation. Moving from fully-online orientation, they have developed a hybrid system. The on campus orientations have been kept short and small, with approximately 165 students attending to date. The online orientation is still available.

Special parking signs for new students and prospects as well as visitors have been added to the designated parking spaces in which names can be added. Photos are taken with students to share on their media accounts.

FINANCE

Promotional Items Appropriation and Funds Transfer for FY 19-20

David Coker moved that the Board of Trustees authorizes the line item transfer of cash appropriation and monies from operating expenses into a special appropriation line item to be used for the acquisition of promotional items not to exceed \$80,000 for FY20. Bob Olvey seconded the motion. Unanimous.

Comparison of FY18 to FY19 Operating Budget to Actual 6/30/2019

A detailed listing of tuition, fees, and other income was provided for comparison along with the expenditures for Operating E & G – Fund 1.

Auxiliary Comparative Statement of Revenues and Expenses

A detailed listing of revenues and expenditures from the bookstore, online bookstore commission, cafeteria and vending, for Auxiliary – Fund 3 was provided for comparison.

INSTITUTIONAL ADVANCEMENT: Karen Liebhaber

Updates

The "2020 Growing Strong" Annual Campaign is off to a good start. Giving can be routed many different ways. There are restricted scholarship, SEAS (Special Events & Activity Support) funding, REACH sites, or unrestricted. Memorial gifts are also a good way to give.

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A REACH descendent has endowed a scholarship of \$200 each fall for a deserving student.

The River's Edge has gone online and will be emailed each Tuesday at 10:00 a.m.

The annual IBERIABANK/BRTC Foundation Golf Tournament is scheduled for Friday, October 4, 2019, at Rolling Hills Country Club. Melissa Wright-Davis of the BRTC Foundation Board is chair of the tournament. Michael Hallmark is a new member of the Foundation Board.

Details are being finalized for the "Dr. Jan Ziegler - Pay Back to Go Forward Scholarship" named in her honor, serving as interim president for BRTC during a critical time for the college.

Business After Hours is scheduled at BRTC in the BT Student Lounge on Monday, September 16, beginning at 4:30 p.m. Please make plans to attend.

The Holocaust Survivor Series is scheduled for October 29-30, with morning presentations on each day at 9:00 a.m. which will be attended by students from area high schools. The evening presentation will be October 29, at 7:00 p.m. Please make plans to attend.

ADJOURNMENT

Ruth Ann Ellis moved to adjourn at 1:55 p.m. with a second by Danny Moore. Unanimous.



Ruth Ann Ellis, Secretary

August 14, 2019

Also attending:

Dana Bradford
Mark Cahoon – Cahoon Sheiling Architects
Ben DeClerk – DeClerk - Throesch Engineering
Janna Guthrey
Tonya Hankins
Ramonda Housh
Brandon Smith – Pocahontas Star Herald
Donna Statler
Ronie Walker