



## **BOARD OF TRUSTEES REGULAR QUARTERLY MEETING**

**Pocahontas Room of Gaines Technology Building**

**May 5, 2022**

**12:30 p.m.**

Members present: David Coker, Bob Olvey, Danny Moore, Stephanie Sutton and Dr. Martin Eggenesperger. Member attending via Zoom: Carolyn Collins and Sue McGowan. Jeremy Baltz joined via phone. 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.

David Coker, Board Vice 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 August 4, 2022, at Paragould.

### **Approval of the November 4, 2021 Minutes**

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

### **President's Report – Dr. Martin Eggenesperger Institutional Updates**

Dr. Eggenesperger welcomed all those attending. In referencing his summary report, he stated that the campus is staying active. He commended all on how hard everyone is working, doing more with less, and still meeting the needs of students and maintaining their budgets.

### **Academic Affairs – Dr. Brad Baine**

Dr. Baine gave a summation of his board report and asked for any questions from the board. In recognition of Teacher Appreciation Week, he commended the BRTC faculty on a job well done. Spring Commencement is scheduled for May 12. Academics is anticipating 872 completers with 2,477 total credentials to be awarded. Dr. Baine and CTC Coordinator, Darendia Kersey recently attended a CTC meeting at Saline County. Open positions in Academics was shared with the board.

### **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. New budget proposal will be addressed in Action Items. Recent personnel changes were shared. Grant information and recent awards are addressed in the summary report. A list of current, completed and upcoming projects was shared.

### **Student Affairs – Jason Smith, JD**

Jason Smith, Vice President of Student Affairs, referenced his board summary. This is the second year for Student Affairs to actively preregister high school graduates. To date, 87 of these students have been registered. The Second Annual Marshallese Day was well attended. Trap Shooting activities are underway with practice

being held at the Corning facility. Pocahontas is working on a local facility that will also be used upon completion. The Registrar's office is working on degree audits in preparation for Spring Commencement. In explaining the difference in calculating on schedule and off schedule classes, he told the board that SSCH is up 2.5% with an increase of 4.9% in headcount and 2.4% rise in FTE. These are the best statistics since 2019. There were no questions from the board.

#### **Institutional Advancement – Karen Liebhaber**

Karen Liebhaber, Vice President of Institutional Advancement told members that the enrollment tracker is again active on the Portal. In Foundation business she shared the rise in employee participation in donating to the Foundation through various means such as \$1 Jeans Days and the Annual Christmas Auction. 100% of Administration, Foundation Board and Board of Trustees are donating to Foundation programs. All were thanked for their generous involvement. The Annual 5K/OK Scholarship Run is scheduled for May 14 at Paragould. The website is in the process of being updated. She and Dr. Eggenesperger plan to attend the Arkansas Rural Development Conference in Little Rock next week. Dr. Eggenesperger asked Karen to address BRTC's submission to the Arkansas Governor's Quality Award program. This is an ongoing program affording the opportunity to receive both state and national recognition.

#### **Human Resources – Julie Edington**

Executive Director of Human Resources, Julie Edington shared the list of new hires and the list of open positions being advertised and interviewed at this time. Summer hours will go into effect May 16. Policy revisions and additions will be addressed in action items. There were no questions from the board.

#### **Institutional Effectiveness – Sissy Gray**

Sissy Gray, Executive Director of Institutional Effectiveness, shared two reports included in the appendices. Members received copies of the BRTC Multilocation Visit by HLC and results from the RNL College Employee Satisfaction Survey from Fall 2021. Work is continuing on the productivity funding model. Dr. Eggenesperger asked Sissy to address the recent HLC Conference. Information was given on the two dominating themes of the conference: 1) a national push for micro credentialing and 2) the increased attention higher education is giving to diversity, equity and inclusion. BRTC's response to these was shared. 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 has launched its first class following the model set by Pocahontas CCE. Priscilla told the board about the positive dialog she is hearing in and around Paragould concerning BRTC. The board had no questions.

#### **Action Items**

##### **1) Academic Proposals – Office of Academics**

Dr. Brad Baine presented a resolution to the Board requesting recognition of changes to the academic curriculum pertaining to CP in Industrial Robotics, CP in Robotics Operation and TC in Industrial Automation. Board member, Stephanie Sutton made the following motion: Therefore, be it resolved, that the Board of

Trustees of Black River Technological College formally recognizes the presented academic curriculum changes. The motion was seconded by Danny Moore. Motion carried.

**2) Proposed 2022-2023 Budget – Office of Finance and Administration**

Rhonda Stone presented resolution requesting the approval of the FY 2022-2023 operating budget. Danny Moore made the following motion: Therefore, be it resolved, that the Board of Trustees of Black River Technical College Board of Trustees approves the proposed budget strategy including the proposed summary budget for FY23 for adoption beginning July 1, 2022, and ending June 20, 2023, with adjustment to be made as needed during the fiscal year in accordance with the budget strategy. Stephanie Sutton seconded the motion; motion carried.

**3) 2022 – 2023 Catalog – Office of Student Affairs**

Board Secretary, Bob Olvey, made a motion to approve the 2022-2023 Catalog. The motion was seconded by Danny Moore. Motion carried. A printed copy of the catalog was available for review.

**4) Updated and New Policy and Procedures – Human Resources**

Julie Edington shared the slate of updated and new policies and procedures which included revisions to Policies 5130-Promotions and Demotions, 6161-Military Leave, and 7130-Evaluation of Transferred Credit; as well as the addition of Policy 6162-President’s Designated Work Days. Stephanie Sutton made the following motion: Therefore, be it resolved, that the Board of Trustees for Black River Technical College accept the updates and additions for the Policies and Procedures Manual as presented by Administration. Bob Olvey seconded the motion. Motion carried.

**New Business**

There was no new business to be discussed.

**Other Business and Announcements**

There was no other business to be discussed. Members were given a list of upcoming dates of various college events, graduations, etc.

**Executive Session**

Danny More made a motion that the board adjourn into executive session. Motion was seconded by Bob Olvey; motion carried.

Following executive session, Danny More made a motion to reconvene the board; seconded by Bob Olvey. Motion carried.

Danny Moore made the following motion: Therefore, be it resolved, that the Board of Trustees of Black River Technical College employ the attached list of personnel for the fiscal year 2022-2023, as recommended. Motion was seconded by Bob Olvey. Motion carried.

Bob Olvey made the following motion: Therefore, be it resolved, that the Black River Technical College Board of Trustees approves the 44 provisional positions authorized for the college in AC~6-63-305 for the fiscal year 2022-2023. The College administration will only establish and use positions when funding for such positions is received from outside courses. Motion was seconded by Danny Moore; motion carried.

**Adjournment**

Prior to adjournment, Dr. Eggenesperger reminded Board Members of the June 2, 2022, Board Training/Orientation being hosted on the BRTC Pocahontas campus to be attended by the Consortium of Arkansas Independent Colleges. With no further business, a motion to adjourn was made by Danny Moore; seconded by Bob Olvey. Motion carried. The next quarterly meeting of the BRTC Board of Trustees will be held on August 4, 2022, on the Paragould campus.



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Robert G. Olvey, Secretary

May 5, 2022