

Maysville Community and Technical College

Board of Directors

Tuesday, January 22, 2008

Maysville Campus

Present: Avi Bear, Charles Calvert, Nina Clooney, Angie Potter, Lillian Rice, Russ Ward, Steve Zweigart

Absent: Virginia Butler, Brittany Hutten, Dr. Kimberly Williams

Guests: Jamie Brown, Barb Campbell, Steve Ratliff, Sandy Smallwood, Dr. Ed Story, Hope Tyson-Rabe, Steve Winfrey

Mailed: September 18, 2007 Minutes
Substantive Change Policy Statement
Substantive Change Timeline, Montgomery County and Paris Extensions
Facilities Report

Handouts: FY 2008 MCTC Revenue & Expenditure Budget Summary
Distance Learning Enrollment Report
Community & Economic Development Class Schedule

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 5:57 p.m. Chair Calvert welcomed guests and thanked everyone for coming. The Chair welcomed new member, Mr. Steve Zweigart and reappointed member, Ms. Nina Clooney.

Approval of Minutes

Minutes were approved for the September 18, 2007 meeting.

Action: Motion to approve the minutes was made by Avi Bear and seconded by Lillian Rice. Motion carried.

Budget Cut Update

Discussion: Dr. Story provided an update to the board on the budget cut mandated by the Governor and how it would affect the college. Maysville Community and Technical College has returned \$227,400 (1.5 percent) out of the contingency funds. The recurring budget cut to be implemented for the 2008-09 year is 3 percent. Dr. Story reported that he expects another budget cut by KCTCS within the next two weeks.

Chair Calvert inquired if other colleges were in similar situations. Dr. Story replied that some colleges were operating at a deficit; however, since Maysville had carry forward funds, the college will not lose any programs or services for the remainder of the year. He informed the board that KCTCS had to return over \$6 million. Dr. Story expressed the college's commitment to continue to provide quality education.

Action: Information only.

Budget 2007-2008 Update

Discussion: Steve Winfrey reported on the 2007-2008 budget, explaining the breakdown of individual expenses within the budget. Mr. Winfrey informed board members that \$1.8 million was received in carry forward and has been allocated. Total budgeted revenue is at \$19.4 million. He pointed out that personnel expenses make up 63 percent of the budget. Mr. Winfrey stated that fall tuition revenue was at 103 percent of what was budgeted while spring tuition revenue is at 108 percent. He also noted that total tuition and fees account for 64.5 percent of revenue compared to 53 percent last year. Year-end revenue is expected to be at the budgeted amount, according to Mr. Winfrey.

Chair Calvert inquired if the contingency reserve was the amount to be returned due to budget cuts. Mr. Winfrey noted that the contingency reserve, \$910,000, was the amount that KCTCS required the college to keep on reserve. The 1.5 percent returned to KCTCS was taken from additional funds within the reserve, leaving the required balance of \$910,000 in the contingency reserve.

Action: Information only.

Substantive Change and SACS Update

Discussion: Dr. Story provided an update to the board on the substantive change process, noting that a substantive change is required by SACS when more than 50 percent of a program will be offered at a site. The college is currently working on a substantive change for the Paris and Montgomery Extensions.

Dr. Story informed the board that Dr. Joseph Silver, the college's SACS liaison, had been invited to visit the college to review and provide feedback on the Quality Enhancement Plan and Compliance Certification. Dr. Silver will be meeting with the SACS Leadership Team and Quality Enhancement Plan Committee on January 23. The college will be submitting a report in March and the SACS team will make an on-site review in October. Reaffirmation is expected in June 2009.

Action: Information only.

Corrections Update

Discussion: Dr. Story provided an update on the changes taking place in the corrections education. The corrections programs are now under KCTCS and have been assigned to college districts. The Eastern Kentucky Correctional Complex (EKCC) and Little Sandy Correctional Complex (LSCC) have both been assigned to Maysville Community and Technical College. Approximately \$35,000 from the corrections budget has been cut by the executive order. Dr. Story further noted that he expects Maysville will be allocated approximately \$1 million to maintain the corrections programs for the next fiscal year.

Action: Information only.

Facilities Update

Discussion: Dr. Story reported that opening bids for the new building on the Maysville Campus would take place on January 24. He discussed how the community may be concerned about expenses of a new building when faced with budget cuts; however, the building funds were not allocated into the operating budget but as a separate allocation and therefore would have no bearing on the funding returned to KCTCS. Dr. Story expressed his anticipation to be back on track for the Licking Valley and Rowan Campus projects.

Chair Calvert inquired if the college knew who the architect would be. Dr. Story acknowledged this decision had not been made.

Avi Bear inquired if the budget reduction would affect the funds put aside for the Licking Valley addition. Dr. Story replied that he was unsure at this time.

Action: Information only.

Enrollment Report

Discussion: Sandy Smallwood reported on Spring enrollment. Enrollment total as of January 18 is 2,218 with 1,208 at the Mayville Campus, 469 at Licking Valley, and 541 at Rowan. She noted that enrollment is up 234 students from Spring 2007 and students will continue to be entered until April.

Dr. Story provided the board with a handout on distance learning enrollment. He pointed out that there are over 4,000 students enrolled in 163 classes.

Action: Information only.

Meeting Schedule and Locations

Discussion: Meetings are scheduled to be held March 18, Rowan Campus, May 20, Maysville Campus, and September 23, Maysville Campus (tentative).

Action: Information only.

Announcements

Discussion: Chair Calvert expressed the board's appreciation and support for Dr. Story in his position as interim president.

Barb Campbell distributed the Community and Economic Development class schedule for Spring.

Action: Information only.

Adjournment

Nina Clooney made a motion to adjourn the meeting at 6:36 p.m. Russ Ward seconded the motion. Motion carried.

Respectfully submitted,

Angie Potter, Board Secretary

Hope Tyson-Rabe, Recorder