

Maysville Community and Technical College

Board of Directors

Tuesday, March 16, 2010

Rowan Campus

Present: Avi Bear, Tabatha Butler, Charles Calvert, Nina Clooney, Lillian Rice, Russ Ward, Dr. Kimberly Williams

Absent: Virginia Butler, Brittany Moore, Steve Zweigart

Guests: Dr. Dana Calland, Stanley Click, George Jones, Dr. Juston Pate, Tracy Royse, Kay Seither, Sandy Smallwood, Pam Stafford, Dr. Ed Story, Hope Tyson-Rabe, Steve Winfrey

Mailed: January 19, 2010 Minutes
Revised Mission Statement
Revised Strategic Initiatives and Draft Five-Year Strategic Goals
FY 2010 MCTC Revenue & Expenditure Budget Summary
Project Status/Facilities Report
Board of Directors By-Laws

Handouts: 2009-2010 Kiser Paris Extension Report

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:17 p.m. Chair Calvert welcomed guests and thanked everyone for coming. He also thanked Stanley Click and members of the Rowan Campus for hosting the Board meeting.

Approval of Minutes

Minutes were approved for the January 19, 2010 meeting.

Action: Motion to approve the minutes was made by Dr. Kimberly Williams and seconded by Lillian Rice. Motion carried.

New Mission Approval

Discussion: Pam Stafford reviewed the changes in the mission, explaining that the mission statement will go before the Board of Regents for approval if approved by the Board of Directors. She also discussed the new Strategic Plan for 2010-2016. Ms. Stafford explained the process, specifically that the faculty and staff had reviewed the mission statement, revisions had been provided by Administrative Council, with final approval by the faculty and staff. She further noted that the vision and values did not change.

Avi Bear discussed the importance of community, the need for community support, and relationship building.

Action: Motion to approve the mission was made by Avi Bear and seconded by Nina Clooney. Motion carried.

Strategic Plan Update

Discussion: Pam Stafford reviewed the updated Strategic Plan. She explained that the new initiatives had already been approved and that the 2010-2016 Strategic Plan will be presented for approval at the May Board of Directors meeting.

Action: Information only.

Budget 2009-2010 Update

Discussion: Steve Winfrey reported on the 2009-2010 budget. Mr. Winfrey informed board members that tuition was up by approximately \$.5 million. He discussed the expenses related to additional adjunct faculty which provided the coverage for increased enrollment. Mr. Winfrey reported that revenue was up \$1.7 million over budget for Spring. He also noted that expenses were still on track.

Avi Bear inquired as to what happens with end of the year surplus money. Mr. Winfrey responded that those funds are received back by the college in the form of non-recurring funds which are then allocated for non-recurring expenses. Charlie Calvert asked about the contingency funds. Mr. Winfrey informed the Board that \$900,000 must be kept in a contingency fund and that only KCTCS President, Dr. McCall can approve up to 25 percent to be used for an emergency.

Dr. Story reported an estimated two to five percent recurring budget cut, but will not be able to confirm until after April. He also reported that the Licking Valley Campus expansion and the Rowan Campus planning funds are still on the agenda. Dr. Story also discussed the positive effect of the advocacy campaign.

Action: Information only.

Enrollment Report

Discussion: Sandy Smallwood reported that enrollment has increased at almost every campus. She informed members that the current enrollment is at 3,676 an increase of 320 over the same date year. Ms. Smallwood also reported that there were approximately 300-325 still to be processed. She further noted an increase of 144 at Maysville, 262 at Licking Valley/Paris, and 182 at the Rowan Campus.

Action: Information only.

Facilities Update

Discussion: Tracy Royse provided an overview of the facilities report. Mr. Royse specifically pointed out the updates on the Administration Building renovation. He informed the Board of the expected completion date in July.

Action: Information only.

FIPSE Grant

Discussion: Dr. Dana Calland provided an overview of the FIPSE grant, noting only one was funded in the community and technical college system. Dr. Calland reported the grant was in the amount of \$490,000 and focuses on four initiatives:

1. Initiative One focuses on the development of a college prep program for adult learners.
2. Initiative Two focuses on the development and implementation of a career counseling program to assist adult learners in making informed decisions about their career and educational plans and to better prepare them for success in postsecondary education and training.
3. Initiative Three focuses on the development and implementation of a student performance monitoring system.
4. Initiative Four focuses on systemic evaluation of our developmental education program.

Action: Information only.

Paris Extension Update

Discussion: Kay Seither, Paris Extension Coordinator, discussed the handout and informed the Board that the extension had been renamed the Kiser Paris Extension in honor of the late Mayor Don Kiser and his commitment to bringing education to the Paris community. Ms. Seither noted that classes had grown from four to 34 credit classes in just three years. She also commended the Paris community on its unwavering support for the Extension.

Action: Information only.

Board Responsibilities

Discussion: Chair Charlie Calvert discussed the by-laws and reminded the Board of its charge:

1. Recommend a presidential candidate to the KCTCS President as necessary
2. Evaluate the college president annually and advise the KCTCS President of the president's performance
3. Approve budget requests for recommendation
4. Adopt and amend an annual operating budget and submit it through appropriate channels to the KCTCS Board of Regents
5. Approve and implement a strategic plan that is developed in coordination with local employers, civic leaders, campus constituents, and other postsecondary institutions in the region

Action: Information only.

Meeting Schedule and Locations

Discussion: The 2009-10 meeting dates were reviewed for May 18, at the Maysville Campus.

Action: Information only.

Announcements

Discussion: Dr. Story informed the Board of the revised Science Building dedication date of May 17. He discussed corrections education and the possibility of them no longer being with KCTCS. Dr. Story noted an estate settlement of \$158,000. He also informed the Board of Associate Professor, Alex Hycza's impending trip to England to study and work on research. Dr. Story also discussed the Department of Labor grant in which only four percent were funded, receiving \$2 million for the nursing program. This will help to fund an evening program at the Maysville and Licking Valley Campuses, providing state of the art labs, tutoring, and scholarships. Dr. Story thanked the Board for their continuing support and guidance.

Action: Information only.

Adjournment

Russ Ward made a motion to adjourn the meeting at 7:45 p.m. Avi Bear seconded the motion. Motion carried.

Respectfully submitted,

Tabatha Butler, Board Secretary

Hope Tyson-Rabe, Assistant Secretary