

**Maysville Community and Technical College**

Board of Directors

March 18, 2014

Rowan Campus

**Present:** Charles Calvert, Virginia Butler, Wendy Noble, Steve Zweigart, Avi Bear, Dr. Kimberly Williams, Kimberly Smith, Nina Clooney, Lillian Rice

**Absent:** Lynne Ellen Lindsay

**Guests:** Dr. Ed Story, Steve Winfrey, George Jones, Sandy Power, Cara Clarke, Dr. Juston Pate, Patricia Massie, Barb Campbell, Rebecca Morton, Hope Tyson, Russ Ward, Stanley Click, Kim Sparks, Dr. Dana Calland, Sherry Stacy

**Call to Order**

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:36 p.m. Chair Calvert thanked Mr. Ward and Mr. Click for hosting the dinner and meeting.

**Approval of Minutes**

**Discussion:** Minutes were approved for the September 17, 2013 meeting.

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

**Scholarship Gala**

**Discussion:** Cara Clarke, Resource Development Director, reported on the upcoming Scholarship Gala in celebration of the college's 45<sup>th</sup> anniversary. She elaborated that the Gala will have a student focus, honoring scholarship recipients. The Gala will also feature the Culinary Arts program students as they will prepare dinner for the event.

**Action:** Information only.

**Adult Education Program Update**

**Discussion:** Adult Education Director, Sherry Stacy, provided an overview of the Adult Education program, focusing on the services provided. She elaborated on the GED program, noting 410,000 Kentucky residents do not have a high school diploma or GED and that the Adult Education program focuses on 2 percent of that population. In addition to the GED program, Adult Education focuses on assisting students in tutoring to increase compass scores, English as a Second Language, job outreach, and workplace readiness. Chair Calvert inquired about recruiting for the program. Ms. Stacy responded that recruiting is accomplished through word of mouth and traditional advertising. She also informed members that there are currently 23 employees supporting seven counties.

**Action:** Information only.

**Enrollment Update**

**Discussion:** Patricia Massie provided an overview of enrollment, specifically noting current enrollment at 3,616, up 114 from Spring 2013. Ms. Massie noted that enrollment for the spring session is still being entered and that enrollment looks good. Ms. Massie discussed new strategies for increasing enrollment as developed by the Enrollment Management Team.

**Action:** Information only.

**Budget 2013-2014 Update**

**Discussion:** George Jones reviewed the budget report specifically noting tuition revenue is down 15 percent from projection. Mr. Jones noted a possible 2.5 percent budget reduction in the Governor's proposal and that the college currently holds a good fund balance.

**Action:** Information only.

**2013-14 Nonrecurring/2014-15 Recurring Budget Update**

**Discussion:** Dr. Story reminded Board members of the non-recurring/recurring budget process, specifically noting requests are submitted college-wide with the Administrative Council voting and ranking all requests. Requests are then funded according to rank and funds allocated. Dr. Story reported funding approximately \$1 million for non-recurring requests. No recurring requests have been funded at this time. Avi Bear inquired about fundraising efforts. Ms. Clarke responded that funds were easier to obtain for scholarships, buildings, etc. than for operating expenses. Many businesses donate in-kind with equipment for technical programs. Ms. Clarke commended the college's Grant Director, Andrea Calland, who is constantly seeking grants to assist with initiatives.

**Action:** Information only.

**Strategic Needs Analysis Approval**

**Discussion:** George Jones informed the Board of the process explaining that these requests were non-capital expenses such as positions, supplies, etc. Chair Calvert inquired how the funds were determined at KCTCS. Mr. Jones responded the college will receive a lump sum allocation; the college ranking helps determine allocation. The Board reviewed and discussed the requests.

**Action:** Motion to approve the SNA Operating Requests as submitted made by Steve Zweigart and seconded by Avi Bear. Motion carried.

**BuildSmart Initiative**

**Discussion:** Dr. Story informed members of the proposed BuildSmart Initiative allowing bonds to be funded for one project at each of the 16 KCTCS colleges. \$21 million has been allocated towards a new Rowan Campus and the college will need to raise \$7 million by June 2016. Dr. Story noted that a fundraising campaign would begin once the proposal had passed legislature. He also informed members that students would be charged \$8 per credit hour with these funds allocated to repay the bonds. Dr. Story commended the faculty and staff on payroll deductions contributing to the campaign.

**Action:** Information only.

**Meeting Schedule and Location**

**Discussion:** The meeting schedule was reviewed.

**Action:** Information only.

**Other Announcements**

**Discussion:** Dr. Story informed the Board that Dr. McCall is retiring January 2015 and a reception will be held in September.

Dr. Story noted currently working on completing the second floor of the Montgomery Extension.

Board member, Steve Zweigart, announced his running for office and the ability to continue to serve on the Board unless he is elected.

**Adjournment**

**Discussion:** The meeting was adjourned at 7:40 p.m.

**Action:** Motion to adjourn the meeting was made by Steve Zweigart and seconded by Avi Bear. Motion carried.

Respectfully submitted,

Hope Tyson, Assistant Secretary