

Maysville Community and Technical College

Board of Directors

Tuesday, March 20, 2007

Licking Valley Campus

Present: Avi Bear, Charles Calvert, Lillian Rice, Russ Ward, Dr. Kimberly Williams

Absent: Virginia Butler, Brandy Bricker, Nina Clooney, Angie Potter

Guests: Alice Allen, John Burrier, Jamie Brown, Dana Calland, Barbara Campbell, Bruce Florence, George Jones, Dr. Augusta Julian, Buddy Renaker, Sandy Smallwood, Dr. Ed Story, Hope Tyson-Rabe, Steve Winfrey

Mailed: January 16, 2007 Minutes
FY 2007 MCTC Revenue & Expenditure Budget Summary
Recurring Budget Requests, 2007-2008
SACS Accreditation/Quality Enhancement Plan Update
KCTCS Distance Learning Model Memo

Handouts: Facilities Project Report

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:45 p.m. Chair Calvert welcomed guests and thanked everyone for coming. He proceeded to thank Bruce Florence, Chief Campus Officer of the Licking Valley Campus, for hosting the meeting and dinner.

Approval of Minutes

Minutes were approved for the January 16, 2007 meeting.

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

Budget 2006-2007 Update

Discussion: Steve Winfrey reported on the budget, informing the board that \$2 million of non-recurring funds are being held for large facilities projects and have not been expended yet. He noted utilities expenditures show only 47% of the total budget due to payments included only through January. Mr. Winfrey noted that scholarships have been awarded; not all tuition waivers have been posted. Referring to the Sales Other category, he noted that the \$894,300 includes contingency of \$643,500 so that sales alone is at 67% (\$168,561) of budget.

Dr. Julian commented on the tuition and fees, noting that revenue for summer tuition is received in two fiscal years, so current figure is about half of total to be expected.

Action: Information only.

Budget 2007-08 Planning

Discussion: Dr. Julian commented on the Recurring Budget Requests, 2007-08, reminding the board of the budget process for recurring funds. All departments identify budget needs which are then brought before the Administrative Council for ranking. She explained that after Administrative Council ranks the items, they are then sent before Executive Council for final decision. Considering the budget increase, Executive Council ranks requests based on critical needs items. These allocations are then made to departments for the next budget year. Dr. Julian elaborated noting most recurring requests tend to be positions, increases in department budgets, and testing costs. She informed the board that \$12 million has been allocated to KCTCS for the second year of the biennium. The KCTCS funding model will determine the amount the college will receive in April.

Action: Information only.

SACS Accreditation/Quality Enhancement Plan Update

Discussion: Dana Calland provided a brief overview of the reaffirmation of accreditation process, adding that as part of the process, a Quality Enhancement Plan (QEP) is being developed. The QEP process will select and consider a specific area in which the college will address ways to improve student learning and further support the college's mission. Ms. Calland reported that the topic the college has chosen is the First Year Experience. This plan will focus on providing a supportive college environment for new students and serve as a starting point to help students make choices leading to academic success. Ms. Calland also provided a timeline regarding the QEP and reaffirmation of accreditation.

Avi Bear commented that getting students to begin their college career at a community and technical college and transfer to a four-year institution would be better for most students than entering a four-year institution directly. Chair Calvert noted that most four-year institutions spend some time on orientation. Dr. Julian reported that research shows improved retention rates and student success for those students who are actively engaged in co-curricular activities and student organizations. She further noted that while the college currently provides an orientation session and good academic advising, the ideas under discussion for the QEP will greatly benefit students and provide support early in their college careers.

Action: Information only.

Facilities Update

George Jones referenced the Facilities Project Report, noting several items that have been completed since January's board meeting. He specifically noted the new awnings and restroom upgrades on the Maysville Campus.

Mr. Jones also reported on items still in progress. He discussed progress on the planning for construction of the first phase of the Maysville Campus Administration Building replacement. Mr. Jones provided a brief overview of a typical capital construction project from creation to completion, explaining the process and how it relates to the Administration Building. Currently the project is in Phase A, or the schematic design. Mr. Jones reported that in Phase A the architect-engineer, Voelker.Blackburn.Niehoff Architects, Inc., creates site analysis, conceptual diagrams, schematic drawings, systems descriptions, and project cost estimates. Dr. Williams inquired as to the cost per square foot for educational space. Mr. Jones responded the cost is estimated at this time to be around \$200 per square foot.

In contrast to the Administration Building, the Licking Valley Campus addition has been planned through Phase B, using institutional funds. It is waiting on funding from the legislature to move forward. The Rowan Campus project planning has not begun except for conceptual drawings and discussion of

location. Dr. Julian reminded the board that the Licking Valley Campus was first priority and the Rowan Campus planning second priority in the college's capital project requests to KCTCS; the Maysville Campus building was not a priority request.

Mr. Jones then provided the board with an overview of other upcoming facilities projects which include an exercise room, keypad locks, replacement of the Field's Auditorium stage, and retiling of rooms in the Calvert Center.

Action: Information only.

KCTCS Distance Learning Model

Dr. Julian provided information to the board on the KCTCS Distance Learning Model which is a new KCTCS initiative. To achieve this goal, KCTCS has brought in consultant Dr. Mary Beth Susman, who has experience in developing online initiatives. Dr. Julian commended the MCTC faculty and staff in their contribution to building online offerings and noted the dramatic enrollment growth in high-quality online courses.

Dr. Story elaborated on the impact that the new model would have on the college. He informed the board that the college's faculty has developed some of the best courses in the state without extra development funds. Currently, the college receives 100 % of the tuition if online students are MCTC students; and a lesser percentage if the student has another home college. Dr. Story reported that MCTC is the second smallest college within the KCTCS, yet the third leading college in online learning. He commended Kim Bloomfield, Outreach and Distance Learning Coordinator, for her efforts. MCTC faculty has also been required to change formats and course management systems and each time the faculty has made the adjustments and continued to add courses.

With the new model, KCTCS would operate as a consortium in developing courses, assigning instructors, and allocating revenues. Dr. Story praised Dr. Julian for her support of the faculty and their concerns. He also noted the decision about the specifics of the model is not final. Dr. Williams inquired as to who makes the final decision. Dr. Story replied that KCTCS college presidents will make a recommendation based upon Dr. Susman's report which will be presented to Dr. McCall in July.

Dr. Julian reported to the board on the many faculty concerns which were expressed in her memo to Dr. Susman. She agreed that more support will improve all courses, but expressed concerns which include revenue distribution, faculty load, and the ability to serve the local region. Dr. Julian noted that KCTCS has proposed to implement a pilot model with programs such as nursing and information technology by Fall 2007. She explained that she will have some input on the process through the Resources Team, part of the President's Leadership Team, which she serves on at KCTCS.

Dr. Williams pointed out that 35% of the tuition revenue which is received from online enrollments would be approximately \$2 million annually. Dr. Julian acknowledged the correlation between the amount of carry forward funding and the online earnings, which are closely related.

Avi Bear inquired how the board could support the college. Dr. Julian stated that she will keep the board informed as to the progress of the initiative and our response. She noted that several faculty are researching alternatives to the centralized structure which the current model would entail. Russ Ward elaborated that research shows that the majority of other colleges across the country who have used the centralized model are failing.

Chair Calvert inquired if Dr. Julian had received any response to the memo. Dr. Julian responded that working with the other college presidents she has had the opportunity to provide input to the model development and she feels that those involved are listening to the college's perspective. Dr. Julian informed the board that a set of principles has been developed and the other work is ongoing.

Action: Information only.

Enrollment Report

Discussion: Sandy Smallwood reported the enrollment figures to the board. The latest enrollment for Spring is 3,002 compared to 2,875 at the same time in Spring 2006. Current headcount enrollment figures per campus are: 1,616-Maysville, 640-LVC, 644-Rowan and 102-EKCC.

Action: Information only.

Announcements

Discussion: Barbara Campbell reported that Community, Economic, and Institutional Development (CEID) is using a pilot software program that will track class participant figures. She noted that as it is used more the accuracy of data will increase. Mrs. Campbell informed the board that 2,377 students have been served through CEID this year. Dr. Williams inquired about demographics tracking. Mrs. Campbell responded that demographics are tracked.

Discussion: Dr. Julian informed the board that this Spring the college will be reviewing and revising the Two-Year Strategies in the 2005-2010 MCTC Strategic Plan. The revised two-year strategies will come to the board for review in May and approval at the Fall meeting.

Discussion: Dr. Julian invited the board to attend commencement, scheduled for May 11, 6:30 p.m. at the Maysville Campus.

Action: Information only.

Meeting Schedule and Locations

Discussion: Meeting dates were set for May 8, Maysville Campus; and September 18 (tentative), Maysville Campus.

Action: Information only.

Adjournment

Avi Bear made a motion to adjourn the meeting at 8:06 p.m. Russ Ward seconded the motion. Motion carried.

Respectfully submitted,

Angie Potter, Board Secretary

Hope Tyson-Rabe, Recorder