

Maysville Community and Technical College
Board of Directors
Tuesday May 12, 2009
Maysville Culinary Arts Institute

Present: Avi Bear, Charles Calvert, Lillian Rice, Russ Ward, Dr. Kimberly Williams,
Steve Zweigart, Nina Clooney, Virginia Butler, and Angie Potter

Absent: Nick Hall

Guests: Dr. Ed Story, Dr. Dana Calland, Barbara Campbell, George Jones, Margo Hamm,
Steve Winfrey, Kim Bloomfield, Pam Stafford,

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:31 p.m. Chair Calvert welcomed guests and thanked everyone for coming.

Approval of Minutes

Minutes were reviewed for the March 17, 2009 meeting.

Action:

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

Budget 2008-09 Update

Discussion: Steve Winfrey reported on the 2008-2009 budget. Mr. Winfrey informed board members the overall budget is right on target, with 65.3% spent in 10 months. Approximately \$1 million is expected to roll over into carry forward funds for the college. Dr. Kimberly Williams asked if the funds stayed with the college or did it go back to system. Dr. Story stated that after the audit showing the amount of carry forward from the system office the college would receive those funds back to use for any projects and updates the college needed. Dr. Story also informed the board about the increase in enrollment at the Rowan Campus stating that massive growth will be in the technical programs which will affect the Rowan and Mt. Sterling campuses. Enrollment on all campuses continues to grow.

Action:

Information only.

Budget 2009-2010 Approval

Discussion: Steve Winfrey reported on the on the 2009-2010 budget. According to Steve, the restricted funds had increased from the 2008-2009 by about \$2 million. This was due to the increase in the spending on the Pell grant funds which now will pay for Spring, Fall and Summer semester classes where in the past it would only pay for the Spring and Fall semester classes. The unrestricted funds has decreases approximately \$60,000. Avi Bear asked if we were receiving funds for the new building to help pay for the expenses. George Jones stated there will be additional funds to help pay for the building.

Included in the budget is the \$901,000 contingency fund that must be kept for emergency reasons. If an emergency should occur approval to spend these funds would come from Dr. McCall.

Virginia Butler inquired if employees were to receive a salary increase this year. Mr. Winfrey responded no increase had been allocated. Mrs. Butler stated this was two years without an increase and inquired if the board could do something about that. Mr. Bear stated, when there are so many people being laid off we must be very careful. Not that they aren't doing a good job but we cannot afford to do so at this time. Dr. Story supported Mr. Bear's statement and included that budgets are being decreased and over the past year MCTC had been cut three times. Dr. Story also informed the board that he was not filling positions as people retired which resulted in some individuals at the college taking on two or more jobs.

Action:

Motion to approve the budget for 2009-2010 was made by Lillian Rice and seconded by Virginia Butler. Motion carried.

Strategic Needs Analysis 2010-2012 Approval

George Jones presented to the board the list that would be sent to the system office where they are put into a pool with other colleges. KCTCS uses this listing to show the needs of our colleges when talking with legislators.

Action:

Motion to approval the strategic needs analyses was made by Avi Bear and seconded by Steve Zweigart. Motion carried.

KCTCS 2010-2016 Six Year Plan

Dr. Story reported that all projects that KCTCS had would be listed in order according to funding. The extension for LVC is fourth on the list and the new Rowan campus is second on the list. The board wanted to know how CPE ranked these items. Dr. Story stated that CPE makes suggestions; however, the legislators make the choices of what is funded.

Action:

Information Only

Facilities Update

George Jones submitted a report to the Board to reflect the many projects currently on-going or completed for this year. Chair Charlie Calvert enquired about the security/safe locks that had been installed. Mr. Jones reported that the locks were to replace classroom and office locks so individuals did not have to go out into the hallway to lock their doors in case of a lock-down emergency. Dr. Story stated that Tracy Royse was to become the Safety/Security Coordinator for all three campuses as of June 1. He stated this was in addition to his teaching duties.

Action:

Information Only

Student Enrollment Report

Projected enrollment for the Spring 2009 semester was 3,332. The actual enrollment was 538 above the projected for 3,870. Dr. Kimberly Williams asked if at some point the college would be at capacity and have to turn students away. Dr. Story replied, yes, that is why we need to tell our story and get funding for the new buildings and expansion at LVC. The need is there and we must be ready to serve that need.

Action:

Information Only

Service Learning Update

Margo Hamm reported to the board that the service learning program means to learn in class and put to use in the community. Service-learning is a teaching method that allows students to take knowledge and skills learned in the classroom or through a student organization and apply it to a real-world situation/need. MCTC currently offers service-learning experiences through transfer and technical programs. We have about 25 instructors who require a service-learning component as part of their courses. Students in Phi Theta Kappa, Phi Beta Lambda and HOSA also participate in service-learning as part of their organizational missions.

MCTC is also currently participating in VISTA which is a national program where the institution hosts a VISTA member for one year who works on promoting service-learning to students, faculty and staff. Our VISTA member is on the Rowan campus her name is Hannah Diedrichsen.

Students who participate in service-learning at MCTC can be recognized with a certificate of participation. The student who completes the most service-learning hours on each campus is recognized at their campus awards ceremony and the MCTC student with the most service hours overall is given an award at graduation and denoted in the graduation program.

PARC is the model MCTC utilizes for service-learning, where the instructor **Prepares** the student through class lectures and readings for the service, the student **Applies** what they have learned to a serve activity, the student **Reflects** on the service—this can be done through a paper, journaling or oral presentation and the C is for **Celebration**—the student is recognized for their service by the instructor and/or institution.

Action:

Information Only

Meeting Schedule and Locations

The next meeting will be at the Maysville Campus and will be the annual meeting on Tuesday September 22, 2009.

Action:

Information Only

Other Announcements

Dr. Story commended the maintenance staff at the college for how well the campus was prepared for graduation. However, the weather made it necessary to move the graduation from the college and in doors.

Dr. Story informed the board that KCTCS was celebrating their 10th anniversary and each member of the board had a copy of the booklet from KCTCS. Maysville however, was celebrating their 40th anniversary by hosting events each month and a community event had been held on campus in April. Dr. Story also informed the board of the passing of Paris Mayor Don Kiser who made the Paris Extension possible. He also told the board that Mayor Kiser had been honored at the 2008 Graduation for his efforts in providing the resources to offer classes at the Paris Extension and that he was pleased we had been able to do that. In the Spring of 2010 the college will offer a scholarship in Mayor Kiser's name.

Dr. Story announced the success of the ribbon cutting ceremony for the Culinary Arts Institute. The center was made possible by the work of the college's Community and Economic Development department and by Barbara Campbell.

Dr. Story was happy to inform the board that during the 2009 New Horizon celebration they announced and honored the student of the year which was Cindy Campbell of Maysville Community and Technical College.

Dr. Story also updated the board on the college's Adult Education program. Currently the program serves five counties; Mason, Lewis, Bracken, Robertson and Nicolas. The program helps individuals obtain a GED, but it also helps them to transition to college classes as well.

Dr. Story stated that it was his goal to have a positive image in the community and that he worked for the board and asked that the board to let him know what needed done.

Action:

Information only.

President's Evaluation 2008-2009

Motion was made by Russ Ward to go into closed session and seconded by Dr. Kimberly Williams. Motion was made by Avi Bear to go into open session and seconded by Steve Zweigart.

Action

The board made a recommendation to Dr. McCall.

Respectively submitted,

Angie Potter
Board Secretary

