

Maysville Community and Technical College

Board of Directors

Tuesday, May 20, 2008

Maysville Campus

Present: Avi Bear, Virginia Butler, Charles Calvert, Nina Clooney, Angie Potter, Lillian Rice,

Absent: Brittany Hutten, Russ Ward, Dr. Kimberly Williams, Steve Zweigart

Guests: Barb Campbell, Laura Denton on behalf of Russ Ward, Bruce Florence, George Jones, Patricia Massie, Dr. Jan Muto, Hope Tyson-Rabe, Steve Winfrey

Mailed: March 18, 2008 Minutes

Handouts: FY 2008 MCTC Revenue & Expenditure Budget Summary
2008-2009 MCTC Recurring Funds Request
2008-2009 Budget Report
Public Funds Calculation Report
Enrollment and Credential Report

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:02 p.m. Chair Calvert welcomed guests and thanked everyone for coming.

Approval of Minutes

Minutes were approved for the March 18, 2008 meeting.

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

Budget 2007-08 Update

Discussion: Steve Winfrey reported on the 2007-2008 budget. Mr. Winfrey informed board members that revenue was up by \$36,750 due to a Fall enrollment incentive received from KCTCS. He further noted that personnel expenses are at approximately 81% of budget, which is appropriate. Mr. Winfrey explained that total expenses are on target with 70% of the yearly budgeted amount.

Virginia Butler inquired if actual revenue is greater than what was budgeted why are there minus signs in front of the numbers? Mr. Winfrey responded that this is the way revenue should be noted; if actual expenses were over budget they would be shown as a positive number.

Action: Information only.

Budget 2007-08 Approval

Discussion: Dr. Jan Muto provided an overview of the budget allocations. She reported that KCTCS was not granted the requested 13% tuition increase from Council on Postsecondary Education (CPE), but a 5% increase instead. Dr. Muto explained that new initiatives would be limited due to this partial tuition increase. She also explained that due to lack of increased funding, the FY 2009 budget would be based upon the 2006-07 enrollment tuition revenue. Revenue from enrollment over target will remain with the individual colleges. Dr. Muto noted that KCTCS was anticipating another budget cut next year.

Charlie Calvert inquired if the budget report includes the budget reduction. Dr. Muto responded that the 3% reduction in January was accounted for. The total 6% reduction was included in the FY 2009 budget as recurring. She further explained that at this time, the reduction was taken from operating expenses across the college, but not personnel.

Dr. Muto reported that approximately 40 to 50% of revenue is generated from online courses. She informed the board that the Virtual Learning Initiative (VLI) is expected to be rolled out in Spring 2009 and encouraged the college to consider becoming a lead college. Lead colleges are responsible for providing faculty for the courses and quality assurance and receive a greater percentage of revenue than participating colleges.

Chair Calvert inquired how MCTC could become a lead college. Dr. Muto explained that the Request for Proposal (RFP) is due in October. Proposals can be in the area of developmental education, nursing, and one program of the college's choice. Nina Clooney asked if VLI has been implemented at other colleges across the country. Dr. Muto responded that no other public institution has an initiative exactly like VLI.

George Jones reminded the board the KCTCS Board of Regents will be approving the FY 2009 budget in June. Steve Winfrey reported on the Public Funds Calculation Report noting the FY 2009 budget was up approximately \$1 million from FY 2008. He further explained that the public funds represent state allocation and tuition revenue. This report is based upon the 2006-07 enrollment. Mr. Jones noted that the \$448,000 budget reduction is included in the budget report.

Action: Motion to approve the FY 2009 Budget was made by Angie Potter and seconded by Virginia Butler. Motion carried.

Discussion: Dr. Muto presented the recurring funds request seeking the approval of the board. She explained this list represented top priorities from across all departments of the college should additional recurring funds be made available. This list demonstrates what the college will not be able to provide without new funding.

Virginia Butler inquired as to what a Student Development support position is. Patricia Massie explained that due to increased enrollment and a limited staff, a new position was needed to continue the same quality service.

Action: Motion to approve the MCTC Recurring Funds Request was made by Lillian Rice and seconded by Angie Potter.

Announcements

Discussion: Patricia Massie reported on Spring enrollment. Enrollment total as of May 20 is 3,637 with 1,717 at the Mayville Campus, 725 at Licking Valley, 1,074 at Rowan, and 121 at EKCC. She noted that enrollment is up 146 students from Spring 2007. She also commented on the enrollment funds from the system office for meeting and exceeding enrollment was in the amount of \$36,700.

Avi Bear inquired about the need for funds for a Student Development support position, if we received enrollment funds. Ms. Massie reported that the department in the past had two staff persons handling 1,100 enrollments. Since enrollments have increased to over 3,000, an increase in personnel is needed in order to continue quality service to students. Dr. Muto noted that the department is understaffed compared to benchmark. Dr. Muto also informed the board that the enrollment funds received this year was on a non-recurring basis and did not become part of the recurring funds.

Barbara Campbell added that among the sixteen colleges within KCTCS, MCTC one of few that awards the highest number of credentials in the KCTCS system. Ms. Massie reported that the college has the lowest error rate reported to CPE. The board commended Ms. Massie and the college on this significant accomplishment.

Discussion: Dr. Muto informed the board that an official start date had not yet been determined for newly appointed President Ed Story. Dr. Muto expressed her gratitude to the faculty, staff, and board members for their support during the presidential search and her term at the college. Chair Calvert thanked Dr. Muto for her leadership.

Meeting Schedule and Locations

Discussion: The Fall meeting date is set for September 23, Maysville Campus (tentative).

Action: Information only.

Adjournment

Avi Bear made a motion to adjourn the meeting at 7:01 p.m. Virginia Butler seconded the motion. Motion carried.

Respectfully submitted,

Angie Potter, Board Secretary

Hope Tyson-Rabe, Recorder