

Maysville Community and Technical College

Board of Directors

Tuesday, May 8, 2007

Maysville Campus

Present: Avi Bear, Virginia Butler, Charles Calvert, Angie Potter, Lillian Rice, Russ Ward, Dr. Kimberly Williams

Absent: Brandy Bricker, Nina Clooney, Karlyn Vice

Guests: Jamie Brown, George Jones, Dr. Augusta Julian, Patricia Massie, Juston Pate, Dr. Ed Story, Hope Tyson-Rabe, Steve Winfrey

Mailed: March 20, 2007 Minutes
FY 2007 MCTC Revenue & Expenditure Budget Summary
MCTC Board of Directors By-Laws
2005-2006 & 2006-2007 Enrollment Report
President's Performance Review 2006-2007

Handouts: 2007-08 Budget Report
Strategic Plan 2005-2010—Two Year Strategies Revisions

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:05 p.m. Chair Calvert welcomed guests and thanked everyone for coming.

Approval of Minutes

Minutes were approved for the March 20, 2007 meeting.

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

Budget 2006-2007 Update

Discussion: Steve Winfrey reported on the current year budget, informing the board that personnel expenses were as expected. Of the \$278,449 available in capital expenses, approximately \$170,000 has been transferred into the construction in progress fund, which can be rolled over from year to year until a project is completed. Mr. Winfrey explained that Fall tuition includes early registration for Fall 2007.

Action: Information only.

Budget 2007-08 Approval

Discussion: Steve Winfrey informed the board the FY 2008 budget was up approximately \$1 million from FY 2007. He explained that of the \$15,407,800 in public funds, \$7,575,000 represents expected tuition to be earned. State allocation is down 1.5 percent from last year. Mr. Winfrey noted that instruction costs make up 52.3 percent of projected expenditures, and personnel accounts for 68.6 percent.

Dr. Julian further explained that the Kentucky Community and Technical college System (KCTCS) received a \$12 million budget increase in the second year of the 2006-2008 state budget. Recommendations were made to the KCTCS Board of Regents by Dr. McCall based on discussions by the President's Leadership Team and over \$5 million was put into the funding model for colleges. She further noted that the Board of Regents had approved a 3 percent salary increase. The Board of Regents also approved the release of a half percent that had been previously required in reserve. Dr. Julian reported that the college would be able to allocate approximately \$427,000 in additional funds as part of the recurring annual budget. Dr. Julian informed the board that the recurring requests presented at the last meeting are still pending until the 2007-08 budget is approved by the Board of Regents.

She further noted that more and more of the budget relies on tuition revenue. The Board of Regents approved tuition rates for 2007-08 at:

In State Students	\$115 per credit hour
Out-of-State Students-Contiguous Counties	\$138 per credit hour
Other Out-of-State Students	\$345 per credit hour

Dr. Kimberly Williams inquired as to the impact the increased tuition rates would have on enrollment. Dr. Julian responded that the college expects to help offset the increase by offering more scholarships. For example, a portion of the bookstore commission revenue, over \$100,000 annually, will be put back into scholarship funds. Dr. Williams inquired what the tuition rates at other universities were in comparison. Dr. Julian responded that the University of Kentucky is around \$300 per credit hour, while Morehead State University is over \$200 per credit hour. She further noted that other institutions charge students extra fees for online courses, which KCTCS does not.

Action: Motion to approve the 2007-08 Budget was made by Virginia Butler and seconded by Avi Bear. Motion carried.

Board of Directors By-Laws Update

Discussion: Dr. Julian requested the board to review the by-laws which needs to be updated to reflect the college's name after the consolidation with Rowan Technical College to Maysville Community and Technical College. As directed in the by-laws, this is only a reading and approval will need to occur at the September meeting.

Action: Information only.

Facilities Update

Dr. Julian reported on the safety and security concerns and how they are being addressed. Current safety plans are being reviewed for each campus, infrastructure changes such as intercom and security cameras are being considered, and safety meetings are being held at each campus to review concerns and suggestions from employees. She informed the board that security assessments were completed earlier in the year at the Maysville and Licking Valley campuses by an outside agency. This provided some suggestions for the college to reflect on.

George Jones reported on the completion of several projects including the installation of keypads on some external doors, restroom upgrades and the retiling of the floor in the Ready to Work office.

Dr. Julian provided floor plans for the new Maysville Administration Building for the board to review. She explained that the top floor will consist of science labs while the bottom floor will house offices and classrooms which can serve as meeting rooms. Bid proposals should be received by January according to Mr. Jones. Dr. Williams inquired if the new building would allow for increased enrollment. Dr. Julian responded that the building would primarily serve as a replacement and upgrade for current labs with slight increases in capacity.

Action: Information only.

Strategic Planning Update

Dr. Julian referenced the Two-Year Strategies handout, noting that a planning group had been updating and revising the strategies. She presented information on the out the Strategic Initiatives, Goals, and Two-Year Strategies. Some revisions and additions to the strategies include the focus on assessment, online courses, student activities, diversity, community partnerships, marketing plans, accreditation, and safety and security plans.

Dr. Williams inquired about the multiple focus on diversity. Dr. Julian responded that all higher education institutions in Kentucky have been required to meet certain goals by the US Office of Civil Rights. The Kentucky Plan sets targets for the number of African-Americans who are Kentucky residents in three employment categories and student enrollment. Dr. Julian informed the board that while the minority population for the service area is just over two percent, the college's goal for minority enrollment is just over four percent. She reported that faculty is the only category not met by the college at this time. However, she predicted that by this fall the college would meet all goals.

Virginia Butler inquired if the college had any Japanese students enrolled. Dr. Julian responded that a few are enrolled in the English as a Second Language course. She also noted that overall enrollment from other nationalities account for a low percent of enrollment. Dr. Julian further explained that new programs cannot be added if the college does not meet the goals in the Kentucky Plan or receive a waiver. A waiver was received this year to allow us to add the Energy Systems degree program.

Action: Information only.

KCTCS Distance Learning Model Update

Discussion: Dr. Julian reported to the board that the college presidents had recommended and Dr. McCall approved a centralized model for distance learning with the first programs to be introduced in Fall 2008. She noted the college was considering how to retain our lead in online offerings working within the new model. We are also looking at hybrid courses and other ways to offer students ease of access and maintain quality in our courses.

Action: Information only.

Enrollment Report

Discussion: Patricia Massie reported the enrollment figures to the board in Sandy Smallwood's absence. Spring enrollment is 3,334 compared to 3,230 in Spring 2006. Enrollment figures per campus are: 1,772-Maysville, 646-LVC, 813-Rowan and 103-EKCC. There were 642 total credentials awarded in Spring 2007 which is an increase of 143 from Spring 2006.

Action: Information only.

Announcements

Discussion: Dr. Julian reported on the Chinese Scholars Program noting that offers had been made to two Chinese faculty. Accommodations for the faculty members are being reviewed. Two Chinese courses will be offered in the fall, Chinese Language and Chinese Culture.

Discussion: Virginia Butler inquired as to an update on the Recreational Trails Grant. Dr. Julian reported that planning funds have been donated by a private donor and the college has allocated \$10,000. There has been no response on the grant yet.

Meeting Schedule and Locations

Discussion: The Fall meeting date is set for September 18 at the Maysville Campus.

Action: Information only.

Adjournment to Executive Session

The meeting was adjourned to Executive Session at 7:08 p.m. Chair Calvert stated that the board would be proceeding into Executive Session to evaluate President Julian.

Action: Motion to adjourn to Executive Session made by Russ Ward and seconded by Lillian Rice. Motion carried.

Adjournment

The meeting was adjourned at 7:55 p.m. from Executive Session with a motion by Virginia Butler and seconded by Dr. Kimberly Williams.

A motion was made by Avi Bear and seconded by Lillian Rice directing Chair Calvert to respond to Dr. McCall's letter concerning the evaluation of Dr. Julian with a letter unanimously supporting her and commending her on her excellent work. Also extending the wish of the Board that she be given the highest possible rating on her evaluation as she has proven herself to be very effective in her position.

Motion carried.

Respectfully submitted,

Angie Potter, Board Secretary

Hope Tyson-Rabe, Recorder