

## **Maysville Community and Technical College**

Board of Directors

Tuesday, January 15, 2013

Maysville Campus

**Present:** Charles Calvert, Lillian Rice, Virginia Butler, Nina Clooney, Lynne Ellen Lindsay, Russ Ward, Dr. Kimberly Williams, Steve Zweigart, Avi Bear

**Absent:**

**Guests:** Barb Campbell, Dr. Angela Fultz, Darla Hunt, Dr. Juston Pate, Dr. Ed Story, Hope Tyson, George Jones, Steve Winfrey, Patricia Massie, Tracy Royse, Pam Stafford, Jessica Kern, Cari Hillyard, Dr. Dana Calland

### **Call to Order**

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:05 p.m.

### **Approval of Minutes**

**Discussion:** Minutes were approved for the September 18, 2012 meeting.

**Action:** Motion to approve the minutes was made by Dr. Kimberly Williams and seconded by Nina Clooney. Motion carried.

### **Transformation Initiatives**

**Discussion:** Dr. Story informed the Board of the Call Center scheduled to roll out on March 1 and the positive impact it will have on customer service. Patricia Massie further explained that the Center will accept calls from students 24 hours a day, seven days a week. If the Call Center cannot answer the questions, then the student will be forwarded to the college. Ms. Massie noted the Center will be physically located in Somerset and managed by Blackboard. Avi Bear inquired about the cost to the college. Dr. Story responded that the cost was based upon enrollment, approximately \$35 per student for the first year. Mr. Bear inquired if reports could be generated providing statistics and Dr. Story responded they could.

Dr. Story discussed the reading and math course redesign initiatives. He informed members that evaluations had been received and adjustments were being made accordingly. Dr. Story also noted that the Transfer Center has increased the number of students advising as they enter college.

**Action:** Information only.

### **Accelerating Opportunities Update**

**Discussion:** Cari Hillyard, Project Coordinator, provided an overview of the Accelerating Opportunities (AO) program. She explained that the initiative was piloted last year through a grant to assist low-skilled learners and improve unemployment rates. Pathways include: welding, industrial maintenance, allied health, and computer assisted drafting. Ms. Hillyard stated that in 2012 it was the top AO program in the state of Kentucky with 25 students enrolled, eligible to receive 42 certificates. Dr. Kimberly Williams inquired how students were identified for the program. Ms. Hillyard explained that students are identified through the TABE test results provided by the Adult Education program. Dr. Williams inquired as to how many students from the program received employment. Ms. Hillyard noted that all students who completed the program are currently enrolled in college courses.

**Action:** Information only.

### **Enrollment Update**

**Discussion:** Patricia Massie provided an overview of enrollment, specifically noting total headcount for Spring 2013 is at 2,745 compared to 2,694 in Spring of 2012. The Maysville Campus headcount is 1,494; Licking Valley Campus is 609; and the Rowan Campus is 704. Ms. Massie noted that enrollment will continue to be entered through the end of March.

**Action:** Information only.

### **Budget 2012-13 Update**

**Discussion:** George Jones reported \$30.2 million in the unrestricted operating budget, with revenue for Fall down \$519,000. Dr. Story noted that the Enrollment Management team will be utilizing data for recruitment and the College is expecting an increase in enrollment with the opening of the Montgomery Extension and Nicholas County location.

**Action:** Information only.

### **2012-13 Nonrecurring/2013-14 Recurring Budget Update**

**Discussion:** Dr. Story reminded the Board of the budget process involving non-recurring and recurring funding. Board members reviewed the requests and approved funding. Recurring requests have not yet been funded. Dr. Story discussed the financial aid audit conducted in September and agreed to keep the Board informed.

**Action:** Information only.

### **SNA Capital Projects Approval**

**Discussion:** Mr. Jones informed the Board of the process explaining that items over \$600,000 are included in the capital requests. The Board reviewed and discussed the requests.

**Action:** Motion to approve the SNA Capital Projects requests as submitted made by Avi Bear and seconded by Dr. Kimberly Williams. Motion carried.

### **Meeting Schedule and Locations**

**Discussion:** The meetings for the year are as scheduled: March 19, 2013 (LVC), and May 14, 2013 (MC).

**Action:** Information only.

### **Other Announcements**

**Discussion:** Dr. Story introduced Jessica Kern as the new Marketing and Public Relations Director. Ms. Kern discussed collaborating with faculty for new marketing initiatives.

Chair Calvert announced the reappointment of Nina Clooney and Steve Zweigart to the Board.

Dr. Story informed the board that the Montgomery Extension is expected to open in March with classes in electricity, industrial maintenance, applied engineering, and allied health. A campaign has been initiated to assist in the purchase of equipment.

**Action:** Information only.

**Adjournment**

**Discussion:** The meeting was adjourned at 7:30 p.m.

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

Respectfully submitted,

Lynne Ellen Lindsay, Board Secretary

Hope Tyson, Assistant Secretary