

Maysville Community and Technical College

Board of Directors

September 15, 2015

The College Café

Present: Charles Calvert, Wendy Noble, Christa Webb, Lynne Ellen Lindsay, Lillian Rice, Nina Clooney, Steve Zweigart

Absent: Dr. Kimberly Williams, Avi Bear, Virginia Butler

Guests: Dr. Stephen Vacik, Hope Tyson, George Jones, Dr. Juston Pate, Pam Stafford, Jessica Kern, Russ Ward, Robert Boone, Cara Clarke, Sandi Estill

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:25 p.m. and welcomed guests.

Approval of Minutes

Discussion: Minutes were approved for the May 26, 2015, meeting.

Action: Motion to approve the minutes was made by Steve Zweigart and seconded by Wendy Noble. Motion carried.

Election of Officers

Discussion: The board reviewed the 2014-15 officers and the By-Laws.

Action: Steve Zweigart nominated and made a motion for Charlie Calvert to remain as Chair. Motion was seconded by Lillian Rice. Motion carried. Nina Clooney nominated Avi Bear to remain as Vice-Chair. Lillian Rice seconded the motion. Motion carried. Wendy Noble made a motion for Lynne Ellen Lindsay to remain as Secretary. Steve Zweigart seconded the motion. Motion carried. Chair Calvert appointed Hope Tyson as assistant secretary for the purpose of taking the official board minutes.

College Highlights 2014-15/Annual Report

Discussion: Pam Stafford discussed specific accomplishments in each of the areas and reviewed the interactive annual report with Board members. The report features program updates, college wide/campus specific events, student organization and success stories, enrollment and financial data, and much more. Chair Calvert commended the faculty and staff on the exceptional work that they do.

Action: Information only.

Faculty Assembly Report

Discussion: Wendy Noble provided an update from Faculty Assembly, specifically the filling of two vacant positions, secretary and Curriculum Review Committee representative. She noted the appreciation for faculty/staff communication, retention goals, cancellation process, KY FAME, transfer coordinator position, and donation from Carmeuse Lime for the basketball goal on the Maysville Campus.

Action: Information only.

Staff Council Report

Discussion: Robert Boone introduced himself as the new Staff Council Chair and provided an update including: the new evaluation process, development of staff credential listings, electronic suggestion box, and an introduction to the Career Development Center. Mr. Boone also noted that the Council meets every two months.

Action: Information only.

BuildSmart Initiative Update

Discussion: Cara Clarke provided an update on the status of the BuildSmart Initiative. Specifically, over \$1 million from institutional funds were utilized for purchase of the new property and early planning, which needs to be reimbursed. She informed members that meetings are occurring with community leaders and business and industry in each of the counties we serve and that \$542,000 has been reimbursed to institutional funds thus far. Chair Calvert inquired as to the timeline for reimbursement and Ms. Clarke responded by the end of the year. Russ Ward provided an overview of the building, noting it will be two stories with approximately 91,000 square feet. The Downtown Extension will move into the new building. A \$500,000 ARC grant has been secured for equipment.

Action: Information only.

Programs Update

Discussion: Dr. Juston Pate informed members the college is currently working on accreditation for the Physical Therapy Assistant program which will be housed at the Montgomery Campus. A grant was secured to fund the salary. The program will be implemented in Spring 2017. Work is being done with the KY FAME program to implement the Advanced Manufacturing Technology Associate Degree program. Dr. Pate also noted that the first cohort of the Lineman Program was completed.

Action: Information only.

Enrollment Report

Discussion: Jessica Kern provided an overview of enrollment, specifically noting current enrollment at 3,020 down 4 percent from the same time last year. Ms. Kern informed members of new initiatives, including: personal calls to all students at the beginning of each semester, technology support week, success coaches on each campus, the Starfish program, mid-term feedback, and a revised recruitment program. She also noted that dual credit enrollment is up.

Action: Information only.

Budget 2015-16 Update

Discussion: George Jones reviewed the budget report, specifically noting that tuition revenue is at 85% of projection. Mr. Jones noted that all KCTCS colleges are down in revenue and the college is under fiscal constraints due to enrollment. Dr. Vacik reiterated the need to cut the budget next fiscal year.

Action: Information only.

Economic Development Strategic Plan

Discussion: Dr. Pate approached the Board as Chair of the Maysville-Mason County Industrial Development Authority. He provided an overview, noting the establishment of an advisory committee to engage in strategic planning. Dr. Pate reviewed the strategic plan with the Board and asked members to consider endorsing.

Action: Information only.

KCTCS College Board of Directors Workshop

Discussion: Dr. Vacik reminded members of the workshop noting the importance of discussing member roles and advocacy by the Board. Board members will attend the workshop in Lexington on October 23.

Action: Information only.

President's Performance Plan 2015-2016

Discussion: Dr. Vacik discussed the goals of his performance plan with Board members and noted the change in the evaluation form. The new form will be consistent across the state for all KCTCS presidents.

Action: Motion was made to approve the President's Performance Plan by Lillian Rice and seconded by Steve Zweigart. Motion carried.

KY FAME Update

Discussion: Dr. Juston Pate informed members that the KY FAME Program is an industry-led partnership between education and industry with the goal of creating a pipeline of skilled workers. There are approximately five to six manufacturing companies sponsoring the program with the local initiative being led by Peter Fiel at Stober.

Action: Information only.

Meeting Schedule and Location

Discussion: The meeting schedule was reviewed.

Action: Information only.

Other Announcements

Discussion: Dr. Vacik informed members that 106 students have registered for the tuition guarantee program. The college is still working on soliciting donations to fund the program. Wendy Noble inquired how many students have decided to apply at MCTC because of this new program. Dr. Vacik responded that several have.

Dr. Vacik informed members that the college will be hosting the KCTCS Board of Regents meeting June 8-10 and will be providing additional information closer to the date.

Dr. Vacik announced that Dr. Angela Fultz, Chemistry Professor, was reelected as the faculty representative on the Board of Regents.

Dr. Vacik asked members to consider a name change for the college, discussing the importance of the name reflecting regional service to the community. This will be discussed further at a future meeting.

Action: Information only.

Adjournment

Discussion: The meeting was adjourned at 7:40 p.m.

Action: Motion to adjourn the meeting was made by Nina Clooney and seconded by Wendy Noble. Motion carried.

Respectfully submitted,

Lynne Ellen Lindsay, Board Secretary

Hope Tyson, Assistant Secretary