

Maysville Community and Technical College

Board of Directors

Tuesday, September 22, 2009

Maysville Campus

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

Absent: None.

Guests: Barb Campbell, Dr. Dana Calland, Stanley Click, Tina Curtis, Kim DeVaughn, Margo Hamm, Bruce Florence, George Jones, Joyce Kelly, Ed Parker, Dr. Juston Pate, David Petitt, Sandy Smallwood, Pam Stafford, Hope Tyson-Rabe, Noel Williams, Steve Winfrey

Mailed: May 12, 2009 Minutes
Student Government Association Report
2008-09 President's Performance Plan
FY 2009 MCTC Revenue & Expenditure Budget Summary
2008-2009 College Highlights

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:06 p.m. Chair Calvert welcomed guests and thanked everyone for coming. Chair Calvert introduced the new student representative, Kaycee Buriss, and staff representative, Tabatha Butler, and welcomed them on behalf of the Board.

Approval of Minutes

Minutes were approved for the May 12, 2009 meeting.

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

Election of Officers

Discussion: The board reviewed that the 2008-2009 officers were Charlie Calvert, Chair; Russ Ward, Vice-Chair; Angie Potter, Secretary. The By-Laws were reviewed.

Action: Avi Bear nominated and made a motion for Chair Calvert to remain as Chair. Motion was seconded by Virginia Butler. Motion carried. Avi Bear nominated and made a motion for Russ Ward remain as Vice-Chair. Lillian Rice seconded the motion. Motion carried. Virginia Butler nominated Tabatha Butler as Secretary. Motion was seconded by Russ Ward. Motion carried. Chair Calvert appointed Dr. Ed Story or his designee as assistant secretary for the purpose of taking the official board minutes. Dr. Story appointed, Hope Tyson-Rabe as assistant secretary.

Advocacy Initiative

Discussion: Dr. Story informed the Board of the Advocacy Initiative for 2008-2009 and the importance of "telling our story." Tina Curtis, Public Relations and Marketing Director, provided an overview of the initiative and discussed the "tools" to be used to advocate for KCTCS and Maysville Community and Technical College. These include, fact cards providing information for faculty, staff, and Board members to use in their discussions with the community; student success stories to be shared on the college website

and other media; A Day in the Life videos on YouTube; social networking sites such as Facebook; and the new college website.

Nina Clooney suggested using creative, alternative methods of getting the story out, in addition to providing statistics. Mrs. Curtis invited Board members to join MCTC during the Legislative Session in Frankfort. She thanked the Board for their support and provided information about how they can help in the advocacy campaign.

Action: Information only.

College Highlights, 2008-2009

Discussion: Dr. Story referenced the handout and informed the Board that there were a number of good things happening with limited resources and budget. Charlie Calvert commended the faculty and staff on the exceptional work that they do.

Action: Information only.

Program Update—Energy Systems

Discussion: Ed Parker, Associate Professor and Coordinator/Energy Systems Program, provided an overview of the program. Mr. Parker informed the Board that approximately three years ago there became a community need in the workforce to replace retirees. The program was created to train and provide entry-level workers who can make an estimated \$50,000 after six to ten months of employment. Mr. Parker commended the extensive partnership with Dayton, Power, and Light and East Kentucky Power and their involvement and support in getting the energy systems program implemented.

Barbara Campbell informed the Board of additional programs currently being implemented or considered: heavy equipment, masonry/concrete, culinary, cosmetology, phlebotomy, human resources management, team leader certification, weatherization, electronic medical records, and industrial maintenance. Dr. Pate commented on the availability of these programs due to the strong partnerships with communities. He further explained the focus on developmental areas and providing students with a foundation to move into college level courses. Nina Clooney inquired if the college is working with the school systems on transitioning students to college. Dr. Pate responded that the college works through the P-16 Council, Adult Education, and other resources.

Action: Information only.

Enrollment Report

Discussion: Sandy Smallwood reported that enrollment has increased at every campus. She informed members that the current enrollment is at 3,201, an increase of 711 over the same date last Fall.

Action: Information only.

Budget 2009-2010 Update

Discussion: Steve Winfrey reported on the 2009-2010 budget. Mr. Winfrey informed board members the budget is at \$18.5 million unrestricted funds. He also noted that the budget will increase in October or November when non-recurring funds are distributed from KCTCS. Mr. Winfrey reported that approximately 80 percent of direct instruction cost is covered by tuition. Mr. Winfrey stated that fall revenue is approximately 50 percent above projection for the fall semester. He reported that the Department of Revenue Cabinet has collected \$71,000 since July 2008. Avi Bear inquired how much was in bad debt. George Jones responded approximately \$550,000.

Action: Information only.

Student Government Association Report

Discussion: Kaycee Buriss, Student Representative, provided an overview of the activities planned for the upcoming year. She informed the Board that SGA is working on obtaining student discounts at area locations, attending national training, participation in Constitution Day, green initiatives, and mentoring day for students with disabilities at Mason County High School. Steve Zweigart inquired about transportation for students who need assistance. Ms. Buriss responded that transit is available from Mason and Lewis Counties at a discounted rate.

Action: Information only.

President's Performance Plan, 2009-10 Approval

Discussion: Dr. Story referenced his performance plan noting the KCTCS initiatives for 2009-10. The Board reviewed the plan and approved.

Action: Motion made to approve the President's Performance Plan, 2009-10 was made by Steve Zweigart and seconded by Virginia Butler. Motion carried.

Strategic Planning

Discussion: Pam Stafford, Director, Institutional Planning, Research, and Effectiveness, provided an overview of the strategic planning process. She informed the Board the college is currently working on developing the 2010-2016 Strategic Plan. Mrs. Stafford reviewed the college goals, noting that the Administrative Council had created the strategic initiatives. She further explained that input is being gathered from students and program and advisory councils. The input will be compiled to create the Strategic Plan. Ms. Stafford thanked the Board for their input.

Action: Information only.

Meeting Schedule and Locations

Discussion: The 2009-10 meeting dates were set for January 19, Maysville Campus, March 16, Rowan Campus, and May 18, Maysville Campus.

Action: Information only.

Announcements

Discussion: Russ Ward commended former Board members, Angie Potter, Staff Representative and Nick Hall, Student Representative, for their service to the Board and Maysville Community and Technical College.

Action: Information only.

Adjournment

Nina Clooney made a motion to adjourn the meeting at 8:15 p.m. Steve Zweigart seconded the motion. Motion carried.

Respectfully submitted,

Tabatha Butler, Board Secretary

Hope Tyson-Rabe, Assistant Secretary