

Maysville Community and Technical College

Board of Directors

Tuesday, September 23, 2008

Maysville Campus

Present: Virginia Butler, Charles Calvert, Nina Clooney, Angie Potter, Lillian Rice, Russ Ward, Steve Zweigart

Absent: Avi Bear, Nick Hall, Dr. Kimberly Williams

Guests: Jamie Brown, Barb Campbell, Dr. Dana Calland, Bruce Florence, George Jones, Justin Pate, Sandy Smallwood, Hope Tyson-Rabe, Noel Williams, Steve Winfrey

Mailed: May 20, 2008 Minutes
Student Government Association Report
2008-09 President's Performance Plan
FY 2009 MCTC Revenue & Expenditure Budget Summary
Quality Enhancement Plan (QEP) Executive Summary

Handouts: 2007-2008 College Highlights
Open Records and Open Meetings Information Packets
Quality Enhancement Plan (QEP)
Community and Economic Development Fall Brochures

Call to Order

Charlie Calvert, Chair of the Board of Directors, called the meeting to order at 6:03 p.m. Chair Calvert welcomed guests and thanked everyone for coming. The Chair noted that the new Student Representative, Nick Hall, was unable to make the meeting.

Approval of Minutes

Minutes were approved for the May 20, 2008 meeting.

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

Election of Officers

Discussion: The board reviewed that the 2007-2008 officers were Charlie Calvert, Chair; Russ Ward, Vice-Chair; Angie Potter, Secretary. The By-Laws were reviewed regarding board members with expired terms serving until they are replaced. Chair Calvert acknowledged the continuing terms himself because he has not been replaced by a new appointee although his term expired last year.

Action: Virginia Butler nominated Chair Calvert to remain as Chair. Motion made by Virginia Butler and seconded by Russ Ward. Motion carried. Lillian Rice nominated Russ Ward for Vice-Chair and Virginia Butler seconded the motion. Motion carried. Lillian Rice nominated Angie Potter 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.

MCTC Celebrations

Discussion: Dr. Story informed the Board the college is the recipient of a \$2 million Title III Grant which is a five year grant for distance learning and outreach at all campuses and the Paris Extension. The Title IV Grant, a student based grant, which provides the college with the Student Supports Services (SSS) Program, will be up for renewal in November. This grant is funded at \$220,000 per year for five years. The National Science Foundation awarded \$283,000 for STEM scholarships. The college is providing monthly activities in honor of the 40th anniversary which coincides with the 10th anniversary of KCTCS. The Adult Education Department will be heading up the programs in Nicholas and Bracken Counties. Little Sandy Correctional Complex became a part of MCTC as of July 1. Groundbreaking for the new Administration/Science Building was held on August 27. Charlie Calvert inquired if equipment was included. Dr. Story responded that both equipment and furniture were included.

Action: Information only.

College Highlights, 2007-08

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.

Student Government Association Report

Discussion: Nick Hall, Student Government Association (SGA) President and Student Representative, was unable to attend the meeting. Dr. Story provided a report in Mr. Hall's absence. He referenced the handout and outlined planned activities for 2008-09. Dr. Story also reported to the Board on his plan to implement a Student Ambassador Program focusing on leadership of students. These students will represent MCTC at college and community events.

Action: Information only.

Open Records and Open Meetings Information

Discussion: Hope Tyson-Rabe provided the Open Records and Open Meetings Information packets to each Board member. She referenced the memo from KCTCS President, Dr. McCall noting an amendment to the Open Meetings Act. The packets include the updated versions which include this amendment. Mrs. Tyson-Rabe also reminded the Board that the media is notified of Board meetings and that the minutes are kept on file in the college Library and available to the public.

Action: Mrs. Tyson-Rabe requested members sign the "Proof of Receipt" form to be returned to KCTCS.

President's Performance Plan, 2008-09 Approval

Discussion: Dr. Story referenced his performance plan noting the KCTCS initiatives for 2008-09 and how they aligned with the MCTC Focus Areas. He further explained the KCTCS Initiatives: 1) VLI-offering modular courses, 2) WCI-workforce complete initiative, and 3) Improving transfer rates and implementing a transfer center. Charlie Calvert inquired about the transfer rate. Dr. Story responded it is 30 percent and the goal is 42 percent.

Action: Motion made to approve the President's Performance Plan, 2008-09 made by Angie Potter and seconded by Steve Zweigart. Motion carried.

Budget 2008-09 Update

Discussion: Steve Winfrey reported on the 2008-2009 budget. Mr. Winfrey informed board members the college has allocated \$448,000 in forward funding. He also noted that expenditures on target for projection. Mr. Winfrey reported that Fall tuition had exceeded budget at 109 percent. Dr. Story researched purchasing a building in Cynthiana for the LVC Nursing program. Due to constraints, this purchase was not feasible. Allocations have been made in the amount of \$1 million; however we still need the remaining funds. Russ Ward inquired about the Rowan building. Dr. Story noted that it was a high priority for legislature. According to Dr. Story, Dr. McCall has stated that it is the number one item behind the vetoes.

Action: Information only.

Enrollment Report

Discussion: Sandy Smallwood informed the Board that in the Spring colleges were told to expect a decrease in Fall enrollment due to the economy and the budget cuts that each college endured. Direction from KCTCS was that 2008 fall enrollment projection should be based upon 2006 enrollment. Ms. Smallwood compared Fall enrollment to date for 2006-2,185; 2007-2,631; and 2008-2,567. She explained that enrollment is on target for the 2008 projection of 3,497 that MCTC submitted to KCTCS. Ms. Smallwood also explained that headcount is still being entered for dual credit, fire rescue and workforce development. All enrollments must be entered by Nov. 1, 2008, and official enrollment numbers will be available at the spring Board meeting. George Jones commented that 41 percent of revenue is generated through distance learning courses.

Action: Information only.

QEP Update

Discussion: Dr. Dana Calland, Chair of the Quality Enhancement Plan (QEP) referenced the Executive Summary provided in the Board's packet and requested members to review along with the QEP. Dr. Calland explained that the QEP is a five year plan scheduled for 2008-2013 which requires students to complete a GE100 or GE101 course which focuses on enhancing critical reading skills. Comprehensive assessments will be executed at the course and institution levels. Dr. Calland informed the Board that awareness of the QEP was provided through email, newsletter articles, and workshops.

Action: Information only.

Meeting Schedule and Locations

Discussion: The 2008-09 meeting dates were set for January 20, Maysville Campus, March 17, Licking Valley Campus, and May 19, Maysville Campus.

Action: Information only.

Announcements

Discussion: Dr. Story informed the Board that an on-site review committee from the Southern Association of Colleges and Schools (SACS) would be on campus Oct. 7 thru 9. He noted that the off-site review committee found only four recommendations. Dr. Story noted that if things go well with the SACS committee, that the college will be reaffirmed in early summer. The reaffirmation process occurs every 10 years. Dr. Story also reported a Substantive Change committee will be reviewing the Paris and Mt. Sterling Extensions in order to offer diploma and degree programs. The QEP is a focus of SACS.

Discussion: Dr. Story reported to the Board on the Meet the President events happening at each campus and extensions. These events have provided an opportunity to meet with community members and provide information on the vision for each campus and extension.

Action: Information only.

Adjournment

Nina Clooney made a motion to adjourn the meeting at 7:25 p.m. Virginia Butler seconded the motion. Motion carried.

Respectfully submitted,

Angie Potter, Board Secretary

Hope Tyson-Rabe, Recorder