



Board of Directors Meeting Minutes
Thursday, May 23, 2019, 6:30 p.m.
Center for Advanced Manufacturing – Convening Center, B123
500 Technology Way, Florence, KY 41042

Board Members Present:

Ms. Sarah Bryant
Mr. Sam Collier
Mr. Erik Hermes
Mr. Ken Paul
Mr. David Schoenling
Mr. Charles L. Session, Jr.
Dr. Julie Smith-Morrow

Board Members Absent:

Ms. Ivy Velez

Gateway and KCTCS Faculty and Staff Present:

Ms. Denise Critchelow, Senior Ready to Work Coordinator
Ms. Jessica Elam, Coordinator of Ready to Work/Work and Learn
Ms. Jane Frantz, Executive Assistant, President's Office
Dr. Fernando Figueroa, President/CEO
Ms. Christi Godman, Associate Vice President, Workforce Solutions
Ms. Amy Hatfield, Acting Director of Human Resources
Mr. Patrick Lamping, Creative Strategies Coordinator
Mr. Doug Penix, Associate Vice President for Academic Services
Mr. Stephen Popple, Director of Knowledge Management
Ms. Tracy Stokes, Director of Diversity, Inclusion, & Community Engagement
Dr. Teri VonHandorf, Vice President, Academic Affairs
Ms. Ingrid Washington, Vice President, Student Development
Mr. Jamie Younger, Vice President, Administrative & Business Affairs

Guests:

Ms. Debbie Cannatella
Ms. Jilliene Turner
Ms. Naomi Lindsay

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE/ROLL CALL

Board Chair Julie Smith-Morrow, called the meeting to order at 6:30 p.m. The board recited the Pledge of Allegiance and observed a moment of silence. Roll call was taken. The record will reflect that a quorum was present.

II. MISSION MOMENT

Dr. Figueroa introduced Denise Critchelow, who distributed a page of information about the Gateway Ready to Work program. Ms. Jessica Elam, Coordinator of Ready to Work/Work and Learn, introduced the student speaker, Ms. Jilliene Turner. Ms. Turner spoke about the advantages of the Ready to Work employment program, and the difference Gateway has made in her family's life. She achieved her GED, and through that experience was motivated to continue with college. She shared that she now works at the Welcome House through the Ready to Work program. She stated that she wants to pursue a four-year degree and become a paralegal. She said that it is truly life changing to be at Gateway.

III. APPROVAL OF MINUTES

Chair Smith-Morrow called for a motion to approve the minutes from the April 25, 2019, meeting. Upon motion by Mr. Hermes, and seconded by Mr. Paul, the minutes of April 25, 2019, Board of Directors meeting were unanimously approved as presented and distributed.

IV. COMMITTEE REPORTS

A. Finance and Facilities Committee – Committee Chair Hermes reported that the committee met on April 30. He introduced Mr. Jamie Younger, VP of Administrative and Business Affairs. Mr. Younger distributed Gateway Foundation information and a three-year summary page of enrollment trends for the college, as requested by Mr. Paul. He then presented the Gateway budget background and assumptions and reviewed initiatives that support the three commitments of improving access to education, developing engaging and relevant curriculum, and reducing barriers to education.

Mr. Hermes thanked Mr. Younger for the presentation, called attention to the resolution and the one-page budget summary in the board packet, and asked the board members to read the resolution before voting. Mr. Paul noted that the resolution has the recommendation of the committee. Mr. Hermes made a motion to approve the budget resolution 04-2018_19. Mr. Schoenling seconded the motion. The vote was taken, and the resolution was unanimously approved as presented and distributed.

B. Performance Evaluation of the President Committee – Committee Chair Session reviewed the performance evaluation process that the board has followed and stated that the committee met on May 15 at the Transportation Technology Center (TTC) to review the individual evaluations and prepare the summary distributed at this meeting. Mr. Session and Board Chair Smith-Morrow met with Dr. Figueroa before the board meeting, to review the summary. The board members were given a few minutes to read the summary, make comments, and then return their copies of the summary to him. Mr. Session stated that the summary is intended for Dr. Box, and is confidential until he receives it. Mr. Session said that once approved, the summary would be signed and then mailed to Dr. Box on Friday, May 24.

Mr. Schoenling made a motion to approve the summary as written and send it to Dr. Box by the deadline. Mr. Hermes seconded the motion. The vote was taken, and the summary was unanimously approved as written.

V. CHAIRPERSON'S REPORT

Board Chair Smith-Morrow presented the Chairperson's report, which included a summary of her activities for the board since the April meeting. She extended appreciation to Dr. Figueroa for his hard work this year, including building trust and engagement with the board. She stated that the board supports him. Dr. Smith-Morrow also shared appreciation for Gateway faculty and staff, on behalf of the board.

Dr. Smith-Morrow mentioned two of the Gateway initiatives that she is enthusiastic about: the River Cities Project and the expansion of the transportation program. She said that she has appreciated learning more this year about the many layers that need to be understood about Gateway and communicated back to the community, including board details from the KCTCS workshop, work in the committees, the budget, college demographics and individual stories from students.

Dr. Smith-Morrow read a proclamation in recognition of the outgoing Student Representative, Ms. Sarah Bryant.

VI. PRESIDENT'S REPORT

Dr. Figueroa referred to the President's report that is included in the board packets, and stated that he especially appreciates the board helping him develop advocacy work this year.

Dr. Figueroa reported that the sale of the YMCA has not been posted yet since conversations continue with the city and the state. The intent has been and continues to be to provide a beneficial outcome for Gateway's students and the city of Covington. Dr. Figueroa said that the Governor very recently appointed people to the nominating board for Gateway's board of directors. He stated that work would continue over the summer to refine the onboarding process for new members of the board of directors.

Dr. Figueroa introduced Gateway's new Director of Diversity, Equity, & Inclusion Initiatives, Ms. Tracy Stokes. She was most recently at the Cincinnati Youth Collaborative, and her passion is working for student success by developing workable plans to involve faculty and staff in their progress. Dr. Figueroa announced the new student representative to the board, Ms. Naomi Lindsay. She will take the oath of office at the September meeting.

Dr. Figueroa asked for support of the Foundation's fund-raiser RiverBlast through sponsorship opportunities and encouraged the board members to attend on September 1, 2019.

Dr. Figueroa announced that a new Vice President of Development and External Relations has been hired. More information will be sent to the board and foundation.

The President's full report was placed on file.

VII. ADJOURNMENT

Upon motion by Mr. Paul, and seconded by Ms. Bryant, Chair Smith-Morrow adjourned the meeting at 7:50 p.m.

Prepared by Ms. Jane Frantz, Recording Secretary

Approved:

SIGNATURE ON FILE

09/12/19

Secretary to the Board

Date