

Executive Summary

*Gateway Community and Technical College
Board of Directors Meeting – September 19, 2005
Chamber Office
Fort Mitchell, KY*

Meeting Highlights:

- **Chairman's report**

Chairman Jordan commented on the success of the **Advising Center** initiated in the summer under the leadership of **Dr. Dale Myers**, College Provost, and **Carole Reed-Mahoney**, Dean of Academic Affairs. More than 380 students were served initially, and the center is now advising about 60 students per week. The center is an outcome of the **S.O.A.R. Team** process.

The chairman welcomed new employees, including **Ingrid Washington**, Dean of Students; **Deborah Sumpter**, administrative assistant in the President's Office; **Laura Cook**, vice president of resource development and external affairs; and **Margaret Thomson**, director of public relations.

- **President's report**

At Dr. Hughes' request, **Dr. Michelle Deeley** updated the board on the progress of the effort to reaffirm accreditation from the Council of Occupational Education. COE has 10 standards that Gateway must continue to meet to maintain accreditation. A Standing Committee has been appointed to work on each standard to be ready for a site visit in April 2006. The committee includes **Andre Washington, John Brown, Carole Reed-Mahoney, Rebecca Moening, Marinell Brown, Alan Hall, Chuck Stebbins, Tanzi Sutton, Valerie Wheat, Ric Bowen, Chris Russell, Amber Decker, Phil Accardi, Margie Raines, Colleen Kane, and Ingrid Washington. Dr. Michelle Fry and Dale Meyer** are editing our accreditation report; **Amy Monson** is planning hospitality for the site visit, and **Marlene Jump** is providing administrative support.

Additional Items of Note: **Fall enrollment** is projected to increase 2 percent to 2,677 students. Freshman and sophomore enrollment is up 20 percent. **Dr. Angie Taylor** reported on the progress of the Integrated Manufacturing curriculum, which has completed a Career Pathways model. The model shows that personal earnings rise in step with more education and training. **Tony Clarke, Rebecca Moening and Alan Hall** have been part of this team effort.

Marinell Brown has been elected to a second term as president of the Faculty Senate for the KCTCS system. **Dr. Valerie Wheat** was selected to participate in the KCTCS

President's Leadership Seminar. The **Boone Campus** should be completed on schedule in October; no date has been set yet for the grand opening. We continue to seek a location for the **Urban Campus** and are having discussions with Covington city officials.

Themes for the Year: Our focus this year, guided by our strategic plan, will be on **Student Success; Opportunities; Accreditation and Resource development (S.O.A.R.)** In support of student success, Gateway is embarking on a "Right Start" initiative to ensure that each Gateway student is ready to begin his/her Gateway experience in the right way: on time, in the right classes and with as few obstacles as possible. Research shows that beginning strong and staying on course leads to greater student success. **Ingrid Washington** is leading a team to help this happen. Items on the agenda include eliminating late registration, adding multiple entry points for classes, developing a weekend and evening college program, expanding dual credit classes with high schools, adding online registration and instituting orientation programs.

- **Standing Committee Reports**

Bylaws: Committee Chair Durr presented the first reading of a bylaw change to clarify the way student seats on the board are filled. A vote on the change will occur at the next meeting. The board adopted a meeting evaluation process that involves a post-meeting form members can send to the vice chair for review and reporting at the next subsequent meeting.

Budget: Revenue increased 16.3 percent to \$8.3 million; 94.8 percent of fall tuition has been received.

Performance Evaluation of the President: Chairman Jordan thanked Committee Chair Fowler and the committee for developing an excellent model that reflects previous board input.

- **New Business**

President Hughes previewed his presentation to the KCTCS Board of Regents to occur Sept. 23. The presentation summarizes Gateway's history and progress since its formation in 2001 and focuses on our efforts to become accredited as a comprehensive institution by the Southern Association of Colleges and Schools.

Gaining accreditation is an exhaustive process requiring substantial documentation. The timeline is as follows:

Application submitted	Nov. 1, 2005
Review process	Feb 1. 2006
Visiting team	May 2006
Report/approval of candidacy	June 2006
Self-Study	July 2008
Visiting team	Fall 2008
Report and approval	Fall 2008
Initial accreditation	December 2008

SACS candidacy requirements demand extensive documentation for:

- Planning/assessment and use of data in college improvement plans;
- Completeness of course offerings for associate in arts and science degrees;
- Adequate number of full-time faculty for associate in arts and science degrees;
- Adequacy of library holdings and services at all campuses;
- Documentation for student and academic support for all students;
- Separate audit and management letter independent of the KCTCS system audits.

A faculty/staff team is working diligently to ensure a successful outcome for this critically important process.

- **Announcements**

The next meeting, which is a joint meeting with the Board and the Foundation, is scheduled for November 14 at the new Boone Campus.