



Community & Technical College

Board of Directors Meeting Minutes

Monday, May 15, 2006, 6:00 P.M.
Gateway Community & Technical College
Edgewood Campus

BOARD MEMBERS PRESENT:

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| Phillip Accardi (Staff Rep) | Laural Bishop | Scott Draud |
| Deborah Jo Durr | Glen Elsener (Faculty Rep) | Richard Fowler |
| Teresa Fredwest (Student Rep) | Rick Jordan (Chair) | Ken Paul (Secretary) |
| Carol Rich (Vice Chair) | | |

OTHERS PRESENT:

GCTC Faculty/Staff:

Ms. Marinell Brown, Division Chair, Education, Arts & Physical Sciences
Ms. Laura Cook, Vice President, Resource Development & External Affairs
Dr. Rob Deger, PLT Liaison, Securing Financial Resources S.O.A.R. Team
Dr. Ed Hughes, President/CEO
Dr. Jack Lundy, Special Assistant to the President, and Professor
Dr. Dale Myers, VP & Provost, Academic & Student Affairs
Ms. Sharon Poore, Executive Assistant & Recording Secretary to the Board of Directors
Mr. Steve Popple, Co-Team Leader, Securing Financial Resources S.O.A.R. Team
Mr. Shawn Reynolds, 2006-07 Student Representative to the Board of Directors
Mr. Mike Riley, Co-Team Leader, Securing Financial Resources S.O.A.R. Team
Ms. Debbie Sumpter, Administrative Assistant
Dr. Chuck Stebbins, Vice President, Institutional Research, Planning & Effectiveness
Dr. Angie Taylor, Vice President, Business & Industry Services, College Provost
Ms. Margaret Thomson, Director of Public Relations
Ms. Ingrid Washington, Dean of Student Affairs
Ms. Gwen White, Team Leader, Securing Financial Resources S.O.A.R. Team

I. CALL TO ORDER

Chairman Jordan called the meeting to order at 6 p.m. at the Gateway Community and Technical College Edgewood Campus. The record will reflect that a quorum was present.

II. APPROVAL OF THE MINUTES OF THE MARCH 20, 2006, MEETING

The minutes of the previous Board of Director's meeting of March 20, 2006, were approved as distributed.

III. OFFICER REPORTS

A. Chairman's Report – Chairman Jordan asked Secretary Ken Paul to report on the proposed Budget Summary for 2006-07.

- Secretary Paul gave the following report (a copy of the report is attached to the permanent minutes):
 - Board Budget Committee met on May 1, 2006, to review the budget.
 - Budget assumptions - \$12,188,935 operating budget; including the \$4,200,000 grant budget the total GCTC budget for 2006-07 is \$16,388,935.
 - Mr. Chris Russell reviewed the budget assumptions:
 - There will be a tuition increase of 11.2% (from \$98 to \$109 per credit hour), as well as a 2% system-wide enrollment growth initiative for non-waiver students.
 - Salary increases will be based on 3.5% for all employees; benefit increases will be based on 4.4% for all employees.
 - Additional funding received from the system office will be used to fund improvements as prioritized by the PLT (example: SACS accreditation).
 - As directed by the KCTCS Board of Regents, Gateway is required to hold \$651,000 of the \$12,188,935 in a contingency reserve.
 - Secretary Paul read the 2006-07 budget recommendation to those present (a copy of the resolution is attached to the permanent minutes). The resolution passed unanimously.
- Chairman Jordan reported that the term of Ms. Tess Fredwest, Student Representative on the Board of Directors, would expire on August 31, 2006. Chairman Jordan presented Ms. Fredwest with a plaque thanking her for her service on the Board of Directors for this past year.
- Chairman Jordan introduced the new student representative for the Board of Directors for 2006-07: Mr. Shawn Reynolds. Mr. Reynolds is currently admitted in Gateway's RN class.

- Chairman Jordan called on Ms. Carol Rich to report on the evaluation forms from the March 20, 2006 meeting. Seven evaluations were submitted to Ms. Rich (a copy of the report is attached to the permanent minutes).
- **Foundation Update** - Chairman Jordan asked Ms. Laura Cook to report on recent Foundation activities.
 - A Foundation Board meeting was held on May 10, 2006. Several committees of the Foundation have been formed – Finance, Nominating, Annual Fundraising, and a Development Committee.
 - Ms. Cook thanked all Board members for taking the time to meet with the Clements Group representatives. A total of 82 individuals were contacted.
 - The Clements Group will prepare a report by late June/early July to furnish the date for the feasibility study to test the Foundation’s goal for the capital campaign.
 - Recent major gifts received from: Lowe’s, \$20,000 and Mazak, \$4,000.
- **Project List** – Chairman Jordan reported that the project list will be reviewed at the fall meeting of the Board.

B. President’s Report – Dr. Hughes gave the following report (a copy of the report is attached to the permanent minutes):

- **COE Visiting Team Report** – The report contains 15 recommendations. Gateway is currently preparing responses to those recommendations that are due to the Council by May 26, 2006.
- **SACS Update** – The commission requested that Gateway provide additional information in addition to what was previously submitted in November 2005. The materials requested were on the library and the list of general education on-line courses. If these additional information pieces are accepted, Gateway will receive a visiting team in the fall.
- **GCTC’s capital project** request for the \$36.6 million for Phase II of the Center for Advanced Manufacturing Competitiveness at the Boone Campus was funded at \$28.6 million in the final state budget. Three architectural firms will be interviewed in Frankfort on May 16. One firm will be selected to design the facility and oversee construction.
- **EOP Architects** have completed the final schematic design for the Allied Health Sciences project at the Edgewood Campus; a furniture firm has been contracted; and EOP will have the final drawing in a few weeks. Construction bids are anticipated to be completed within 30 days.

- **Student Successes**

- Amanda Newman and Tess Fredwest were selected to represent the college on the KCTCS All-Kentucky Academic Team. They attended a dinner on April 11 in Lexington.
- 21 students were inducted into the college's chapter of the National Technical Honor Society at a ceremony at the Edgewood Campus on May 4. Dr. Jack Lundy presented the keynote address.
- JoDee Wilson, a Visual Communications Arts graduate, was awarded a Silver ADDY at the National AAF Student ADDY competition. Her work will be exhibited in San Francisco with 19 other national winners. JoDee will receive her national award in San Francisco in June.

- **College Provost Position** – Interviews will be conducted next week with the final four candidates for the provost vacancy created when Dr. Dale Myers retires on June 30.

- **College Advising Center** – Dr. Dale Myers reported that the advising center is currently advising students for the summer and fall semesters. Approximately 190 students have been advised to date.

- **Celebrations** – Dr. Hughes reported the following four retirements, effective July 1, 2006: Mr. Paul Brinkman, Dr. Jack Lundy, Dr. Dale Myers, and Mr. Bill Bays.

- **Covington Campus Ownership Transfer** – Language was included in the budget bill that would have allowed the transfer of the Covington Campus property to the GCTC Foundation. The Governor has vetoed the language; a meeting will be set to meet with Senator Katie Stine to review the Governor's decision. The Foundation is in the process of having the property appraised.

- **Student Surveys** – Ms. Ingrid Washington distributed a copy of the KCTCS Exiting Survey that will be included in all credential folders of this year's graduates. The purpose of this survey is to let Gateway faculty and staff know about the overall quality of a student's experience while enrolled at our institution. It will also assist the college in improving the college and its effectiveness in service to our students.

Board members requested a copy of the completed survey results.

- **Securing Financial Resources S.O.A.R. Team Report** – A presentation was made by Ms. Gwen Davis, Team Leader, Mr. Mike Riley, Co-Team Leader, and Mr. Chris Russell PLT Liaison:

- Ms. Gwen White reviewed the current team charter and goals. The committee is very flexible in working together and is currently

researching new funding ideas (local funding, tax levy, redistribution of funds).

- Mr. Mike Riley reviewed goals for 2005-06 – create a tracking system for PLT recommendations, the addition of influential members on advisory boards, special events for fundraising, and Perkins pre and post testing.
- Mr. Steve Popple reviewed goals for 2006-07 – Alumni Association, Perkins funding/Work Keys Profiles, Capital Campaign/Entrepreneurial Fundraising, and Scholarship and local Funding Committees.

Chairman Jordan thanked the team for their hard work and enthusiasm.

IV. STANDING COMMITTEE REPORTS – The Standing Committee Chairs provided oral reports as follows:

A. Bylaws Committee Annual Report – Parliamentarian Deborah Jo Durr gave the following report:

- Board member representation on Foundation Board – an additional Board of Directors member may be needed (in addition to Chairman Jordan serving as an ex-officio member). Ms. Laura Cook will check and get back in touch with Chairman Jordan.

B. Performance Evaluation of the President – Rev. Richard Fowler stated that all evaluation data has been compiled and will be distributed. A future special session meeting will be held to review the evaluation data before submitting to the system office.

Chairman Jordan thanked each committee member for their hard work and dedication on the Standing Committees.

V. UNFINISHED BUSINESS – There was no unfinished business to report.

VI. NEW BUSINESS

- **Program Brochures** – Ms. Margaret Thomson stated that all program brochures should be completed by mid-June.
- **Career Pathways Project** – Dr. Angie Taylor reported that Gateway has submitted a \$283,000 grant proposal to KCTCS to create the second Career Pathways Project in Business and IT.

VII. ANNOUNCEMENTS – Chairman Jordan gave the following announcements:

- **Wednesday, May 17, 2006 – Nursing Pinning Ceremony**
- **Thursday, May 18, 2006 – Commencement Exercises**
- **Friday, May 19, 2006 – President Bush Visit – NKU Regents Hall**
- **Monday, July 17, 2006 – Board of Directors Meeting (if needed)**
- **Monday, September 11, 2006 – Board Budget Committee Meeting**
- **Monday, September 18, 2006 – Board of Directors Meeting**

VIII. ADJOURNMENT – Chairman Jordan adjourned the meeting at 7:40 p.m.

Prepared by Sharon Poore, Recording Secretary

Approved:

Secretary to the Board

Date