

Executive Summary

Gateway Community and Technical College
Board of Directors Meeting – March 19, 2007
Boone Campus, Florence, Kentucky

Meeting Highlights:

- **Chairman’s Report**

Carol Rich reviewed board member evaluations of the last meeting. Evaluations were favorable. The board decided it was no longer necessary to maintain the evaluation process since feedback can be given directly in a meeting.

Chairman Rick Jordan reviewed committee assignments as follows:

Bylaws Committee	Finance Committee	President Evaluation Committee	Executive Committee
Deborah Jo Durr Sean Reynolds Phil Accardi Staff Liaison (SL): Laura Cook	Ken Paul Scott Draud Glen Elsener SL: Doug Roberts	Richard Fowler Laurel Bishop Carol Rich SL: Sharon Poore	Richard Jordan Carol Rich Ken Paul Deborah Jo Durr SL: Dr. Hughes

- **President’s Report**

Dr. Hughes, and on request, members of the college leadership team reported on the following items:

SACS Update – The visiting team from the Commission on Colleges of the Southern Association of Colleges and Schools gave the college a very strong review and overall a good report. Their only area of concern was the libraries and related documentation. A final decision on the college’s application for candidacy will be determined by the full Commission at its June meeting.

COE Update – The Commission of the Council on Occupational Education formally reaffirmed Gateway’s accreditation at COE’s February meeting. The new Boone Campus was also approved as part of the reaffirmation process. The next affirmation visit is scheduled for 2011.

Spring Enrollment – Preliminary spring headcount enrollment at March 16 was 2,448, an increase of 2% from the previous spring. The fulltime equivalent of 1281.03 increased 18% spring to spring. This means more students are taking more credit hours.

Results of student surveys show:

- 95.7% of graduates are satisfied with the overall quality of instruction.
- 82.7% of students plan to enroll every semester until they reach their goal.
- 88.6% have access to a personal computer at home or at work.

- 87.5% have access to the Internet or e-mail.
- 52% are the first persons in their immediate family to attend college.
- 72.2% have an annual income of less than \$25,000.
- 44.9% have a total annual household income of less than \$25,000.

Tuition Increase – KCTCS, including Gateway, tuition will increase 5.5 percent to \$115 per credit hour. This is a smaller increase than any of the public four-year universities and maintains Gateway’s position as the most affordable college in the region.

Capital Campaign – Laura Cook, vice president for resource development and external affairs, reported that the initial infrastructure to begin the internal portion of the capital campaign is in place. Steve Popple is the campaign chair, and Angie Taylor, Amy Monson and Glenn Elsener are serving as vice chairs for faculty, staff and the board division, respectively. Executive awareness sessions continue, and the campaign will soon move to external asks. Laura distributed copies of a new small brochure, Gateway Fast Facts, which supports the campaign but can be used for other needs as well.

Night of Excellence – Laura Cook also reported on the Night of Excellence planned to recognize outstanding Gateway students, including scholarship recipients, department award winners, and other high-achieving students. The event will occur May 9 at 7 p.m. the Carnegie in Covington. There was an excellent response from faculty to an “all-call” for participation.

Legislative Update – Dr. Hughes reported that legislation affecting Gateway’s ability to move forward on the Urban Campus is locked between the Kentucky House and Kentucky Senate.

Capacity Building – The Boone Campus master plan is complete. The long-term plan calls for a total of six buildings and parking to accommodate up to 6,500 students in any given semester. Programming for the Phase II building is complete. The next phase is the schematic design, which should be completed in about six months. Initial plans call for completion of the building by spring 2009.

Developing Partnerships – Gateway is the primary sponsor of a new ICN6/Northern Kentucky Chamber show “Leading Businesses Leading Communities.” The college’s name is used in over 500 monthly promotional spots on various cable channels, and two 30-second commercials are shown during the show on ICN6. In addition, 110 TANK buses have advertising with the college’s name prominently displayed. This will continue throughout 2007. The show can be viewed in streaming video on the Chamber website at www.nkychamber.com.

Nail Tech Program – The Cosmetology Department is preparing to introduce a new Nail Tech program this fall. In addition, college officials have met with several P&G departments to explore a range of potential partnerships involving product research and developing a model demonstration salon for hair care products.

Speech Team – The recently formed Gateway Speech Team won the community college division at the annual Kentucky Forensic Association State Tournament in February and

individual speakers won individual awards. Dr. Michelle Wilhite and Melissa Fry are faculty sponsors.

Standing Committee Reports

- *Bylaws Committee:* Parliamentarian Deborah Jo Durr outlined the procedures required to comply with open records regulations in regard to committee meetings. These will be placed in the Board Member Handbook.
- *Budget Committee:* Secretary and Finance Chairman Ken Paul reported the next budget committee is May 7. Dr. Hughes previously reported that the college has completed the Strategic Needs Analysis process, which is the foundation of the budgeting process. A copy of the 30-page report will be provided to Board members before the May meeting.
- *Evaluation of the President:* Committee Chair Richard Fowler distributed the timeline for this process and sample evaluation forms. Responses from Board members are due to the committee by April 15 with results reviewed by the Board April 20.

New Business

Dr. Hughes presented a detailed summary of the facilities master plan for implementation between 2007-2015. Highlights include:

- Gateway's long-term goal is to maintain three comprehensive campuses, including an Urban Campus, Edgewood and Boone. The estimated cost to complete all facility needs contained in the plan exceeds \$120 million.
- Challenges confronting plan implementation include a complex, multi-layered process to authorize and fund capital construction projects and the slim likelihood of receiving sufficient funding to complete any of three campuses at one time. A phase-in approach is required.
- The overall guidelines for campus development are:
 - Each campus will have food service and child care on campus.
 - Each will provide full student affairs, business affairs and library services.
 - Each will include on-campus adult education and literacy programs.
 - Each will have student gathering areas.
 - All campus facilities will exceed accessibility standards.
 - All facilities will have wireless technology.
 - Campuses will focus on:
 - Urban Campus: Business and general education
 - Edgewood Campus: Health care/services
 - Boone Campus: Manufacturing, Construction, Distribution, Transportation
 - Each campus will be coordinated by a chief campus administrator or associate provost.
 - All campuses will have adequate parking and signage.
 - Campus/facility details will be developed with faculty, staff, administrative and, where possible, student input. Detailed plans will be developed only after financing is secured and will follow KCTCS and other state processes for facility design and construction.

Important Dates for College events:

Manufacturing Expo and College Open House April 26
Evening of Excellence May 9
Nurse Pinning Ceremony May 15
Commencement Exercises May 17

Next Board Meeting: May 21, 2007