



Executive Summary
Board of Directors Meeting
Boone Campus
Thursday, May 13, 2010

Board of Directors Chair Rick Jordan convened the meeting and declared a quorum. Minutes from the prior meeting were approved. Mr. Jordan introduced Michelle Deeley Wilhite, who will succeed Dee Wright as the faculty representative to the board effective July 1, 2010. Mr. Jordan congratulated Cindy Sproehnle and Jason Schomaker, who were re-elected as staff and student representatives, respectively.

Chair's Report

Mr. Jordan noted that Gateway commencement exercises will take place May 20. He thanked the faculty and staff for another successful year in serving students especially in light of a second year without raises and with significant enrollment increases.

Standing Committee Reports

Bylaws/Rules Committee

Brent Cooper, board member and parliamentarian, stated there was no report from the Bylaws/Rules Committee.

Budget Committee

Board Secretary Ken Paul and Mike Baker, vice president of business and administrative affairs, jointly reported for the Budget Committee. Mr. Baker reported that college revenues will exceed projections and that planned expenditures will be in line with projections. The anticipated fund balance will be slightly decreased due to the planned use of reserves for the year. Mr. Paul recommended that if board members have specific questions, they should contact Mr. Jordan or himself. Mr. Paul thanked outgoing Board Member Dee Wright for his service on the finance committee.

Mr. Baker introduced and thanked Norma Northern, director of budget and accounting, for her work monitoring the current year budget and assisting in the development of the 2010-11 budget. Mr. Baker noted the board packet contains much information in regard to the 2010-11 budget including assumptions based on the best information available about tuition rates and state allocations. He stated that it is aggressive but not too aggressive. The budget includes for the first time a security fee that will be charged to each on-campus student beginning in the fall term. Security and safety are continuing issues on all campuses among employees and students. Dr. Hughes noted that the KCTCS Board of Regents approves all fees including a security fee and that Gateway will be applying the fee in order to implement a comprehensive safety and security program including security personnel, training and increased electronic monitoring of the campuses. After further discussion, Mr. Paul presented a resolution from the Budget Committee to forward the budget to KCTCS for approval. The motion carried.

Performance Evaluation of the President Committee

Board Vice Chair Martha Johnson reported in the absence of Committee Chair Richard Fowler. She reported that the Board members had received the evaluation instrument and that the evaluation would be discussed in executive session following the regular board meeting.

President's Report

President Hughes referred the board to his written report and noted that members of the administration were present to ask questions. He announced that:

- Gateway was one of four organizations inducted into the Northern Kentucky Chamber of Commerce B.E.S.T. Hall of Fame, recognizing Gateway's ongoing successful partnership with Sixth District School.
- Academic Advisor Felicia Toliver is one of 10 people selected internationally for a special leadership program.
- Toni Bloom is the first educator elected as president of the Cincinnati Ad Club.
- The LEAD program just graduated its fourth class. Thirty-eight employees have participated in the program; 35 are still employed at Gateway, and 70 percent have moved into leadership positions. Dr. Hughes thanked Angie Taylor, vice president of Workforce Solutions, and Laura Kroeger, vice president of resource development and external affairs, for their continuing work in developing and maintaining the program.

Board Member Cindy Sproehnle praised Melissa Sears, director of information technology, for her entrepreneurial excellence in finding the best prices for computer technology for the new Center for Advanced Manufacturing. Melissa's efforts resulted in a savings of 91 percent for printers at the facility.

Ms. Kroeger announced that the Gateway Community and Technical College Foundation will conduct its first official fundraiser Labor Day weekend in conjunction with the RiverFest fireworks. The event will be called RiverBlast 2010; Foundation Board Member Alice Sparks is honorary chair.

Unfinished Business

Dr. Hughes asked Patricia Goodman, dean of institutional research, planning and effectiveness, to report on the strategic plan. Ms. Goodman reported that:

- The process to develop the 2010-2016 strategic plan has been the most in-depth of any plan Gateway has done or that any KCTCS college has done. Other KCTCS colleges are calling Gateway to learn how we are approaching the plan. She reviewed the timeline from October 2008 through the present, described the framework used to develop the plan, and described how the model was developed by small groups of employees who participate in the Institutional Effectiveness Council.
- Revisions to the plan have been made since the most recent report to the board in March. The plan is built in tiers that enable individuals to contribute to operating unit priorities. These then support the college level plan, which in turn supports the KCTCS strategic priorities.
- Next steps to completing the plan include finalizing operational-level priorities, developing a reporting template that includes baseline data on all key performance indicators; and implementing an online tool that integrates strategic planning with the SACS quality enhancement plan effort. Additional steps involve Board of Regents approval of the KCTCS plan and conducting a leadership retreat at Gateway to initiate the plan.

Dr. Hughes thanked Trish for her leadership in engaging nearly a third of all full-time employees in developing the plan. Some discussion followed on the merits of the plan. Mr. Jordan asked for a resolution to adopt the plan. The motion carried and the college's strategic plan will be forwarded to KCTCS.

New Business

Mr. Jordan announced that the board would go into executive session to discuss the performance evaluation of the president (as provided for under KRS 61.810 (1) (f) and a potential land purchase/sale (as provided for under KRS 61.810 (1) (b)). Prior to the executive session, Mr. Jordan announced the following dates:

Next Budget Committee Meeting (tentative)	July 8, 2010
Next Meeting – Board of Directors (tentative)	July 15, 2010
Budget Committee Meeting	September 2, 2010
Board of Directors	September 16, 2010
Night of Excellence	May 17, 2010
Notre Dame Academy	6 p.m.

Nursing Pinning Ceremony
Notre Dame Academy

May 18, 2010
6 p.m.

Commencement Exercises
Northern Kentucky Convention Center

May 20, 2010
7 p.m.

GCTC Riverfest Fundraiser Celebration
Newport Aquarium (watch for details)

September 5, 2010
5 – 11 p.m.

The meeting went into executive session. Upon the conclusion of the executive session, Mr. Jordan stated that no action was taken during the executive session. Brent Cooper introduced a resolution recognizing the leadership of Dr. Hughes and the board's full support of his efforts over the past years. The motion was seconded by Martha Johnson and approved unanimously.

The meeting was adjourned.