



Board of Directors Meeting Minutes

Thursday, May 24, 2012

5:00 Dinner

**Board of Directors Meeting – 5:30 p.m.
Gateway Community & Technical College
Boone Campus, Florence, Kentucky**

BOARD MEMBERS PRESENT:

Brent Cooper (Secretary)

Jeff Groob

Rick Jordan

Tom Santry, Student Representative

Dr. Michelle Deeley Wilhite (Faculty Representative)

Richard Fowler (Vice Chair)

Martha Johnson (Chair)

Ken Paul

Cindy Sproehnle, Staff Representative

BOARD MEMBERS ABSENT:

Katheryn Cook (Parliamentarian)

OTHERS PRESENT:

GCTC Faculty/Staff:

Mike Baker, Vice President, Administration & Business Affairs

Dr. Patricia Goodman, Vice President, Knowledge Management & Strategic Initiatives

Dr. Ed Hughes, President/CEO

Laura Kroeger, Vice President, Resource Development & External Affairs

Sharon Poore, Executive Assistant & Recording Secretary to the Board of Directors

Sydney Stauter, Administrative Assistant, President's Office

Dr. Angie Taylor, Vice President, Workforce Solutions

Ingrid Washington, Vice President, Student Affairs

Jamie Younger, Director, Accounting & Budget

PENDLETON COUNTY GUESTS:

Bill Mitchell, Pendleton Community Development Director

Jo Ellen Mitchell, Pendleton County Community & Adult Education Director

Angela Hornbeck, Pendleton County Assistant County Attorney

Anthony Strong, Pendleton Council Schools Superintendent

Michele Crowley, Pendleton County Schools Technology Director

Mark Hart, Mayor, City of Falmouth

Henry Bertram, Judge Executive, Pendleton County

Karen Delaney, Pendleton County Schools Junior Senior Guidance Counselor

Shawn Nordheim, Pendleton County Schools Site Based Council Leader

Jeff Aulick, Pendleton County Schools Director of Student Personnel

I. CALL TO ORDER

Chair Johnson called the meeting to order at 5:30 p.m. at the Gateway Community and Technical College Boone Campus. The record will reflect that a quorum was present. The media was notified of the meeting.

II. APPROVAL OF MINUTES OF THE MARCH 22, 2012, BOARD MEETING

The minutes of the March 22, 2012, Board meeting were approved as amended by Jeff Groob. Mr. Groob made a motion to amend the minutes by including the names of Board members that voted in favor of/against his motion relating to the recording of the public portion of the Board's official meetings. Ken Paul seconded the motion to enable discussion. After discussion, eight Board members present approved the motion to amend the March 22, 2012, minutes with only Rev. Fowler opposing. The March 22, 2012, Board minutes will be amended and reposted to the Board website.

III. SPECIAL PRESENTATION BY PENDLETON COUNTY COMMUNITY MEMBERS

A. Chair Johnson introduced The Honorable Henry Bertram, Pendleton County Judge Executive. Judge Bertram thanked the Gateway Board of Directors for allowing them to present at tonight's meeting and stated that Pendleton County wants to engage Gateway as partners in developing a Gateway presence in their community. Community members remarked on the following highlights of the presentation (a copy of the entire presentation is attached to the permanent minutes):

1. The Pendleton County community is making plans to improve the quality of life for its citizens by enhancing the technical skills of both youth and adults. Technical training is critical in meeting the needs of business and industry in the county.
2. Pendleton County currently has a high unemployment rate.
3. Demographic makeup of clients and students serviced by the One Stop has increased. The One Stop is providing services to 1,000 clients per month seeking job employment.
4. Statistics show that employment and training for persons age 25 and above in Pendleton County is below the state average; there has been a decline in those obtaining a Bachelor's degree and above.
5. Community meetings were held to discuss overall community education needs. Work began on the Gateway initiative in 2011. A Gateway Advisory Council has been formed, and there is a strong sense that the community supports the concept of developing a Pendleton County Gateway campus.

6. Business and industry that were surveyed stated:
 - a. They are having difficulty in finding employees with basic skills – problem solving, computer skills, communication, basic math, and basic electric knowledge.
 - b. They would be willing to participate in tuition reimbursement.
 - c. The survey revealed that the top 12 study areas of interest included nursing at No. 1 and welding at No. 12; median age of individuals completing the survey was 25 years.
 - d. Community survey results:
 - 1,160 (8%) of Pendleton County residents completed the survey;
 - 84% of those respondents plan to pursue some form of postsecondary education;
 - 75% were somewhat interested or very interested in taking courses at a local Gateway campus; and,
 - 95.6% of parents and teachers support a Gateway campus in Pendleton County.
7. The project will be segmented into two phases:
 - a. Phase I involves offering Gateway classes in Pendleton County fall 2012 at the Falmouth School Center and Pendleton County High School. A major marketing campaign will be launched. Space at the Falmouth School Center will be provided to Gateway at no cost.
 - b. Phase II involves establishing a permanent campus of Gateway at Falmouth School Center once critical mass has been reached. The location will be a true education center for the community. It is proposed that Gateway would occupy 5,400 sq. ft. and share an additional 2,387 sq. ft. of space on the second and third floors, with a total of 7,807 sq. ft. overall.
8. The total project cost estimate is \$4,491,161 with funds being derived from local taxes, grants, bonds, GCTC/KCTCS, and local contributions.

Mr. Jordan stated this is one of the best presentations he has ever seen. He added his concern over operating expenses and stated he would have liked to more information about real dollar figures related to the overall expenses in running a college in terms of maintenance, operations, equipment, etc. Dr. Hughes responded that the college leadership is reviewing operational expenses and how they might be covered.

Dr. Deeley Wilhite voiced concerns about orientation and advising (support services) for students and how these issues would be addressed. Jo Ellen Mitchell replied that with the Board input gathered at this evening's meeting, they will go back and review to make plans for successful implementation. Mrs. Mitchell added that students now understand dual credit and have a better understanding of transfer credits (associate degree and then transfer to a four-year institution). Karen Delaney noted that in her role as guidance

counselor she had been working with Gateway's Shelby Krentz on a number of issues related to support services in Pendleton County. The community group and Gateway will create a vision and work together in programming.

Mr. Groob asked if the college has a statutory service area for Pendleton County. Dr. Hughes stated that we have worked it out with the Maysville Community and Technical College President to proceed. Rev. Fowler questioned how many for-profit educational services are available in Pendleton County, and Mrs. Mitchell replied none.

IV. OFFICER AND STANDING COMMITTEE REPORTS

A. Chairman's Report

- Chair Johnson publicly thanked Rev. Fowler for the occasions he served as Chair in her absence.
- In addition, Mrs. Johnson thanked Mr. Santry, current student representative to the Board, for his service during the 2011-12 academic year. Mr. Santry's term expires on August 30, 2012.
- Chair Johnson reported that the new student representative to the Board is Rebecca Raynor. Ms. Raynor was not able to attend this evening. Her term begins on September 1, 2012.
- Mrs. Johnson added that she recently attended her first Gateway Foundation board meeting and was in awe of the board members' commitment to Gateway, as well as to the Urban Campus project. She added that in her conversations with Rick Robinson (a Gateway Foundation member who is teaching at Gateway) that he stated that he is so impressed with the caliber of students at Gateway.

B. Bylaws Committee – In the absence of Parliamentarian Cook, Chair Johnson reported that the committee had not met and had no report.

C. Budget/Summary Review – Rick Jordan, Chair of the Board Budget Committee, delivered the following report:

- The Board Budget Committee met on Thursday, May 10, 2012. In the meeting, the following items were discussed:
 - For the 2011-12 academic year, enrollment has been flat.
 - A 6% growth plan in FTE enrollment has been projected for 2012-13 academic year. Growth primarily is anticipated through online distance learning, dual credit programs, and transfer programs.
- Dr. Hughes will prepare a periodic report on the expected growth for the Board members.
- Funds will be held in reserve for redistribution if the college does not meet revenue projections.

- A 4% tuition increase is projected (but not yet approved by the KCTCS Board of Regents) at \$140 per credit hour.
- Mr. Jordan presented Resolution 02-2012 for the 2012-13 Revenue and Projection Plan from the committee which did not require a second. The Board members voted unanimously to approve the resolution.

D. Performance Evaluation of the President – Mr. Ken Paul, Committee Chair, reported that the committee’s report will be reviewed during the Executive Session later in the meeting.

Mrs. Johnson expressed her thanks to Gateway faculty and staff for their incredible work over the past challenging year. She asked Ms. Sproehnle and Dr. Deeley Wilhite to pass along her appreciation to all faculty and staff for their hard work.

V. PRESIDENT’S LEADERSHIP TEAM REPORT – Dr. Hughes stated that the President’s Report had been previously posted on the website and highlighted the following:

- Gateway received notice yesterday that the college is one of five colleges nationally receiving the next round of grants for the Accessing Benefits (CLASP) that helps students to access benefits in accessing resources for a college education.
- Ms. Tess Burns was honored as a recipient of Gateway’s New Horizons Award at the KCTCS system awards on May 15. Ms. Burns was also chosen for the winner of the Support Staff award above all other KCTCS candidates.
- Veterans Center – Dr. Hughes called upon Dr. Angie Taylor to provide an update on Gateway’s Veterans Center. Dr. Taylor noted (the presentation is attached to the permanent minutes):
 - Gateway VETS funding sources are: Haile Foundation \$125,000; Farmer Family Foundation \$75,000; and the Hatton Foundation \$25,000.
 - The program is designed to help veterans acquire Gateway credentials and support towards getting a job and to provide them with a pathway to anything from a technical certificate to a transfer degree. The mission is to provide transparent transition from the military, to college, and then to employment.
 - Two veterans have been hired to assist work in the Veterans Center: Mr. Chris Courtney & Mr. Daniel Ridley.
 - 300 veterans attended orientation and to date, 68 have been served.
 - Mr. Jordan commented about his past experiences with manufacturing associations and the good experience they have had in hiring veterans.
- Dr. Hughes thanked Mrs. Laura Kroeger and Dr. Angie Taylor for their assistance in securing \$75,000 from the Duke Foundation in support of the Urban Campus.
- An announcement will soon be made regarding the college’s first large investment for the Urban Campus.

- Dr. Hughes will be attending the June 14 KCTCS Board of Regents meeting seeking approval of a new degree program in the Human Services (social work) department.
- Dr. Hughes stated that the Brent Spence Bridge has recent modifications to the projected plan and that, on behalf of the college, he submitted a letter to highway planning officials in support of the modifications in the design requested by the City of Covington.

VI. EXECUTIVE SESSION

A. Performance Evaluation of the President – Chair Johnson announced that the Board would move into a closed session for the following item: KRS 61.810 (1) (f) guidelines, “Discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested.” Mr. Cooper made a motion to move into Executive Session, Rev. Fowler seconded; motion carried. The Board went into Executive Session at 7:50 p.m.

Upon motion by Mr. Jordan and seconded by Mr. Cooper, the Board meeting was resumed by Chair Johnson at 8:50 p.m. The motion passed by unanimous voice vote. Chair Johnson announced that no action was taken during the session.

VII. ANNOUNCEMENTS – Chair Johnson called attention to the important dates that are listed on the agenda and the meetings of the Board of Directors:

- A. Next Board of Directors Meeting (tentative) – July 26, 2012
- B. Board of Directors Meeting – September 20, 2012
- C. Budget Committee Meeting – November 1, 2012
- D. Board of Director's Meeting – November 15, 2012

VIII. ADJOURNMENT – There being no further business before the Board of Directors, Chair Johnson adjourned the meeting at 8:52 p.m.

Prepared by Sharon Poore, Recording Secretary

Approved:

Brent Cooper
Secretary to the Board

Date