

Executive Summary
Board of Directors Annual Meeting
Thursday, September 15, 2011
Boone Campus, Florence, Ky.

Board Chair Rick Jordan called the meeting to order and declared a quorum. Minutes from the prior meeting were approved without revisions. The oath of office for new board members was administered to Tom Santry, new student representative, by Board Secretary Ken Paul. Mr. Jordan welcomed Mr. Santry.

CHAIRMAN'S REPORT:

- Mr. Jordan noted that the board's annual meeting will be held Nov. 17. Committee chairs were reminded that written reports are due to Sharon Poore by Nov. 3 for web posting prior to the meeting. Mr. Jordan also requested that the slate of officers for the next year be ready by then.
- The board discussed its roles and responsibilities as described in a "White Paper" provided by Dr. Hughes as requested by the board during his evaluation in May. Mr. Jordan also asked Board Vice Chair Martha Johnson to provide her perspective since she was the first chair of the KCTCS Board of Regents after it was created by Kentucky law in 1997. The Board of Regents is the governing body of all 16 KCTCS colleges. At that time, local college boards were set up to advise, advocate and communicate community needs. Further discussion of the local board's roles and responsibilities ensued.
- The board discussed the evaluation of the president process.
- Mr. Jordan congratulated Board Member Brent Cooper on his election as chair of the Northern Kentucky Chamber of Commerce.

COMMITTEE REPORTS:

- The **Bylaws Committee** did not meet and therefore had no report.
- **Budget Committee** Chair Martha Johnson reported that the Budget Committee met Sept. 1 and heard a report from Vice President of Business Affairs Mike Baker, who noted that the college receives \$340,000 in revenues from the student security charge. For the financial period just ended, Gateway experienced a moderate increase in the fund balance and additional expenses related to the Urban Campus. The committee also discussed Pell Grant funding and 2012 budget detail related to programming.
- **Performance Evaluation of the President:** Chair Richard Fowler reported that the committee had not met and therefore had no report. A meeting will be scheduled in a few weeks.

UNFINISHED BUSINESS:

- At Mr. Jordan's request, Dr. Hughes presented an update on the **Urban Center/Urban Campus**. He referred to the update included in the meeting materials and said the information is updated regularly and used at meetings with community leaders and organizations. Dr. Hughes noted the following about the existing Urban Center:
 - Enrollment increases in certain populations
 - The most popular programs/courses are in the areas of transfer
 - The success of the Access Center at Holmes High School which offers courses to juniors and seniors. This fall, 31 seniors and 46 juniors are taking college courses.
 - In regard to the Urban Campus project to expand into a complete campus, he noted that:
The project structure consists of the KCTCS and Gateway presidents, the steering team, college advisory committee, and the community advisory committee.
 - The steering committee will have five to seven members consisting of representatives of the college, KCTCS, and Finance Cabinet – Division of Engineering as the core team. Other representatives from partners may be included.

- The internal college advisory committee will have 15 – 20 members and will guide the development of the academic community and service program needs of the campus.
 - The community advisory committee will have 20 – 30 members who live and/or work in the urban core. Members will include the Covington Center City Action Plan Steering committee; other members will include representatives from the Gateway Board, Gateway Foundation, and Urban Campus partners.
 - The architects will be at the November Board meeting to report design stages and planning.
 - Mr. Jordan noted that the plan includes exactly what business leaders have told Gateway is needed.
- Upon motion by Martha Johnson and seconded by Richard Fowler, the Gateway Board of Directors voted unanimously to support the proposed Urban Campus Planning Design.

- Dr. Patricia Goodman reported on progress of the **SACS reaffirmation** process. The Quality Enhancement Process' broad topic has been identified as the "First-Year Experience," and a Foundations of Excellence Steering Team has been appointed. The FoE process is related to the SACS' QEP initiative as well as KCTCS Transformation Initiatives on First-Year Experience and Transfer. The SACS Compliance Certification Team began its work in August. The remaining timeline involves:
 - November 2011 SACS liaison advisory visit to Gateway
 - March 2012 – Submission of Compliance Certification to SACS
 - March 2012 – Foundations of Excellence Self-Study Process complete
 - May 2012 – Off-Site Review of Compliance Certification
 - September 2012 – Submission of QEP to SACS and submission of Focused Report (if needed)
 - October 2012 – On-Site Review of Compliance/QEP
 - June 2013 – Commission on Colleges decision on Reaffirmation through 2023

NEW BUSINESS:

At Mr. Jordan's request, Dr. Hughes reviewed the college's annual plan and implementation action. Three significant outcomes are expected by 2016 and will be quantified by Key Performance Indicators: 1) More people utilizing Gateway programs, services and facilities; 2) More students achieving educational goals; and 3) The college will have strengthened and sustained its capacity to meet its Vision and Mission. At the conclusion of the presentation, Dr. Hughes asked the board if they had any questions, and members indicated agreement with the plan.

Mr. Jordan distributed the proposed dates for **2012 Board Meeting Schedule**. The dates will be voted on at the November 17, 2011, Board of Directors Annual Meeting.

PRESIDENT'S LEADERSHIP TEAM REPORT:

Dr. Hughes referenced his report that was posted on the website and noted the following highlights:

- Fall 2011 preliminary enrollment as September 2, 2011 is as follows:

	2010	2011	% Increase
<i>Fall Headcount</i>	<i>3,985</i>	<i>4,074</i>	<i>2.2%</i>
<i>Fall FTE</i>	<i>2,568</i>	<i>2,599</i>	<i>1.2%</i>

- The KCTCS Board of Regents approved the Associate of Applied Science degree in Energy Technologies and Health Information Technology. Both will be offered during the 2011-12 academic year.
- New programs in Emergency Medical Technicians (EMT) and Phlebotomy program will begin in the spring 2012 semester. These two programs are a direct result of the Health Professions Opportunity Grant (HPOG).
- The college is meeting with 12 high schools to assess interest in dual credit/early college programming. Eight of 12 schools are very interested. At Scott High School, 13 students are involved in a new dual credit Biology class.
- The Gateway College Access Center has 44 seniors and 47 juniors enrolled for the 2011-12 co-hort. Enrollments have increased by 50%.
- Gateway and Northern Kentucky University have strengthened their transfer partnership. Highlights include a transfer action team, Transfer Equivalency System (TES), data sharing, 16 transfer scholarship recipients from Gateway to NKU this fall term, a new NKU Transfer Services website, and Gateway to NKU Transfer Guides.

- Six companies are participating in the Manufacturing Apprenticeship Program with 31 apprentices enrolled in 185 credit hours for the fall semester. These companies are providing students with over \$25,000 in tuition assistance, and the students are being employed.
- Gateway received the results of the 2011 administration of the Community College Survey of Student Engagement (CCSSE). The overall results of the 2011 CCSSE, compared to 2009, show that Gateway improved in all benchmark areas.
- The Faculty Assembly, chaired by Mike Riley, has completed a yearlong review and revision of its organizational structure and approved new bylaws establishing a Faculty Council representative form of organization. The Faculty Council representatives from divisions will be selected this fall and the Council will begin its work.
- The Foundation's annual fundraiser, RiverBlast, was held on Sunday, September 4 at the Newport Aquarium. The event surpassed last year's \$30,000 by raising approximately \$41,000. Four community leaders were voted to the Foundation Board at the August meeting: Steve Brunson, Vice President, Republic Bank; Norm Desmarais, Founder and CEO of Tier 1 Performance Solutions; Rich Hempel, President, Natural Bridge Technologies; and Debbie Simpson, President, Multi-Craft Litho. A year-end report to Belcan revealed that the company has employed 10 of the Ralph Anderson Scholarship recipients.
- The National Science Foundation ATE has awarded Gateway a three-year, \$672,350 grant to fund the Mechatronics and Innovation for Rural Technicians.
- The following faculty and staff have been accepted into LEAD VI, under the direction of Dr. Angie Taylor and Laura Kroeger: Heather Abbott, Amy Carrino, Ian Fry, Kerri McKenna, Regina Schadler, Theresa Thomas, Amber Carter, JoAnn Fredwest, Jennifer Hammons, Lisa Mohr, Wendy Schindler, and Bridgett Sullivan.

Gateway's Strategic Community Connections Overview

At Mr. Jordan's request, Dr. Hughes updated the Board on Gateway's Community Connections that he and other employees of the college are involved in as part of their roles at Gateway. Dr. Hughes noted that there are three regional initiatives: Vision 2015, Agenda 360, and the United Way, which affect the funder community, partner development and political, civic, education and economic leaders. Regional alignment of priorities includes education, community development, government and jobs. Each has a vast array of strategic partners, and Gateway works well in all relationships.

Bold Goals – United Way

Mr. Jordan said Dr. Hughes has requested the Board's advice on the college endorsing the United Way's Bold Goals as a foundation on which to achieve the college vision for a strong community with a high quality of life for all. The United Way believes there is power in the collective voice and collective will of our community. The Board unanimously agreed to endorse the United Way's Bold Goals for the region.

Board Meeting Structure

Mr. Jordan led a discussion on the structure of the Gateway Board meetings. After receiving input from each Board member, it was determined to keep the meetings on Thursdays, begin the meetings at 5:30, a lighter meal will be served, an attempt will be made in determining the time length of each meeting in order to alert members to plan accordingly, an attempt will be made to focus each meeting on one area of the college, attempt to hold meetings at a more central location for members (the Edgewood Campus was suggested), and each member will be asked to report "one-minute" ideas.

After a review of upcoming important dates, the meeting adjourned at 8:43 p.m.