



Executive Summary
Board of Directors Meeting
Thursday, June 12, 2014

I. CALL TO ORDER/WELCOME/INTRODUCTIONS

The meeting was called to order at 5:45 p.m. at the Boone Campus of Gateway Community and Technical College. A quorum was present. The media was notified of the meeting. Dr. Hughes welcomed all new members and returning members. He asked everyone present to introduce themselves.

II. OATH OF OFFICE

Pamela Duncan, assistant general counsel for the Kentucky Community and Technical College System, administered the oath of office to the board members who were newly appointed or re-appointed by the Governor:

- Joseph H. Creaghead
- Chad L Day
- Jeffrey Groob
- Dr. Julie Ann Smith-Morrow
- Mr. Kenneth Paul
- Mrs. Iversy (Ivy) Velez
- Mr. Paul L. Whalen

III. BOARD OF DIRECTORS' ROLES – BRIEF OVERVIEW

Gateway President Dr. Ed Hughes reminded the members of background information on the roles of the governing board and non-governing boards previously distributed. Pamela Duncan provided a brief review of the structure of KCTCS. Highlights follow:

- The roles of the KCTCS Board of Regents and the Boards of Directors of the KCTCS member colleges are defined in the Kentucky Postsecondary Reform Act that created KCTCS in 1997.
- The Southern Association of Colleges and Schools accrediting institution requires that colleges have one governing body, which by statute is the KCTCS Board of Regents.
- Each KCTCS college is required by statute to have a Board of Directors. That board is tasked with giving advice and counsel to the college through its President/CEO and providing community input. The local college boards have no governance role. There are four specific areas on which the colleges' Boards of Directors are to provide counsel as dictated in the statute creating KCTCS. The board recommends a locally developed budget to KCTCS. The KCTCS Board of Regents then accepts or rejects the college-submitted budget. The GCTC Board can provide counsel on how to use the budget KCTCS allocates to GCTC, but the GCTC Board does not have final authority over the budget. The college CEO, in his sole discretion, has the authority to move funds from one area of the budget to another.

- The statute provides that the college president reports to the president of KCTCS and is held accountable for budget implementation by KCTCS.
- In regard to board meetings, procedural issues are resolved first by the Kentucky statute, then the college Bylaws, and then Robert’s Rules of Orders for issues on which the Bylaws are silent.

IV. ELECTION OF TEMPORARY OFFICERS

After general discussion on procedures, Board Member Chad Day made a motion to elect a temporary chair and vice chair. Jeff Groob and Ken Paul were nominated for chair. Mr. Groob was elected. Ken Paul was subsequently elected vice chair. Both will serve until the election of new officers in September.

V. ASSIGNMENT OF MEMBERS TO COMMITTEES

After general discussion on procedures, the following committee actions occurred:

- Ken Paul agreed to continue to chair the Performance Evaluation of the President Committee on a temporary basis.
- Julie Smith-Morrow was appointed to the Performance Evaluation of the President Committee.
- Board Member Ivy Velez was appointed to the Bylaws committee. Michelle Deeley Wilhite was appointed chair of the Bylaws Committee.
- Ken Paul was appointed chair of the Budget/Summary Review Committee, and Joe Creaghead and Paul Whalen were appointed to the Committee.
- The board passed a motion to cancel the July 24 meeting.
- After discussing procedure, the board passed a motion to form a nominating committee and another motion to accept nominations. The following persons were elected to the nominating committee: Julie Smith-Morrow, Chad Day and Amber Decker. Chad Day was appointed chair.

VI. UNFINISHED BUSINESS

A. 2014-15 Budget Presentation

Dr. Hughes introduced Mike Baker, vice president of business affairs, and Jamie Younger, budget director, to discuss the budget process and content. The presentation in its entirety can be found at http://gateway.kctcs.edu/About_Us/Our_Leadership/Board_of_Directors/Board_Meetings.aspx.

After general discussion on the need to approve the budget submitted to KCTCS on May 12, the board moved to act as a committee of the whole for purposes of considering the question of the budget. A motion to approve the following resolution to approve the budget was made, seconded and adopted:

**Resolution 01 - 2014
2014-15 Revenue and Expenditure Plan**

Action

The President of the College and Vice President for Business and Administrative Affairs have presented to the Board of Directors the attached proposed revenue and expenditure plan for 2014-15 of \$20,596,700 in unrestricted funds which includes a total of \$17,329,900 in public funds allocation. Planned expenditures are estimated to be \$20,596,700. The proposed revenue and expenditure plan includes funds which the College president is allocating to meet the most pressing needs as identified through the Strategic Needs Analysis and the adopted 2010-2016 Strategic Plan.

Resolution

Whereas the Gateway Community and Technical College Board of Directors currently consists of a majority of newly appointed members; and
Whereas approval of an operating budget for the Gateway Community and Technical College Board of Directors is to approve and recommend an operating budget for 2014-2015,
Be it resolved that the Gateway Community and Technical College Board of Directors recommends, as it is in the best interest of students of the College, for submission to the KCTCS System President and Board of Regents the proposed 2014-15 Revenue and Expenditure Plan attached to this resolution. This action was approved by the Board of Directors at on this 12th day of June 2014.

The budget and supporting documentation are posted on the board website:

http://gateway.kctcs.edu/About_Us/Our_Leadership/Board_of_Directors/Board_Meetings.aspx

During the discussion, Dr. Hughes stated his sole purpose is to facilitate board deliberations and to serve the best interests of students. He noted that the board is new and it may take a few months to learn how to work together efficiently and collaboratively. He requested that board members funnel any questions to him or through the chair and asked to be kept informed because the board and president form a partnership.

B. 2013-14 President's Evaluation

Committee Member Paul reported that all board members had received an email June 3 reporting on the status of the Performance Evaluation of the President. He reviewed the process for the evaluation and noted that it has been completed. The board passed a motion to accept his report.

VII. NEW BUSINESS

Dr. Hughes announced that Dr. Michael McCall, KCTCS president, is available to conduct a more complete board orientation Aug. 12. Dr. Hughes also announced that a schedule of meetings for the remainder of the calendar year will be posted for review on the board website June 13:

http://gateway.kctcs.edu/About_Us/Our_Leadership/Board_of_Directors/Board_Meetings.aspx

VIII. ADJOURNMENT

The Board meeting was adjourned at 9:05 p.m.