

**Executive Summary
Special Called Meeting
Board of Directors
For the Purpose of Conducting a Board of Directors Orientation
Tuesday, August 12, 2014**

I. Call to Order

Mr. Groob called the meeting to order, announced that the media had been notified, the agenda had been posted, and that a quorum was present. Mr. Groob announced that, because the meeting was a special called meeting, discussion was limited by law to the items on the agenda. He noted there had been some questions about the meeting notification process. Dr. Michelle Deeley Wilhite, chair of the Bylaws Committee, noted that apparently some years ago the decision was made by a prior board to post the notice on the website but the bylaws had not been changed to reflect that notices did not need to be mailed. Mr. Groob asked the Bylaws Committee to clarify the process in the bylaws for future reference and implementation.

At the suggestion of Board Member Paul Whalen, all board members and members of the audience introduced themselves. In addition to board members, Dr. Ed Hughes, Gateway president/CEO, and Dr. Michael B. McCall, KCTCS president, those in attendance were State Rep. Sal Santoro, R-60; State Sen. John Schickel, R-11; Wade Williams, Rick Jordan, Joe Meyer, Teri VonHandorf, Laura Kroeger, Margaret Stallmeyer, Mike Baker, Sarah Hughes, Andy Greeley, Ross Santell, Tim Shaughnessy, Margaret Thomson, Sharon Poore, and Jane Frantz. Michael Monks, editor and publisher of rcnky.com, and State Rep. Arnold Simpson, D-65, joined the meeting after introductions.

Board Member Ken Paul suggested that, when meeting minutes and the agenda are posted to the website, board members be notified by an email with those materials attached.

II. Approval of Minutes

The board approved a motion to defer approval of the June 12 minutes to the September meeting to enable members more time for review.

III. Administer Oath of Office

Vice Chair Ken Paul administered the oath of office to DaShawntae Durham, student representative to the board of directors.

IV. Board of Directors' Orientation

Mr. Groob introduced KCTCS President Dr. McCall, who provided a detailed review of the KCTCS system, board of regents' and local-college board of directors' responsibilities. His presentation can be found on the college website at

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

V. Old Business

Mr. Groob reviewed a request from Rick Jordan, former board member, to address several items that were unfinished from the previous board, primarily related to training and education of individuals for advanced manufacturing careers.

Dr. Hughes stated that staff is currently working on a comprehensive report addressing these issues that will be sent to board members prior to the next regularly scheduled meeting on Sept. 18. He discussed three issues to help put the data that will be contained in the report in context:

- How graduation rates are calculated by the Integrated Postsecondary Education Data System
- The definition of enrollment and how student input affects reporting of enrollment data
- Methods the college uses to track and encourage retention

Board members discussed their perceptions related to how the college is positioned to respond to employer needs and the metrics and strategies that could be used to achieve the goals. Some board members expressed a perceived disconnect between employer needs for manufacturing workers and college outcomes. By consensus, the board agreed to call a special meeting in September (date to be determined) to review the comprehensive report they will receive.

VI. New Business

a. Establish New Standing/Special Committees and Membership

Mr. Groob reported that he had sent board members some ideas about changing the board's committee structure. He suggested committees for needs and programs, outcomes, resources/facilities, budget/finance, governance/bylaws as well as the existing standing committees for performance evaluation of the president, nominating and the executive committee. Board members discussed some of the issues surrounding the idea. Audience member Rick Jordan asked if non-members would serve on the committees, since the board has only 10 members. Mr. Groob said the board may consider that approach. Mr. Groob said the committees could do a deep dive into the issues and provide input for the college's consideration. Following discussion it was decided that further review of the committees would be deferred to another meeting.

VII. President's Leadership Team Report

In response to several suggestions he received from board members during his individual meetings with them, Dr. Hughes called attention to the plan to provide regular communications to the board regarding media releases, website changes and media stories of which the college was aware. He distributed a copy of the Aug. 1 marketing insert in the Business Courier and the Urban Metro Campus brochure. Finally, he proposed conducting information/discussion sessions with members of the board on topics that have emerged from individual discussions. Sessions to be developed may include the following: strategic planning, programs, strategic community and industry partnerships, the GCTC Foundation, the Urban Metro Campus and a dashboard to enable board members to see progress on strategic priorities.

The meeting adjourned at 9 PM

Upcoming Meeting Dates

Board of Director's Meeting
Board Budget Committee Meeting
Board of Director's Annual Meeting

Thursday, September 18, 2014
Thursday, November 6, 2014
Thursday, November 20, 2014