



**Board of Directors
Minutes
Thursday, October 29, 2015
6 p.m.
Center for Technology, Innovation and Enterprise
Covington, KY**

BOARD MEMBERS PRESENT:

Mr. Joseph H. Creaghead
Dr. Julie Ann Smith-Morrow
Dr. Michelle Deeley Wilhite

Mr. Jeffrey Groob
Mr. Daniel Ridley
Mr. Paul L. Whalen

Mr. Kenneth Paul
Ms. Iversy Velez
Ms. Felicia Wilson

BOARD MEMBERS ABSENT:

Mr. Chad Day

GCTC PRESIDENT'S EXECUTIVE STAFF PRESENT:

Dr. Keith W. Bird, Interim President/CEO
Dr. Amber Decker, Vice President, Development & Strategic Partnerships
Ms. Jane Frantz, Administrative Assistant, President's Office
Dr. Patricia Goodman, Executive Vice President
Mr. Doug Penix, Associate Vice President of Academic Services
Ms. Sharon Poore, Executive Assistant & Recording Secretary to the Board of Directors
Ms. Carissa Schutzman, Vice President, Corporate College
Ms. Michelle Sjogren, Director of Communications
Dr. Teri VonHandorf, Vice President, Academic Affairs
Ms. Ingrid Washington, Vice President, Student Development
Mr. Jamie Younger, Vice President, Administrative & Business Affairs

I. CALL TO ORDER/WELCOME/INTRODUCTIONS

Chairman Groob called the meeting to order at 6 p.m. The record will reflect that a quorum was present. Mr. Groob indicated the media was notified of the meeting.

II. Approval of Minutes

A. August 6, 2015 Board Meeting

Upon motion by Mr. Paul, and seconded by Mr. Whalen, the minutes of the August 6, 2015 Board meeting were unanimously approved.

B. September 1, 2015 Board Meeting

Upon motion by Mr. Creaghead, and seconded by Mr. Ridley, the minutes of the September 1, 2015 Board meeting were unanimously approved.

III. INTRODUCTION OF INTERIM PRESIDENT/CEO – Chair Groob introduced Dr. Keith W. Bird, Interim President/CEO. He stated Dr. Bird comes to Gateway from Pawley’s Island, SC and has worked with a wide variety of colleges in a variety of states. He has authored many books and is a leading scholar, cherishes collaboration, and is a true leader in postsecondary education. Mr. Groob added that now is the time to revisit and reflect on what the Board has learned and place focus on the future.

IV. OPENING REMARKS & ROUNDTABLE DISCUSSION

- Dr. Bird shared his lifetime background of teaching, academic leadership, and workforce training. In the last six years since his retirement as Chancellor of KCTCS in 2009, he has served as a Senior Policy Fellow for Workforce and Postsecondary Education, Corporation for a Skilled Workforce in Ann Arbor, Michigan. He began his first week at Gateway working closely with the senior leadership team finding ways in which to take the college to the next level; he noted that Gateway is still a very young community and technical college.
- Dr. Bird noted areas for immediate attention include:
 - Focus on accountability for students, faculty, and staff; performance-based funding; his goal is to establish Gateway as a key partner in building the pipeline in meeting employer needs (especially manufacturers) in terms of students. Other areas to be addressed include: the current default rate of 31.1% (Gateway is in its second year and the institution will be notified about this time next year if the college will be at the third year warning), allied health and nursing, and ABET “gainful employment” programmatic accreditation for a two-year associate degree in engineering technology. He intends to promote Gateway’s role as a college that meets the needs of students and employers that prepares students for immediate employment and/or transfer to a four-year institution.
- Additional comments from Dr. Bird:
 - Community colleges nationwide are preparing for change that will include competency-based education and industry-recognized credentials. Dr. Bird would like to see a culture of evidence created to direct all operations of the college.

- Academics and workforce need to be integrated in order to work collaboratively to create a culture of evidence at the faculty level. The data can be gathered and measured (what is measured is valued).
- Building capacity studies will be conducted and curriculum innovation will be investigated.
- Initiating a new college Master Plan is critical.
- Board member comments:
 - Vice Chair Paul stated he would like to see red, yellow, and green, highlighted areas in the President/CEO report to the Board of Directors. He thanked Dr. Bird for sharing his background and review of his first month of work at Gateway.
 - Mr. Paul made the recommendation to organize an event honoring Dr. Hughes in recognizing him as the founding President/CEO of Gateway Community & Technical College.
- Board Committee Sharing:
 1. Community Needs & Outcomes Committee – Mr. Joe Creaghead, Chair – Mr. Creaghead reported the committee has developed a list of 10 metrics to measure and will share that list at the next Board meeting. A committee meeting will be scheduled very soon.
 2. Finance/Facilities Committee – Mr. Ken Paul, Chair – Mr. Paul reported that the finance and budget committee will align resources with metrics will schedule a meeting in the near future.
 3. Performance Evaluation of the President Committee – Dr. Julie Smith-Morrow, Chair – Dr. Smith-Morrow reported that the committee had fulfilled its obligation of submitting the evaluation of the president and during the process had learned that KCTCS did not have a common evaluation instrument or process for the KCTCS system presidents.
 - Dr. Michelle Deeley Wilhite inquired as to when the anticipated move for the transportation programs from the Amsterdam Road Campus to the Robke property would occur. Dr. Bird stated the move is slated for fall 2016. Mr. Groob’s concern still remains the issue of student access to the facility.
 - Mr. Whalen expressed interest in the development of the Strategic Plan and the Board’s input. Dr. Goodman stated that the Board might want to consider scheduling a retreat to focus on the Strategic Plan.
 - Members of the Board discussed the search for new President/CEO and what questions would the Board want to ask? When will the search begin? Chair Groob would like every member to feel like they have a collective voice in the hiring process, as well as securing input from community members and the Gateway Foundation. Dr. Bird indicated he would provide updates on current search procedures and processes.

- Ms. Velez expressed interest in becoming more involved with recruiting, developing sources of income for the both students and the college, and securing scholarships for students across all areas of diversity. Gateway’s diversity population is currently at 15%. The Community Needs and Outcomes Committee will explore diversity topics and desired outcomes.
- Mr. Creaghead stated that the college recently contributed \$80,000 to an advanced manufacturing advertising campaign. How is that advertising measured, or can it be measured?
- Mr. Paul asked about the possibility of scheduling classes on Saturdays and Sundays. Has the college asked our customers when they need classes scheduled, how do we meet their needs? Ms. Wilson suggested to advertise more on the radio and be more college specific, not many can identify with the KCTCS name.
- Chair Groob suggested the possibility of using block scheduling where students take classes two days per week and would work three days per week; KY FAME works in that manner.

V. NEW BUSINESS

A. Robotics Sponsorships

- Dr. Bird introduced the opportunity to help sponsor the Highlands High School participation in the FIRST Robotics competition. Vice Chair Paul discussed the opportunity to highlight Gateway robotics and Advanced Manufacturing program through sponsorship of high schools. Dr. Amber Decker provided details of the program at Highlands. Gateway staff will be following up concerning partnerships and marketing. A motion to support the project was made by Mr. Paul and seconded by Mr. Whalen.

B. Proposed 2016 Meeting Schedule for Approval

- Board members discussed the proposed 2016 meeting scheduled. It was the consensus of those present to keep the Board meetings on Thursday evenings. Upon motion by Mr. Paul, and seconded by Mr. Creaghead, the proposed 2016 Board meeting scheduled was unanimously approved.

VI. ADJOURNMENT

The meeting was adjourned by Chair Groob at 8:32 p.m.

Prepared by Sharon Poore, Recording Secretary

Approved:

Dr. Julie Smith-Morrow
Secretary to the Board

Date