



**Board of Directors  
Minutes  
Thursday, March 17, 2016  
7 p.m.  
Center for Technology, Innovation and Enterprise  
Covington, KY**

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**BOARD MEMBERS PRESENT:**

Mr. Joseph H. Creaghead	Ms. Felicia Wilson	Mr. Kenneth Paul
Dr. Julie Ann Smith-Morrow	Mr. Daniel Ridley	Dr. Michelle Deeley Wilhite
Ms. Ivy Velez	Mr. Paul L. Whalen	

**BOARD MEMBERS ABSENT:**

Mr. Chad Day	Mr. Jeffrey Groob
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**GCTC PRESIDENT'S EXECUTIVE STAFF PRESENT:**

Dr. Keith W. Bird, Interim President/CEO  
Mr. Tim Chesser, Director of Safety and Security  
Dr. Amber Decker, Vice President, Development & Strategic Partnerships  
Ms. Jane Frantz, Administrative Assistant, President's Office  
Mr. Doug Penix, Associate Vice President of Academic Services  
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  
Ms. Phyllis Yeager, Director of Human Resources  
Mr. Jamie Younger, Vice President, Administrative & Business Affairs

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**GUESTS:**

Dr. Vic Adams, SKCTC Vice President/Chief Workforce Solutions Officer  
Dr. Jay Box, KCTCS President  
Mr. Jackie Cecil, KCTCS System Director of Human Resources  
Ms. Pam Duncan, KCTCS Counsel  
Ms. Mary Hemlepp, KCTCS Public Relations

**Other Attendees:**

Mr. Jim McNair, Center for Investigative Reporting  
Ms. Vicki Prichard, Northern Kentucky Tribune  
Mr. Michael Monks, River City News

## **I. CALL TO ORDER/WELCOME/INTRODUCTIONS**

Vice Chairman, Ken Paul, called the meeting to order at 7 p.m. Ms. Jane Frantz called roll of Board members. The record will reflect that a quorum was present. Mr. Paul indicated the media was notified of the meeting.

## **II. APPROVAL OF MINUTES**

Upon motion by Mr. Joe Creaghead, and seconded by Dr. Julie Smith-Morrow, the minutes of the January 21, 2016 Board meeting were unanimously approved.

## **III. UPDATE ON PRESIDENTIAL SEARCH PROCESS**

Dr. Jay Box, President, Kentucky Community and Technical College System (KCTCS), was present to review with the Gateway Board of Directors the Presidential search process. As of March 8, the Gateway President/CEO position is being advertised. Applicants will be reviewed and interviewed in several formats, with the new President being selected and in place by July 1, 2016.

Dr. Box continued his update by notifying the Board that current Gateway Interim President/CEO, Dr. Keith Bird, is reaching the end of his contract and, for family reasons, will be departing at the end of March. Dr. Box introduced the new Interim President/CEO, Dr. Vic Adams, who will begin April 1. He is currently Vice President/Chief Workforce Solutions Officer and Director of the Middlesboro Campus at Southeast Kentucky Community and Technical College. Dr. Adams spoke briefly, saying that he looks forward to starting at Gateway on April 1, and working with the board, cabinet, faculty, and staff.

## **IV. COMMITTEE REPORTS**

### **A. Vice Chairman's Report**

Mr. Paul stated that he would defer his report to the roundtable portion of the meeting.

### **B. Finance and Facilities Committee**

Mr. Paul reported that the Finance and Facilities Committee has addressed an adjustment to the 2015-16 budget, the outlook and timeline of the 2016-17 budget, progress with the Transportation Technology Center, and the Foundation's planned transition of ownership of the Center for Technology, Innovation and Enterprise.

### **C. Outcomes Committee**

Mr. Creaghead reported that Dr. Patricia Mahabir has prepared a report on the Strategic Plan process, which will be presented later. The work of the Outcomes Committee follows the work of the Strategic Plan. KCTCS has issued five potential strategic goals, and the committee is looking to incorporate those as objectives and measures. The next committee meeting will be held in March.

## **D. Governance Committee**

Mr. Whalen stated the Governance Committee recommends that the board consider a self-evaluation and/or a retreat with the permanent President in July or August.

## **V. UNFINISHED BUSINESS**

### **A. President's Update**

Dr. Bird's update included an endorsement of Dr. Adams as the new Interim President/CEO and a review of several items addressed during his own interim presidency. Dr. Bird reported progress on the Robotics First sponsorship, work with the area employer coalition, advances with recruitment and dual credit enrollment, the new Enhanced Operator program and the successful grant application for the American Association of Community Colleges (AACC) LUMINA grant.

Additionally, he updated the board on the budget process and developments with community partnerships, including Toyota providing a LEAN evaluation of Gateway's Admissions process.

Other topics of success included the significant progress that has been made in lowering the default rate below 30%, securing HIT accreditation, and filling critical nursing program positions. New opportunities are being pursued as evidenced by the Duke Energy and Governor Bevin press conference held at Gateway to announce scholarships, as well as a visit to Gateway by the State Secretary of Workforce and Education. Gateway is moving forward and focusing on the priorities of Allied Health, Diversity, and Engineering Technology.

### **B. Strategic Plan Update**

Mr. Creaghead presented these key points from Dr. Patricia Goodman Mahabir's report:

- KCTCS draft strategic goals and performance measures will be finalized by the June 16, 2016, Board of Regents meeting.
- Faculty and staff are working through the design thinking process as a primary process for strategic plan development that will run through April 8.
- The Outcomes Committee will meet in March and begin to identify objectives and metrics based on the KCTCS draft strategic goals.
- Beginning Monday, March 21, the board will receive weekly updates on Strategic Plan development with opportunity to provide feedback.

## **VI. NEW BUSINESS**

Vice Chair Paul opened up the meeting for a member roundtable discussion.

- Mr. Ridley reported more information about the LEAN process evaluation of admissions and how it is being applied to reach more veterans. He also spoke about a grant opportunity for veteran scholarships to the Gateway CDL Program.

- Mr. Creaghead reported that he is the chair of four small business owner roundtables at the University of Cincinnati. At a recent event, one of the members spoke very positively about Workforce Solutions at Gateway.
- Dr. Smith-Morrow expressed thanks to Dr. Bird. She encouraged everyone to contact State Representatives and thank them as well as to contact State Senators and let them know how important it is to approve the budget. At Dr. Smith-Morrow's request, Ms. Sjogren agreed to provide contact information for Senators and Representatives to all of the board members.
- Mr. Paul reported that Foundation Chair, Jim Parsons, has requested a meeting with the Board. Mr. Paul is asking Dr. Box to ensure that with future college president contracts, any additional compensation will be approved by KCTCS and the College Board.

**VII. ADJOURNMENT**

Upon motion by Dr. Smith-Morrow, and seconded by Mr. Creaghead, Vice-Chair Paul adjourned the meeting at 8:12 p.m.

Prepared by Jane Frantz, Recording Secretary

Approved:

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Dr. Julie Smith-Morrow  
Secretary to the Board

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Date