

**Executive Summary**  
**Board of Directors**  
**May 28, 2009**

Chairman Rick Jordan called the meeting to order and declared a quorum. Minutes of the prior meeting were approved, and the agenda was modified to consider the Budget Report first.

**Budget Report**

Reporting for the Finance Committee, Mike Baker, vice president of business and administrative affairs, noted the following:

- Expenses will be in balance with revenues at the June 30, 2009, end of the fiscal year, and revenues may even slightly exceed expenses.
- The 2009-2010 budget plans for a budget of \$17,155,100, an increase of about 18 percent over the prior year, including a state-mandated 3% budget cut. The budget was developed based on the following assumptions:
  - 10 percent increase in enrollment
  - An increase of \$550,000 due to a projected increase in credit hours and the \$3 per credit hour increase in tuition
  - \$664,000 in operations and maintenance revenue from the state to support the Center for Advanced Manufacturing, which opens in Spring 2010 on the Boone Campus
  - \$314,000 in operations and maintenance revenue from the state to support the NAHSC
  - \$1.2 million in carried forward funds
  - No salary increase
  - No increase in benefit costs
  - Operating budgets remain constant (despite double digit growth)
  - Nine new faculty positions
  - Full cost of the Urban Center
  - Title III grant-funded positions absorbed in budget
  - Increase of \$330,000 in adjunct salary budget to provide for enrollment growth and 20% increase in adjunct hourly rate (from \$500 to \$600 per credit hour)
- The state appropriation is \$7.4 million; tuition is expected to provide \$7.3 million.
  - The state appropriation is declining because the system office faces declining resources and because of the way the funding formula works. Increased contributions from tuition due to enrollment growth are accompanied by decreases in the state appropriation.
- The board approved the budget as presented.

Chairman Rick Jordan then presented Theresa Wiehoff, the 2008-09 student representative to the board, with a certificate of appreciation for her service. Her term ends August 31, 2009.

### President's Report

Dr. Hughes noted the following highlights from his written report, which is submitted as part of the full minutes for the meeting:

- Jason Schomaker has been appointed to be the student representative to the board for 2009-2010 and will join the board at the September meeting.
- Spring 2009 enrollment exceeded Fall 2008 enrollment, which is very unusual:  
Headcount                    3,531 (2,908 in spring 2008) Increase 21.4%  
FTE                                1,939 (1,651 in spring 2008) Increase 17.4%  
Credit Hours                29,083 (24,765 in spring 2008) Increase 17.4%
- Summer 2009 preliminary enrollment as of May 15, 2009, is as follows (note that summer 2008 figures are for the entire term; whereas 2009 enrollment is still in process):

Headcount	1,267 (1,039 in summer 2008) Increase 22%
FTE	455 (296 in summer 2008) Increase 54%

- Fall 2009 preliminary enrollment as of May 15, 2009 is as follows (note that fall 08 figures are for the entire semester; whereas 2009 does not include dual credit, workforce credit, or fire science and enrollment is still in process):

Headcount	1,999 (3,477 in fall 2008)
FTE	1,323 (1,815 in fall 2008)

- The **Advising Center** has seen a dramatic increase in the number of students registering for summer and fall classes. As of May 15, 2009, 1,292 students have been seen in the advising center, as compared to 977 students on May 15, 2008.
- The largest single KY WINS project at Gateway has been registered for **St. Elizabeth Health Systems Center** for funding to support their implementation of the new EPIC software. The college will provide training on e-health records to over 5,000 employees involving 10,000 training sessions over an 18-month period.
- Reporting on behalf of the Gateway Community and Technical College Foundation, Laura Cook Kroeger, vice president of resource development and external affairs and executive director of the foundation, noted the following:
  - The foundation sponsored Spring Soiree, a combination of the Trend Fusion cosmetology show, the Visual Communications portfolio show and the Poetry Jam.
  - The foundation also sponsored the Night of Excellence, which recognized the accomplishments of 150 students.
  - The foundation is in discussions with Belcan, which sponsors the Ralph Anderson scholarships, about computer donations and additional scholarship funds.
  - The partnership with Turfway Park yielded \$1,000 from the Call to the Post Luncheon.
  - KCTCS has announced that three gifts to Gateway will be matched dollar for dollar by the KCTCS endowment matching program: \$50,000 endowment for urban

student scholarships from the Robert Sathe family now at \$100,000; \$50,000 from the Butler Foundation now at 100,000; and \$150,000 from St. Elizabeth Healthcare System at \$300,000.

- Former Ashland CEO, **Paul Chellgren**, has donated \$10,000 to begin a scholarship. An additional \$5,000 in matching funds has been confirmed by PNC Bank.
- The Urban Campus request of \$21.5 million has been presented to the Northern Kentucky Consensus Committee. It is hoped that after voting this month, the project will remain at the top of the list as it was last year.
- .The foundation sponsored Ingrid Washington in the SOAR program for female executives and Teri VonHandorf in the WILD program (women in higher education). Phyllis Yeager just graduated from Leadership Northern Kentucky.
  
- Dr. Hughes provided an update on construction at the Boone Campus.
- An 8,000 square foot bookstore/maintenance building will be built in an area adjacent to the southern parking lot and will be ready by August 2010..
- Vacant land between the existing building and the maintenance building that is not used for parking will be turned into a park-like space .
- The CAMC will be substantially complete in February 2010, but will not be occupied before the late spring or early summer.
  
- Dr. Hughes also reported on the recent public announcement of the formation of a partnership to place the Urban Campus in downtown Covington. Partners include the Kenton County Public Library, Covington Independent Public Schools and the City of Covington. The anticipated location is next to the Kenton County Library at 502 Scott Boulevard. CIPS has offered the use of Two Rivers Middle School, to be vacated this summer, across the street from the library. Two Rivers can serve as an initial location until funding is secured for a proposed six-story building next to the library. This building could include underground parking, a retail level on the first floor and classrooms. The partnership envisions shared space used by the library and the college. The Urban Center now located at 212 Levassor Avenue behind Holmes High School could move to Two Rivers by the end of this calendar year.

The Board entered into executive session for the purpose of completing its annual evaluation of the president.