



**Executive Summary  
Board of Directors Meeting  
January 22, 2009**

**Chairman's Report**

Chairman Rick Jordan convened the meeting and congratulated the college on achieving accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools.

**President's Report**

Dr. G. Edward Hughes displayed the letter received Jan. 9 confirming accreditation and noted it is retroactive to January 2008. The Registrar's Office will communicate to the registrars of schools where GCTC students have transferred to apprise them of the retroactive status.

Dr. Hughes noted that preliminary spring enrollment is up dramatically compared to last spring. Through Jan. 21, headcount enrollment of 2,942 was up 2.1 percent compared to **final** Spring 2008 enrollment. Year-to-date full-time equivalents (FTE) enrollment of 2,407 increased 16.6 percent on the same basis. Dr. Hughes noted final spring enrollment figures will not be available until after students have registered for the next three sessions, and dual credit enrollment at Area Technology Centers are finalized.

Dr. Hughes congratulated the Student Government Association on a successful Christmas Wish List program, which provided gifts for more than 132 children. He also noted about 40 students and employees will participate in the first-ever international student trip in March when the group travels to Paris.\

Dr. Hughes noted the success of the Admissions Office and the new Director of Admissions, Andre Washington, in developing a targeted recruitment effort that is contributing significantly to increased enrollment.

Dr. Hughes called upon members of the leadership team to present segments of the President's Report. Dr. Angie Taylor, vice president of the Workforce Solutions (WS) Division, reported the following:

- Gateway has procured a grant/contract for \$100,000 from the state to train 2,000 Women, Infants and Children (WIC) caseworkers in online classes in eight training areas over the next year. WS will design the curriculum, operate a help desk and provide certificates to successful completers. Christi Dover, formerly an administrative assistant, has been promoted to

Workforce Development Liaison/Project Manager, and will lead the project team.

- WS tracks monthly sales projections and revenue as part of KCTCS' new Workforce Competitiveness Initiative. The team has been praised by KCTCS for this performance tracking, particularly new ROI data being shared with employers.
- KCTCS is introducing KCTCS Online as its online college. Gateway is involved in a soft rollout of the initiative through the Business Administration program.
- The Allied Health Career Pathway project launched Jan. 1. The project is designed to enroll more than 600 "nurse pending" students into other Gateway majors leading to more immediate employment opportunities. (Gateway's nursing program can accept only 100 students per year.) The AHEC staff, nursing faculty, career counselors from the Assessment Center and others will be involved in providing career workshops to these students. Patti Carter has been hired under a Department of Labor grant to assist with the effort.
- The new Energy Utility Technician certificate program, also funded through a separate DOL grant, will begin in February. Duke Energy has agreed that students who earn a certificate will be given preference in hiring.
- The Entrepreneurial Learning College has introduced a Spirit of Innovation recognition program open to groups and individuals in the college. The ELC developed recognition criteria and an application process. All projects will be recognized, and the most significant will be submitted to the League for Innovation. The team/individual chosen for the League entry will have an opportunity to attend the League's annual conference at Lake Tahoe.

Dr. Doty Latuszek, associate provost for academic affairs, reported the following:

- In preparation for expected enrollment growth, Academic Affairs has been studying ways to increase efficiency. The department has analyzed course enrollment and class sizes for the past four semesters. The analysis showed that the number of course sections is growing, reflecting an increase in adjunct faculty. This has resulted in an overall reduction in class size, which indicates progress toward the desired goal of creating capacity for growth. Class sizes for some courses, such as history and other general education classes, have increased, reflecting growth. Other classes have remained small or decreased in size, depending on the topic and the need to cap classes due to instructional requirements, e.g., equipment.

Laura Cook-Kroeger, vice president of resource development and external affairs and executive director of the GCTC Foundation, reported on the following:

- The capital campaign received a \$125,000 pledge from the Butler Foundation. Since we can be eligible for a match from KCTCS, the Butler Foundation is willing to give us two installments totaling \$50,000, so that the college can soon seek a \$50,000 match. The funds will be used for scholarships for students who reside in the urban core of the region.
- Fulfilling the Promise campaign co-chairs will meet in March to review a plan to extend the campaign by 18 to 24 months. The college and the Foundation will continue to work on donor cultivation and solicitation but will focus on keeping GCTC's needs known to potential supporters.
- The Foundation will again receive proceeds from Turfway's Call to the Post luncheon. We are sponsoring the unveiling of the Lane's End poster, designed again by one of our students. Orders will be taken for framed posters of all three years.
- Speakers are being considered for the Second Community Leaders Luncheon.
- Gateway continues to look to the Foundation for help with such expenses as the recent SACS celebration, Board of Directors meeting meals, LEAD leadership classes, the College Symposiums, and much more.

### **Standing Committee Reports**

There was no report from the Bylaws Committee. A meeting will be scheduled, and a report will be readied for the March meeting on a change in the by-laws.

Ken Paul reported for the Budget Committee that revenues exceeded projections by approximately \$275,000 for the fall semester and approximately \$300,000 for the spring semester due to increased enrollment. He applauded Dr. Hughes and the Gateway team for its success in managing during tough economic times.

Rev. Richard Fowler, reporting for the Committee to Evaluate the President, noted that the annual process will begin soon in order to complete it, as required, by May.

### **New Business**

The board members agreed to conduct a board retreat on April 25 to focus on the college's strategic plan and opportunities for the future.

The board approved the 2010-2012 capital plan, which will now be submitted to KCTCS. The Urban Campus remains the No. 1 priority in the plan. The only addition is the request for additional parking at Edgewood.

The board then entered an executive session during which no action was taken.