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<p><i>APPROVED 10-4-06</i>     <b>MEETING NOTES</b></p>		
<p><b>Date:</b>    September 7, 2006</p>	<p><b>Time:</b> 6:00 p.m.</p>	<p><b>Time began:</b>                    <b>Time ended:</b> 8:30 pm    <b>Total Hours:</b></p>
<p><b>Name of Meeting</b>  <b>BLUEGRASS BOARD OF DIRECTORS</b></p>		<p><b>Materials Needed</b>   <b>Recording Secretary: Sylvia Williams</b></p>
<p><b>Members Present</b></p>		
<p>Randy Powell  Bob McNulty  Jerry Howell  Florence Huffman  Reginald Thomas  Becky Critchfield  David Samford  Bob Rowland  Eunice Beatty  Bill Wilson  Phillip Kerrick</p>	<p><u>Absent:</u> Stephanie Watkins (SGA member)</p>	<p><u>Faculty, Staff, Guests:</u>  Jim Kerley  Dave Hellmich  Randy Gonzalez  Ren Bates  Mark Manuel  Charlene Walker  Dave Wachtel  Carolyn Lewis  Vern Kennedy  Karman Wheeler  Palisa Williams Rushin  Melanie Sallee  Linda Yonts  Brenda Willoughby  J.A. Jones  Feng Yin (Changsha University)  Xiaolu Liu (Changsha University)  Barrack Owuor (Maseno University)  Lucas Othuon (Maseno University)</p>

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Refreshments were available at 6:00 pm.

**The meeting was called to order for business at 6:15 pm by co-chair Bob McNulty.**

Dave Wachtel was asked to introduce his special guests – two exchange scholars from Maseno University, Kenya; and two exchange scholars from Changsha University, China. Dave introduced Professor Yin and Professor Liu, who thanked the board for inviting them. Dave then introduced Professor Barrack and Professor Lucas who also expressed appreciation to the board and to the college for inviting them to participate. Randy Powell, co-chair for the board, presented each guest with a college gift and a special award from the Governor's Office (framed Kentucky Colonels certificate).

**Exchange professors will be at BTC for fall semester, and one Chinese professor will remain next spring, as well.**

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**Focus on Nursing Program (Randy Powell)**

Carolyn Lewis thanked the board for inviting her and her four nursing coordinators, to bring a focus on new initiatives in the nursing program. She introduced the four coordinators: Melanie Sallee, PN Coordinator, Danville campus; Linda Yonts, RN Coordinator, Cooper campus; Brenda Willoughby, PN Coordinator, Leestown campus; and J.A. Jones, NA Coordinator, Leestown, Danville and Lawrenceburg campuses. Dr. Lewis began her focus by emphasizing the growing crisis in Kentucky nursing care and throughout the USA. Kentucky is part of the growing national trend for shortages in nurses, and the USA is expected to experience a 20% shortage in nurses to serve the nation's healthcare system by the year 2020. BCTC is taking a very proactive approach and will be receiving an allocation each year for five years from the Bluegrass Workforce Investment Board to increase the number of trained nurses going into the labor market. Wide community involvement was cited. BCTC will play a significant role in training nursing personnel. It is clear that Kentucky needs to graduate more nurses, especially registered nurses. Nursing programs at BCTC are operating at capacity; thus the community has offered to give classroom and clinical lab space (Cardinal Hill has offered classroom space; Central Baptist Hospital has offered lab space). A challenge has been issued to all clinical partners and university partners.

Dr. Lewis described a developing consortium with Madisonville, Southeast, Bowling Green, and working with long term care facilities. Specialty components are needed, and more online courses are needed for Practical Nursing programs. Resources are being shared between Danville and Lawrenceburg campuses. A Department of Labor grant has been recently submitted, to secure additional funding and resources. More evening and weekend courses are being developed to accommodate students who work or cannot attend during the day.

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<p><b>Nursing Press Conference</b></p>	<p>Dr. Lewis announced that a press conference will be held Tuesday, September 19, 2006 to announce “The Health Way Initiative.” The initiative is the result of a consortium of public and private acute and long-term care institutions working with BCTC to address the nursing shortage in Kentucky. The Bluegrass Workforce Investment Board will allocate 1 million dollars over the next 5 years to help increase the number of trained nurses in the 17 counties of the Bluegrass Area Development District. The partners in this consortium, which include Central Baptist Hospital, Cardinal Hill Hospital, Ephraim McDowell Regional Medical Center, St. Joseph Hospital, Homestead Nursing Center, and Pine Meadows Nursing Home, hope to create a national model. All board members are invited to attend the press conference.</p>	<p><b>Nursing Press Conference – September 19, 2006 (10:00 am) – Leestown campus – all board members invited to attend</b></p>
<p><b>Nursing Program (Dr. Kerley)</b></p>	<p>Dr. Kerley complimented Dr. Lewis and the nursing coordinators for being innovative and forward thinking in order to move the BCTC nursing program forward. He further complimented the group on building a “career lattice” to help students move from one level to another. Dr. Kerley quoted Napoleon by saying “<i>A leader is one who deal with hope, and BCTC is a college that deals with hope.</i>”</p>	
<p><b>College Updates (Dr. Kerley)</b></p>	<p>Dr. Kerley gave brief college updates including recent activities, which included: Fall Kick Off was held at Kentucky Horse Park, August 11, 2006. The Horse Park was chosen to highlight the start of our new Equine Program – North American Racing Academy – first jockey program in US.</p>	

Dr. Kerley briefly mentioned beginning of BCTC Theatre/Arts program, and a new Advisory Board for this program. A focus on the Theater/Arts program will be brought to the board meeting later this fall. A joint partnership with ECU was initiated at Lancaster. The ribbon-cutting and dedication of the Lancaster Higher Education Center (LHEC) took place on June 21, 2006 at Lancaster.

A new energy efficiency program has begun – many creative initiatives are taking place at BCTC! We are in process of forming an Advisory Board for the Georgetown/Scott County initiative; this will be a model automotive program. A contractor has been selected for the construction of the Winchester/Clark County campus. Dr. Kerley praised Phil Kerrick for his early work and support of this project, with early conversations many years ago. Phil Kerrick was instrumental in getting this project/dream off the ground and running. BCTC has a new strategic plan; Randy Gonzalez and Karman Wheeler have worked hard on this new plan and much work and planning and many hours of discussion have gone into the new college strategic plan. The past two years have seen a lot of work throughout the college, as we have rebuilt two colleges, completed consolidation, and are now in the third stage- the *implementation* stage, with many creative ideas.

BCTC will have the first public “green” building, the first in the state, and no doubt a national model for creativity, innovation and energy efficiency. The Cooper campus building will have only positive environmental effects, and will be a model for the entire state.

The new BCTC Transfer Center has given us a major step forward with the Grand Opening & Open House on September 20. New ECU and UK Transfer Coordinators will support and strengthen transfer initiatives, as part of our new strategic plan.

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	<p>Dr. Kerley emphasized the challenge before us now is to “do things differently” and get all faculty and staff to join new initiatives.</p>	
<b>Enrollment Issues</b>	<p>Dr. Kerley reported that enrollment is still a challenge, especially at Cooper campus location. We need to work closer with UK and work on increasing the transfer rate to universities. Current enrollment figures were reviewed and presented.</p>	
<b>Budget</b>	<p>Dr. Kerley reported that we ended last year with a budget surplus, and have a healthy reserve in place. He complimented Randy Gonzalez for his fine work in the past several months, since assuming the role of Chief Financial Officer. Dr. Kerley complimented Randy and the entire leadership team for their excellent work and support. He then introduced each member of the leadership team and asked each to present a brief update.</p>	
<b>Multicultural Affairs (Charlene Walker)</b>	<p>Charlene reported that several initiatives were now on all campuses – mentoring program, intramural soccer and basketball league were being organized, with a goal to have intramural sports available to all students. She mentioned the Kaleidoscope program, a mentoring program for women, the Passport program, another tool to use to encourage diversity. With our Hispanic Outreach Coordinator on campus, much is being accomplished (Latino College Fair, Unity Ambassadors) and she reported that BCTC has the only International Student and Hispanic program in the state.</p>	

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<b>Update from Learning Support/Academic Affairs (Dave Hellmich)</b>	Dave Hellmich praised faculty and staff, saying BCTC has experts in the various disciplines; we are building a strong foundation. There is a need to change the culture at BCTC – on all campuses; we need to get good data to make all programs more efficient (thanks to Karman Wheeler and Rena Murphy) and we will use quantitative data. Re: on-line learning, there is a need for more infrastructure, we need to become more aggressive with on-line learning. This is the way of the future for college growth. We need to explore service learning activities, get into the community and have more civic engagement.	
<b>Information Technology Update (Ren Bates)</b>	Ren reported the biggest challenge has been to get all platforms together and running on all campuses; changing infrastructure has been a great challenge. Telephone systems have been coordinated and changed on all campuses. There is a need to establish smoother operations, with regular computer rotations. BCTC no longer has the benefit of the technology fee, but we are working around it. Technology has been a key factor during and after the consolidation of all campuses.	
<b>Community &amp; Workforce Development (Mark Manuel)</b>	Mark remarked that Nursing has a great relationship to community development and plays a key role in community and workforce development. We served 169 companies last year, and with the Toyota initiative in Georgetown, an interim campus is being set up and an advisory board is being organized to serve that new initiative. New software (“Healthy Hospitals” is being added as on-line community education.	

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<b>Finance &amp; Administration (Randy Gonzalez)</b>	Finance and Administration has been extremely affected by the consolidation process. All functions need to be as independent as possible; we are building internal operations, evaluating the entire finance and administration areas. The goal is to have a strong functioning accounting sector; we are reorganizing staff in finance and administration and centralizing functions, building policies and procedures and building staff.	
<b>Development (Linda Epling)</b>	Linda gave a current Foundation Update, and reported that BCTC is ready to move forward with a new Foundation chair, Martha Tarrant, and other key members. The BCTC Foundation will be the official fundraising arm of BCTC. With the Capital Campaign, this is our first opportunity as a college to move forward. A feasibility study is in place and will be completed November 1, 2006 (assessing needs for the entire college). We must get to the right people in our feasibility study; 150 people are on the list currently. Linda distributed a list and asked Board members to review the 150 names and rank them so the list can be narrowed down to 60-70 people from the entire Bluegrass District.	<b>Board members were asked to rank a list of names for the feasibility study and return ranked lists to the BCTC Development Office.</b>
	Randy Powell pointed out that BCTC is the only community college in the nation who has foundation monies managed professionally; this is indicative of a consolidated, centralized system.	
<b>Greg Page Apartment Residence Update (Palisa Williams Rushin)</b>	Palisa reported that the Greg Page Apartment Open House is scheduled for September 21, 2006. The Transfer Center will have Open House Sept. 30.	



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<p><b>Approval of New Board By-Laws (Randy Powell)</b></p>	<p>Copies of new board by-laws were distributed. Becky Critchfield asked how the board staff representative would be chosen since she is now on Staff Council and Staff Council chooses a chair, who then is the board representative. We need to set up a mechanism to first nominate, then elect a new staff member to begin serving by December 2006. Further discussion followed, regarding faculty nominations and elections in the spring; faculty members are elected to 3-year terms. The Board decided to ask Eunice Beatty and Becky Critchfield discuss this issue and find a solution so that a staff representative for the board of directors might be elected. Bill Wilson proposed a motion, seconded by Reginald Thomas to adopt the new by-laws as presented, pending review and clarification of the conflict of interest statement (Article IX). The motion carried.</p>	<p><b>New By-Laws were adopted by the Board, pending clarification of the Conflict of Interest Statement (Article IX)</b></p>
<p><b>Election of Officers (Randy Powell, Bob McNulty)</b></p>	<p>Bob McNulty nominated Randy Powell to be the new chairman of the Bluegrass Board of Directors, Phil Kerrick seconded the motion. It was unanimously approved by acclamation.</p>	<p><b>Randy Powell was elected to serve as Board Chair.</b></p>
	<p>Discussion ensued regarding election of other board officers. Randy stated the board could elect remaining officers at this time, since a quorum was present. Reginald Thomas suggested that the Board appoint a Nominating Committee to poll all members as to willingness to serve, and bring back findings at the next meeting, possibly the board orientation meeting to be called during October 2006. Florence Huffman proposed a motion to delay elections pending the special called meeting, and have two appointed members poll the board and report to the special called meeting in October. Jerry Howell seconded the motion, and the motion carried. Randy then asked for two volunteers to poll the board. It was decided that Jerry Howell and Eunice Beatty take on this responsibility and report back to the Board in October.</p>	<p><b>Other elections postponed until special called meeting in October 2006.</b></p>

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<b>Board Resolution to Name New Cooper Building (Randy Powell)</b>	The Board reviewed the Resolution as presented. A motion was proposed by David Samford, seconded by Reginald Thomas, and the motion carried, to approve the Board Resolution as written.	<b>Randy Powell and Bob McNulty signed the approved Board Resolution to Name the New Cooper Building.</b>
<b>Future Meetings (Randy Powell)</b>	Randy proposed that a discussion be held at the next meeting to determine future meeting times, possibly going back to early morning meetings.	
<b>Other Business/Recognition of Service (Randy Powell)</b>	Randy recognized two outgoing members who have served this Board for several years, and applauded their service – Bill Wilson and Phillip Kerrick. Dr. Kerley awarded each one with a plaque in recognition of their excellent service on the former LCC Advisory Board and Bluegrass Consolidated Board. All members applauded Bill and Phil for their service.	
<b>Adjournment (Randy Powell)</b>	With no further business to come before the Board at this time, the meeting was adjourned at 8:30 p.m.	<b>The next meeting of the Board will be a special called meeting during October, with Dr. Michael McCall, KCTCS President, for the purpose of a new board orientation. As soon as a date is determined, all new Bluegrass Board of Directors members will be notified.</b>