

Approved March 3, 2010

Meeting Minutes

Bluegrass Community and Technical College Board of Directors

Wednesday, December 2, 2009

Room 113 – Danville Campus

Members Present:

Florence Huffman, Chair; Steve Atkins, Annessa Franklin; Bob McNulty; Dr. Jonah Mitchell; Bob Rowland; Janella Spencer; Becky Critchfield

Absent: Ron Walker

Others Present:

Ren Bates, Lisa Bell, Linda Epling, Dr. David Hellmich, Dr. Augusta Julian, Vern Kennedy, Mark Manuel, Tri Roberts, Dr. Palisa Williams Rushin, Charlene Walker

Special Guests: Danville Mayor Hugh Coomer; Boyle County Judge Executive Harold McKinney

I. Welcome/Introductions

Chair Florence Huffman called the meeting to order at 6:15 p.m., following the Danville Campus Advocacy Campaign event and a tour of the campus for the board. Guests, Danville Mayor Hugh Coomer and Boyle County Judge Executive Harold McKinney, were introduced and asked to bring greetings to the board.

Mayor Coomer stated that he had learned a great deal today about the Danville Campus and Bluegrass Community and Technical College (BCTC). He praised BCTC, saying the college was proactively working to promote higher education in the Danville community. Judge Executive McKinney welcomed the BCTC Board of Directors to Danville. He stated he was pleased to be part of the Advocacy Campaign event today, and he values the opportunity BCTC provides to the region.

II. Business Meeting

A. Approval of Minutes

Minutes from the September 9, 2009 meeting were presented for approval. Bob McNulty moved to accept the minutes, Janella Spencer seconded, and the motion carried. Minutes were approved with no corrections noted.

B. Committees – Discussion and Appointment of Members

Chair Huffman reviewed assignments for board committees that were discussed at the August 17, 2009 budget retreat meeting of the board. The three committees and names of those who had volunteered to serve are: (1) President's Evaluation—Bob Rowland, Bob McNulty, and Annessa Franklin; (2) Budget—Ron Walker; and, (3) Strategic Planning—Jonah Mitchell, Janella Spencer, and Ron Walker.

After some discussion it was decided that the Strategic Planning Committee members should meet with Karman Wheeler, Budget Committee members (Becky Critchfield was added to membership) should meet with Lisa Bell, and President's Evaluation members should meet with Dr. Julian.

Dr. Julian talked about possible roles for each committee, since there were questions about the scope and intent of committees, and how they should operate. Bob Rowland expressed his thought that each group must understand the processes involved with each of the three areas. He noted that this board is an oversight board, not a governing board, and duties are set by Kentucky Statutes. Chair Huffman formally appointed the three committees.

III. Information – Discussion

A. 2009-10 Budget Update

Lisa Bell referred to budget documents distributed to board members in their mailed meeting packets. She reported that 2008-09 figures are now final, with an actual net income of \$5,869,382 for fiscal year 2009. She remarked that the college was pleased to have realized a restored fund balance. The available balance was reported at \$4,306,147. She reported the restored contingency reserve figure to be \$1,633,000. Ms. Bell noted that Fall 2009 tuition is up 5.8% at this time, and indications are positive for revenues remaining high.

A discussion of bad debt expenses followed. Ms. Bell stated that the new initiative to work with the Kentucky Department of Revenue for collections is working well, and it is an effective tool to use to recover a substantial amount of bad debt expenses.

B. Advocacy Update

Dr. Julian reported that November 19, 2009 had been the kick-off date for BCTC's efforts in the KCTCS Advocacy Campaign. College leadership, faculty, staff and students had participated during the day-long visit of KCTCS President, Dr. Michael McCall, and an excellent community forum had been held at Talon Winery. Community leaders, legislators, mayors, and judges and others had participated.

Regional Opportunity Councils (ROCs) were now meeting at each campus location to involve community leaders in each area. Dr. Julian emphasized that the college wants to be positioned to take advantage of any opportunities that may arise for future capital construction projects. The Advocacy Campaign will have three major components including a statewide media campaign, a grassroots public awareness campaign, and the legislative session campaign. She reminded the board that the Winchester Community Advocacy Campaign event is scheduled for December 8.

Other campaign event dates include the KCTCS Rally Day at Frankfort on February 25, 2010, and the March 9-11, 2010, BCTC Days in Frankfort. All board members are invited and urged to attend these events.

C. Spring Enrollment Report

Dr. Rushin reported current enrollment at 10,385 which is up 9.6% over this time last year. She further stated that growth is realized at all regional campus locations, and online enrollment continues to grow rapidly. Also, applications are up substantially for Spring 2010. She emphasized the need to enroll students but also to retain them once enrolled.

Mr. Rowland asked what strategies were being used to retain students, as the economy slowly recovers. Dr. Rushin explained that the college Retention Committee has a three-year plan in place, to encourage students to complete a two-year degree, and then transfer if that is their goal.

Mr. Rowland asked if the college had any kind of tuition guarantee for students during their pursuit of a credential. Dr. Julian explained that the KCTCS Board of Regents sets tuition levels every year, so unless a special initiative is approved by the Board of Regents, BCTC cannot guarantee a certain tuition level.

Dr. Mitchell inquired about the surge in online enrollments. Dr. Hellmich stated that ease of access has helped grow online enrollments. Technology has improved as well, and more people are technology savvy, therefore more are willing to try online classes. Dr. Hellmich further stated that the college is working to develop a two-year schedule for non-traditional (working) students so they might complete a two-year degree through a Weekend College. Mark Manuel added that federal stimulus funding has been very helpful in enrolling dislocated workers who have returned for higher education and new careers.

Dr. Rushin noted that another area for potential growth is the academic readiness program with UK in which BCTC faculty teach Math 108R. A problem is that BCTC does not have sufficient faculty or space to teach all the developmental classes that should be offered. Dr. Hellmich reported the college is attempting to remedy this situation, and he hopes to hire more full-time faculty. Dr. Rushin noted that the proposed Newtown Campus will provide opportunities to offer more classes.

D. Development of Strategic Plan

Dr. Julian referred to strategic plan documents sent to board members in the meeting packets. She stated more input will be sought from both internal and external groups, more time will be spent on strategic plan development, and drafts materials will be brought to the March 3, 2010 meeting of the board of directors for review. The final Strategic Plan is to be brought to the board for approval at the June meeting.

Approved March 3, 2010

Dr. Julian discussed the summary provided to the board which is from an exercise done last August during the summer budget retreat. Strategic areas identified include Student Access and Success, Teaching and Learning, Inclusive Learning Community, Community Outreach, and Workforce and Economic Development.

IV. Announcements

Dr. Julian made only brief announcements, including:

- The Master Plan is being reviewed for the Newtown Pike Campus. Conversations are ongoing regarding the overall process for the planning and construction of the new campus space and which divisions will be moved there. Further information will be shared with the board through monthly email updates.
- Board members were invited to attend the upcoming Holiday Reception scheduled for Friday, December 11 at Cooper Campus.

V. Adjournment

Dr. Mitchell made a motion to adjourn, seconded by Becky Critchfield, and the motion carried. The December 2, 2009 meeting of the BCTC Board of Directors was adjourned at 7:55 p.m.

The next regularly scheduled meeting of the Board will be March 3, 2010.

Respectfully submitted,

Sylvia Williams,
Office of the President