

Meeting Minutes
Bluegrass Community and Technical College Board of Directors
December 7, 2011
Leestown Campus – Board Room, Manufacturing Building

Members Present:

Florence Huffman, Chair; Kandi Bennett; Marcia Freyman; Donna Heath Johnson; Bob McNulty; Dr. Jonah Mitchell; Ron Walker

Absent: Annissa Franklin; Bob Rowland; Dudley Taylor

Guests: LET members: Ren Bates, Dr. Dave Hellmich, Dr. Augusta Julian, Mark Manuel, Tri Roberts, Dr. Palisa Williams Rushin, Charlene Walker; also, Dr. Greg Feeney/Academics, Tom Masterson (Alumni Association), Linda Epling/Development

I. Welcome – Overview

The session was called to order at 6:00 p.m. following the reception and holiday gathering held in the Leestown Student Center for all college faculty and staff. Chair Florence Huffman welcomed everyone to the Board of Directors December meeting and asked those in attendance to introduce himself or herself. She gave a brief word of thanks to all on the board who are faithfully serving the college in this capacity. Special guests were welcomed to the board meeting. Chair Huffman asked if our guests bring their reports and comments before the board proceeds to the business portion of the meeting. This was agreed and Chair Huffman asked Tom Masterson and Linda Epling to bring their report on the Fundraising Campaign.

II. Business Meeting

A. Approval of Minutes – September 14, 2011

Chair Huffman brought forward minutes from the regular fall meeting of the board on September 14, and asked for review and approval. No corrections were noted, and Marcia Freyman proposed a motion to approve. This was seconded by Ron Walker, and the September 14 minutes were approved as written.

Approval of Minutes – November 11, 2011 (Retreat)

Chair Huffman brought forward minutes from the November 11 retreat meeting, and asked for review and approval. With no corrections being noted, Marcia Freyman moved that the retreat minutes be approved, Bob McNulty seconded, and the motion carried. The minutes from the November 11 retreat meeting were approved as written.

B. Appointment of Board Committees

Membership of board committees was discussed. Chair Huffman appointed the following members to serve on the three board committees: Budget Committee (Dr. Jonah Mitchell, Kandi Bennett, Dudley Taylor); President's Evaluation

Committee (Bob McNulty, Annessa Franklin, Marcia Freyman); and Strategic Planning Committee (Donna Heath-Johnson, Ron Walker, Bob Rowland).

III. Information – Discussion

A. Fundraising Campaign Update

Tom Masterson stated that as current chair of the BCTC Foundation Board, he wanted to share his beginnings as a student at Lexington Technical Institute (LTI) many years ago. He gave high praise to the college from its earliest beginnings to its current status. He began his tenure as Foundation Board chair only recently. Mr. Masterson gave an update on Foundation Board activities, which last year participated in KCTCS' Fulfilling the Promise Campaign. The Board has implemented a scholarship campaign, and will begin a fundraising campaign. To begin this fundraising campaign, surveys are being done by sending a mail campaign to Dental Hygiene students asking them to contribute by e-giving. Mr. Masterson also explained the Foundation Board's involvement with the Castle Post fundraiser this past fall, which had been very successful. After thanking the Board of Directors for allowing him to visit and to share some of his thoughts, Mr. Masterson remained for the rest of the board meeting.

B. Transformation Initiatives Update – Accelerating Opportunities

Chair Huffman introduced Dr. Greg Feeney who reported to the board on the "Accelerating Opportunities" initiative, led by KCTCS, in partnership with Kentucky Adult Education, the Office of Employment and Training, and the Workforce Investment Board. BCTC is one of eight community college participants to participate in round one of this initiative. The purpose of the initiative is to ease transition from high school or GED to post-secondary education, thus helping adults obtain credentials and skills needed to succeed in family-sustaining jobs. Students can work on both their technical degree and their GED simultaneously. Dr. Feeney stated that we are now approaching Adult Education in a very different way, as part of a broader educational experience. He explained some of the key elements in this new program, including accelerated and contextualized learning, academic and social student support, dual enrollment in paired courses (adult education along with college-level programs), integration of basic skills and technical work-ready training, GED and stackable credentials in established career pathways, and job placement assistance.

Dr. Feeney reported that in January 2012, this initiative will begin with Office Systems Technology and Construction. Dr. Feeney's remarks sparked several questions from board members. Bob McNulty asked what would the cost be, for a student. Dr. Feeney replied it would depend upon where the student is, in his educational level, but basically, the cost would only be tuition for a 3-hour course. Financial aid would be available to the student. Dr. Mitchell asked how many students each cohort could handle. Dr. Feeney replied that for OST, it would be 22 students, and for Construction, it would be 25 students.

Other areas that may be considered for this initiative in future could include: Biotechnology, Manufacturing, Automotive Technology, Nursing Assistant program, Industrial Maintenance and Medical Assisting.

Chair Huffman thanked Dr. Feeney for bringing information to the board on this innovative new initiative.

C. 2011-2012 Budget Update

Lisa Bell stated she came before the board to bring a strong financial report, and she was very thankful to bring good news to the board at the end of the year. However, she stated the college still needs to exercise caution, although BCTC has been able to bring in more new hires. Ms. Bell pointed out that FY11 is now finalized, with \$5.3 million net income, and a \$15 million fund balance. The caution, however, is because enrollment growth is not large at all, although Fall 2011 tuition actually was up slightly (3.4%). However, for Spring 2012, tuition revenue is only at \$12.4 million, or about 70% of our projected budget. We are still optimistic that we can meet our budget for Spring 2012, but that remains to be seen. A bright spot is Barnes & Noble Bookstore revenue, which is \$391,000.

Ms. Bell cautioned that with SAP changes due to federal guidelines, a significant number of students may be affected. At this point, Dr. Rushin explained SAP (Satisfactory Academic Progress) to board members and guests, since conditions and guidelines from the federal government have changed significantly. The government now requires more accountability on the part of the student. Approximately 1500 BCTC students could potentially be impacted by the changing guidelines. Dr. Rushin's area has been reaching out to these undecided students who need to come to the advising department and declare a major. BCTC does not know how many students we could lose due to what is termed unsatisfactory academic progress. At the moment, 638 have priority registered and could be impacted by the new laws.

Bob McNulty asked if BCTC is still enjoying an enrollment boost due to high unemployment numbers across the state. At this point, Dr. Rushin distributed enrollment figures, indicating that enrollment growth is relatively flat.

Ms. Bell resumed her report, describing expenditures by program.

Dr. Julian remarked that the \$15 million fund balance would be used in various ways, for much-needed renovations, for additional expenses for the Newtown Campus, for anticipated expenses in moving staff to Newtown Campus or to other campuses, but mainly she anticipates that the big enrollment growth will definitely slow down or come to a stop.

Dr. Mitchell asked about Strategic Needs Analysis (SNA) 2-year projects and budget development. Dr. Julian explained how these needs are identified and funded.

D. Fall Enrollment Report

Dr. Rushin distributed an enrollment report which has been sent to the Council on Postsecondary Education (CPE). She stated that total headcount has not changed significantly since last fall (14,195 now – 14,184 last fall), and FTE is down slightly, relatively flat (0.1%). There has been some growth at some campus locations. For example, Cooper was 9,813 last fall, and is at 10,602 now; Winchester also shows some growth. Online enrollments continue to show the greatest growth, and dual enrollment is also up (939 last fall, 1,127 this fall).

Dr. Rushin reported her area is working on retention efforts at this time, particularly in view of the SAP issues confronting many students. Spring enrollment looks good for now. Dr. Rushin reported they have a good applicant pool at this time, but classroom space and availability play heavily into numbers that can be accepted.

Dr. Julian mentioned troops returning from service overseas and coming back to Campbellsville (Ft. Campbell??), indicating that overall, KCTCS enrollments are up.

Chair Huffman thanked Dr. Rushin for this excellent and detailed enrollment report.

E. Newtown Campus Update

“Progress boards” were on display for board members to see progress at the Newtown Campus location. Dr. Julian reported that work is on schedule, and at the current time, we are approximately \$2 million under budget. Chair Huffman commented that the advisory group and neighborhood associations are very attuned and continue to be very involved with the project. Some discussion followed concerning the need for traffic modifications, such as a left turn lane when coming south.

Dr. Julian further reported that nothing has been decided yet, concerning the Juvenile Justice facilities on Newtown Pike. The facilities had been shut down about two years ago, and thoughts of what to do with the buildings is being revisited. However, theft and vandalism have taken their toll on the buildings since they have been vacant, and an assessment is being done to see what it will take to clean up and renovate the facilities for use again. Apparently electrical and copper wiring, and plumbing fixtures have been removed or damaged, along with other evidence of vandalism. Dr. Julian stated it would be in BCTC’s long-term interest to utilize the facilities since the buildings are in close proximity to the Newtown site, but it may be very costly to bring the buildings up to par for college use.

F. Name Change Consideration Update

Dr. Julian reported that the KCTCS Board of Regents may not even bring up the name change initiative at their June board meeting since they may not want additional controversy at this time. However, Dr. Julian has discussed the name change possibility with our technical programs in an effort to keep them abreast of such a possibility.

IV. Announcements

Dr. Julian commented on Tri Robert's excellent leadership with the regional campuses and the Communication Center. Reports indicate that 95% of all incoming telephone calls are being answered by live staff at this time, which is a major improvement from the past. BCTC's communication center is a great model, and Tri is to be commended for his excellent leadership and for the superb work of his communication team.

Dr. Julian commended Charlene Walker for the recent MOSAIIC conference. This was the 5th year for this conference, with 135 attendees this year. She further reported that BCTC has been awarded a Lumina Foundation grant for Hispanic outreach. Dr. Julian asked that perhaps Charlene could bring news of the KCTCS diversity plan to the next board meeting in June.

V. Adjourn

The meeting was adjourned at 7:50 p.m. The next regularly scheduled meeting of the BCTC Board of Directors is Wednesday, March 7, 2012 at the Leestown Campus Board Room.

Respectfully submitted,
Sylvia Williams