

## **Meeting Minutes**

**Bluegrass Community and Technical College Board of Directors**

**Wednesday, March 6, 2013**

**Thoroughbred Center, Paris Pike, Lexington**

### **Members Present:**

Florence Huffman, Chair; Annissa Franklin; Marcia Freyman; Donna Heath Johnson; Bob McNulty; Bob Rowland; Dudley Taylor

**Absent:** Julia Ellis, Dr. Jonah Mitchell, Ron Walker

### **Others Present:**

Lisa Bell, Dr. David Hellmich, Dr. Augusta Julian, Vern Kennedy, Mark Manuel, Dr. Palisa Williams Rushin, Charlene Walker

**Guests:** Remi Bellocq; Dixie Hayes; Mike McMillen

## **I. Welcome/Introductions/Greetings**

Chair Florence Huffman called the meeting to order at 6:30 p.m. With everyone having just returned from a tour of the North American Racing Academy's (NARA) Thoroughbred Center barns and facilities, Ms. Huffman welcomed everyone, and asked guests to introduce themselves.

Dixie Hayes, academic coordinator and instructor, introduced Remi Bellocq, BCTC-NARA Executive Director, and Mike McMillen, Coordinator/Equine Education. She also recognized, not in attendance, Chris McCarron, founding director of NARA and currently Lead Instructor/Jockey Pathway, and Francois Parisel, Barn Manager.

Ms. Hayes gave a brief description of the Equine Studies Program and curriculum offered, including distance learning certificates. Students may receive an associate degree or one-year certificates that focus on riding, care, and training of the racehorse. Mike McMillen then made a presentation, giving further information on the BCTC-NARA program. NARA was the vision of Hall of Fame Jockey Chris McCarron. In 2006, NARA became the first accredited professional jockey school in the United States. NARA has expanded its role and now serves as a workforce provider to the racing and breeding industries.

Jockey, Horseman's Pathway, and the Veterinary Assistant credentials are available to students. The veterinary certificate can be articulated to the Veterinary Technology program at Morehead State University. The Equine Industry Workforce Certificate will prepare students for entry-level careers in the equine industry. This summer and fall, NARA is partnering with Fayette County Schools' Locust Trace Agriscience Farm to offer courses to high school students interested in horse racing and breeding. The program is also working with the European Association of Racing Schools and Lexington Sister Cities Council on the possibility of offering a student internship exchange program.

Remi Bellocq offered greetings and invited board members to attend Turfway Park's *International Catch a Riding Star Challenge* race event for apprentice jockeys on Saturday, March 23, as part of the Spiral Stakes Day.

Chair Huffman thanked the NARA faculty and staff for their hospitality and for the information about the equines programs.

## **II. Business Meeting**

### **A. Approval of Minutes**

Minutes from the December 5, 2012, meeting were presented for approval. Bob McNulty moved to approve the minutes, this was seconded by Dudley Taylor, and the motion carried.

### **B. Approval Strategic Needs Analysis (Operational Request)**

Chair Huffman asked Dr. Julian to present the Strategic Needs Analysis operational request. Dr. Julian referred to the material sent to the board members in their mailed packets. She explained that the Kentucky Community and Technical College System (KCTCS) biennial Strategic Needs Analysis (SNA) process provides colleges with an opportunity to contribute local budget requests and needs to be considered during the development of the KCTCS biennial budget request to the Governor's Office. It is hoped that some number of BCTC projects will then be included in the KCTCS biennial capital and operating budget requests.

Dr. Julian explained that BCTC has presented prioritized operating budget requests for 2014-2020 biennial requests. Lisa Bell further explained that most of the requests are facility-related, and funding is sometimes available for such projects from the system's annual pool of funds.

Bob Rowland moved to approve the Strategic Needs Analysis requests, this was seconded by Bob McNulty, and the motion carried.

## **III. Information – Discussion**

### **A. 2012-2013 Budget Update**

Lisa Bell referred to materials sent to board members in their packets and began with the yearly comparison reports from FY08/09 through FY12/13. Referring to the revenue summary sheet, she remarked that last fall BCTC met budget, but there are some current concerns since BCTC is down approximately \$511,000 from tuition projections at this time. If the college can realize sufficient revenue with summer tuition, we may still meet budget. If not, measures will need to be taken to mitigate the shortfall.

Ms. Bell commented that BCTC did meet budget in Barnes & Noble Bookstore commissions this year. An extensive discussion followed concerning textbook sales and rentals and availability of digital e-books. The most economical for students is

still purchasing used textbooks, and many texts are still not available in e-book form. Dudley Taylor asked how this affects students and libraries. Marcia Freyman replied that some books are not available in libraries and must still be purchased. Some faculty are using open source materials, and other faculty are no longer requiring textbooks. The book market will become more and more competitive. Dr. Julian noted that many more courses and materials are moving online. MOOCs (massively open online courses) are now being offered by many colleges, but these are usually not for-credit offerings. If a student wants credit for such a MOOC, there is a cost involved. The future of credentials and credit was discussed.

Lisa Bell then referred to the Expenditure Summary reports, reminding the group that nearly 70% of the college's expense is in personnel costs. One way to address a possible budget deficit would be by examining personnel expense.

Chair Huffman thanked Ms. Bell for this detailed budget update.

#### **B. 2013-2014 Budget Planning**

The FY14 budget will be brought before the board in June for approval, then to be submitted to the KCTCS Board of Regents.

Ms. Bell brought the board's attention to the 2013-14 recurring budget requests, which total approximately \$4 million. She then referred to the non-recurring budget requests which total \$3.6 million. In addition, she explained the Newtown Campus budget needs, which total approximately \$1 million. Dr. Julian explained that the recurring and non-recurring budget requests have been ranked and prioritized by the functional areas.

Chair Huffman thanked both Lisa Bell and Dr. Julian for the budget planning information.

#### **C. Newtown Update**

Dr. Julian gave a brief presentation explaining the current status of the Newtown Campus. She stated that BCTC's new building is nearly complete. However, we are facing other challenges. Eastern State Hospital (ESH) construction and moving dates have been pushed back. Their original completion date was February 28, 2013, but that has been pushed back by three-to five weeks. April 15, 2013 was the original date for BCTC to take possession of the site, but that deadline will not be met. We are currently trying to encourage all those who are involved in the process to understand BCTC's needs in planning for Fall classes. Those who are now part of the decision-making process include the University of Kentucky which will run the new ESH facility, the Bluegrass Mental Health & Retardation Board, the Cabinet for Health & Family Services (CHFS), and the Transportation Cabinet.

Dr. Julian reported she recently met with CHFS Secretary Audrey Haynes, and a second meeting between all involved parties will be held within two weeks, to see if a satisfactory schedule can be worked out for both ESH and BCTC. Dr. Julian further

explained that there are two things which are key to BCTC's taking possession of the campus site. These are: Transportation upgrades must be completed on Newtown Pike to complete the entrance and the left turn lane, and adequate parking must be identified for students, staff and faculty. Dr. Julian noted that pushing opening back to January 2014 would not be optimal, since such a move cannot be accomplished over the winter break in December. The summer months are needed to make such a move. Mr. Rowland and Mr. Taylor expressed concerns, based on their prior experience in facilities, that delicate negotiations among all parties are needed to find a compromise that can work for everyone.

Dr. Julian stated it has been calculated that it would cost BCTC approximately \$600,000 (operating costs, security, parking/shuttles, etc.) if the college cannot open as scheduled with appropriate parking in Fall 2013. Further, she stated that BCTC plans to close Regency Campus this summer, and do a "soft opening" at Newtown. However, major demolition work will still be ongoing at that time, and substantial security fences will need to be erected. She promised to keep the board informed as new developments occurred.

#### **D. Enrollment Update**

Dr. Palisa Williams Rushin distributed the latest enrollment report which indicated enrollment today is 11,554. This is down about 1,000 students compared to same time last spring. BCTC is still enrolling for Spring II, so there is a possibility we could gain additional enrollment. There are now 830 new students in Spring II with two more weeks remaining to enroll.

Dr. Julian added that a factor possibly impacting spring enrollment is that of faculty availability, due to the need to reduce adjunct loads related to retirement system regulations. It has become necessary to look for greater efficiencies in scheduling and use of adjuncts.

#### **E. Board Committees**

Chair Huffman stated the need for the board committees to convene by June, in order to review and bring recommendations to the June board meeting. Ms. Huffman stated that members of the Budget Committee are: Dudley Taylor, Dr. Jonah Mitchell, and Julia Ellis. Members of the President's Evaluation Committee are: Marcia Freyman, Bob McNulty, and Annissa Franklin. The Strategic Planning Committee will be reviewing the revisions to the Three-Year Action Steps in the Strategic Plan. Members are: Bob Rowland, Ron Walker, and Donna Heath-Johnson.

### **IV. Communications and Announcements**

Dr. Julian mentioned having taken four groups of students for legislative visits to Frankfort during this session. Fourteen legislators were visited, and the Governor, Secretary of State, and State Auditor also met with students, faculty, and staff. The experience is always a positive one for BCTC students.

Next week, BCTC is honored to host Dr. Brenda Dann-Messier, US Assistant Secretary for Vocational and Adult Education. Dr. Dann-Messier will have lunch with BCTC students and faculty, tour Leestown including Opportunity Middle College, and then go to Georgetown to visit the Advanced Manufacturing Center and program.

Dr. Julian noted that the federal sequester will have some direct effect on our programs. Starting October 2013, all federally funded programs will be cut 5%. There will be other effects, including National Science Foundation grant cuts and possibly Adult Education. Bob McNulty mentioned the U.S. postal service budget deficit and discussed proposals to reduce delivery days.

Dr. Julian reminded board members to let her know if they wish to attend the First International *Catch a Riding Star Challenge Race* event at Turfway Park on Saturday, March 23. Dr. Julian also mentioned a “give back” day to benefit BCTC at Nick Ryan’s Restaurant on Jefferson Street, which will be March 18. She invited board members to eat lunch or dinner there if available.

#### **V. Adjournment**

At 8:30 p.m., with no further business to come before the board, the meeting was adjourned. A motion to adjourn was proposed by Marcia Freyman, seconded by Bob Rowland, and the motion carried.

The next regularly scheduled meeting of the Board is June 5, 2013, at the Newtown Campus in Lexington.

Respectfully submitted,

*Sylvia Williams*  
Office of the President