

Meeting Minutes

Bluegrass Community and Technical College Board of Directors

Wednesday, June 2, 2010 - 6:00 p.m.

Board Room – Manufacturing Building, Leestown Campus

Members Present:

Florence Huffman, Chair; Bob McNulty; Bob Rowland; Janella Spencer; Becky Critchfield

Absent: Annissa Franklin, Dr. Jonah Mitchell, Ron Walker

Others Present:

Ren Bates, Lisa Bell, Dr. Augusta Julian, Dr. Dave Hellmich, Mark Manuel, Tri Roberts, Dr. Palisa Williams Rushin, Charlene Walker, Karman Wheeler

I. Welcome/Introductions

Chair Florence Huffman called the meeting to order at 6:20 p.m. It was noted that a quorum was present.

II. Business Meeting

A. Approval of Minutes

Minutes from the March 3, 2010 meeting were presented for approval. Bob Rowland moved to approve the minutes, this was seconded by Janella Spencer, and the motion carried.

B. Presentation and Approval of 2010-2011 Budget

Chair Huffman thanked board committee members and chairs for their work in their respective areas. The 2010-2011 college budget request was presented for approval. Becky Critchfield, chair of the board budget committee, gave a brief report on behalf of the committee. She stated the committee met on March 19 and again on June 1. The committee recommends they meet in May in coming years, prior to the board meeting, for a more in-depth discussion of the budget and issues involved. The committee also recommends, in years when the biennial budget is approved, the committee meet in September. In the second year of the biennial budget, the committee should meet in March.

Lisa Bell presented the budget to the board and responded to questions. Ms. Bell referred to some overall budget highlights:

- College Budget Development Principles are used as developed in Spring 2008
- Budget development is preceded and guided by college mission, strategic plan, goals and assessments.
- Priorities are identified through the Strategic Needs Analysis and annual budget development process and calendar.

- Requests from college units are incorporated into the college budget based upon their ranking as budget constraints allow.
- Total budget for 2010-2011 is \$83,074,100
- The increase in budget over 2009-10 is \$9,649,000
- Corrections Education budget is excluded as of July 1, 2010, due to legislation transferring programs back to the Department of Corrections
- BCTC has had \$1,952,300 in state-mandated budget cuts since February 2008
- BCTC approved 14 new positions for hiring of the 30 priority positions identified in budget requests
- Budget includes 5% enrollment growth projection and 4% tuition increase anticipated.
- 74% of overall budget is in personnel costs
- Operating expenses continue to be set at minimum

Dr. Julian reported the Kentucky General Assembly just approved a new state budget, which includes a 1.4% budget cut for all of higher education; next year an additional 1% cut is anticipated. Chair Huffman asked for any additional discussion or questions. She called for a motion to approve the 2010-2011 BCTC Budget Request to forward to the KCTCS Board of Regents. Bob McNulty proposed a motion to approve, seconded by Bob Rowland, and the motion passed unanimously.

Chair Huffman and Dr. Julian signed the budget approval letter which will be sent to KCTCS President, Dr. Michael B. McCall prior to the June meeting of the KCTCS Board of Regents.

C. Approval of 2010-16 Strategic Plan

Chair Huffman asked Janella Spencer, as a member of the Strategic Plan board committee, to present the committee's report. Janella stated the committee had completed a review of the strategic plan, and staff had made revisions to address issues discussed. She stated the committee supported the plan as presented.

Dr. Julian remarked that all vice presidents were extremely helpful as the plan was developed, and that the final document was a joint effort by many who were involved over a period of time. She recognized Karman Wheeler's work and coordination as the strategic plan for 2010-2016 was developed.

Karman Wheeler stated the new strategic plan will give BCTC direction and a focus for the future. Ms. Wheeler explained the relationship of BCTC strategic initiatives and KCTCS strategic goals (2010-2016). She stated each strategic initiative has goals, measures and 3-year action steps to achieve each goal. Ms. Wheeler explained the timeline used to arrive at this point, and how different groups within the college played a role, including how faculty, staff, students, committees, councils, and boards gave input.

Chair Huffman asked for further discussion or questions, and then asked for a motion to approve the 2010-2016 BCTC Strategic Plan as presented. Janella Spencer made a motion to accept the plan, this was seconded by Becky Critchfield, and the motion carried. The 2010-2016 BCTC Strategic Plan was unanimously approved.

III. Information – Discussion

A. Budget Update

Lisa Bell presented a budget update for 2009-2010, referring to materials sent in pre-board packets. She described revenue growth for the year, which was very encouraging. Ms. Bell discussed revenue growth, but cautioned that enrollment growth will likely not continue at the same rate over the next several years. Dr. Julian commented that Summer and Fall applications are up over last year, a very good sign of future growth. Ms. Bell explained that the BCTC goal was to maintain a balanced budget and meet the required reserve dollars. The college is on track at this time to meet both goals. Chair Huffman posed a question about bad debt expenses, and Ms. Bell explained that bad debt expense is adjusted twice per year, and the year end adjustment will be made as of June 30, 2010.

B. Newtown Campus Update

Dr. Julian commented on an excellent article featured by the Lexington Herald-Leader about two weeks ago, following the press conference to roll-out the Master Plan for the Newtown Campus. The press conference was very successful, and BCTC enjoyed excellent media coverage. The press conference itself was very well attended.

Dr. Julian presented elevation drawings and designs for the first building at the Newtown Campus. It was been decided that the firm Congleton-Hacker will serve as project manager for the state. Dr. Julian reported she was well pleased with progress to date.

Discussion ensued regarding future plans for the Newtown Campus beyond construction of the first building, and how other current buildings on the new site might be used. A question arose concerning BCTC's decision to renovate the Cooper auditorium, and this action was explained by Dr. Julian. The auditorium is in poor condition and represents a safety hazard to users. It is used for many purposes including community meetings, student orientations, etc. It is expected that BCTC will remain in some portion of the Cooper Campus facility for 10 years or more.

C. Board Calendar

Chair Huffman referred to the proposed board calendar for the upcoming year, stating dates were similar to the past year's meeting dates. Some discussion followed regarding planning a board retreat this summer, since the board would soon have

three new members, if the Governor fills the current vacancy. The two other positions to change will include newly elected staff and student representatives. A summer retreat could include a refresher course on board responsibilities and open meetings requirements. These items would be of most interest to the new members.

Dr. Julian remarked that the Governor's Nominating Committee on Boards and Commissions met again recently. It is hoped that the Governor will appoint the board's tenth member sometime this summer. Dr. Julian suggested waiting to set a retreat date until the new members have been appointed. Bob Rowland asked that board members be asked what specific topics they would like to cover at the retreat. An email will be sent to board members with suggested retreat dates and topics.

After some discussion, board calendar dates agreed upon for the upcoming academic year include September 1, 2010; December 8, 2010; March 2, 2011; and June 1, 2011. All dates fall on a Wednesday, and meetings will begin at 6:00 p.m. at the Leestown Campus Board Room. It was noted this is the new official board room for the college. Members expressed appreciation for the larger room.

IV. Announcements

Dr. Julian made brief announcements, including some information on "Puttin' on the Glitz," a recent fund-raising event in Winchester. Good media coverage was enjoyed, especially in the Winchester community, and Dr. Julian thanked Chair Huffman who was able to attend and participate.

Dr. Julian reported that this year's KCTCS Award of Excellence went to Dr. Rebecca Simms, who is Director for Dual Credit and Opportunity College. Dr. Simms has also recently earned her doctoral degree. Charlene Walker mentioned she and Erin Howard were recently invited to Washington, D.C. to receive a national diversity award and bring further recognition to BCTC. Michelle Harris Shields has been named the new Student Government Association president, and will be the new student representative on the board of directors.

Dr. Julian explained that the Rotary Club of Lexington is soliciting volunteers for the upcoming World Equestrian Games, and as a member of Rotary, Dr. Julian wanted to bring this to the attention of board members. She will send out more information on this volunteer opportunity in the coming week.

V. President's Performance Review – Executive Session

Bob Rowland proposed a motion to adjourn the regular meeting and go into Executive Session for the purpose of discussing the president's performance review (KRS 61.810 (1) (f)). This was seconded by Bob McNulty, and the motion carried. The Executive Session began at 7:55 p.m.

VI. Adjournment

At 8:50 p.m., Mr. Rowland proposed a motion to adjourn the Executive Session and return to regular session. This was seconded by Mr. McNulty, and the regular session was resumed. Chair Huffman stated she would prepare a letter on behalf of the board to be sent to Dr. Michael McCall, giving the board's findings and recommendations regarding the president's performance evaluation. Chair Huffman proposed another motion to adjourn the regular session of the board of directors, this was seconded by Janella Spencer, and the motion carried.

The June 2, 2010 meeting of the BCTC Board of Directors was adjourned at 8:55 p.m. The next regularly scheduled meeting of the Board is September 1, 2010.

Respectfully submitted,

Sylvia Williams,
Office of the President