

**Hazard Community & Technical College**  
**Board of Directors**  
**February 21, 2006**  
**Technical Campus**

Present: Chairman Fred Brashear, Jeannie Edmonds, Greg Wells, William Engle, Ron Reed

Guest: Dr. Jay Box, Fred Landrum, Kathy Smoot, Doug Fraley, Donna Combs, Judy Mitchell, Delcie Combs and Stephanie Kadish, Sherry Maggard, and Renee Herald from the Student Leadership Institute

The meeting began at 5:30 p.m. at the Hazard Community and Technical College Tech Campus with a light dinner being served. Chairman Brashear called the meeting to order.

Chairman Brashear asked for a review of the minutes from the November 21<sup>st</sup>, 2005 Board meeting. Mr. Engle moved and Mr. Wells seconded the motion to approve the minutes. The motion was passed unanimously.

First on the agenda was the swearing in of a new member. Judge William Engle administered the oath of Greg Wells, reappointed member to the Board.

Dr. Box informed the Board that three SLI Cohort III students, Stephen, Sherry, and Renee were here on behalf of Michael Cummings, Director of the Student Leadership Institute whom was unable to attend tonight's meeting. Stephen, Sherry and Renee reviewed what their year in the SLI consisted of. Eastern Kentucky University and Morehead State University Seminars were great highlights. During these seminars they were able to mingle with other Student Leadership students and learn new skills. Cohort II is working with UNITE coalition on the Lees campus and how Cohort III is attend Chamber of Commerce meetings and school board meetings in counties where there isn't an active chamber.

Fred Landrum, Vice President of Business Services, presented the college wide budget needs list for year 2006-07. He explained that each employee received a form to submit needs to their supervisor and that eventually all of these needs were consolidated by the vice presidents in to a combined list and the Mission Team recommended funding for these needs. The needs were then forwarded to the President and Vice Presidents for final review. Mr. Engle moved and Mrs. Edmonds seconded the motion to approve **2005-06 Annual Budget Priorities, Resolution 1-06**. The motion was passed unanimously.

Doug Fraley, Vice President of Student Services, presented to the board the changes to Room and Board rates at the Lees Campus for 2006-07. The room rate will remain level at \$950.00 per semester. Board rates will increase to \$1087.00 per semester. Per Diem Meal rate (\$13.85), daily room rate (Double: \$14.70; Single: \$22.00), and private room (\$250.00) additional charges will remain level. Mr. Engle moved and Mr. Wells

seconded the motion to approve *Room and Board Rates, Resolution 2-06*. The motion was passed unanimously.

Donna Combs, Director of Institutional Planning, Research and Effectiveness, provided a brief review of the process for the development of the 2006-2010 Strategic Plan. This process included various activities at the President's Leadership Team Retreat and college-wide planning meetings to develop the Future Directions for the College. The Future Directions were presented to the Board of Directors who developed the HCTC goals. The HCTC goals were taken back to the HCTC employees and core indicators, measures and targets were developed. The outline of the Strategic Plan, with these components, was presented at the last Board of Directors meeting. Donna stated that it is the responsibility of the Board of Directors to approve the Strategic Plan. Mr. Engle moved and Mrs. Edmonds seconded the motion to approve *2006-10 Strategic Plan, Resolution 3-06*. The motion was passed unanimously.

### **President' Report**

Dr. Box stated to the Board that on February 15, 2006 Board chairs meet with the KCTCS Board of Regents to discuss future directions beyond the strategic plan. What is next for KCTCS and KCTCS College's for the future.

KCTCS had a legislative session in Frankfort where Dr. Box stated that he met with local representatives and senators asking them to approve CPE budget for funding. Governor Fletcher did not place our request in his budget, so we are asking legislatures to place it in their budget that goes back to the governor. Governor Fletcher's plan was to stay even with no additional funds.

Dr. Box stated that there will be some changes in the SLI next year. SLT program is costing approximately \$160,000 per year. This includes tuition, stipend, and room and board. The college can not continue to support these students at 160,000 per year. After discussion with the SLI Advisory Council, Cohort IV will not get a full scholarship over tuition and books. If they would rather take a dorm room will give them that option. No meals included. Cohort III will get tuition, dorm and books, no food.

Cohort II's drop out rate is up due to grades. Out of twelve freshmen, 8-10 will return. Advisory Council suggested that maybe reduce number of students enrolled. Council recommended that the standards in getting admitted into the program be upped. ACT score of 18 will be given preference. Cohort IV consists of 20+ prospects interested in the program. Hope to admit 10

Dr. Box informed the Board of a possible security breach at the college. On Monday morning of last week, the college was made aware of a security breach that compromised personal information of many of our students and several of our employees who were enrolled as students. The information was posted on our web page last spring specifically for the use of our faculty for preparing program reviews. The file was removed from our

web site soon after the end of the spring semester. However, the information was out there long enough that Google “captured” it and stored it in Google’s cache. One of our students recently “googled” herself and found the information and notified our web master and director of public relations on Sunday. On Monday morning, our Information Technology department immediately began to rectify the situation. By Monday afternoon, Google had removed the file from their cache. Furthermore, our IT staff verified that no other file containing personal information was currently on our web page. In an effort to best serve our students, we will be notifying each affected student that his or her personal information had been posted but is now removed. Instructions will be given to them on how to contact credit agencies and have a “Fraud Alert” place on their credit bureau account. They will also be given my office number to contact for further concerns. Those employees affected will receive the same information.

The employee whom inadvertently exposed student records to the possibility of possession by an unauthorized person(s) through the use of an unmonitored web server was given a written reprimand. The college is providing workshops to all employees on security.

Chairman Brashear asked for a motion to go into Executive Session. Mr. Engle moved and Mrs. Edmonds seconded the motion. The motion was passed unanimously. (Distinguish Service Award)

Upon return after Executive Session, Mr. Brashear announced that no distinguish service award will be presented this year.

There being no further discussion or business, Mr. Brashear adjourned the meeting at 7:20 p.m

Respectively Submitted:

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Grace Warrix, Board Secretary

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Date

Forwarded by Delcie Combs, Executive Administrative Assistant to the President