

**Hazard Community & Technical College  
Board of Directors  
February 26, 2009  
Commodore Room – Hazard Campus**

Present: Chairman Greg Wells, Vice Chair Martha Birdwhistell, Dennis Patrick Wooton, Dr. Jyotin Chandarana, Homer Terry, and Shirley Engle. William Weinberg (Bill) joined board by phone.

Guest: Judge William Engle, Dr. Kathy Smoot, Fred Landrum, Doug Fraley, Ron Daley, Dr. Allen Goben, and Delcie Combs

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

First on the agenda was the swearing in of new members. Mr. Engle, Circuit Judge, administered the oath of office to Dr. Jyotin Chandarana, newly appointed member to the Board. Dr. Jyotin Chandarana signed the oath of office. Mr. William Weinberg will be sworn in at the next board meeting.

Chairman Wells asked for a review of the minutes from the November 20, 2008 Board meeting. Mrs. Birdwhistell moved and Mr. Wooton seconded the motion to approve the minutes. The motion was passed unanimously.

**Action Items**

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Fred Landrum, Vice President of Business Services, presented the college wide budget needs list for year 2009-10. He explained that Dr. Goben has worked with the college's leadership team and others to develop budget expenditure priorities. These needs had then been reviewed and prioritized by the college leadership team. They were again reviewed and ranked by the President's Cabinet and finally the President made his adjustments to the list. The two lists were presented to the Board of Directors for approval as for use in developing the 2009-10. After discussion regarding the Knott County KY School of Craft, per questions from Mr. Weinberg, Mrs. Birdwhistell moved and Mr. Wooton seconded the motion to approve **2009-10 Annual Budget Priorities, Resolution 1-09**. The motion was passed unanimously.

**President's Report**

**Highlights**

Dr. Kathy Smoot, Vice President of Learning Services reported that the college is ready to roll out VLI (phase I) AAS in Information Technology/Networking Option and have been awarded a second IT VLI Project. Two new allied health programs have been approved and developed: Diagnostic Medical Sonography & Surgical Technology. The college is beginning to immerse itself in the KCTCS

Workforce Competitive Initiative. This initiative will enable us to take a look at how responsive we are to the local workforce needs and how we can better position and market ourselves so that companies are aware of what we offer and that we can meet those needs.

Ron Daley, Senior Director of Advancement and Government Relations reported the college will host the first Coal Industry Appreciation Dinner on May 11<sup>th</sup>. The goal of the dinner is to show the coal and related industry officials that we appreciate their contributions to the local and regional economy, allowing us to be their preferred training provider and what they are doing to promote education in our area. The college will celebrate its 40<sup>th</sup> anniversary of graduating classes in 2010. We hope to involve the 1968 class, first graduates of HCTC, in the celebration festivities. Mr. Daley stated that he, like others, is still trying to make sense out of the stimulus bill and discover funding opportunities for the college. Mr. Weinberg stated that the Cody building renovation was included as a proposed project in the stimulus package.

### **Facilities Update**

Fred Landrum, Vice President of Business Services, stated that the college is engaged in an intensive Energy Savings Audit with Honeywell, Inc. This process will involve making infrastructure changes that will save energy and the savings will be used over the next 10 years to pay for the construction costs. The old building near the KY School of Craft has been demolished. Three buildings at the Lees Campus have been scheduled for demolition and also scheduled is the roof repair at the tech campus.

Dr. Goben informed the Board that the School of Craft Director position posting is out, and it is being funded by the KCTCS system office as an economic development initiative. Facility space is available to get the ceramics project up and running. Teleford Building in Jackson hat will house the media/arts/drafting is under renovation with demolition of Phase I being completed by our team. Lees Inc, has been approached regarding funding for the renovation of the Teleford center, but due to economic budget at this time, they will only continue to support scholarships. The college is still experiencing an issue with the UK folks at the Bailey-Stumbo Building. UK is being really aggressive in getting us out o f the building, but at this time we have informed them that we are not planning on moving out of the building .

### **PPE Update**

Dr. Goben stated that a PPE Task Team has been meeting with a charge to develop a draft for a new PPE process. The Team has worked in conjunction with Dr. Gwen Joseph, KCTCS Vice President over Human Resources, to ensure that any resulting recommendations would likely align with overall processes. HCTC has been given the nod to pilot a new PPE process in 2009-10, providing

it can be developed and firmed up prior to the fall 2009 semester getting underway.

### **SharePoint**

Dr. Goben stated that SharePoint is an intranet, full of great tools and service to enhance the work that we do every day. Dr. Goben previewed SharePoint and demonstrated how the Point will enhance our strategic planning.

### **Strategic Plan – Initial Board Input**

Mr. Landrum gave a brief history of our current strategic plan. Dr. Goben guided the Board through a discussion to gather input for the strategic plan. Dr. Goben asked the Board to provide input regarding what were the big issues and goals that the Board thought the college should tackle in the next six years.

The following was noted:

- Energy Focus/Expansion
- International Study for Coal Technology
- Safety Training (outreach globally)
- Go electronic (\$299.00 cost of small laptop)
- K-12 outreach (college & life planning, preparation for three years to High School)
- East Kentucky Leadership (P-16) – Question how does HCTC tie into the state's strategic plan
- Universal Health Care – (HCTC a leader in technology and E-health)
- Wellness

Mr. Landrum stated that he would try to present the updated Strategic Plan at the May Board meeting.

Chairman Wells asked for a motion to go into Executive Session. Mrs. Birdwhistell moved and Mr. Wooton seconded the motion. The motion was passed unanimously.

(Distinguished Service Award and Election of Officers)

Mr. Wooton moved and Mrs. Birdwhistell seconded the motion to move from Executive Session. The motion was passed unanimously.

Upon return after Executive Session, Mr. Wells announced that the Board has chosen not to present the Distinguished Service Award at this time.

Chairman Wells announced that Mr. Wooton will serve as Secretary. Mr. Terry moved and Mrs. Birdwhistell seconded the motion to accept Mr. Wooton as Secretary. The motion was passed unanimously.

Mrs. Birdwhistell moved and Mr. Wooton seconded the motion to end the meeting. There being no further discussion or business, Mr. Wells adjourned the meeting at 8:30 p.m.

Respectively Submitted:

Dennis P. Wooton  
Dennis Patrick Wooton, Board Secretary

5-14-09  
Date

Forwarded by Delcie Combs, Executive Administrative Assistant to the President