

Hazard Community & Technical College

Board of Directors

September 10, 2009

Lees Campus — Administration Building

Present: Chair Greg Wells, Dennis "Pat" Wooton, William "Bill" Weinberg, Homer Terry, Shirley Engle, and John Lyttle

Guest: Dr. Allen Goben, Fred Landrum, Kathy Smoot, Doug Fraley, Donna Roark, Vickie Combs, Gerald Napoles, Ron Daley, and Delcie Combs

The meeting began at 5:30 p.m. on the Lees College Campus of Hazard Community and Technical College in the Administration Building Conference Room with a light dinner being served. Chair Wells called the meeting to order.

Chair Wells asked for a review of the minutes from the May 14th, 2009 Board meeting. Mr. Wooton moved and Ms. Engle seconded the motion to approve the minutes with changes. The motion was passed unanimously.

First on the agenda was the swearing in of newly elected members. Mr. Doug Fraley, Vice President of Student Services, administered the oath of office to Shirley Engle, re-elected Staff Representative, and John Lyttle, Student Representative, newly elected members to the Board.

Informational Item

Fred Landrum, Vice President Business Services, presented an update and answered questions on renovations and capital projects on all of the campuses. He explained that all campuses had some needs and projects were occurring on each but added that the Lees College Campus was in the greatest of need. All of the buildings on this campus are old and not fully ADA compliant. The largest project proposed for the immediate future was to build the Intergenerational Building on the Lees College campus. (Updated list for specific projects on each campus included in packet.)

President's Report

Kathy Smoot, Provost/Vice President Learning Services stated that we have experienced record enrollments in a number of our technical programs, as well as the Allied Health/Nursing programs. An evening welding class has been added to the schedule. As a result of increased enrollments, several new fulltime faculty have been employed in our general education area. A new 12-week term has been initiated to start September 8th, with 10 classes slated for an week term starting October 12th.

Fred Landrum, Vice President Business Services stated the 2009 fiscal year closed with a positive balance.

Ron Daley, Senior Director of Advancement and Governmental Relations, discussed an initiative to acquire grant funds to purchase 3-D Next Generation Virtual Reality Simulation Units partnering with EKCEP. These units will support workforce training and development in the area, while also enabling career exploration activities.

Doug Fraley, Vice President of Student Services next presented the 2009 headcount enrollment update. After much discussion and several questions being asked by Board members, Mr. Fraley expressed confidence that the college would set a record headcount enrollment of 4550 students.

Donna Roark, Chief Information Officer, reported that 50 faculty/staff workstations have been purchased and replaced. The computer lab at Leslie County Center has been replaced with state of the art computers according to the HCTC Technology plan. Five classrooms across the district have been created as smart classrooms. The installation of a security system at the Lees College Campus has been completed. The college has just initiated the HCTC New Website Kick-off Day. Within eight weeks we will launch the new HCTC Website.

Vickie Combs, Senior Director of Human Resources, stated that the college has experienced the passing of two faculty members. A pilot performance review process is underway. A survey will be conducted in October to obtain feedback from employees. Human Resources has been extremely involved in the hiring process. Among employees that have been hired recently, 50% of those hires have significantly broadened the College's diversity.

Dr. Goben introduced Dr. Gerald Napoles. Dr. Napoles will serve as the Dean of Learner Outreach/Assistant to the President.

John Lyttle, Student Representative stated that the Student Government Association membership is growing. Homecoming Week has been established for October 19-24th with focus days at each campus.

Dr. Goben stated that the KCTCS system is updating its Strategic Plan and has completed draft Mission, Vision, and Values Statements as well as draft strategic goals. Fred Landrum will give an update at the next meeting regarding the strategic plan development.

Dr. Goben informed the Board that folks have been stretched to the limit, and the college is not out of the woods with budget issues. Our recurring state funds are very constrained. Our non-recurring is based on our enrollment and any carry-forward dollars, which are solid due to excellent budgeting and fiscal management by the Leadership team. Plans are to use some of the available non-recurring funds to update technology and classroom furniture, as well as to take care of some deferred

maintenance. We need to understand that we are under a state budget upheaval and we need to be prepared for what happens regarding the budget. Plans also include hiring a grant writer using non-recurring funds to acquire additional funding that is needed to support additional college initiatives. This position will be expected to generate considerable grant-related revenue for the College.

The KCTCS Advocacy Campaign is underway. A letter will be mailed to each Board member requesting your presence at a dinner Kick-off on October 5". Your help is needed to get the message out and help us educate people to understand what we are doing for the Commonwealth.

Due to several board members being absent, election of officers was tabled to the next meeting.

There being no further discussion or business, Chair Wells adjourned the meeting at 7:15 p.m. to conduct a tour of the HCTC Lees College Campus.

Respectively Submitted:

Dennis P. Wooton

12-3-09

Dennis Patrick Wooton, Board Secretary

Date

Forwarded by Delcie Combs, Executive Administrative Assistant to the President