

Hazard Community & Technical College
Board of Directors
Minutes
February 17, 2011
Commodore Room – Hazard Campus

Present: Vice Chair Martha Birdwhistell, Joe Evans, Pat Wooton, Dr. Paul Currie, Shirley Engle, and Megan Smith

Guests: President Dr. Stephen Greiner, Fred Landrum, Doug Fraley, Vickie Combs, Ron Daley and Delcie Combs

Dinner served at 5:30 p.m.

The meeting began at 6:00 p.m. in the Commodore Room on the Hazard Campus. Vice Chairman Birdwhistell called the meeting to order.

Vice Chair Martha Birdwhistell asked for a review of the minutes from the September 1, 2010, November 15th, and November 18th, 2010 Board meetings. **There being no quorum, no action was taken.**

Action Item

Fred Landrum, Vice President of Business Services, gave an update on the 2011-2012 Annual Budget Priority Needs. Mr. Landrum stated that everyone is given the opportunity to forward their budget requests. All requests are combined and forwarded to the Leadership Team and the Senior Leadership team who are then asked to rank each item (1 being of high priority and 3 being of low priority). Mr. Landrum shared with the Board the top average list of budget request (enclosed in packet). The list shows the Senior Leadership and Leadership Team rankings. The President/CEO and the Senior Leadership Team will use the prioritized list to prepare a budget expenditure plan to allocate available resources to match those priorities. Mr. Landrum stated that the budget amounts are just estimated cost. **There being no quorum, no action was taken.**

Mr. Landrum next reviewed the Six Year Capital Plan 2012-18. Mr. Landrum stated that HCTC's top three priorities are: 1). Intergenerational Center; 2). Allied Health Building, 3). KY School of Craft Ceramics Classroom Building Phase II. Mr. Landrum stated that renovation and upgrade items are usually funded if they are dealing with ADA projects.

President's Report

Fred Landrum, Vice President of Business Services, reported that the colleges tuition revenue is above revenue budget, utility expenses for the first six months compared to last year's is about 12% higher due to rate increase. The college is in the process of demolishing an abandoned building on the Lees College Campus. Quotes are being accepted to install surveillance cameras on the Technical Campus.

Doug Fraley, Vice President of Students Services reported that enrollment data is preliminary. As of February 15th, the Hazard Campus is down 3%, Knott County up at 106%, Leslie County down 11%, Lees Campus up 7% and Technical Campus down 21%. The college overall enrollment is down 2%. Mr. Fraley stated that enrollment is expected to increase with additional enrollment in high school and work force solutions categories. The college is confident that the college will meet the final projected enrollment at 3061.

Mr. Fraley informed the Board that HCTC will be conducting Super Sunday on February 27, 2011 with the Consolidated Baptist Church in Hazard to promote students of color. Dr. Greiner will participate.

Vickie Combs, Director Human Resources, stated that HCTC was voted one of the Best Places to Work in Kentucky for the second year in a row. Mrs. Combs stated that several positions have been filled and several folks have retired. A wellness center has been designated on the Technical Campus. The college is in the process of ordering equipment and anticipate an April date of opening of center.

Dr. Greiner informed the Board that two new programs, Criminal Justice and Health Information Technology, have been completed and submitted to system for approval. The Sonography program has just completed their Accreditation Site Visit. Program received several recommendations. The program did a great job for this being their first year in existence. Dr. Greiner stated that ten faculty members have met the requirements for promotion.

Dr. Greiner stated that it is great to be here at Hazard Community and Technical College. He stated that he has enjoyed his first two months reaching out to the community and friends of the college. He will be speaking at the Knott County Chamber meeting next week. Also future speaking engagements in Lee County and Breathitt County. Dr. Greiner stated that he now has a greater appreciation for those who work in the underground mines after completing his first underground mining tour. He enjoyed the tour, even enjoying the coming up out of the mine in an exit cage.

Dr. Greiner informed the Board that he would like to conduct an annual funding campaign.

There being no further discussion, Vice Chair Birdwhistell asked to go into Executive Session to discuss the Distinguish Service Award.

Respectively Submitted:

Martha Birdwhistell
Martha Birdwhistell, Vice Chair
On behalf of Fred Lewis, Board Secretary

5/19/11
Date

Forwarded by Delcie Combs, Executive Administrative Assistant.