

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

Present: Chair Martha Birdwhistell, Joe Evans, Dr. Chandra, Dr. Paul Currie, and Shirley Engle

Guests: Dr. Stephen Greiner, Fred Landrum, Vickie Combs, Connie Watts, Donna Roark, Ron Daley, Germaine Shaffer, and Delcie Combs

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

Chair Birdwhistell asked for a review of the minutes from September 1st, 2011. There was no quorum – minutes were not approved.

Information Items

Dr. Greiner stated that enrollment compared to year to date (Fall 2011 to Fall 2010) is down 1%. 4726 in 2011 compared to 4796 in 2010. This has a financial implication as FTE is down 4%. High School Dual Credit enrollment is up 200 students from last year at this time.

Dr. Greiner informed the Board that the KCTCS Board of Regents policy and accreditation criteria require that each college's mission statement be periodically reviewed and approved by the governing board and the KCTCS Board of Regents. The current mission statement, along with the vision and goals was shared with the Board. The next step is to acquire final approval from the faculty and then bring back to the Board for final approval at the February meeting.

Dr. Greiner reporting for Dr. Kathy Smoot, Vice President/Provost Academic Affairs stated that the Visual Communications/Multimedia Program was approved for implementation as of Spring 2012. Academic Services is now working on a new AS degree in Health Sciences Education. Dr. Greiner stated that he has been talking with the University of Kentucky in bringing a four year degree in Health Services to Hazard.

Fred Landrum, Dean of Operations/Director of Safety and Security, stated that the Telford renovation project on the Lees College Campus is proceeding with an ARC Grant to complete the project (bottom floor). Bids will be taken in December. The sound studio for the KY School of Bluegrass and Traditional Music program is complete and equipment is being ordered. Demolition of Bach Hall should start in the next several weeks.

Ron Daley, Dean of Advancement, stated that his department is working on a series of plans to raise money for anticipated college initiatives.

Vickie Combs, Director of Human Resources, stated that the hiring update is noted in her highlights. Human Resource is also currently in the search committee stage for six positions.

Connie Watts, Chief Financial Officer, stated fall tuition revenue is down. Spring pre-registration looks positive with over \$2 million in revenue assessment.

Germaine Shaffer, Dean of Institutional Effectiveness stated that the new title for the current Office of Institutional Effectiveness is now Institutional Effectiveness, Planning, and Research. Dr. Greiner stated that working with Germaine Shaffer is Alexis Malepeai, the new Coordinator of Assessment and Continuous Enhancement. Alexis is participating in the KCTCS Fellows program.

Donna Roark, Chief Information Officer, stated that we are able to provide RSS (real simple syndication) feeds of our current news and events on the web page. Additional features also include direct links to the HCTC Facebook and HCTC YouTube pages. Display screens have been purchased and will be distributed throughout the campus foyer areas. The screens will display news, events, and reminders of important dates. During the month of December we will be replacing all network switches with new advance Cisco next generation switches.

Dr. Greiner stated that Dr. Paul Currie is working with Melissa Vermillion, Grants Coordinator, and Diane Gibson, Instructor, to submit a NFS Science Technology Engineering and Mathematics Talent Expansion grant to promote the transfer of STEM students into four year STEM programs.

Chair Birdwhistell stated that she had not received any recommended changes to the HCTC Board of Directors by-laws. Dr. Currie asked if he could reserve the right to make possible changes.

Board Discussion

Board discussed upcoming possible Board meeting dates for 2012. Meeting dates are: February 16th and May 10th. August and November dates will be determined at a later time.

Adjournment – 7:00 p.m.

Respectively Submitted:

Pat Wooton
Pat Wooton, Board Secretary

2/16/2012
Date

Forwarded by Delcie Combs, Executive Administrative Assistant.