

Hazard Community & Technical Collge
Board of Directors
Minutes
September 1st, 2011
Commodore Room – Hazard Campus

Present: Chair Greg Wells, Martha Birdwhistell, Pat Wooton, Dr. Paul Currie, Shirley Engle, and Megan Smith

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

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

Chair Greg Wells asked for a review of the minutes from May 19, 2011. Mrs. Birdwhistell moved and Ms. Smith seconded the motion to accept minutes. The motion was passed unanimously.

Action Item

Connie Watts, Chief Financial Officer, presented the final allocation of budget request presented to the KCTCS Board of Regents in June 17th. KCTCS approved the budget which included the 3% pay raise for all employees announced over the summer. Dr. Currie moved and Mr. Wooton seconded the motion to accept **Resolution 3-11, Final Allocation of Budget Request**. The motion was passed unanimously.

President's Report

Dr. Greiner, President, introduced guest Neil Brashear, Dean of Technical & Professional Programs. Mr. Brashear is representing Dr. Kathy Smoot, Provost/Vice President of Academic Services, due to her attending a system meeting. President Greiner also introduced Germaine Shaffer, Dean of Institutional Effectiveness.

Dr. Greiner announced he would be sending a modified version of the weekly update to the community to help promote the college and continue to strengthen our relationship in the area.

President Greiner informed the Board that a task team has been appointed to review the Vision, Mission and Goals of HCTC. Feedback will be brought to the November Board meeting for input and approval. After HCTC Board approval the Vision, Mission and Goals will be forwarded to the System for final approval.

Next President Greiner asked the Board to review it's bylaws. Please forward any changes to Delcie. If no changes are needed, bylaws will remain as written.

Doug Fraley, Vice President Student Services reported that enrollment is slightly down compared to this time last year. Head count is slightly down at the Leslie County Center (2%) and Lees College Campus (2%). The cancellation list consisted of 109. 12 students were reinstated, but unable to reinstate the remaining 97. Of the 97, 68 had no payment arrangements, 7 were returned to Title IV, 17 were no shows, and 5 unaccounted. Workforce and non-16 week term registration still needs to be added to the final enrollment figures. Question from Board member: Will offerings by MSU deteriorate HCTC enrollment. Mr. Fraley stated that at this time MSU is offering Breathitt County High School students 24 free hours. We feel we could lose approximately 50 students.

Highlights

Vickie Combs, Director of Human Resources, stated that the personnel update regarding new employees is noted in the Board packet. Three positions were filled today.

Connie Watts, Chief Financial Officer, stated that a reallocated \$1.6 million of FY 10 fund balance is noted in the packet. Ms. Watts stated that a projected estimate of over \$2 million fund balance is projected for 2011 FY. \$1.1 million has been allocated during the budgeting process.

Fred Landrum, Dean of Operations/Director of Safety and Security, stated the FY 2012 construction projects are listed in the Board packet.

Neil Brashear, Dean Technical & Professional Programs, reported that the Director of the KY School of Craft, Jeff Adams, has been hired. Two new degree programs have been approved: Criminal Justice and Health Information Technology, as well as a new certificate in Interactive Design: 3D Modeling.

Donna Roark, Chief Information Officer, stated that 250-275 new computers have been installed. The Technology Solutions department hired three new employees today.

Ron Daley, Dean of Advancement, stated that several grants have been submitted. An Appalachian Regional Commission Grant worth \$526,400 for the Telford Center Renovation will be announced in September.

Germaine Shaffer, Dean of Institutional Effectiveness, stated that plans are to provide updates in future meetings regarding institutional effectiveness.

Dr. Greiner stated that KCTCS President, Dr. Michael McCall, announced that KCTCS will be a premier system in 2020. President McCall will rollout his new initiatives on September 13th to the HCTC Leadership Team.

Dr. Greiner congratulated Mr. Wells on his reappointment to the Board by the Governor.

There being no more discussion, Chair Wells asked for a motion to go into Executive Session to discuss the election of officers. Mr. Currie moved and Mrs. Birdwhistell seconded the motion to go into Executive Session.

Executive Session - Officer Elections

After returning from Executive Session, Mr. Wells announced that the following officers would serve for 2011-12: Martha Birdwhistell, Chair; Joe Evans, Co-chair; and Pat Wooton, Secretary.

Next meeting date determined: November 17, 2011.

There being no further discussion, Ms. Engle moved and Ms. Smith seconded the motion to end the meeting, The motion was passed unanimously.

Respectively Submitted:

Fred Lewis by Delcie Combs
Fred Lewis, Board Secretary

2/16/2012
Date

Forwarded by Delcie Combs, Executive Administrative Assistant.