

**Hazard Community & Technical College
Board of Directors
Minutes
May 5, 2016
Commodore Room**

Present: Chair Pat Wooton, Vice Chair Stephen Bowling, Bill Weinberg, Shawn Harley, Sarah Callihan, Joel Brashear, and Shirley Engle.

Guests: Connie Watts, Dr. Kathy Smoot, Germaine Shaffer, Jackie Hall, Dr. Beth Pennington, Dr. Juston Pate and Delcie Combs

Dinner was served at 5:30 p.m.

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

Dr. Pate informed the Board that Sarah Callihan had been reappointed as the Student Representative for 2016-17. Homer Terry, faculty representative was replaced by Randy Bryant. Mr. Bryant will attend the next meeting.

Chair Wooton asked for a review of the minutes from the February 11, 2016, Board meeting. Bill Weinberg moved and Vice Chair Stephen Bowling second the motion to approve the minutes. The motion was passed unanimously.

Guest Reports

Dr. Pate, Interim President, shared his concern with the Board regarding the student publication of "Kudzu." The language throughout the book may have been offensive to the reader. The author of several of the pieces has selected to change the wording to be less offensive. Questions to discuss for the future: What is it? What do we want it to be? Is it a true student publication? Should college funds be used for production?

Dr. Beth Pennington, Dean of Retention Services, presented the overview of the Strategic Enrollment Plan (SEM). SEM planning is future and long-term focused, data informed, and challenging. We must be accountable for our actions and we must be effective and efficient as possible with limited resources. The President's Cabinet approved six goals, key enrollment indicators, and identified action committees (one for each goal). Goals: 1) HCTC will implement recruitment strategies that are specific to our geographical area and focus on all potential students. 2) HCTC will implement retention strategies that begin with the application process, establish a sense of community that includes students, faculty, and staff and with the graduation and/or transfer of the student. 3) HCTC will implement workforce strategies that will provide technical students with transferable, portable skills, preparing them to be employment ready, and that will provide the Kentucky River Region with premier training opportunities. 4) HCTC will provide students with an advising experience that is

empowering personal, and specific to their career goal. 5) HCTC will offer programmatic options and course schedules that meet the needs of the learners in our service area. 6) HCTC will implement strategies to engage online student learners in a more human experience during their educational journey. Action committees will launch in August.

Action Items

Connie Watts, Chief Financial Officer, presented the annual budget request for 2016-2017. Comparing 2016-17 to 2015-16 there is a \$3 million difference. In 2015-16 we had \$24,790,400 in unrestricted vs. 2016-17 we have \$21,063,100. The college has a fund balance that is carried over year-to-year that can be used for one-time expenses. The budget was built on a \$7.00 rate of tuition increase, but CPE is talking about a \$9.00 tuition increase. The Board will vote on an increase in June. The budget has been reduced due to vacancies and retirements. Twenty-eight positions were cut from this year's budget. Vice Chair Bowling moved and Shawn Harley second the motion to approve **Resolution 3-16, 2016-17 Annual Budget Request. Resolution 3-16** passed unanimously.

Enrollment

Germaine Shaffer, Dean of Student Services, provided an enrollment update. Current enrollment for fall is at 1134 compared to 1087 last year. The summer enrollment is up from last year. Credential seeking returning and new student enrollment is up 1134 compared to last year 1087. The College continues to look at different ways to increase enrollment. "Enrollment Mania" was an enrollment marketing push.

Presidential Report

Dr. Pate informed the Board that there continues to be a concern with nursing in the community. The HCTC Nursing program is not meeting the needs of our community. The community has approached Galen School of Nursing to provide nursing needs to the area. Currently, we are looking to add an additional 30+ students for the fall, a possible January class, and a continuous program through the summer. Dr. Smoot noted there is a need for additional faculty to handle the increase. We will be talking with EKCEP regarding possible funding to assist with hiring faculty. Dr. Pate shared that he has approached the UK Rural Health Center to provide an audit in the fall of our nursing program to see what we are doing right and what can we change. Currently, student to faculty ratio is good with the students we have in the program.

Dr. Pate mentioned that the college continues to do great things. The "Iron Pour" in Knott County drew in lots of folks and was a great success. The KY School of Bluegrass and Traditional Music program is traveling to Atlanta at the request of Congressman Rogers and Bobby Osborne was recognized with the Educational Leadership Award at the Hazard Perry County Civic Night.

The Intergenerational Training Center is on hold at this time. The college may be eligible for Workforce funds, but at this time a criteria has not been established for those funds.

The new Cosmetology program at the Breathitt County Life Skills Center will accept its first class in fall 2016. The contractors are scheduled to release the building in May with an open house community event planned shortly thereafter.

Dr. Pate stated that this would be his last meeting and he wanted to thank the Board for their kindness and leadership during his six months at HCTC. His major goal upon arriving at HCTC was to enhance community relations. Those relations have been reestablished. He has conducted meetings with legislatures, community leaders, superintendents, and reestablished the relation with the Challenger Center. The college should be proud of the great leadership at HCTC.

Vice Chair Bowling spoke on behalf of the Board, "Thank you for your service Dr. Pate. You took the time to learn and move us toward what we can be, in a better place. On behalf of the Board, employees, and students we thank you"!

There being no further discussion, Chair Wooton asked to end the Board meeting. Bill Weinberg moved and Shirley Engle seconded the motion to end the Board Meeting. (7:30 p.m.)

Respectively Submitted:

Bill Weinberg, Board Secretary

Date

Forwarded by Delcie Combs, Executive Administrative Assistant.