

**Hazard Community & Technical College
Board of Directors
Minutes
February 11, 2016
Commodore Room**

Present: Chair Pat Wooton, Vice Chair Stephen Bowling, Sarah Callihan, Homer Terry, Joel Brashear, and Shawn Harley

Guests: Connie Watts, Dr. Kathy Smoot, and Germaine Shaffer

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.

Vice Chair Stephen Bowling asked for a review of the minutes from the November 12, 2015, Board meeting. Joel Brashear seconded the motion to approve the minutes. The motion was passed unanimously.

Action Items

Connie presented the annual needs request for 2016-2017, which are vital in order for the college to move forward. The number one item on the list was the KCTCS centralized Financial Aid Processing Center System. The KCTCS College Presidents agreed to centralize it at the KCTCS System Office. Each college has been asked to contribute \$50,000. Another need is the licensing and annual renewals, which are accreditations fees. It is essential for these actions to take place in order to go forward and the college to succeed. The needs request form was sent out college wide in early November. The scale is a rating from 1-3 and a 90% response for the completion of the rating. Shawn Harley moved and Stephen Bowling seconded the motion to approve **Resolution 1-16, 2016-17 Annual Budget Needs Request. Resolution 1-16** passed unanimously.

Germaine Shaffer, Dean of Student Services, presented the 2016-2022 HCTC Strategic Goals. A draft of the Strategic Goals was shared with the Board at the November 2015 meeting. A new goal has been added: Goal 6, which indicates increasing enrollment, retention, and completion. Sarah Callihan moved and Homer Terry seconded the motion to approve **Resolution 2-16, 2016-2022 Strategic Plan Goals. Resolution 2-16** passed unanimously.

Presidential Report

Dr. Pate presented the Intergenerational Training Center (ITC). The ITC is an investment in one of the most underserved regions of our Commonwealth. Students in Breathitt, Wolfe, Lee, and Owsley Counties must drive as much as an hour and a half to receive up-to-date technical training leading to high skill, high demand jobs. There is a

need to provide a 21st Century workforce training center for our students in the Three Forks Region because our facilities and infrastructure which were built between 1883 and 1969 will not accommodate the technologies and equipment necessary to make our students relevant to a technically-oriented, global workplace. Technical training provided at Jackson will grow enrollment for the college. A post card was shared with the Board, which provided details regarding the center.

Enrollment

Germaine Shaffer, Dean of Student Services, presented the enrollment report. Day to day enrollment comparisons were shared. Workforce enrollment numbers still need to be added. There is a \$400,000 difference from this time last year. We are down 205 students, which is \$397,000 down from last year. Hazard is the second smallest college in the system in enrollment. The college is currently marketing 8-week classes to grow enrollment.

Budget

Dr. Pate presented the budget. We are well off in our estimated revenue; we are \$80,000 to \$120,000 dollars shy of what we said we would be this time last year. Previously, every operating budget was cut in half and put into a tuition reserve budget. We cannot operate programs with less money. Positions were moved from recurring dollars to nonrecurring dollars; now those nonrecurring lines are no longer there. We had shortfalls in the spring. With all the steps to build revenue, we will be short \$600,000 to \$1.4 million for next year. It is scary to think that we may still get additional cuts, 4.5% cut this year and 4.5% additional cut the next year. The trend for enrollment is that enrollment will continue to decline. We have to build a budget that balances for next year.

We have two main funding sources, state and tuition. Both of them have been declining. Pay attention to Senate Bill 75, which requires that if you want to increase tuition, you will have to propose that to the legislature. In order to advance our college for the future, we will need \$550,000 (which is lower than last year).

We are in a holding pattern regarding the budget at this time. Hopefully, by mid-April we will know something. We are looking at ways to raise revenue and cut costs. We have a budget that is currently \$600,000 out of balance and we need to remedy that.

Dr. Kathy Smoot, VP/Provost of Academic Services, stated that in online distance learning for spring we imported \$489,363 and exported \$208,299 the difference is \$281,064.

Dr. Pate stated that there might also be another big issue facing the college for the future. Models are being discussed regarding performance based funding: diversity, enrollment, and retention.

Dr. Pate informed the Board of Senate Bill 133 which is being proposed. Amend KRS 164,600 to require the local board of directors of a community college or technical

college to select and evaluate the college's chief executive officer. This bill will move the role of KCTCS Board of Regents and place the role on the local boards.

President's Highlights

Dr. Pate stated that the Radiography Program Site Visit resulted in an extension of JCERT accreditation for 8 years (the maximum period available). Thanks goes to Homer Terry for presenting a top stellar program.

HCTC has again been selected for the **fourth consecutive time** as one of only 150 colleges nationally to be eligible for the \$1 million **Aspen Prize for Community College Excellence**, the nation's signature recognition of high achievement and performance in America's community colleges.

Eight-week classes (35 classes) are being marketed at this time to boost enrollment. A strong Summer I Class Schedule has been developed.

The Governor will be on campus Friday, February 12, to meet with unemployed coal miners. This is a great opportunity to showcase our college and recruit coal miners.

Executive Session

Chair Wooton asked to go into Executive Session. Vice Chair Bowling and Sarah Callihan seconded the motion to go into Executive Session.

Discussion regarding the Distinguish Service Award.

Vice Chair Bowling moved and Joel Brashear seconded the motion to end Executive Session.

No further discussion, Chair Wooton asked to end the Board Meeting. Joel Brashear moved and Sarah Callihan seconded the motion to end the Board Meeting.

Respectively Submitted:

Bill Weinberg, Board Secretary

Date

Forwarded by Delcie Combs, Executive Administrative Assistant.