

Hazard Community & Technical College
Board of Directors
Minutes
February 23, 2017
Commodore Room

Present: Chair Stephen Bowling, Shawn Harley, Randy Bryant, Shirley Engle, Sarah Callihan, Dr. Chandarana, and by phone Bill Weinberg

Guests: Connie Watts, Germaine Shaffer, Donna Roark, Vickie Combs, Dr. Lindon and Delcie Combs

Dinner was served at 5:30 p.m.

The meeting started with an Executive Session to elect a new chair. Shawn Harley moved and Dr. Chandarana seconded the motion to go into Executive Session – election of officers.

Shirley Engle moved and Dr. Chandarana seconded the motion to move out of Executive Session.

Mr. Bowling announced that the meeting was in open session and the guests joined the Board. Stephen Bowling announced that he will now serve as Board Chair replacing Pat Wooton, the previous Chair. Shawn Harley will serve as Co-Chair replacing Stephen Bowling, the previous Co-Chair. Pat Wooton will continue as a board member.

Chair Stephen Bowling asked for a review of the minutes from the November 10, 2016, Board meeting. Shawn Harley moved and Dr. Chandarana seconded the motion to approve the minutes. The motion was passed unanimously.

Action Items

Connie Watts, Chief Business Officer, presented the annual budget needs request for 2017-2018, which are vital in order for the college to move forward. Connie stated that the budget request process actually started with each employee sending budget requests to their supervisor. Then the supervisors send them to the appropriate President's Cabinet VP. The Cabinet members send their requests to Ms. Watts, who then combines all requests and sends the combined list to the College Leadership Team asking them to rate each item. The scale is a rating from 1-3 with a 100% response for the completion of the rating. Connie stated she then combines all ratings and presents them to the Cabinet for final review. On February 14, the President's Cabinet met and discussed the needs request. Several items were combined. They also looked at any mandated requirements that are needed. Mandated items included potential employee raises and a 4.2% benefit increase. Shawn Harley moved and Dr. Chandarana seconded the motion to approve **Resolution 1-17, 2017-18 Annual Budget Needs Request. Resolution 1-17 passed unanimously.**

Dr. Lindon, President/CEO, presented the six-year capital plan. Dr. Lindon stated that the college is directed that in each odd-numbered year state agencies submit information about its facilities and facilities-related needs to the Capital Planning Advisory Board (CPAB). What is included in the six-year plan: new construction, renovation or property acquisitions costing \$1,000,000 or more, equipment items costing \$200,000 or more and Information Technology

Systems costing \$1,000,000 or more. As noted, the Intergenerational Training Center is no longer on the list because it has already been funded. Dr. Lindon then reviewed the 1st Biennium needs: roof repairs on all campuses and soil stabilization at the Technical campus. 2nd and 3rd Biennium: HVAC upgrades on all campuses, ADA renovation of Smith Administration Building at Lees Campus, infrastructure upgrades on all campus – electrical, water, etc., Jolly Classroom Renovation – office space, student services center; replacement of Industrial Education Building at the Technical Campus – showing age; and the renovation of Van Meter Gym – upper floor at the Lees Campus. **Randy Bryant moved and Shirley Engle seconded the motion to accept Resolution 2-17, Six Year Capital Plan. Resolution 2-17 passed unanimously.**

Germaine Shaffer, Provost/Vice President of Academic and Student Services, shared enrollment data. Unofficial data was shared including headcount and credit hours by home campus, headcount and credit hours by student classification, FTE by home campus and headcount for all KCTCS colleges. Next, Ms. Shaffer shared enrollment by a day-to-day comparison. Last year at this time, spring enrollment was 2050 compared to this year at the same time 2402. Ms. Shaffer stated that enrollment looks good for spring 2017. Registration for summer and fall starts March 1st. Anybody that wants to register can register starting March 1st. Dr. Lindon stated that we project summer enrollment to be good also this year.

Dr. Lindon updated the Board regarding the Intergenerational Training Center. Dr. Lindon stated that employees, community members and board members have been working on this building project for several years. The college has been awarded a \$2,888,000 million grant from the Work Ready Initiative to support the construction of this center. The new plans consist of a one-story building instead of the originally proposed two-story building. The new center will still house a large room with divided walls and a portable stage. Additional funds received for the center include a \$1.5 million ARC power grant for equipment and furnishings, BuildSmart bonded funds of \$1.5 million, college funds (bond match) \$500,000, gifts/donations \$720,000 equaling \$7,108,000. All the plans we currently have will need to be redrawn to some extent due to the current architect, Charles Jolly, announcing his retirement. Mr. Jolly has requested that we go with another architect because he will not be able to finish out the project. We are currently working with KCTCS to get another architect.

The college has been very busy securing grant funds. The Appalachian Regional Commission has been very good to us in receiving grants. ARC/EntreEd and National Association of Community College in Entrepreneurship (NACCE) awarded the college a \$48,000 grant over three years. The grant will promote and deliver professional development training to K-12 schools in entrepreneurship. The counties served are federally designated as impacted counties: Leslie, Knott, Breathitt and Perry Counties. We were not able to include counties such as Lee, Wolfe and Owsley because they were not federally designated as coal impacted.

Another grant the college has received is a \$3.5 million dollar ARC Power EKCCT Grant with Big Sandy and Southeast Kentucky Community College. This is to deliver training in advanced manufacturing, medical coding and information technology in the East Kentucky Coal County Transitions Grant or EKCCT. Big Sandy is the lead on this grant. All colleges will have a liaison. Each will receive dollars for a digital innovation hub that includes computers and cubicals that will be setup in IT space. There will be a governing board, in which Presidents will be members. The Board will determine among the colleges which would be best to deliver training.

Leslie County has been working with EKCEP and Teleworks USA to establish a teleworks hub in Leslie County. The hub will be located on the first floor of the HCTC Leslie County Center. Individuals will be able to work from this remote site at various nation-wide companies. EKCEP is incurring the cost of the hub. This will be the first teleworks hub on a KCTCS college campus. We are so excited about that activity in Leslie County.

Dr. Lindon stated that she had been emailing out some updates on the budget. At this time there is a bill for performance based funding that has passed the Senate and is in the House of Representatives for approval. A committee comprised of KCTCS and college and university representatives, as well as the Council on Postsecondary Education had input on the bill. Governor Bevin passed a 5% executive order for next year 2017-18. The bill is being debated but at present would be phased in over 3-5 years. Five years would be better for HCTC. Dr. Lindon said she does believe we should be held accountable on how we are retaining students and student success rates. KCTCS is talking about phasing this in hopefully over 5 years, which equals \$813,520 that would come out of our HCTC budget each of the 5 years. This is recurring with no new money in this model. When there's no new money in the funding model and you run schools through the model you end up with some schools on the top and some on the bottom. Where we are in enrollment it makes it difficult for our small college to compete with the larger colleges. The new model would include 35% based on student success outcomes, 35% based on transfers and 30% based on operational support. KCTCS supports performance based funding but is requesting the state allocate additional dollars to support the new model.

Dr. Lindon also mentioned some other things affecting HCTC's budget:

- \$5 proposed tuition increase per credit hour
- \$20 per credit hour course charge on totally online courses
- 44.8% benefits increase
- Proposed 3% employee raise
- Class and compensation study (approximately \$50,000 for HCTC) to bring employees up to business and industry standards
- New distance learning model - team presented several models
- Utility increases

Highlights

Working with SKED to extend our Telemedicine program.

Dr. Lindon stated that the Associate Degree Nursing program had a 100% pass rate for the fall 2016 graduates. We also have been named number #10 in the top 20 nursing programs in the state by Register Nursing Organization. There is another nursing school that is opening in March in Hazard – Galen College of Nursing. We are not seeing much change yet and we will be monitoring that closely to see how that's going to affect HCTC. We have and will continue to market and advertise our nursing program.

The Telehealth (Telemedicine) Technician Assistant Certificate and Project Lead the Way Certificate have received SACSCOC approval; classes are being offered this semester. Project Lead the Way is a collaboration with Perry County Central High School to offer a series of classes in the freshman, sophomore, junior and senior years that culminate in the Project Lead the Way Certificate in biomedical science.

Dual credit enrollment for Spring 2017 is 373 students. We continue to expand our dual credit offerings.

Our Technology Solutions department has been very busy hosting various events and technology setups. They are also working with Ricoh regarding a print management solution to implement a cost savings program for us.

Dr. Lindon stated that she would like to congratulate Delcie Combs for her 25 years of service and Shirley Engle for her 40 years of service to HCTC.

Shirley Engle moved and Sarah Callihan seconded the motion to go into Executive Session.

Randy Bryant moved and Sarah Callihan seconded the motion to go out of Executive Session at 7:47 p.m.

Mr. Bowling announced that the Board nominated and approved Dr. Grady Stumbo to receive the Distinguished Service Award.

Dr. Chandarana mentioned that he is proud of Dr. Lindon and thanked her on behalf of all the Board on her community relations.

There being no further business, Dr. Chandarana moved and Shirley Engle seconded the motion to adjourn. The meeting was adjourned at 7:49 p.m.

Respectively Submitted:

Bill Weinberg, Board Secretary

May 4, 2017

Date

Forwarded by Delcie Combs, Executive Administrative Assistant.