

Hazard Community & Technical College
Board of Directors
Minutes
February 28, 2013
Commodore Room – Hazard Campus

Present: Chair Martha Birdwhistell, Vice Chair Joe Evans, Dr. Paul Currie, Shirley Engle, and Christian Callihan

Guests: President Dr. Stephen Greiner, Dr. Kathy Smoot, Connie Watts, Fred Landrum, Doug Fraley, 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 Birdwhistell called the meeting to order.

Chair Birdwhistell asked for a review of the minutes from the November 15, 2012, Board meeting. **There was no quorum – minutes were not approved.**

Action Item

Connie Watts, Chief Financial Officer, gave an update on the 2013-14 Annual Budget Request. Ms. Watts stated that all employees are given the opportunity to submit their budget requests. All requests are combined and forwarded to the Leadership Team and the Senior Leadership Team who then rank each item (1 being high priority and 3 being low priority). Ms. Watts shared with the Board the top average list of budget requests (enclosed in packet). This list shows the Senior Leadership and Leadership Team rankings. The highest response ranking of 1 means that 30/32 (94%) leadership members responded. Title III was moved to the top of the list because the grant will be ending in September. The requirements of the grant is mandatory that the college assume all salaries at the end of the grant.

Dr. Greiner informed the Board that during the ranking, the safety security systems and director rose to the top after the incident in January. The needs request has been listed on the priority needs for several years. ***No quorum - Resolution 1-12, Annual Budget Priority Needs was not approved***

President's Report

Budget

Dr. Greiner stated that the sequestration will affect HCTC in FY 2013-14 in the grant programs. Doug Fraley stated how federal programs will take a cut of \$15,000. There may be some immediate impact such as unemployment.

Dr. Greiner stated how he was expecting a \$9,000 shortfall but instead saw a surplus. Due to Academics and Student Services working together, we were able to see this

surplus. There are only three KCTCS colleges that have a positive tuition for spring and we are one of them.

Enrollment Update

Doug Fraley, Vice President of Student Services, stated that we have met enrollment projections for the spring semester. We have a total of 2860 students enrolled. The credential seeking student enrollment (2458) is very strong and the high school numbers have dropped a little but still remain strong. We are serving 80 students within the Workforce Solutions area.

Highlights Update

Fred Landrum, Dean of Operations/Director of Safety and Security, stated that the Telford Building is being finished. The landscaping will consist of knockout roses. A mural will be erected on the wall near the Telford Center on Main Street. The Knott County Campus plans for the foundry/ceramics shop have been placed on hold due to loss of KSC director and an instructor. High wall repair at the Technical Campus is being looked at by the state for funding. Plans are complete for the paving of the gravel parking lot on the Hazard Campus but are on hold until funds are available. The First Federal Building is in need of roof repair due to new leaks that have developed. The ARC grant has been awarded to HCTC to complete renovation of the auditorium. Meetings have been held with the architect and plans are underway.

Germaine Shaffer, Dean of Institutional Effectiveness, Planning and Research (IEPR), stated that the SACS's 5th Year Interim Report was submitted consisting of three reports. No additional report was requested. The QEP Report was also accepted. Plans are to discuss the process for the new QEP.

Dr. Kathy Smoot, Provost/Vice President of Academic Services, stated that this has been a very busy and very productive semester. Approximately 75% of our courses are online or web enhanced. One hundred percent of our instructors have completed the quality assurance process. There has been a 35% increase of students taking only online classes.

Dr. Smoot added that Neil Brashear is back. He has been working with the Hindman Settlement School to help campus personnel as we regroup, re-advertise, and reinvent our programming at that location.

Dr. Greiner stated that during the shooting incident in January the phones were so flooded that it was hard to get our calls to go through. We were fortunate enough to have had a previous drill, even though it was a mock drill. We are reevaluating safety on all HCTC campuses. KCTCS has applauded the staff and faculty on how they handled the crisis. We have since had requests from other schools to talk to them about what we learned.

Dr. Greiner added that at this time he has not heard if there will be a mid year cut. Chair Birdwhistell stated that she would like to request that the Board review the HCTC Board of Directors By-Laws regarding a quorum at the next meeting.

Executive Session

No quorum - No executive session

Adjournment – 7:00 p.m.

Respectively Submitted:

Pat Wooton, Board Secretary

Date

Forwarded by Delcie Combs, Executive Administrative Assistant.