

Hazard Community & Technical College
Board of Directors
Minutes
November 15, 2012
Kentucky School of Craft
Hindman, KY

Present: Chair Martha Birdwhistell, Co-Chair Joe Evans, Secretary Pat Wooton, Bill Weinberg, Dr. Chandarana, Dr. Paul Currie, Shirley Engle, and Christian Callihan

Guests: Connie Watts, Fred Landrum, Dr. Kathy Smoot, Germaine Shaffer, President Dr. Steve Greiner, and Delcie Combs

Dinner served at 5:30 p.m.

The meeting began at 6:00 p.m. in the Conference Room at the Kentucky School of Craft in Hindman Kentucky. Chair Birdwhistell called the meeting to order.

Chair Birdwhistell asked for a review of the minutes from the September 6th, 2012, Board meeting. Ms. Engle moved and Mr. Chandarana seconded the motion to approve the minutes. The motion was passed unanimously.

Action Item

Fred Landrum, Dean of Operations/Director of Safety and Security, reported that Capital Projects, new buildings and new projects need legislative approval. The main project for HCTC is the new construction of the Intergenerational Center – Classroom, Student Services Building on the Lees College Campus of HCTC. Minor renovation and upgrade projects under \$600,000, we would try to complete through other funds. Projects are in order of importance but KCTCS may change the order. Dr. Currie moved and Mr. Wooton seconded the motion to approve ***Resolution 5 -12, Six Year Capital Plan***. The motion was passed unanimously.

Germaine Shaffer, Dean of Institutional Effectiveness, Planning and Research (IEPR), stated that Goal 7 was divided into three separate biennial college initiatives. 7B - Enhance Knott County Branch and Leslie County Center offerings available to students was incorporated into the strategic plan effective 2012-2014. Goal 7 was revised August 2012. Mr. Evans moved and Dr. Chandarana seconded the motion to approve ***Resolution 6-12, Strategic Plan***. The motion was passed unanimously.

Informational Update

Connie Watts, Chief Financial Officer, stated that the 2012 fall ended with an \$815,000 shortfall. Spring is projected to have a \$900,000 shortfall for a total of \$1.7 million budget shortfall. The exact fund balance will not be available until after the audit results are finalized at the end of November or early December. Decrease in student waivers assists in offsetting tuition shortfall. Plans are to look at ways to be conservative by not filling vacancies, but look at moving staff around to fill position needs.

Dr. Kathy Smoot, Provost/Vice President of Academic Services, stated that students are taking more online classes. Concern is that most students are not taking HCTC online classes. Follow up calls have been made to all students to let them know that they are not taking an HCTC online class. Our Blended Advising Model pilot for Spring 2013 preregistration was very successful with 100% faculty participation college-wide.

Germaine Shaffer, Dean of Institutional Effectiveness, Planning and Research (IEPR) reported that as of November 1st headcount for Fall 2012 was 3804 which is down 22% FTE from 2011. Zero percent of our student population is traditional, 20% online only, 8% is dual credit, 22% in workforce and the average age is 29+. The 24/7 Service Center went live October 25th. This is a part of Dr. McCall's transformation initiative. The Early Alert reporting for fall 2012 was very successful this fall. For the first time, 100% of the faculty participated.

Mr. Weinberg asks what is the cost to operate the Knott County Campus. Ms. Watts will provide Mr. Weinberg with this information.

Ms. Shaffer reported that the Follow-Up Report, as required by SACSCOC as part of the previous reaffirmation cycle, was submitted on August 9, 2012. A team will be attending the Annual SACSCOC meeting in December.

Mr. Landrum reported that the list of construction projects and status is listed in the Board packet. A project to mitigate the Technical Campus high wall danger is underway. Currently an engineer is developing plans for the proposed paving of the gravel lot on the Hazard Campus. An ARC grant has been awarded to HCTC to complete renovation of the auditorium.

Crisis management is a growing concern. Debriefing is scheduled for Monday regarding the issue at the City of Jackson and the Lees College Campus.

Christian Callihan, student representative, stated that there are three more weeks until finals. Christian stated that he has been conducting tours and school visits. Christian stated that he had also been involved in several student ambassador projects.

Dr. Greiner stated that an internal annual giving campaign is underway. The internal campaign target is helping students of need. HCTC has received a 200k endowment which will be matched by KCTCS to go to 400K. Coal Severance – at this time we are being told to expect no funding from this source next year (UCM is supported by this funding source). Dr. Greiner is working with legislators to prevent this.

Dr. Chandarana asks Dr. Greiner to meet regularly with the local medical community to provide a college update and possible future funding initiatives.

There being no further discussion Dr. Currie moved and Mr. Evans seconded to adjourn the meeting. The meeting adjourned at 7:15 p.m. A tour of the KY School of Craft was conducted immediately following meeting.

Respectively Submitted:

Pat Wooton, Board Secretary

Date

Forwarded by Delcie Combs, Assistant to the President/Special Projects