

**Hazard Community & Technical College**  
**Board of Directors**  
**Minutes**  
**September 6, 2012**  
**Commodore Room – Hazard Campus**

Present: Chair Martha Birdwhistell, Secretary Pat Wooton, Greg Wells, Bill Weinberg, Dr. Paul Currie, Shirley Engle, and Christian Callihan

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

Dinner 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 May 10, 2012, Board meeting. Mr. Wells moved and Ms. Engle seconded the motion to approve the minutes. The motion was passed unanimously.

**Action Item**

Connie Watts, Chief Financial Officer, gave an update on the 2012-13 Final Allocation of Budget Request. Ms. Watts noted that the budget remains as was discussed and approved during the May 2012 Board meeting. A 2% raise was approved by the KCTCS Board of Regents (June) and was included in the projected budget in May. Dr. Currie moved and Mr. Wells seconded the motion to approve ***Resolution 4 -12, Final Allocation of Budget Requests***. The motion was passed unanimously.

**President's Report**

**Highlights**

Connie Watts, Chief Financial Officer, reported that the college fall tuition shortfall is \$755,652 as of August 23, 2012. Outsourcing of online classes has played a part in this decline in enrollment. The College had projected a tuition revenue decline for FY 2013 so a reserve was established to assist with this shortfall.

Dr. Greiner mentioned that the college is looking at consolidation and crosstraining measures to assist with the shortfall. Plans are to not fill positions, but replace with temporary employees.

Fred Landrum, Dean of Operations/Director of Safety and Security, reported that several projects are in progress. Several of the projects are being funded by grants or system funds. Mr. Landrum stated that the Telford Building renovation Phase II is approximately 30% complete and should be finished by early February. Architects are

currently preparing plans for Phase A for the Metal Casting facility in Hindman. Other projects are mentioned in Mr. Landrum's highlights.

Doug Fraley, Vice President of Student Services, stated that enrollment for fall 2012 is down. Enrollment comparison: fall 2011 - 3192 compared to fall 2012 – 2868 a decrease of 10% as of census date September 5, 2012. Doug stated that credential seeking students are down 5% compared to fall 2011 which projects a \$300,000 tuition shortfall. Decrease in enrollment is down due to several universities providing free tuition to high school students. The College can not financially provide free tuition. Several additional causes for the decrease in enrollment are: demographics (decrease in population), stimulus funds are no longer available for displaced workers and increase accountability by Financial Aid (6 year limit Pell Grants and refund to Title IV) .

Dr. Kathy Smoot, Provost/Vice President of Academic Services, stated that there is a growth in distance learning. A total of 75 credit classes were offered during Summer 2012 which included 56 online classes, with 30 additional classes being taught via the Learn on Demand or VLI model. Dr. Smoot noted that more students are taking online classes from other colleges. Dr. Smoot stated that Dr. Ella Strong, Dean of Distance Learning, is aware of the concern with exporting of classes and is working on steps to better educate students on the issues they may encounter when taking an online classes from another institution.

The SACSCOC Follow-up Report has been completed and was submitted August 1 and the SACSCOC Fifth Year Report has been completed and submitted September 1.

Several new programs have been approved by the KCTCS Board of Regents: Associate of Fine Arts (AFA), the Criminal Justice Program, and Health Information Technology (HIT).

Dr. Smoot informed the Board that the nursing program pass rate is below the 85% pass rate for the second year. Measures are being taken to increase the pass rate. The admission criteria has been revisited and will be implemented for the January enrollment (20 ACT and 3.0 GPA).

Dr. Greiner reported that a National Science Foundation STEM scholarship grant has been submitted. The grant will provide scholarship money to students interested in drafting/engineering. The College has been notified that we have received a USD grant which will provide five IT classrooms (one at each of our campus sites).

The KCTCS Board of Regents is scheduled to conduct their September 20-21 quarterly meeting at HCTC. Board members will be invited to a community reception at the Leslie County Center on the eve of September 20. Plans are to showcase our KY School of Bluegrass and Traditional music program students.

There being no further discussion, Chair Birdwhistell asked to go into Executive Session. Mr. Wells moved and Mr. Weinberg seconded the motion.

Dr. Currie moved to end executive session. Mr. Wooton seconded the motion.

Chair Birdwhistell announced that Board leadership has been reappointed to serve for 2012-13.

There being no further discussion Dr. Currie moved and Mr. Wells seconded. The meeting adjourned at 7:03 p.m.

Respectively Submitted:

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Pat Wooton, Board Secretary

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Date

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