

Executive Summary

Kentucky Community and Technical College System
Board of Regents Meeting – June 17, 2011
West Kentucky Community and Technical College
Paducah, Kentucky

Meeting highlights:

- **Approved the 2011-12 KCTCS Annual Budget.**

The KCTCS Board of Regents adopted the 2011-12 budget, which directs the use of financial resources available to KCTCS to help achieve the mission and vision of KCTCS. This budget places emphasis and the highest priority on students and the effective and efficient use of available resources. The operating budget authorizations approved by the Board total \$903,161,700 for the fiscal year beginning July 1, 2011, and ending June 30, 2012. Of this amount, \$550,890,200 are unrestricted current funds; and \$352,271,500 are restricted funds from sources such as federal, state, private gifts, grants, contracts, or appropriations. In addition, the Board approved capital budget authorizations totaling \$150,918,000 from agency funds and state funds, contingent upon receipt and availability of those funds for KCTCS for the fiscal year.

The 2011-12 KCTCS budget will:

- Fund compensation in 2011-12 for faculty and staff.
- Fund fixed cost increases in current employee benefits programs.
- Fund the cost of faculty promotions.
- Fund nonrecurring merit bonuses for regular full-time faculty and staff based on the 2011-12 KCTCS Merit Bonus Program. Eligible employees are those regular full-time faculty and staff who earn a rating higher than the “Fully Met Job Requirements (M)” rating in the 2011-12 KCTCS performance evaluation system or the “Achieves (A)” rating in the 2011-12 evaluation process being piloted in 2011-12. To receive the merit bonus the eligible employee must also complete additional significant accomplishments as described in the KCTCS Merit Bonus Program developed and implemented by the KCTCS President.
- Fund fixed cost increases in utilities and facility insurance.
- Maintain a nonrecurring budget reserve for each college, the systemwide operations and support programs, the Fire Commission, and the Kentucky Board of Emergency Medical Services (KBEMS).
- Establish and fund a recurring budget reserve for each college, the systemwide operations and support programs, the Fire Commission, and KBEMS.

The budget and its provisions will be effective July 1, 2011, through June 30, 2012.

- **Approved 2011-12 KCTCS Tuition for KCTCS Colleges.**

The KCTCS Board of Regents approved the following per credit hour tuition rates for 2011-12 for KCTCS colleges:

	<u>Returning Students*</u>	<u>New Students</u>
In-State Students	\$130	\$135
Out-of-State Students:		
From Contiguous Counties	260	270
Other Out-of-State Students	445	465



KCTCS is an equal opportunity employer and education institution.

**Returning students are those students who were enrolled in a KCTCS college in either the fall 2010 or spring 2011 semester (or both) as provided in the KCTCS Guaranteed Tuition Program approved by the KCTCS Board of Regents June 17, 2010.*

Students enrolled at a KCTCS college in fall 2011 or spring 2012 that also enroll at a KCTCS college in 2012-13 will be assessed the 2011-12 new student tuition rates in 2012-13 according to the provisions of the KCTCS Guaranteed Tuition Program. Additionally, the KCTCS Board of Regents adopted the provisions of House Bill 425 passed during the 2011 regular Session of the General Assembly. House Bill 425 amends KRS 164 and provides that “the governing board of a Kentucky public university may adopt a tuition policy whereby any veteran of the Armed Forces of the United States or National Guard who is eligible for Post-9/11 GI Bill benefits who enrolls as a student in the university as a non-Kentucky resident is charged no more than the maximum tuition reimbursement provided under the Post-9/11 GI Bill to public universities for eligible Kentucky residents.” In this context the reference to “Kentucky public university” includes KCTCS. Adoption of the provisions of House Bill 425 by the KCTCS Board of Regents means that eligible veterans enrolled as out-of-state students will be assessed relevant KCTCS in-state tuition rates.

- ***Approved a 2011-12 KCTCS Salary Increase.***

The KCTCS Board of Regents approved a 3.0 percent recurring salary increase in 2011-12 for each full-time regular KCTCS faculty and staff who earns at least the “Fully Met Job Requirements (M)” rating in the 2010-11 KCTCS performance evaluation system (or at least the “Achieves (A)” rating in the 2010-11 evaluation process piloted in 2010-11).

- ***Approved the KCTCS President’s 2011-12 Annual Leadership Initiative, CHANGE.***

The KCTCS Board of Regents approved the KCTCS President’s annual leadership initiative, *CHANGE 2011-12*. The goal of the initiative is to design and implement a formal change management process to successfully implement the Transformation Strategies in each of the following areas:

- Curriculum Review
- Developmental Education
- Dual Credit
- Financial Aid
- Job Placement and Career Development
- Student Services
- Transfer

To accomplish this, President McCall will create a new KCTCS leadership model and related team structures based on change management research and best practices; communicate directly with employees about the changes necessary by visiting each college; design and implement a comprehensive change management training program; and establish a KCTCS Office of Change Management that will provide the ongoing leadership, service, and support to the System Office and colleges.

- ***Approved 9 Associate in Applied Science Programs and Program Options.***

The new associate in applied science programs and program options approved by the KCTCS Board of Regents respond to local needs in the respective college communities and have multiple exit points. The programs include the following:

- Associate in Applied Science in Culinary Arts with options in Culinary Arts, Food and Beverage Management, and Catering and Personal Chef and certificates in Advanced Catering, Advanced Culinary Arts, Food and Beverage Management, and Advanced Food and Beverage Management for **Maysville Community and Technical College.**
- Associate in Applied Science in Health Information Technology and certificates in Medical Records Coding Specialist and Release of Information Data Specialist for the following colleges:
Bluegrass Community and Technical College.
Gateway Community and Technical College.
Hazard Community and Technical College.

- Associate in Applied Science in Biotechnology Laboratory Technician with certificates in Basic Biotechnician and Advanced Biotechnician for **Bluegrass Community and Technical College**.
 - Associate in Applied Science in Criminal Justice with options in Criminal Justice, Law Enforcement, Corrections, and Security and Loss Prevention and a certificate in Computer Forensics for **Hazard Community and Technical College**.
 - Associate in Office Systems Technology with an option in Administrative for **Bowling Green Technical College**.
 - Associate in Applied Science in Energy Technologies with options in Energy Efficiency Electrical Controls Technician, Outside Plant Technician, Energy Utility Technician, Wind Systems Technologies, solar/Photovoltaic Technologies, and Energy Efficiency and Analysis for **Gateway Community and Technical College**.
 - Associate in Applied Science Associate in Applied Science in Logistics and Operations Management and a certificate in Logistics Management for **West Kentucky Community and Technical College**.
 - Associate in Applied Science in Apprenticeship Studies for **West Kentucky Community and Technical College**.
 - Associate in Applied Science in Industrial Chemical Technology for **West Kentucky Community and Technical College**
- ***Approved the Exception Request for Total Program Credit Hour Limit for the AAS in Aviation Maintenance Technology for Two Colleges***

The KCTCS Board of Regents Policy 4.12 Policy on Collaborative Program Development was revised on June 12, 2009, which set lower total credit hour maximums for the AA, AS, AAS, and diploma (with an AAS exception request process). The credit hour limit for an AAS was set as 60-68 credit hours. An exception to the total credit hour limit may be made by the KCTCS Board of Regents if a program has external degree requirements which must be met necessitating an exception request.

The Aviation Maintenance Technology curriculum has been developed to meet regulation mandated by the Federal Aviation Administration (FAA). An aviation technical school must have an approved curriculum that is designed to qualify students to perform the duties of a mechanic for a particular rating or ratings. Additionally, KCTCS requires a minimum of 15 credit hours as general education to attain an AAS degree in addition to the prescribed courses set by the Federal Aviation Administration. The approved exception for total program credit hour limit for the AAS in Aviation Maintenance Technology is 69-76 credit hours.

- ***Ratified or Approved Personnel Actions, New Credit Certificate and Diploma Programs, and KCTCS Colleges' Candidates for Credentials.***
 - ***Ratification of Personnel Actions.***
The KCTCS Board ratified personnel actions, including academic and administrative appointments, reappointments, terminal reappointments, leave of absences, retirements, deaths, resignations, and non-renewal of appointments.
 - ***Ratified New Credit Certificate Programs.***
Each of the new certificate programs ratified by the Board is applicable toward at least one degree program and is designed to be responsive to the needs of students and employers, avoiding unnecessary program duplication and increasing inter- institutional collaboration. New certificate programs were ratified for the following KCTCS colleges: Ashland Community and Technical College, Big Sandy Community and Technical College, Gateway Community and Technical College, Madisonville Community College, and Southeast Kentucky Community and Technical College.

- ***Approved KCTCS Colleges' Candidates for Credentials.***
For the period of January 19, 2011, through April 29, 2011, the KCTCS Board of Regents ratified 17,250 credential requests (11,141 of which are unduplicated), including 10,373 certificates; 1,522 diplomas; 1,442 associate in arts; 724 associate in science; and 3,188 associate in applied science. The credentials are to be awarded to the students upon certification that the requirements for the credentials have been satisfactorily completed.

- ***Elected KCTCS Board Officers for 2011-13***

The Board of Regents elected the following officers to serve a two year term for 2011-13.

- Chair – P.G. Peeples, Sr.
- Vice Chair – Marcia Roth
- Secretary – Jackie Cecil

Mr. Peeples is the Lexington Urban League President/CEO and is active in several community and service organizations, including the Kentucky Housing Corporation Board, the Bluegrass Community Foundation, Lexington Chamber of Commerce, St. Joseph Hospital Foundation Board, Fayette County Education Foundation Board, Fayette County Schools Equity Council, and the World Equestrian Games 2010 Board. Ms. Roth is the executive director of the Mary Byron Project, a public grant-making charity fostering innovations and strategies to end domestic violence. She is a member of the KY Commission on Women, the Jefferson County Domestic Violence Prevention Coordinating Council, and the Library Foundation board. Mr. Cecil serves as Big Sandy Community and Technical College Human Resources Director and is a member of the college's leadership team. He has served on various boards and committees in eastern Kentucky, including the position of Big Sandy Health Care Board of Directors President.

- ***Approved the KCTCS Board of Regents 2012 Regular Meeting Calendar.***

KCTCS Board of Regents is mandated to meet quarterly. Regular meetings for 2012 were approved for the following dates:

- March 15-16, 2012.
- June 14-15, 2012.
- September 20-21, 2012.
- December 6-7, 2012.

Other Highlights:

- ***Received information on West Kentucky Community and Technical College and Owensboro Community and Technical College Capital Projects and Campus plans.***

The KCTCS Board of Regents was provided an overview of West Kentucky CTC's campus plan including the Art School capital project as proposed in the Six Year Capital Plan submitted to the Capital Planning Advisory Board for consideration in the 2012-14 Biennial Budget. Additionally, the Board received an overview of Owensboro CTC's campus master plan including the plans for the Advanced Technology Center, Phase II capital project as proposed in the Six Year Capital Plan.

- ***Resolutions of Appreciation were presented.***

The following board members with terms expiring in July and August received Resolutions.

- Johnna N. Reeder, Regent
- Tonya J. Davidson, Student Regent
- Danita F. Fisher, Student Regent

Additionally, a resolution was presented to Thomas O. Zawacki in recognition of his service as KCTCS Board Chair from July 1, 2009 – June 30, 2011.

- ***Chair's Report.***

KCTCS Board of Regents Chair Zawacki reported on the following:

- Council on Postsecondary Education's Trusteeship Conference – September 22-23, 2011, Lexington.
- Foundation Update.
 - The KCTCS Foundation, Inc. Board of Directors met on March 13, 2011.
 - The Graviss Innovation Center in the System Office building renovation was presented and expenses related to the renovation were approved for funding.
 - The President's 2010-11 Transformation Initiative and *KCTCS Business Plan* development.
 - The 2011 President's Gala and Benefactors Award Dinner is scheduled for November 19, 2011, at the Lexington Convention Center.
 - The Foundation's retreat is scheduled for on August 24-25, 2011, being hosted by the Lifepoint Hospital System in their corporate offices in Nashville, TN.

- ***KCTCS President's Report.***

KCTCS President Michael B. McCall provided an update on current activities, including a presentation on the recent market research findings – *The 2011 Brand Market Assessment* - and an update on the 2010-16 Performance Measures. The written report presented at the meeting is posted in its entirety on the KCTCS website at <http://www.kctcs.edu/organization/board/meetings/>

- ***Received updates on the following items:***

- KCTCS Transformation Initiative – KCTCS Business Plan Development
- KCTCS Quarterly Financial Report.
- Facilities Management Status Report.
- 2010-11 External Audit.
- *Fulfilling the Promise Campaign.*
- Program Total Credit Hour Reduction Status.
- Baccalaureate Student Transfer.
- Kentucky WINS.

- ***Next meeting – September 15-16, 2011.***

The KCTCS Board of Regents will conduct its next regularly scheduled meeting on September 15-16, 2011, at Jefferson Community and Technical College, Louisville, Kentucky.