

BOARD OF DIRECTORS MEETING

Rocky Adkins Pavilion – Technology Drive Campus

January 26, 2012

Minutes

MEMBERS PRESENT: Toni Armstrong, Carl Edwards, Dr. Mary Cat Flath, Ann Perkins, Marganna Phelps, Kathy Riley, Ramona Salyer, John Stewart, Chair

ALSO PRESENT: Greg Adkins, Karen Blevins, Steve Flouhouse, Janie Kitchen, Willie McCullough, Pam Miller, Louise Shytle, Stu Taylor

MEMBERS ABSENT: Ashley Barada, John Clark

CALL TO ORDER

John Stewart, Chair, called the meeting to order at 12:10 p.m. in the Rocky Adkins Pavilion on the Technology Drive Campus.

APPROVAL OF MINUTES

The minutes of the December 15, 2011 minutes were reviewed. Toni Armstrong made the motion to accept the minutes as written, with no changes or additions. Dr. Mary Cat Flath seconded the motion. All were in favor, therefore; the minutes were approved as written.

ELECTION OF OFFICERS

Ann Perkins, Chair of the Nominating Committee consisting of herself, Carl Edwards and Kathy Riley, proposed the following slate of officers to the Board: John Stewart, Chair; Marganna Phelps, Vice-Chair; and Ramona Salyer, Secretary. A time for discussion of the slate was allowed, followed by a motion by Ann Perkins to accept the slate as stated. The motion was seconded by Toni Armstrong. All were in favor.

ADOPTION OF VISION STATEMENT

The vision statement for the proposed APPLE (Ashland Partnership to Promote Learning Excellence) STEM Early College High School was presented for approval by the Board. It states: When the dream becomes reality, a cross section of highly motivated students of the APPLE STEM Early College High School area will receive a rigorous education based upon Science, Technology, Engineering and Mathematics that will lead northeast Kentucky in developing a competent, skilled workforce to meet the future demands of our global economy.

The importance of adopting a vision statement during the planning stages of the school was noted. It was stated by Janie Kitchen that the need for said school only grows. A motion to approve the statement was given by Dr. Mary Cat Flath, seconded by Carl Edwards and, by vote, was approved by all present.

ADOPTION OF MISSION STATEMENT

The mission statement for the proposed APPLE STEM Early College High School was presented for approval by the Board. It states: The special APPLE STEM Early College High School learning experience will allow students to concurrently earn high school diplomas and associate

degrees as they advance through college to become independent, responsible citizens who'll lead northeast Kentucky for generations.

- Learn through project-based learning and critical thinking.
- Achieve and succeed through STEM-based learning.
- Become leaders in the workforce here at home.
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It was noted that the mission endorses full-day attendance in the program, that family support will play a very important part in the program, that the financial savings for students and their families will be significant and that the successes of the program will spill over into our communities and the tri-state.

A motion was made by Marganna Phelps to accept the mission statement as written. It was seconded by Ramona Salyer and, by vote, was approved by all.

John Stewart, Chair, thanked the committee and all involved for their work toward the establishment of the STEM school and encouraged all present to continue to promote it.

REPORTS:

President's Report

Dr. Adkins shared with the Board a 10-year snapshot of retention especially related to area high schools. He has recently shared with area school administrators the new dual credit agreement effective in the fall 2012. The new agreement will likely put more ACTC instructors in the area high schools for dual credit courses. Dr. Adkins informed the Board that we are working to increase the awareness of the fact that students enrolled in the courses are "in fact" in college courses and that greater awareness will hopefully increase the students' likelihood of continuing their education after high school. He stated that through this agreement we are investing money in the area high schools and the prospects look very good. The students will pay nothing and the school systems will pay nothing per this new agreement. All area administrators have been very receptive to this dual credit agreement. We are now awaiting the signed agreements from each school. We should know by the end of February who will be partnering with us.

The President discussed our system wide fiscal audit report, through June 30, 2011. ACTC was the only one of the 16 colleges in the system and the system office itself, which did not have any citations. Ann Perkins noted that the Board would like to acknowledge the good fiscal work Dr. Adkins and his staff is doing.

Dr. Adkins informed, regarding the college campus climate survey, that ACTC is in the top tier among similar community colleges in the national NILE survey cohort. We will again be measuring our climate this spring. This will be the fourth time we have conducted the survey and we have moved up each time.

Karen Blevins

Karen discussed a handout titled Satisfactory Academic Progress (SAP). Some of the highlights of the handout are as follows:

Federal regulations mandate that a student receiving financial aid under Title IV programs must maintain Standards of Academic Progress in his/her course of study regardless of whether or

not financial aid is awarded each semester. SAP will be measured at the end of each term for all students.

SAP is measured by the following standards: qualitative (GPA), quantitative (hours earned divided by hours attempted) and maximum time frame (150% of required hours for program completion).

Federal regulations effective July 1, 2011 require all students be evaluated to determine if they are on track to receive their intended credential before aid is lost due to the maximum time frame. Students who are undecided in their major or students in "pending" programs of study will now be evaluated at the 30 attempted hours threshold. This process is called Pace Progression (on pace to graduate). Students in "pending" programs who enroll beyond the 30 hours will now be suspended and must appeal their suspension.

Karen noted that we have a stellar appeals committee (consisting of 3 faculty members and 2 staff members) that has worked tirelessly with these appeal students. The number of appeals at the end of the fall 2011 semester was 208 and the committee has resolved all but a remaining 55 appeals thus far. She stated that we must always remember, "We are here because our students are here".

Steve Flouhouse

Steve presented the Board with a summary of government (National Center of Education) statistics gathered from ACTC and other institutions. The summary compares us to 39-40 similar institutions. Interesting facts from the summary are:

Unduplicated headcount: 5764 compared to 7231

Total credentials awarded: 1348 compared to 782

Tuition and fees for first-time, degree-seeking students: \$3120 compared to \$2714

Average net price of attendance, first-time: \$5107 compared to \$5680

Any grant aid (full-time, first-time, credential-seeking): 87% compared to 81%

Any grant aid (all undergraduates receiving aid by type): 52% compared to 61%

Graduation rates: 21% compared to 17%

Transfer-out rate: 10% compared to 14%

Full-time retention: 63% compared to 55%

Part-time retention: 51% compared to 42%

FTE Staff by instruction: 133 compared to 163

FTE staff by administration: 10 compared to 15

Other professional: 47 compared to 47

Other non-professional: 92 compared to 81

Ann Brown noted that the average minimum wage employee earns about \$15,000 a year. When you compare that to the \$5,000 tuition per year, we see the challenge ahead of us in helping students get an education so that our community will have a qualified workforce.

Dr. Janie Kitchen

Janie informed the Board that we are continuing the work on the health pathway grant from the Department of Labor. Two people have been hired and we are in the process of hiring two more. We continue to do planning and have met with our community consortium group. We

are in the process of developing a developmental math course for the allied health care worker and we are working on a common core of healthcare courses.

Dr. Kitchen informed the Board that ACTC has hired Richard Merritt as a developmental math instructor and Nathaniel Webb as a Chemistry instructor. We will soon advertise for a ReadRight instructor. Ashley Skidmore will replace Barbara Nicholls (retiring) as the coordinator of the ReadRight program.

2011 pass rates for programs are as follows:

RN: 88%

Surgical Technology: 86%

Cosmetology: 80%

Pharmacy Tech: 100%

LPN: 77%

Willie McCullough

Willie told the Board that we will have Julie Stewart from the Kentucky Autism Training Center presenting for us at our In-Service Day to be held Friday, March 2, 2011. Ms. Stewart will be providing an educational presentation on Autism Spectrum Disorders. We are seeing more and more students affected with these disorders and feel it will be a wonderful professional development for our faculty and staff. The presentation is open to the public as well.

Louise Shytle

Progress is continuing on the child development center building. Pledges have been received that will allow us to purchase one of the two clocks to be placed in the clock tower. With the move into the center we will be transitioning from a childcare center to an educational center. Boyd County Schools has been invited to continue to partner with us in this venture.

Stu Taylor

The Cosmetology department has moved into their new facility. The outside is very messy due to rainy weather. The department inspection score was 100%.

The Technology Drive Campus Building I facade project will begin this spring. The project will make that part of the building look more like the newer building and be more energy efficient. The entire project will be completed as money is available.

Bids will go out soon to replace guttering at the Roberts Drive Campus.

The contract has been signed for the parking lot extension on the Technology Drive Campus. Work should start after the asphalt plants open for the season. The project will add about 80 parking spots.

Work is continuing with Ameresco, an energy conservation group.

We are in the process of revamping the Fire Rescue building on the Roberts Drive Campus.

A meeting was held yesterday with our Emergency Response Committee. Representatives from several area emergency agencies were present. We will soon conduct drills, mock disasters, etc.

DR. ADKINS CLOSING REMARKS & ANNOUNCEMENT:

Dr. Greg Adkins discussed the Governor's recent budget address. It indicated cuts of approximately \$366,000 in the recurring Fund 01 account. He informed the Board regarding an informal survey conducted at the last College Council meeting in which it was agreed that the number one priority in the new budget should be our full-time employees. Equipment needs will be a challenge especially with technology updates every three years. Professional development funds will also be a great challenge. We do not yet know what Transformation costs ACTC will incur. Dr. Adkins will be visiting with area legislators next week and hopes to come away from those meetings with a better feel for how education will fare in the new budget. He **will** present the Board with a balanced budget in the spring.

In addition, ACTC has additional pressures due to an increase in needed developmental courses. Currently we are meeting those additional needs with adjunct instructors.

Dr. Adkins shared great concern over the continual rising of tuition for our students and the amount of money being held by the system office rather than being distributed to the colleges.

He noted the groundwork which has been laid for the STEM school.

Dr. Adkins then announced his retirement, effective June 30, 2012. He and Dr. McCall have agreed there will be no interim president. He stated that all the decisions he will make in the next five months will be the same; as though he would be staying another five years. He noted a dramatic difference in leadership style coming from the system office than was in place in his earlier years as President of ACTC.

He reminded the Board that they will form the core of the search committee for his successor. He admonished them to make very clear to Dr. McCall who is their choice. He noted that he was sure the next President will be committed to the STEM school.

He informed all present that the decision to retire was very difficult. He noted that his leadership team is superb.

Many in attendance voiced their surprise at Dr. Adkins retirement announcement. Several thanked him for his service and leadership. John Stewart, Chair, attributed many of ACTC's accomplishments to Dr. Adkins' vision and noted that he will be very hard to replace.

John Stewart, Chair, adjourned the meeting at 2:20 p.m.

Respectfully submitted,
Pam Miller, Recorder
Administrative Assistant
Office of the President