

**OWENSBORO COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF DIRECTORS MEETING  
Thursday, March 17, 2011**

**BOARD MEMBERS PRESENT:** Mr. Todd Anderson, Mr. Jeff Carpenter, Dr. Bill Chandler, Mr. Allen Eskridge, Ms. Pat Jones, Ms. Betty Taylor, Ms. Pam Wilson

**BOARD MEMBERS ABSENT:** Ms. Bernice Ayer, Ms. Katie Crabtree, Mr. George Henderson

**CALL TO ORDER**

Chair Jeff Carpenter called the meeting of the Owensboro Community and Technical College Board of Directors meeting to order at 5:00 p.m. (CST), March 17, 2011. The meeting was held in the Administration Board Room, Main Campus.

**APPROVAL OF MINUTES**

**MOTION:** Mr. Todd Anderson moved that the minutes of the February 1, 2011, OCTC Board of Directors meeting be approved. Mr. Allen Eskridge seconded the motion.

**VOTE:** The minutes were approved by unanimous consent.

**NEW BUSINESS**

**Quarterly Budget Report**

Ms. Sarah Price presented the Second Quarter Variance Report. Ms. Price highlighted the following items:

Revenues:

- Tuition and Charges--We have reached 90.77% of the tuition and charges from the original budget.
- State Appropriations—We are at 50.27% in state appropriations. This revised budget figure includes the stimulus funding received by the state. This was not a reduction in the budget but only a reclassification of unrestricted funds to restricted funds.
- Government Grants and Contracts—The negative figure of (\$42,262) is strictly from our SEEK allocations. The net SEEK allocation is combined with the contra-SEEK account, which is an expense, that will counteract the negative balance. The second allocation has been received but will not be reported until the Third

Quarter Variance Report. Our fall enrollment and revenues will help offset the negative position of the budget.

- Other Sources—the \$5,500 allocation are additional funds received by KCTCS for scholarships.

Expenses:

- Instruction—This category should logically be approximately 50%. However, the Instruction category is only expended 36.75%. This level of expenditure is due to expenses originally budgeted in the unrestricted and then moved to the restricted category.
- Student Financial Aid—The 78% expended reflects additional waivers funded for year-long courses. The majority of these waiver expenses have been recorded in the Fall semester instead of the Spring semester. We expect to be within the budget for the Spring 2011 semester.

Ms. Price asked for any questions. She gave an explanation when clarification was requested on the following items:

- Function of Expenses--The difference from the FY 2010 to FY2011 under the Operation and Maintenance category is due to the transfer of funds for the new Maintenance and Operation building. Transfers of this type are always recorded as an operating expense.
- The variation under the Academic Support category reflects the purchase of computers for new faculty members and the staffing of a full-time Vice President of Academic Affairs.

**MOTION:** Mr. Todd Anderson moved to accept the quarterly budget report as presented. Dr. Bill Chandler seconded the motion.

**VOTE:** The Second Quarter Variance Budget Report was approved by unanimous consent.

### **President's Report**

- After discussions with state representatives and local delegation, Dr. Michael McCall and Dr. Gary Ransdell have mutually agreed to separate OCTC's portion of the Advanced Technology Center's Phase II and WKU-O's portion of Phase II. Dr. Klauber should learn the priority Phase II will be at the next PLT meeting. Dr. McCall has increased the funding request from the original 7 million dollars to 9 ½ million dollars for Phase II of the Advanced Technology Center.
- Dr. Klauber emphasized this decision will not weaken the partnership between OCTC and WKU-O. Some OCTC classes will be held at the WKU-O campus and we anticipate WKU-O may utilize OCTC labs during the evening hours.

- Mr. Allen Eskridge inquired about the articulation and transfer agreements with KWC and other area colleges. We have articulation agreements in place in the business program with Brescia and KWC. The theatre program has recently been established. We are currently working with Kentucky Wesleyan on a system wide general education 2+2 agreement and have discussed the same type of agreement with Brescia.
- The theatre program articulation partnership has been established.
- The Cosmetology students had a 100% passage rate in their state board exams. Pamela Hughes has resigned as program director and Peggy Howard will resume this role until the end of the spring semester.
- The Sonography program will be dissolved in the fall due to the lack of interest in this area.
- OCTC is pursuing a Vet Tech program and hopes to hire a part time employee to begin the implementation of this program.
- The search has begun for the Recruitment Specialist. We have received over 80 applications for this position.
- The *Career Focus* magazine will soon be mailed to over 56,000 residents. An additional 4,000 copies will be distributed to businesses in the community. *Career Focus* will feature our enrollment procedures, the financial aid application process and will promote each of OCTC's academic programs. The intention is to reach more non-traditional students. Dr. Klauber passed around a proof of the magazine.
- The Power of One goal has been surpassed with the current amount of \$127,000.
- Dr. Klauber and Stacy Edds-Ellis have met with school superintendents to review the new entrance requirements for the Discover College technical students and discuss the importance of college readiness in the technical areas.
- OCTC has applied for the Coal Severance Grant to assist with equipment purchases for the automotive program. We are in the process of submitting an application for the Department of Labor Career Pathways Grant in the amount ranging from 1-5 million dollars.
- The Nature Committee has given Dr. Klauber a long-term plan for the Virginia Miles Nature Center. Dr. Klauber, Larry Miller and Suzanne Miles met to discuss ideas to get community involvement with the renovations.
- Dr. Klauber met with Canteen to discuss pricing concerns with the café. Canteen will begin offering lower-priced food items.
- Super Sunday was held February 27 at the H.L. Neblett Center and was a huge success.
- First Tech Challenge was held February 25 & 26. There were teams from South Carolina, North Carolina, Pennsylvania, Michigan and Kentucky.
- Phi Theta Kappa was named Kentucky Chapter of the Year. Dr. Tim Dick and Barbara Bradley were named Advisors of the Year.
- The Speech and Debate Team won first place in the Kentucky Forensics Association tournament.

- Owensboro Sister Cities won the Innovation: Youth and Education award. Ms. Wilson commented this award is normally housed with the city but will be kept at OCTC due to the efforts of the OCTC faculty and staff.
- Dr. Scott Williams will visit the Czech Republic in April to work on a Memorandum of Agreement with Caritas. Dr. Klauber will visit Caritas in October to sign the agreement.

**OLD BUSINESS**

Chair Carpenter asked if all Board Members had received their Discover College Scholarship raffle tickets.

Chair Carpenter mentioned the hiring processes, used in the employment of Dr. Klauber, were featured in the ACCT magazine and the same processes were used in the presidential search for Henderson and Hazard Community Colleges.

**ADJOURNMENT**

**MOTION:** Mr. Allen Eskridge made a motion to adjourn the meeting. Ms. Betty Taylor seconded the motion.

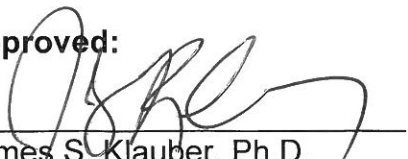
**VOTE:** The motion was approved unanimously. The meeting was adjourned at 6:05 p.m.

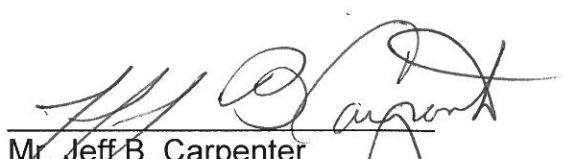
**MOTION:** Mr. Eskridge moved the OCTC Board of Directors go into Executive Session pursuant to KRS61810 (1) (f) Evaluation of the President. Dr. Bill Chandler seconded the motion.

**VOTE:** The motion was approved unanimously. The OCTC Board of Directors went into Executive Session at 6:05 p.m.

**MOTION:** Ms. Betty Taylor moved the Board go out of Executive Session. Ms. Pat Jones seconded the motion.

**VOTE:** The motion was approved unanimously. The Executive Session adjourned at 6:50 p.m.

**Approved:**  
  
 \_\_\_\_\_  
 James S. Klauber, Ph.D.  
 President

  
 \_\_\_\_\_  
 Mr. Jeff B. Carpenter  
 Chair