

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

BOARD MEMBERS PRESENT: Mr. Todd Anderson, Mr. Mike Baker, Mr. Jeff Carpenter, Dr. Bill Chandler, Mr. George Henderson, Ms. Pat Jones, and Ms. Pam Wilson

BOARD MEMBERS ABSENT: Ms. Bernice Ayer, Ms. Kirsten Cox, Ms. Betty Taylor

CALL TO ORDER

Chair Jeff Carpenter called the meeting of the Owensboro Community and Technical College Board of Directors to order at 5:00 p.m. (CST), November 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 September 15, 2011, OCTC Board of Directors meeting be approved. Dr. Bill Chandler seconded the motion.

VOTE: The minutes were approved by unanimous consent.

NEW BUSINESS

President's Report

Dr. Klauber reviewed the First Quarter Variance Report in the absence of Ms. Sarah Price. Ms. Price is out-of-state attending a SACS Accreditation Committee meeting.

Revenues:

- Tuition and Charges—Tuition is consistent with the declined enrollment for the current semester.
- State Appropriations—Deductions were made in this category for the Call Center (\$160,000) and for improvements at the Southeast Campus.
- Sales and Service category is higher due to a draw down from the Coal Severance Grant. Workforce Solutions earned a large portion of the revenue for assessments and testing.

Expenses:

- Expenses have increased due to the three-percent pay raise for employees for the 2012 year, the hiring of the Director and Administrative Assistant at the Southeast Campus and nine faculty

members to teach on-line courses. This investment will pay future dividends.

- Due to software error at the System Office, the non-seek waivers were not entered by the September 30 deadline. The amounts are not reflected in the report. This error should be resolved and reflected on the Second Quarter Variance Report.
- There was an increase in the Libraries category due to a database recharge from the System Office for a global electronic used by our students.

Dr. Klauber discussed the Dual Credit Memorandum of Understanding between the Kentucky Department of Education, the Office of Community and Technical Education and KCTCS. This agreement, signed in October 2011, will go into effect Fall 2012. The MOU states each Discover College student will be assessed \$50 per semester, per six credit hours of coursework, not to exceed 12 hours per year. Under the current agreement, students are not charged tuition for technical courses; however, SEEK dollars are received from the State of Kentucky for these courses. We do not receive any SEEK money for the general education courses. These efforts are to ensure more high school students are career-ready and/or college-ready upon graduation. The Compass/ACT entry requirements have been revised. A list of revised scores was distributed. The higher entry-level scores, along with the imposed \$50 per semester fee, it is expected Discover College enrollment will decrease by 90%. As part of the intervention process, the Discover College staff have pre-tested students and developed workshops for areas in which students need improvement.

ELECTION OF BOARD OFFICERS

According to the OCTC Board of Directors Bylaws, the Chair, Vice-Chair and Secretary vacancies shall be elected by the Board members and shall serve a one-year term. Chair Jeff Carpenter asked for Chair nominations from the Board.

MOTION: Dr. Bill Chandler made a motion to nominate Mr. Jeff Carpenter. Mr. George Henderson seconded the motion. The motion was passed unanimously by acclamation with no other nominations for Chair.

Chair Carpenter called for nominations for Vice-Chair.

MOTION: Mr. Todd Anderson made a motion to nominate Mr. George Henderson for Vice-Chair. Dr. Chandler seconded the motion. The motion was passed unanimously by acclamation with no other nominations for Vice-Chair.

Chair Carpenter called for nominations for Secretary.

MOTION: Dr. Bill Chandler made a motion to nominate Ms. Pat Jones. Mr. George Henderson seconded the motion. The motion was passed unanimously by acclamation with no other nominations for Secretary.

ANNOUNCEMENTS:


- The KCTCS Gala is November 19.
- The 2012 meeting dates are: January 19, March 15, May 17 (tentative), July 19, September 20 and November 15.

ADJOURNMENT


MOTION: Mr. Todd Anderson made a motion to adjourn the meeting. Ms. Pat Jones seconded the motion.

VOTE: The motion was approved unanimously. The meeting adjourned at 5:47 p.m.

Approved:



James S. Klauber, Ph.D.
President



Mr. Jeff B. Carpenter
Chair