

# Board of Directors Meeting

Elizabethtown Community and Technical College  
ECTC Main Campus  
Friday, September 13, 2019  
9:30 a.m. EST

## *Attendees*

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Board Members	Attended
Mr. Tim Gossett, Chair	Yes
Dr. Steven Sargeant	Yes
Mr. Paul Witten	Yes
Ms. Carla Hornback, Faculty Rep	Yes
Ms. Judy Akers, Staff Rep	Yes
Mr. William Cole Jr., Student Rep	No

Ex-Officio	Attended
Dr. Juston C. Pate, President/CEO	Yes

Guests	Attended
Ms. Emily Allen, Recorder	Yes

## *Call to Order*

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Chair Gossett called the regular board meeting to order at 9:24 a.m. EST.

## *Discussion*

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### Welcome, Introductions, and Announcements

- Chair Gossett welcomed everyone to the ECTC main campus.

### Approval of Minutes

- **MOTION:** Ms. Carla Hornback made the motion to approve the May 10, 2019 minutes as presented with one correction and Mr. Paul Witten seconded the motion.
- **VOTE:** The minutes were approved by unanimous consent.

### Old Business

#### 15-to-Finish Scholarship

- Board members reported there was no update on the 15-to-Finish Scholarship fundraising goal of \$250,000 set in November 2018. Once the vacant board seats have been filled with new members, the board will re-evaluate their fundraising goal and designate a “lead” to spearhead their fundraising efforts.
- Mr. Paul Witten stated he would present this fundraising request to the Lion’s Clubs.

### New Business

#### Legislative Update

- Dr. Pate provided a legislative update to board members.
  - A workgroup has been appointed by the Senate and House to review technical education. The goal of this workgroup is to align technical education by mission, purpose, pathway, and funding.

- Dual-credit is a financial hardship for ECTC. Currently, there are 28 high schools within the ECTC service region and 1,200 students currently enrolled in dual-credit courses. ECTC receives 1/3 tuition for each dual-credit course. ECTC would like to see legislators pass a proposal to allow us to earn ½ tuition for each dual-credit course. Dual-credit courses are intensely labor heavy administratively and ECTC provides the instructors for the majority of the classes. These instructors frequently spend a large amount of time traveling to and from various high schools to teach dual-credit courses.
- Board members have been asked to encourage legislators to fully fund the Performance Funding Model.

### Mission Statement

- KCTCS has asked ECTC to include verbiage within the mission statement denoting the College's membership in the Kentucky Community and Technical College System. The proposed mission statement was presented to the board for approval:

Elizabethtown Community and Technical College (ECTC) educates, empowers, and equips the diverse members of our region to compete in a complex workforce and improve their quality of life.

Elizabethtown Community and Technical College, a member of the Kentucky Community and Technical College System, is a public two-year degree granting institution responding to and serving the needs of communities in the Central Kentucky region.

#### **Mission Accomplished by providing:**

- Associate in Arts and Associate in Science degree programs which provide students with the opportunity to complete the first two years of a baccalaureate degree.
  - Associate in Applied Science degree, diploma and certificate programs as well as courses to prepare individuals to excel in a complex workforce.
  - Continuing and life-long education, short-term customized training for business and industry designed to strengthen the workforce and expand the life skills, knowledge, and the cultural enrichment of the community.
  - Developmental Education courses to prepare individuals for success in transfer and technical courses.
  - Associated services that support student development and success such as academic advising, library services, learning labs, assessment, career counseling, and cultural enrichment activities, among others.
- **MOTION:** Mr. Paul Witten made the motion to approve the highlighted portion of the proposed mission statement and Dr. Steven Sargeant seconded the motion.
  - **VOTE:** The proposed mission statement was approved by unanimous consent.

### *Reports*

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#### Provost/CAO Report:

Mr. Darrin Powell, interim Provost/CAO, presented the Provost/CAO report:

- ECTC has entered into a partnership with Ft. Knox to implement the Career Skills Program. This program provides active duty military who are transitioning out the ability to earn a degree in advanced manufacturing. This program will provide a wonderful opportunity for soldiers and our community, particularly if soldiers and their families stay in the area after graduating.

- Skills U – The goal of the Skills U program is to get students on track to complete a certificate while simultaneously earning their GED. ECTC has partnered with Metalsa in this initiative. Metalsa’s policy has been to hire employees with a GED, however, through this partnership Metalsa is now hiring employees who are working toward their GED in the Skills U program while also working toward a certificate in welding.
- The agriculture program is in its second semester, enrollment is up from 10 to 20 students.
- The first sonography cohort will graduate in May 2020.
- ECTC is exploring scheduling options that will align blocks of courses to better accommodate student schedules.
- The newly renovated library will have a ribbon cutting ceremony on October 2 from 11:30 – 12:30 p.m.
- The Heartland Book Festival will be held on campus September 20-21, 2019 in the James S. Owen building.

### Chief Finance and Facilities Officer Report:

Mr. Brent Holsclaw presented the Finance and Facilities report:

- ECTC finished the 2019 fiscal year with a \$1.9 million roll-over in fund balance.
- The budget for fiscal year 2020 was built from the revenue earned in FY 2019. ECTC anticipates to end the fiscal year in another surplus.
- ECTC is currently in the process of putting \$600K into our campuses. Projects include renovations and upgrades to the library, the Academic Technical building, the Occupational Technical building, the Regional Postsecondary Center, the James S. Owen building, the Leitchfield campus, and the Springfield campus.
- The exterior signage project has been completed.
- Parking lots A, B, and C will be re-stripped and additional handicap parking has been designated in front of the JSO building and to the side of the ATB building.
- The agriculture greenhouse project will be completed within the next week.
- Mr. Holsclaw presented the board with the Occupational Technical building study. New floor plans and renderings have been developed in the event ECTC receives state funding for the renovations to be made to the Occupational Technical building. This project is estimated to be \$25 million and will include a new events center in the Culinary department, upgraded technical labs and classrooms. The automotive/diesel center will be relocated to the Transportation Logistics Center (TLC) during renovation of the Occupational Technical building. The TLC project is separate from the OTB renovation and will require separate funding.
- Mr. Holsclaw presented the board with a power point presentation illustrating the renovations made to the library.

### Dean of Student Affairs Report:

Dr. Dale Buckles shared his report with the Board members:

- Our current enrollment is comparable with our enrollment numbers from this time last fall. Our first-time freshman numbers have decreased slightly, while our sophomore numbers have increased. The increase in sophomore numbers indicates we are retaining more students than in the past.
- ECTC is participating in the Franklin Covey 4DX training. Teams have been formed campus-wide, each with a specific goal. Teams meet on a regular basis and report the progress made towards their goal.

### President’s Report

Dr. Juston Pate shared the President's report and the Institutional Advancement report with the board:

- The University Center campaign is underway, once all commitments have been finalized there will be just under \$2 million remaining to fundraise.
- Marketing and recruitment now fall under the Institutional Advancement department.
- Beginning October 1, 2019 ECTC will have a new part-time employee dedicated to community enrichment classes and activities.
- The Career Skills Program mentioned earlier carries huge potential for our service region. The new Garrison Commander, Col. CJ King, at Ft. Knox strongly supports this program and partnership.
- ECTC has begun the process of bringing coding academies to our campus. Ft. Knox has a large need for IT employees and these coding academies will be designed to prepare students for the licensure exam required to work for Ft. Knox.
- The Workforce Solutions unit has made tremendous progress over the last few years and will continue to grow.
- The mobile training unit/bus is set to arrive in October.

### Meeting Adjournment

A motion was made by Mr. Steven Sargeant and seconded by Mr. Paul Witten to adjourn the meeting, motion carried.

The meeting adjourned at 11:47 a.m. EST.

### Next Board Meeting

The November 1, 2019, board meeting will be held at the ECTC Springfield campus.

Minutes respectfully submitted by,



Emily Allen  
Recorder



Steven Sargeant  
Secretary