MINUTES
Kentucky Community and Technical College System
Board of Regents Meeting
June 14, 2019

Board Members Present:
Mr. Damon V. Allen                        Ms. Marcia L. Roth
Ms. Lisa V. Desmarais                      Mr. Ricky T. Shaw
Dr. Angela Fultz                           Mr. James Lee Stevens
Dr. Gail Henson                            Ms. Tammy C. Thompson
Ms. Mary R. Kinney                         Mr. Mark A. Wells

Board Members Absent:
Dr. Wendy Fletcher                         Mr. Donald R. Tarter

CALL TO ORDER
KCTCS Board of Regents Chair Marcia Roth called to order the meeting of the Kentucky Community and Technical College System Board of Regents at 9:04 a.m. (ET) on June 14, 2019. The meeting was held in the Newberry Community Room, Room 151 of the Health Sciences Hall at the Downtown Campus of Jefferson Community and Technical College. The press was notified of the meeting on June 5, 2019. Hon. Michael Murray, KCTCS General Counsel, served as parliamentarian.

There being a quorum present, the meeting began with the approval of minutes.

APPROVAL OF MINUTES
Chair Roth asked if there were any corrections to the March 14, 2019, KCTCS Financials Workshop minutes presented in the meeting materials. There being none, the minutes were declared approved as presented.

Chair Roth asked if there were any corrections to the March 15, 2019, minutes presented in the meeting materials. There being none, the minutes were declared approved as presented.

There were no additions or changes to the agenda.

ACKNOWLEDGMENT OF MEETING HOSTS AND INTRODUCTION OF GUESTS
Chair Roth welcomed guests to the meeting. She thanked Jefferson Community and Technical College President Ty Handy for his hospitality and thanked his staff for coordinating the Board’s visit to their college. President Box also thanked Chair Roth for the wonderful reception and dinner she hosted for the Board.
Chair Roth called on President Box to introduce Dr. Ty Handy, Jefferson Community and Technical College President, to bring college greetings. Dr. Handy provided an overview of the various programs offered at the college.

The presentation given to the Board is available at:

https://publicsearch.kctcs.edu/board/Pages/201906.aspx

The Board recessed at 9:47 a.m. (ET) and reconvened at 9:58 a.m. (ET).

Chair Roth shared and update with the Board from Regent Mary Kinney regarding the Owensboro Community and Technical College Rover Team and showed a video about their competition.

The video given to the Board is available at:

https://www.youtube.com/watch?v=kzH9Q_eCRdI

Chair Roth shared that Regent Wendy Fletcher was selected as a 2019 Fellow for the Fellow of the American Associate of Nurse Practitioners. The purpose of the group is to impact national and global health by engaging Nurse Practitioners to lead new initiatives and make meaningful improvements in healthcare.

Chair Roth shared that Regent Lisa Desmarais and her husband Norm were honored in May with the Covington Award at the annual dinner of Friends of Covington. This award recognizes people who have devoted their time, energy, and financial resources to making Covington a better place to live, work, and play.

Chair Roth announced that the Governor’s Symposium on Postsecondary Education Trusteeship would be held September 16-17, 2019, in Louisville, Kentucky. She noted attendance is not mandatory, except for those who will be new to the Board in the coming months, but she encouraged everyone to attend and meet the Regents and Directors from the other public postsecondary institutions.

RECOMMENDATION: That the KCTCS Board of Regents approve the Resolution of Appreciation – Marc J. Blunk (Attachment A).

Chair Roth called on Regent Angela Fultz to read the Resolution of Appreciation – Marc J. Blunk.

MOTION: Mr. Allen moved and Ms. Desmarais seconded that the KCTCS Board of Regents approve the Resolution of Appreciation – Marc J. Blunk (Attachment A).
Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

RECOMMENDATION: That the KCTCS Board of Regents approve the Resolution of Appreciation – Ricky T. Shaw (Attachment B).

Chair Roth called on Regent Lisa Desmarais to read the Resolution of Appreciation – Ricky T. Shaw.

MOTION: Mr. Blunk moved and Dr. Henson seconded that the KCTCS Board of Regents approve the Resolution of Appreciation – Ricky T. Shaw (Attachment B).

Chair Roth called for discussion. There being none, she called for the vote.

RECOMMENDATION: That the KCTCS Board of Regents approve the Resolution of Appreciation – Donald R. Tarter (Attachment C).

Chair Roth read the Resolution of Appreciation – Donald R. Tarter.

MOTION: Ms. Finan moved and Ms. Kinney seconded that the KCTCS Board of Regents approve the Resolution of Appreciation – Donald R. Tarter (Attachment C).

Chair Roth called for discussion. There being none, she called for the vote.

KCTCS President Box introduced the President of Big Sandy Community and Technical College, Dr. Sherry Zylka; President of Maysville Community and Technical College, Dr. Steve Vacik; and President of Somerset Community College, Dr. Carey Castle, who were in attendance.

President Box shared the 2019 All Academic Scholars video to showcase KCTCS students and it featured Regent Marc Blunk.

President Box also shared the Going Pro Signing Day video to showcase the May 17, 2019, first ever Kentucky Manufacturing Going Pro Signing Day event.

An update about Performance Measures for the *KCTCS Strategic Plan 2016-22* was also provided.

The PowerPoint presentations for these and other updates are available at: https://publicsearch.kctcs.edu/board/Pages/201906.aspx

The complete President’s Report presented at the meeting is available at: https://publicsearch.kctcs.edu/board/Board%20Meetings/2019/201906/FINAL%20FORMATTED%20President%27s%20Report_6-14-19.pdf

The Board recessed at 11:11 a.m. (ET) and reconvened at 11:23 a.m. (ET).

Chair Roth asked if there were any changes to the consent agenda. There being none, the agenda was approved as presented.

Chair Roth called upon Executive Committee and Board of Regents Vice Chair Gail Henson to make the committee’s report.

RECOMMENDATION: The KCTCS Board of Regents approve a revised mission statement for Elizabethtown Community and Technical College (ECTC) as presented in the agenda materials.

Dr. Henson noted that is the policy of the KCTCS Board of Regents that each Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) accredited college under the jurisdiction of the KCTCS Board of Regents has a statement of purpose approved by the governing board and that the KCTCS Board of Regents periodically review and approve mission statements of each SACSCOC-accredited college. It is also the policy of KCTCS that the college mission statement be reviewed annually and that the mission statement shall be submitted to the KCTCS Board of Regents for approval at least once every three years.

Dr. Henson noted that ECTC President Juston Pate shared that on February 5, 2019, ECTC sent a survey to faculty and staff. On April 2, 2019, a survey was sent to all students, and on April 9, 2019, a survey was sent to community members asking respondents to reflect on four questions about ECTC: Who is ECTC? What does ECTC do? Why does ECTC do it? For whom does ECTC do it?
Dr. Henson noted that the qualitative survey produced 132 responses (56 faculty and staff, 45 students, and 31 community members). From those responses, a Mission Writing Team was formed to review the responses from the survey and revise the ECTC mission. The team included the Director Institutional Effectiveness, Provost, Chief Academic Officer, Arts and Humanities Division Chair, a member from the Workforce Solutions Division, an Academic Counselor, a Technical Division faculty member, and a full-time student. On April 15, 2019, this team met and created a draft of a new mission statement for ECTC.

Dr. Henson shared that on April 18, 2019, another survey was sent to ECTC faculty and staff to review the draft and provide input; 88 faculty and staff responded. ECTC used the input provided by faculty and staff from the surveys to create four additional versions of a mission statement and those versions were sent to the College community in a survey for voting and input. From those versions, 288 people responded (36 community members, 142 students, 49 staff, and 57 faculty). On April 24, 2019, the Mission Writing Team met to review the results of the survey and make any final adjustments to the mission statement receiving the most votes. On April 25, 2019, the final draft of the revised mission statement was sent to the ECTC Council for a vote to recommend to the President’s Cabinet for approval.

Dr. Henson noted that on April 29, 2019 the revised mission was approved by the President’s Cabinet. On May 10, 2019, ECTC’s Board of Directors approved the revised mission statement.

MOTION: On behalf of the Executive Committee, Dr. Henson moved that the KCTCS Board of Regents approve a revised mission statement for Elizabethtown Community and Technical College (ECTC) as presented in the agenda materials.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

RECOMMENDATION: The KCTCS Board of Regents approve the renewal of the mission statement for Maysville Community and Technical College (MCTC) as presented in the agenda materials.

Dr. Henson noted that on December 4, 2018, the faculty and staff of MCTC began the process of reviewing the current mission statement and were given the opportunity to make comments and suggestions for revision through January 11, 2019. The process included responding to
the following survey statements using Likert scale ratings of 1-highly disagree to 5-highly agree:

- MCTC's current mission statement describes who we are.
- MCTC's current mission statement describes why we exist.
- MCTC's current mission statement describes what we do.
- MCTC's current mission statement describes who we serve.

Dr. Henson shared that all the suggestions, comments, and response ratings to the current mission statement were compiled by the Office of Institutional Planning, Research, and Effectiveness. Those findings were forwarded to the Operations and Oversight Team, which is comprised of employees appointed by the president and representative of all campuses and functional areas. The Operations and Oversight Team met on January 17, 2019, to review and discuss those findings. Of those employees responding to the survey:

- 92 percent agreed or highly agreed that MCTC's current mission statement describes who we are.
- 95 percent agreed or highly agreed that MCTC's current mission statement describes why we exist.
- 91 percent agreed or highly agreed that MCTC's current mission statement describes what we do.
- 94 percent agreed or highly agreed that MCTC's current mission statement describes who we serve.

Based upon feedback received, the Operations and Oversight Team members voted unanimously to renew the current MCTC mission statement.

Dr. Henson shared that on March 5, 2019, the renewed mission statement was reviewed and approved by the Maysville Community and Technical College Board of Directors.

MOTION: On behalf of the Executive Committee, Dr. Henson moved that the KCTCS Board of Regents approve the renewal of the mission statement for Maysville Community and Technical College (MCTC) as presented in the agenda materials.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

RECOMMENDATION: That the KCTCS Board of Regents approve the 2018-19 annual evaluation of President Box.
Chair Roth noted that at the March 14, 2019, Executive Committee meeting President Box discussed the Annual Performance Review Process and presented his accomplishments thus far for the 2018-19 performance review period. The Board of Regents received the first draft of his accomplishments on March 6, 2019.

On May 13, 2019, President Box distributed his final accomplishments report for his third annual performance review to the Board so they could conduct the performance review prior to this meeting.

On May 15, 2019, Chair Roth distributed the evaluation instrument form (Attachment D) to all the board members and requested they complete the forms and return them to her for compilation and review, in accordance with the KCTCS Procedures for the Evaluation of the President (Attachment E).

Chair Roth met with President Box on June 10, 2019, to review the Board’s responses and share a written report containing the Board’s feedback. Chair Roth’s written report was provided for review by the Board. The written report, authored by Chair Roth, shall become the Board’s final evaluation of the President. She stated if anyone had any additional remarks that need to be reflected in the minutes as part of President Box’s review they could make those known.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion passed, with Regent Damon Allen abstaining, due to his inability to complete the evaluation due to work obligations.

Chair Roth noted that she will be appointing or asking the new Chair to appoint a President’s Contract Review Committee before the September 19-20, 2019 meeting. She noted that the Committee would be comprised of members of the Board, KCTCS Foundation Board, and an external community member who will review items of President Box’s contract as well as his compensation. The President’s Contract Review Committee will bring their recommendation to the full Board at the September meeting. President Box’s contract ends in 2021.

Chair Roth called upon Finance, Technology, and Human Resources Committee Chair Lisa Desmarais to make the committee’s report.

RECOMMENDATION: The KCTCS Board of Regents approve the 2019-20 KCTCS Salary Schedule which includes salary ranges for regular full-time faculty and staff. Funding for the salary schedule must be approved by the KCTCS Board of Regents within the KCTCS annual budget.
Ms. Desmarais noted the proposed 2019-20 KCTCS Salary Schedule has been designed with consideration of market conditions, best practices, and available resources.

The Salary Schedule, Attachment F, reflects monthly salaries to accommodate the period of assignment in months for regular full-time faculty and staff. Faculty assignments range from 10 to 12 months. Staff assignments range from 9 to 12 months. Ms. Desmarais shared that Vice President Followell noted during the Committee meeting that regular, full-time positions are slotted into the salary bands of the schedule with consideration of the benchmark comparisons, internal equity, and academic rank.

Ms. Desmarais shared the last revision to the salary schedule was at the June 9, 2017 meeting; no changes were made to it in 2018. The proposed 2019-20 salary schedule is the same as the 2017-18 and 18-19 salary schedule.

MOTION: On behalf of the Finance, Technology, and Human Resources Committee, Ms. Desmarais moved that the KCTCS Board of Regents approve the 2019-20 KCTCS Salary Schedule which includes salary ranges for regular full-time faculty and staff. Funding for the salary schedule must be approved by the KCTCS Board of Regents within the KCTCS annual budget.

Chair Roth called for discussion.

During the discussion, Ms. Desmarais noted that the committee discussed the need to address the issues across the System and hopefully the Board will be able to take action in the future, tentatively during the next budget cycle, about Phase II of the Compensation and Classification Study.

Chair Roth called for the vote.

VOTE: The motion was approved unanimously.

RECOMMENDATION: The KCTCS Board of Regents approve a one-time payment of $1,000.00 in FY 2019-20 for each regular, full-time KCTCS faculty and staff who earns at least the “Fully met Job Requirements (M)” rating in the 2018-19 KCTCS performance evaluation process. The KCTCS President shall have authority to determine how and when the one-time payment is implemented.

Ms. Desmarais shared that this one-time payment will recognize the outstanding achievement of KCTCS being the 8th most productive community college system in the nation with number of credentials awarded, and 2nd in nation in the number of credentials awarded per capita for academic year 2017-18. This payment utilizes nonrecurring
resources and is supported by the KCTCS President’s Leadership Team.

Ms. Desmarais noted that although the 2019-20 student credit hour enrollment is conservatively estimated to be flat, new tuition rates are expected to generate $5.8 million in new net revenue. The 2019-20 proposed balanced budget for each KCTCS college, the systemwide operations and support programs, the Fire Commission, and the Kentucky Board of Emergency Medical Services (KBEMS) has been developed anticipating funding this one-time payment.

Ms. Desmarais stated that the 2018-19 annual budget did not include any compensation increase (recurring or nonrecurring) for employees and for the 2016-22 KCTCS Strategic Plan to be effectively implemented, KCTCS faculty and staff need to be fully committed to the strategic plan’s goals and initiatives and the future of KCTCS. This one-time payment is an indication of the KCTCS commitment to its faculty and staff in recognition of their commitment to KCTCS. This is a set $1,000 payment for all individuals, rather than a percentage of salary, so that those who make less in salaries will be able to receive an equal amount.

Ms. Desmarais noted that the total impact will be about $4.3 million. KCTCS is required to pay the Federal Insurance Contributions Act (FICA), and retirement, which is included in the $4.3 million amount. She also shared that President Box noted the timing on this payout would be late September or early October 2019. The college presidents were unanimous in supporting the $1,000. Lesser amounts were proposed, but all were in favor of the $1,000. That is important to note since the college presidents will be accessing their rainy-day funds to pay for this compensation.

MOTION: On behalf of the Finance, Technology, and Human Resources Committee, Ms. Desmarais moved that the KCTCS Board of Regents approve a one-time payment of $1,000.00 in FY 2019-20 for each regular, full-time KCTCS faculty and staff who earns at least the “Fully met Job Requirements (M)” rating in the 2018-19 KCTCS performance evaluation process. The KCTCS President shall have authority to determine how and when the one-time payment is implemented.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.
RECOMMENDATION: The KCTCS Board of Regents adopt the 2019-20 budget resolution (Attachment G) regarding the 2019-20 Annual Budget for the Kentucky Community and Technical College System. This budget and its provisions will be effective July 1, 2019, through June 30, 2020.

Ms. Desmarais noted that the annual budget directs the use of financial resources available to KCTCS to help achieve the mission and vision of KCTCS. This budget places the highest priority on students and the effective and efficient use of available resources.

The 2019-20 KCTCS budget funds fixed cost increases in current employee benefits programs and funds the cost of faculty promotions. It funds fixed cost increases in utilities and facility insurance and, the systemwide operations and support programs, the Fire Commission, and the Kentucky Board of Emergency Medical Services. The KCTCS President’s Leadership Team supports the recommended budget.

The proposed resolution (Attachment G) provides for adequate fiscal control and oversight by the KCTCS Board of Regents consistent with common practice within postsecondary education institutions. At the same time, the resolution provides a reasonable amount of discretion to the KCTCS President and establishes limits and thresholds that the President cannot exceed without the expressed consent of the Board.

The proposed budget and its provisions will be effective for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

MOTION: On behalf of the Finance, Technology, and Human Resources Committee, Ms. Desmarais moved that the KCTCS Board of Regents adopt the 2019-20 budget resolution (Attachment G) regarding the 2019-20 Annual Budget for the Kentucky Community and Technical College System. This budget and its provisions will be effective July 1, 2019, through June 30, 2020.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

UPDATE: ADMINISTRATIVE SERVICES REPORT

Ms. Desmarais noted the Statement of Revenues and Expenditures reflects the actual program and operational expenditures compared to the 2018-19 budget approved by the KCTCS Board of Regents, June 30, 2018. This report reflects total revenues of $745,543,000 or 87 percent of the budgeted revenue and appropriated funds.

It was shared that the Statement of Revenues and Expenses also reflects current fund expenses and budget reserve of $612,001,000, or 73 percent of the expenses budgeted for the year. The Statement of Net Position reflects the overall financial position of the System and
includes assets deferred outflows; liabilities deferred inflows, and net position. KCTCS’s net position remains a strong $549,379,000 as of March 31, 2019.

Ms. Desmarais information from the Facilities Management and Sustainability Report was also shared. The report provided online details KCTCS capital construction projects; facilities support services, sustainability initiatives, and facilities utilization. Ms. Desmarais noted that the Committee discussed the unused space at the colleges and the Committee asked for ideas on how best to utilize the space at the next Facilities Management and Sustainability Report.

Ms. Desmarais shared that Vice President Mohler noted that the next report will be called the KCTCS Institutional Advancement Report and it will change over the next several KCTCS Board of Regents meetings. The current report provides an update on the private giving and sponsored projects, grants, and contracts. Private gift income by donor purpose and source for the System and the donor source by college for each KCTCS college are presented in this report.

It was noted that the new report format could take up to two years to introduce. It will not only focus on outcomes, but also give focus on goals, inputs, and causality. The new report will track a variety of areas including pipeline forecasting on a rolling quarter basis and provide some leading indicators on the overall health of KCTCS philanthropic culture.

It was shared that the report in December will be able to measure Board involvement, investment, and influence.

Chair Roth called on Academic Affairs and Curriculum Committee Chair Angela Fultz to make the committee’s report.

RECOMMENDATION: That the KCTCS Board of Regents approve the awarding of an Associate in Arts degree and a Hospitality Management certificate to Mr. Marc J. Blunk, Bluegrass Community and Technical College, as presented in the supplemental booklet, KCTCS Candidates for Credentials, with the credentials to be awarded to Mr. Blunk upon certification that the respective requirements have been satisfactorily completed.

Dr. Fultz noted that it has been KCTCS Board of Regents practice to honor student regents who request a credential during their term on the Board. Regent Blunk has requested a credential award for an Associate in Arts degree and a Hospitality Management certificate to be awarded spring 2019.
MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Fultz moved that the KCTCS Board of Regents approve the awarding of an Associate in Arts degree and a Hospitality Management certificate to Mr. Marc J. Blunk, Bluegrass Community and Technical College, as presented in the supplemental booklet, *KCTCS Candidates for Credentials*, with the credentials to be awarded to Mr. Blunk upon certification that the respective requirements have been satisfactorily completed.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

RECOMMENDATION: The Board of Regents approve an Associate in Applied Science (AAS) in Marine Technology, with tracks in Marine Culinary Management, Marine Engineering, Marine Logistics Operations, and Wheelhouse Management and certificates in Marine Culinary, Marine Engineering, Marine Industry, and Marine Technology Business, for Ashland Community and Technical College (ACTC) to be implemented in fall 2019.

Dr. Fultz shared that the Marine Technology curriculum is designed to provide a strong theoretical base for employees of the inland marine industry. The program introduces students to basic inland marine principles and concepts by applying contemporary skills in a variety of employment positions based on industry needs.

Dr. Fultz noted that offering the Marine Technology degree stemmed from a direct request from Marathon Marine, a company located in Ashland, Kentucky. The City of Ashland is serviced by the Ohio and Big Sandy Rivers as well as the Port of Huntington Tri-State, an inland marine port that covers over a hundred miles within the Huntington-Ashland-Ironton tristate region.

Dr. Fultz noted that the costs associated with the Marine Technology program include faculty salaries, both full-time and part-time, instructional materials, and supplies. The initial start-up costs, including instructional materials and supplies, library resources, and salaries are estimated at approximately $65,000. First year costs will be supported by the general operating budget. Revenue generated by tuition will help offset program costs.

Dr. Fultz shared that the proposed degree program is consistent with the strategic plans of ACTC, KCTCS, and CPE. The program curriculum has already been established and approved at another KCTCS institution. The need for this program is in direct response to Marathon Marine and their employment needs.
MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Fultz moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Marine Technology, with tracks in Marine Culinary Management, Marine Engineering, Marine Logistics Operations, and Wheelhouse Management and certificates in Marine Culinary, Marine Engineering, Marine Industry, and Marine Technology Business, for Ashland Community and Technical College (ACTC) to be implemented in fall 2019.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

RECOMMENDATION: The Board of Regents approve an Associate in Applied Science (AAS) in Manufacturing Engineering Technology for Hazard Community and Technical College (HCTC) to be implemented in fall 2019.

Dr. Fultz shared that the technical competencies for the Manufacturing Engineering Technology (MET) program focus on courses that require students to understand and apply knowledge to the entire manufacturing process including product design, production, installation, and repair of equipment, quality control, and management. She noted the current estimated employment in Kentucky in for engineering technicians (industrial, mechanical and other) is 380 openings.

Dr. Fultz noted that potential student demand for the program includes individuals who need to be retrained from coal mining or other occupations and high school students. Surveys in the school districts indicated strong student demand for the MET program. Discussion with local economic development officials indicated several businesses desire to relocate to the service area, which would require workers to be trained in a variety of manufacturing fields, including engineering, machine tool and installation and repair.

Dr. Fultz shared that grant funds in the amount of $1,238,300 have been secured for the purchase of Manufacturing Engineering Technology equipment. This program will be offered at two campuses and the equipment will be placed on both the Technical Campus and the Jackson Campus for the implementation of the program. Grant funds in the amount of $1,238,300 have been secured for the purchase of Manufacturing Engineering Technology equipment. This program will be offered at two campuses and the equipment will be placed on both the Technical Campus and the Jackson Campus for the implementation of the program.
MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Fultz moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Manufacturing Engineering Technology for Hazard Community and Technical College (HCTC) to be implemented in fall 2019.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

RECOMMENDATION: The Board of Regents approve an Associate in Applied Science (AAS) in Unmanned Systems Technology for Hazard Community and Technical College (HCTC) to be implemented in fall 2019.

Dr. Fultz noted that the technical competencies for the Unmanned Systems Technology (UST) program focus on courses that require students to understand and apply knowledge to the entire unmanned systems process including mission planning, pre-post flight inspection, operation, fabrication, troubleshooting, and crew management in a variety of fields. The current estimated employment in Kentucky in for positions related to unmanned systems such as technicians, aerospace, and robotics is 226 openings.

Dr. Fultz shared that Indeed.com shows 795 direct unmanned systems positions, such as Drone Operator, Drone Videographer, Site Technician, UAS Test Operator, Flight Services Pilot, Agriculture Services Pilot, Solar Site Technician, Graphics Programmer, Drone Training Program Manager, UAS Specialist, Machine Control Specialist, Service Technician, at $35,000 or above (of these 349 positions are $50,000 or above) across the nation.

Dr. Fultz noted that various businesses and employers in the service area have contacted HCTC including utility companies, surveyors, law enforcement agencies, and first responders, about the need for trained workers. Three businesses have already started in Perry County with direct relation to unmanned systems technology, and as they grow, there will be need for additional employment.

Dr. Fultz shared that the program will utilize existing faculty who have been certified in areas of unmanned systems. Additional part-time faculty have been identified for specific areas such as GIS and emergency management. The equipment required for hands on training has already been purchased through college and workforce funding. A request for an additional drone has been requested through 2019-20 Perkins funds.
Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

Dr. Fultz provided the following updates:

**Behavioral Intervention Team (BIT)**

The roles and responsibilities of Behavioral Intervention Teams have been a major topic of concern for many colleges this year. A team of cross-functional units at the System Office developed a policy and procedure for Behavioral Intervention Teams and a framework of a model plan that colleges could use for consistency across the System.

Drafts of the proposed KCTCS Behavioral Intervention Team Policy, KCTCS Procedure for Behavioral Intervention Team, and KCTCS Behavioral Intervention Team/Threat Assessment Team Framework Model Plan proposals were approved at the March PLT meeting. Colleges were notified of these approvals and have begun working on creating or enhancing their local BIT plans.

**KCTCS All-Academic Team**

Each spring, KCTCS colleges select two students for the KCTCS All-Academic Team. One student represents transfer and the other student represents technical programs.

Of the thirty-two KCTCS All-Academic Team honorees, two KCTCS students have also been recognized by the National Honor Society, Phi Theta Kappa and are awarded a scholarship from the Coca-Cola Foundation. These two students also receive the Martha C. Johnson Scholarship from the KCTCS Foundation. Brooklyn Knight of Owensboro Community & Technical College represented Kentucky as the New Century Transfer Scholar and Nicholas Blake Eldridge of Somerset Community College represented Kentucky as the New Century Workforce Pathway Scholar. Additionally, Kaylee Meador of Owensboro Community & Technical College was named Kentucky’s 2019 Coca Cola All-Academic Team Bronze Scholar. At the 2019 AACC Conference in April, all three students were recognized at a special event.

**KCTCS Student Leadership Academy**

KCTCS created a new Student Leadership Academy to prepare students to serve in life-long leadership roles at their college and local communities. The leadership sessions will be facilitated by Dr. Jo Marshall, retired president, Somerset Community College in
coordination with System Vice President, Dr. McCall. The curriculum topics for the Academy are:

- What is leadership – philosophy, style, and role of a leader? Am I a leader? What is my leadership style? What or who has influenced my leadership style?
- Seven Habits of Highly Effective People
- How to develop and articulate a vision. Setting and measuring goals.
- The decision-making process. Team building. Resolving conflict. Empowering others to be leaders.

Thirty-two students were selected to participate in the inaugural Leadership Academy class, and one from each college has been identified to participate in the Board of Regents student election in August. All students are required to attend four quarterly day-long sessions at the System Office starting in June 2019.

Diversity Assessment Update

In anticipation of reporting the final assessment scores for each KCTCS college at the September KCTCS Board of Regents meeting, the following information provides the Academic Committee an update about the diversity assessment process, which determines institutional eligibility to offer new degree programs.

In the context of the 2016 Kentucky Public Postsecondary Education Policy for Diversity, Equity and Inclusion, the evaluation process for goal achievement and determination of institutional eligibility to offer new academic programs, now includes a combined quantitative and qualitative approach. This new approach presents KCTCS colleges the opportunity to explain failure to meet a numeric target. CPE is now interested in the implementation of best practices, campus climate and the intentionality of college efforts in addition to actual achievement of quantitative targets to determine continuing eligibility for new academic degree programs. CPE created a scoring rubric that reflects the mixed methodology. KCTCS colleges can receive a maximum score of 34, with a minimum score of 22 required for new degree program eligibility.

On April 29, representatives from the System Office and all 16 colleges participated in the CPE-Committee on Equal Opportunities (CPE-CEO) final assessment scoring session at Morehead State University. During the session each college received a preliminary score as well as feedback in response to their assessment report submitted on March 1. The preliminary scores for KCTCS colleges at this point were:

- With assessment scores equal to or greater than the minimum threshold of 22 points, the following TEN colleges were deemed automatically eligible to offer new academic programs: Ashland, Bluegrass, Hazard, Henderson, Jefferson,
Madisonville, Owensboro, Somerset, Southcentral and West KY.

- Currently, the following SIX colleges are ineligible to offer new academic programs as a result of scoring less than 22 points: Big Sandy, Elizabethtown, Gateway, Hopkinsville, Maysville, Southeast. CPE instituted an appeal process and all six colleges will revise their qualitative narratives and resubmit by June 3, 2019 for reconsideration by a CPE review team. CPE review teams are comprised of CPE council members, CPE staff and members of the CPE-CEO.

The final scores that determine institutional eligibility to offer new degree programs for academic year 2019-20 will be presented to the CPE Council at its regular meeting on June 24-25 for discussion and action.

**Financial Aid Quality Assurance/Internal Audit Initiative**

With the responsibilities of both student financial aid verification and the Return to Title IV, the System Office (S.O.) Financial Aid Department has assumed a significant amount of potential liabilities over the last two years. The Central Processing Center (CPC) performs in excess of 30,000 student file verifications and over 10,000 return to Title IV calculations annually. To achieve full compliance within federal requirements and reduce and/or eliminate liabilities, a robust Quality Assurance/Internal Audit program (QA) has been implemented in collaboration with the Office of Internal Auditing. This quality assurance process will ensure greater accuracy of daily work, increased accountability and improved transparency. If deficiencies are identified, appropriate solutions will be developed and or secured and implemented. The quality assurance foci consist of compliance, process improvement, and reporting.

**Financial Aid Implements a New Verification Solution**

The System Office Financial Aid Office launched the OnBase Verification Solution software, which provides an efficient, streamlined, integrative, real-time workflow processes that routes student documents to the appropriate staff for review.

The goal of the Onbase software is to provide greater ease for student to complete the entire verification process from any online device with 24/7 online access to forms and up-to-the-minute to-do list items. The OnBase Verification Solution reduces foot-traffic and to provides staff an additional tool to effectively communicate with students.
Chair Roth called on Nominating Committee Chair Angela Fultz to make the committee’s report.

RECOMMENDATION: The Board of Regents approve the slate presented by the Nominating Committee for the positions of Chair, Vice Chair, and Secretary of the Board for a one-year term beginning July 1, 2019 and ending June 30, 2020.

Dr. Fultz shared that KCTCS Board of Regent Chair Marcia Roth appointed her as Chair of the Nominating Committee at the March 15, 2019 Board meeting. She noted that other Regents appointed to serve were Karen Finan, Donald Tarter, and Mark Wells, with Chair Roth serving as ex-officio to the Committee.

Dr. Fultz noted that Section 2.1 of the KCTCS Board of Regent Bylaws specifies that the KCTCS Board of Regents elect a Chair, Vice Chair, and Secretary from its membership. The terms of the Board’s present officers expire on June 30, 2019.

Dr. Fultz share that a chair may not serve for more than two consecutive one-year terms, but there is no term limit for Vice Chair and Secretary. Chair Roth has served two terms and is not eligible to serve another.

Dr Fultz noted that the Committee was charged with recommending a slate of candidates for election of a Board Chair, Vice Chair, and Secretary. The Nominating Committee met on June 13, 2019.

MOTION: On behalf of the Nominating Committee, Dr. Fultz moved that the Board of Regents approve the slate presented by the Nominating Committee for the positions of Chair, Dr. Gail R. Henson; Vice Chair, Ms. Lisa V. Desmarais; and Secretary of the Board, Ms. Mary R. Kinney for a one-year term beginning July 1, 2019, and ending June 30, 2020.

Chair Roth called for discussion. There being none, she called for the vote.

VOTE: The motion was approved unanimously.

Chair Roth called for a motion for the KCTCS Board of Regents to go into Executive Session pursuant to KRS 61.810 (1) (c) – Proposed or Pending Litigation in which KCTCS may be a party or KRS 61.810 (1) (f) Individual Personnel Matters.

MOTION: Mr. Wells moved, and Ms. Kinney seconded that the KCTCS Board of Regents Executive Committee go into Executive Session pursuant to KRS 61.810 (1) (c) – Proposed or Pending Litigation in which
KCTCS may be a party or KRS 61.810 (1) (f) Individual Personnel Matters.

VOTE: The motion was approved unanimously.

Chair Roth asked President Box and KCTCS General Counsel Mike Murray to participate in the Executive Session.

The Board went into Executive Session at 12:32 p.m. (ET).

Chair Roth called for a motion for the KCTCS Board of Regents to reconvene the meeting in Open Session.

MOTION: Mr. Wells moved, and Ms. Finan seconded that the KCTCS Board of Regents reconvene in Open Session.

VOTE: The motion was approved unanimously.

The KCTCS Board of Regents reconvened in open session at 12:43 p.m. (ET).

Chair Roth announced that the Board discussed Proposed or Pending Litigation or Individual Personnel Matters and that there was no action to bring before the Board at this time.

RECOMMENDATION: That KCTCS Board of Regents approve the Resolution Honoring Marcia L. Roth (Attachment H).

Dr. Henson presented a resolution honoring Chair Roth for her leadership of KCTCS as Board Chair.

MOTION: Mr. Allen moved, and Ms. Finan seconded that the KCTCS Board of Regents approve the KCTCS Board of Regents Resolution Honoring Marcia L. Roth (Attachment H).

VOTE: The motion was approved unanimously.

Chair Roth announced that the next regular meeting of the KCTCS Board of Regents is scheduled for September 19-20, 2019 at Big Sandy Community and Technical College, Pikeville Campus, Pikeville, Kentucky.
Mr. Blunk moved that the meeting adjourn. Mr. Shaw seconded the motion.

VOTE: The motion was approved unanimously, and the meeting adjourned at 12:51 p.m. (ET).

09/19/19

Date Approved by the KCTCS Board of Regents

SIGNATURE ON FILE
Gail R. Henson, Ph.D., Chair
KCTCS Board of Regents

SIGNATURE ON FILE
Mary Bosley-Kinney, Secretary
KCTCS Board of Regents

SIGNATURE ON FILE
Jay K. Box, Ed.D.
KCTCS President
Resolution of Appreciation

MARC J. BLUNK

WHEREAS, the Kentucky Postsecondary Education Improvement Act of 1997 created the Kentucky Community and Technical College System (KCTCS) as Kentucky’s ninth institution of postsecondary education; established the KCTCS Board of Regents as the System’s governing board; and determined that the KCTCS Board membership be composed of fourteen members, including two elected members representing the System’s students; and

WHEREAS, Marc J. Blunk has served as a Student Member of the Board of Regents of the Kentucky Community and Technical College System for the 2018-19 academic year; and

WHEREAS, Mr. Blunk has demonstrated leadership abilities through his service as KCTCS Student Body Co-President and Bluegrass Community and Technical College Student Government Association President; and

WHEREAS, Mr. Blunk has served the Kentucky Community and Technical College System with distinction and has honorably performed his duties to the KCTCS Board of Regents by articulating important issues and concerns affecting all KCTCS students as a member of the Academic Affairs and Curriculum Committee; and

WHEREAS, Mr. Blunk has discussed issues openly, expressing his long-term vision for the Kentucky Community and Technical College System and the welfare of its students and other constituents; and

WHEREAS, Mr. Blunk has demonstrated his dedication, ability, leadership, and willingness to serve the Kentucky Community and Technical College System as well as the entire Commonwealth of Kentucky, while balancing various student, leadership, and personal roles; and

WHEREAS, Mr. Blunk has fulfilled his responsibilities as prescribed by the Kentucky Revised Statutes, KCTCS Board of Regents Bylaws, and KCTCS policies; and

WHEREAS, the Kentucky Community and Technical College System Board of Regents wishes to express its congratulations to Mr. Blunk on his educational achievements, including receiving an Associate in Arts degree and a Hospitality Management Certificate in spring 2019.

NOW, THEREFORE, BE IT RESOLVED that the Kentucky Community and Technical College System Board of Regents hereby commends Mr. Blunk for his energy, talents, and dedication as a Student Member of the Kentucky Community and Technical College System Board of Regents; and the Board extends its best wishes for continued success to Mr. Blunk in his future endeavors and looks forward to his continued friendship and support of KCTCS.

ADOPTED this fourteenth day of June 2019.

ATTEST:

Marcia L. Roth, Clair
KCTCS Board of Regents

Tammy C. Thompson, Secretary
KCTCS Board of Regents

Jay K. Box, Ed.D.
KCTCS President
Resolution of Appreciation

RICKY T. SHAW

WHEREAS, the Kentucky Postsecondary Education Improvement Act of 1997 created the Kentucky Community and Technical College System (KCTCS) as Kentucky's ninth institution of postsecondary education; established the KCTCS Board of Regents as the System's governing board; and determined that the KCTCS Board membership be composed of fourteen members, including two elected members representing the System's students; and

WHEREAS, Ricky T. Shaw has served as a Student Member of the Board of Regents of the Kentucky Community and Technical College System for the 2018-19 academic year; and

WHEREAS, Mr. Shaw has demonstrated leadership abilities through his service as KCTCS Student Body Co-President and Hopkinsville Community College Student Government Association President; and

WHEREAS, Mr. Shaw has served the Kentucky Community and Technical College System with distinction and has honorably performed his duties to the KCTCS Board of Regents by articulating important issues and concerns affecting all KCTCS students as a member of the Finance, Technology, and Human Resources Committee; and

WHEREAS, Mr. Shaw has supported the KCTCS Board of Regents by his participation, achieving a 100 percent attendance; and

WHEREAS, Mr. Shaw has discussed issues openly, expressing his long-term vision for the Kentucky Community and Technical College System and the welfare of its students and other constituents; and

WHEREAS, Mr. Shaw has demonstrated his dedication, ability, leadership, and willingness to serve the Kentucky Community and Technical College System as well as the entire Commonwealth of Kentucky, while balancing various student, leadership, and personal roles; and

WHEREAS, Mr. Shaw has fulfilled his responsibilities as prescribed by the Kentucky Revised Statutes, KCTCS Board of Regents Bylaws, and KCTCS policies; and

WHEREAS, the Kentucky Community and Technical College System Board of Regents wishes to express its congratulations to Mr. Shaw on his educational achievements;

NOW, THEREFORE, BE IT RESOLVED that the Kentucky Community and Technical College System Board of Regents hereby commends Mr. Shaw for his energy, talents, and dedication as a Student Member of the Kentucky Community and Technical College System Board of Regents; and the Board extends its best wishes for continued success to Mr. Shaw in his future endeavors and looks forward to his continued friendship and support of KCTCS.

ADOPTED this fourteenth day of June 2019.

ATTEST:  

Marcia L. Roth, Chair  
KCTCS Board of Regents

Tammy C. Thompson, Secretary  
KCTCS Board of Regents

Jay K. Box, Ed.D.  
KCTCS President
Resolution of Appreciation

DONALD R. TARTER

WHEREAS, the Kentucky Postsecondary Education Improvement Act of 1997 created the Kentucky Community and Technical College System (KCTCS) as Kentucky’s ninth institution of postsecondary education, established the KCTCS Board of Regents as the System’s governing board, and determined that the KCTCS Board membership be composed of fourteen members, including eight gubernatorial appointees; and

WHEREAS, Donald R. Tarter was appointed to the KCTCS Board of Regents for a six-year term by Governor Stephen L. Besecker for a term beginning July 26, 2013, and ending July 21, 2019; and

WHEREAS, Mr. Tarter was actively involved in the development of KCTCS policies that ensure continuous progress toward achieving the KCTCS Mission, KCTCS Vision, and KCTCS Strategic Plan, including identification of performance measures to gauge progress toward strategic plan achievement and to clearly communicate the value KCTCS provides to the Commonwealth and its citizens; and

WHEREAS, Mr. Tarter endeavored to create and maintain the highest level of quality public accountability and contributed to KCTCS Board policy development, including (but not limited to) policies related to student services, academic and technical program offerings, workforce development, employee compensation, baccalaureate student transfer, credentials awarded, diversity, finance and budgeting, human resources, strategic planning, organizational issues, legislative issues, consolidation and single accreditation, and institutional effectiveness; and

WHEREAS, Mr. Tarter displayed dedication, ability, leadership, and willingness to advance KCTCS by serving on various Board of Regents committees, including the Academic Affairs and Curriculum Committee (where he served for two years), the Efficiency, Effectiveness, and Accountability Committee (where he served for six years), the Finance, Technology, and Human Resources Committee (where he served for four years), the Nominating Committee (where he served for three years), the 2014 KCTCS Presidential Search Committee, and the 2019 KCTCS President Board of Regents Presidential Evaluation Procedures Committee; and

WHEREAS, Mr. Tarter has advocated for KCTCS through the legislative sessions, resulting in support for KCTCS legislative agendas; and

WHEREAS, Mr. Tarter has steadfastly promoted sustainability initiatives, supplier diversity, fiscal responsibility, and accountability; and

WHEREAS, Mr. Tarter showed commitment to the long-term future and well-being of the Kentucky Community and Technical College System through his steadfast support and service to the Commonwealth and the KCTCS Board of Regents; and

WHEREAS, the Kentucky Community and Technical College System Board of Regents wishes to express its heartfelt appreciation to Mr. Tarter for his leadership and service;

NOW, THEREFORE, BE IT RESOLVED that the Kentucky Community and Technical College System Board of Regents hereby commends Donald R. Tarter for his enthusiasm, guidance, advocacy, vision, diligence, talents, dedication, leadership, and time spent serving, supporting, and developing the Kentucky Community and Technical College System, extends its best wishes for continued success to Mr. Tarter, and looks forward to his continued friendship and support of KCTCS.

ADOPTED this fourteenth day of June 2019.

ATTEST:

Marcia L. Roth, Chair
KCTCS Board of Regents

Jay K. Box, Ed.D.
KCTCS President

Tammy C. Thompson, Secretary
KCTCS Board of Regents
KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
ANNUAL EVALUATION OF THE PRESIDENT’S PERFORMANCE AND EFFECTIVENESS  
2018-19

Instructions:  
Please rate the President on the following aspects of performance by filling in the circles completely.

EE = Exceeds Expectations ME = Meets Expectations P = Progressing NI = Needs Improvement NA = INSUFFICIENT INFORMATION

GOAL 1 – CULTURE

Advance the new KCTCS authentic identity advocacy campaign that promotes our commitment to enhancing the quality of life for our students, communities, and the citizens of Kentucky.  

<table>
<thead>
<tr>
<th></th>
<th>EE</th>
<th>ME</th>
<th>P</th>
<th>NI</th>
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Engage individuals who serve on the college technical advisory committees, Boards of Directors, and Board of Regents to become recognized and reputable advocates of the system through training and development.  

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<tr>
<th></th>
<th>EE</th>
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Establish a process that allows current students, graduates, employees, and external constituents to evaluate our performance in providing outstanding service and in communicating in an open and transparent way.  

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<th>EE</th>
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</table>

Engage the college presidents in the implementation of their three-year strategic resource development plan, including the application of the updated alumni database, to expand private investment in the college and increase the number of advocates for the college and system.  

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<tr>
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</table>

Expand funding for and activities dedicated to employee professional development that will advance our commitment to our four brand pillars: 1) providing focused workforce education and career readiness, 2) investing in the success of every student, 3) establishing a culture that is encouraging and approachable, and 4) promoting employee engagement in the communities we serve.  

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<thead>
<tr>
<th></th>
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GOAL 2 – EFFICACY

Increase the efficiency and effectiveness of admissions and enrollment processes at KCTCS colleges through the use of LEAN principles and continuous improvement practices.  

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<th>NA</th>
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</thead>
</table>

Promote the 15 to Finish and Work Ready Kentucky Scholarship programs emphasizing cost savings and shorter time to a degree.  

| | EE | ME | P | NI | NA |
Advance the application of the performance-based funding model in order to more efficiently distribute state funding.  

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<thead>
<tr>
<th>EE</th>
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<th>NI</th>
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</table>

Expand Systemwide services and projects that lead to greater economic efficiencies and improved outcomes.  

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<tr>
<th>EE</th>
<th>ME</th>
<th>P</th>
<th>NI</th>
<th>NA</th>
</tr>
</thead>
</table>

**GOAL 3 – IMPACT**

Expand targeted outreach and support for adult learners to increase their participation and success in postsecondary education through partnerships with Skills U, the Education and Workforce Development Cabinet, the Labor Cabinet, the Council on Postsecondary Education, and local/regional social service organizations.  

<table>
<thead>
<tr>
<th>EE</th>
<th>ME</th>
<th>P</th>
<th>NI</th>
<th>NA</th>
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</thead>
</table>

Increase the number of KCTCS students who earn a credential in a program aligned with a targeted industry sector and who are employed within that sector within six months of graduating.  

<table>
<thead>
<tr>
<th>EE</th>
<th>ME</th>
<th>P</th>
<th>NI</th>
<th>NA</th>
</tr>
</thead>
</table>

Develop an alumni-tracking system that will provide data on the job placement of our graduates, their advancement in their careers, their community involvement level, and their assessment of the education they received at our colleges.  

<table>
<thead>
<tr>
<th>EE</th>
<th>ME</th>
<th>P</th>
<th>NI</th>
<th>NA</th>
</tr>
</thead>
</table>

Promote public access to college services and facilities to strengthen the relationship of the college in the communities it serves.  

<table>
<thead>
<tr>
<th>EE</th>
<th>ME</th>
<th>P</th>
<th>NI</th>
<th>NA</th>
</tr>
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</table>

**OPEN-ENDED QUESTIONS**

- During the 2020 legislative session, President Box will be advocating for three budget-related priorities: fully funding performance funding for all public postsecondary institutions; increasing the dual credit rate from 1/3 to ½ KCTCS tuition; and, special funding for technical programs. Are there any non-budget priorities that you believe should be part of the 2020 KCTCS agenda?

- What would you deem to be President Box’s greatest accomplishment for 2018-19?

- What areas/issues do you believe need to be further developed or addressed by President Box in 2019-20?

- Overall, how would you score President Box's performance as President of KCTCS? Please use the same ratings as above (EE, ME, P, NI, NA) and explain your rating.
Procedures for the Evaluation of the President of the
Kentucky Community & Technical College System (KCTCS)

Authority for Procedures: These procedures are created and implemented pursuant to the authority of KRS 164.350(1)(b); KRS 164.360(1)(b); KRS 164.365; KRS 164.5807(1); KCTCS Board of Regents Policy 2.5; and the KCTCS Board of Regents Bylaws Section 13 (Rev. June 12, 2009).

Purpose of President’s Evaluation: The purpose of these procedures is to ensure the proper evaluation of the President of the KCTCS in accordance with the duties of the President, and the goals and objectives established by agreement between the Board and President and by vote of the Board as delineated herein.

Accountability: Periodic evaluation of the President reinforces the value of accountability for the President’s decisions and actions in providing leadership for the KCTCS, one of the nation’s premiere community and technical college systems. By setting a timetable and framework for the President’s evaluation, the KCTCS Board of Regents provides a tool for assessing leadership and institutional goal achievement.

Procedures: The Board of Regents shall perform a Presidential evaluation on an annual basis and in compliance with all laws, KCTCS policies, and contractual obligations.

1. Performance Review Period: At the start of the performance review period, the Board, a special committee of the board appointed pursuant to the KCTCS Board of Regents Bylaws, or the Board’s designee shall meet with the President to determine the goals and objectives on which the President shall be evaluated in alignment with the duties of the President as set forth in the Board of Regents Bylaws.

2. Approval of Goals and Objectives: The goals and objectives shall be reduced to writing and considered for approval by the Board. If the Board meets as a whole with the President, the Board shall approve the goals and objectives for evaluation at the meeting between the President and the Board. If the Board designates a special committee or a designee, the Board shall act upon the recommendation of the committee or designee at the next regular meeting of the Board.

3. Evaluation Form: The Board shall develop an evaluation form based upon the goals and objectives negotiated by and between the President and the Board and approved or ratified by the Board.

4. Board Participation: All Board members who are properly authorized to participate shall fulfill their duty to the KCTCS through full participation in the evaluation process for the KCTCS President. Participation shall include completion of the approved form for the Annual Evaluation of the President’s Performance and Effectiveness.

5. Report: Once all evaluation forms are completed and returned, the Board Chair, the chair of the special committee of the board appointed pursuant to the KCTCS Board of Regents Bylaws, or the Board’s designee shall prepare a written report analyzing the data which shall be provided to the Board and the President.
6. **Opportunity to Respond and Append**: The Board shall provide the President with the opportunity to respond to the analyzed, compiled, and reported data. The President may respond through a written report to the Board based upon the established goals and objectives.

7. **Final Evaluation**: The Board and the President shall meet to review its written evaluation report along with the written response from the President, if any. After approval by the Board, the Board’s written evaluation report along with the written response from the President, if any, shall become the Board’s final evaluation of the President. The President’s evaluation report shall only be considered final with the appended response, if provided. The final report shall be made available to the public pursuant to the Kentucky Open Records Act.

8. **The Board may, on a periodic basis, opt to invite external input to this evaluation.**

**Review of Evaluation Process**: The Board may annually review the process for the KCTCS President’s Evaluation or may elect to review at a period of no longer than three years. Last review was February 5, 2019.
Proposed 2019-20 KCTCS Salary Schedule*

The Board of Regents must approve funding for the salary schedule annually.

**Faculty (Monthly**)**

<table>
<thead>
<tr>
<th>Rank</th>
<th>Minimum</th>
<th>Market</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>$3,634</td>
<td>$4,542</td>
<td>$5,449</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>$4,086</td>
<td>$5,175</td>
<td>$6,264</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>$4,715</td>
<td>$6,050</td>
<td>$7,385</td>
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<tr>
<td>Professor</td>
<td>$5,590</td>
<td>$7,267</td>
<td>$8,943</td>
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</table>

**Staff (Monthly**)**

<table>
<thead>
<tr>
<th>Band</th>
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<th>Market</th>
<th>Maximum</th>
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<tbody>
<tr>
<td>1</td>
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<tr>
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<tr>
<td>16</td>
<td>$8,390</td>
<td>$10,833</td>
<td>$13,277</td>
</tr>
</tbody>
</table>

*Applies to regular, full-time positions only.

**Faculty and staff annual salaries are based on the period (number of months) of assignment. Faculty assignments range from 10 to 12 months; staff assignments range from 9 to 12 months.
Kentucky Community and Technical College System

Board of Regents

2019-20 Annual Budget Adoption Resolution

Be it Resolved, that upon due consideration and upon recommendation of the Kentucky Community and Technical College System (KCTCS) President, the following operating budget authorizations totaling $846,512,100 are approved for KCTCS for the fiscal year beginning July 1, 2019, and ending June 30, 2020. Of this amount, $564,176,000 are unrestricted current funds; and $282,336,100 are restricted funds from sources such as federal, state, private gifts, grants, contracts, or appropriations.

Be it Resolved, that upon due consideration and upon recommendation of the KCTCS President, the capital budget authorization totaling $133,250,000 from agency and other funds is approved, contingent upon receipt and availability of those funds for KCTCS for fiscal year beginning July 1, 2019, and ending June 30, 2020.

In the event current fund revenues now estimated should not be realized, the KCTCS President shall take appropriate action to reduce budget authorizations to amounts sufficient to ensure that expenditures do not exceed available revenues. The KCTCS President shall report to the Board in advance any major deviations from the approved operating budget.

In the event actual annual revenues exceed estimated revenues, the KCTCS President may authorize an increase in the current funds expenditure budget up to 2.0 percent of the Board’s authorized expenditure level. Increases greater than 2.0 percent of the authorized expenditure budget must have prior approval of the Board.
The KCTCS Quarterly Financial Report shall contain sections that reflect the KCTCS July 1 opening budget, amendments to the opening budget, and expenditures to date. This report shall provide the necessary detail for amending the budget as permitted by this resolution.

The purchase of any item of equipment greater than $200,000 must have prior approval of the Board of Regents and must be contained in the Biennial Legislative Appropriations Act in accordance with KRS Chapter 45. A capital construction project with a scope greater than $1,000,000 must have the prior approval of both the KCTCS Board of Regents and the Commonwealth Capital Projects and Bond Oversight Committee. Equipment and capital construction projects with scopes greater than these amounts shall be reported as part of the KCTCS Quarterly Financial Report.

All units and individuals within KCTCS incurring financial obligations of KCTCS funds resulting from this authorization shall observe and adhere to applicable laws, regulations, and policies of the Commonwealth of Kentucky and the KCTCS Board of Regents, which govern the expenditure and disbursement of funds. Heads of the various budget units shall not authorize nor incur financial obligation in excess of the budget authorization for that budgetary unit.

This budget and its provisions will be effective July 1, 2019, through June 30, 2020.

ADOPTED, this fourteenth day of June 2019.

Marcia L. Roth, Chair
KCTCS Board of Regents

Tammy C. Thompson, Secretary
KCTCS Board of Regents

Jay K. Box, Ed.D.
KCTCS President
BOARD OF REGENTS
Resolution Honoring
MARCIA L. ROTH

HEREAS, Marcia L. Roth has served with honor and distinction as Chair of the Kentucky Community and Technical College System (KCTCS) Board of Regents since July 1, 2015, to the present, being elected to that office by her peers; and

HEREAS, Ms. Roth has exhibited a commitment to excellence through her dedication, leadership, and service to the Kentucky Community and Technical College System, its Board of Regents, and the entire postsecondary education community in Kentucky; and

HEREAS, Ms. Roth has demonstrated devotion and commitment to students through her steadfastness, diligence, and tireless work to keep the interests of students at the forefront of every decision considered by the Board of Regents; and

HEREAS, Ms. Roth has expressed heartfelt appreciation to all of the System’s faculty and staff for their talents and service to students, KCTCS, and the Commonwealth; and

HEREAS, Ms. Roth has provided leadership and exerted fiduciary responsibility as Chair during state appropriation budget reductions and through difficult decisions for both the short-term and the long-term good of the System; and

HEREAS, Ms. Roth has served faithfully as an ex-officio member to the KCTCS Foundation, Inc. Board of Directors, supporting the Foundation with her attendance, leadership, philanthropic giving, and strong advocacy, encouraging others to support the Foundation; and

HEREAS, Ms. Roth has steadfastly promoted president’s performance review revisions, KCTCS Advocacy, fiscal responsibility, accountability, strategic planning, student affairs, and academic affairs; and

HEREAS, Ms. Roth has advocated for KCTCS through the legislative sessions, resulting in support for KCTCS legislative agendas; and

HEREAS, Ms. Roth has advocated for and promoted the safety and security of the KCTCS college campuses systemwide; and

HEREAS, Ms. Roth has promoted the professional development of KCTCS Board of Regents members through state and national activities; and

HEREAS, Ms. Roth has faithfully carried out, with decorum and abiding good humor, the responsibilities of KCTCS Board Chair with fairness and desire to ensure that every KCTCS Regent had an opportunity to be heard at meetings; and adherence to Kentucky Revised Statutes, KCTCS Board of Regents Bylaws, and Robert’s Rules of Order; and

NOW, THEREFORE, BE IT RESOLVED that the Kentucky Community and Technical College System Board of Regents hereby commends Marcia L. Roth for her foresight, passion, fairness, devotion, talents, and time spent as KCTCS Board Chair and wishes to express its heartfelt appreciation for her leadership and looks forward to her continued service.

ADOPTED this fourteenth day of June 2019.

ATTEST: Gail R. Henson, Ph.D., Vice Chair KCTCS Board of Regents

Tammy C. Thompson, Secretary KCTCS Board of Regents

Jay K. Box, Ed.D. KCTCS President