

MINUTES
Kentucky Community and Technical College System
Board of Regents Meeting
September 15, 2017

Board Members Present:

Ms. Lisa V. Desmarais
Ms. Karen A. Finan
Ms. Lisa V. Desmarais
Dr. Angela Fultz
Dr. Gail R. Henson
Ms. Mary R. Kinney
Mr. Barry K. Martin

Mr. Porter G. Peeples, Sr.
Mr. Gavin B. Posey
Ms. Marcia L. Roth
Mr. Ricky Lee Smith
Mr. James Lee Stevens
Mr. Donald R. Tarter
Ms. Tammy C. Thompson
Mr. Mark A. Wells

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 9:08 a.m. (ET) on September 15, 2017. The meeting was held in Room C90 of the John H. Gray Building at Madisonville Community College. The press was notified of the meeting on September 6, 2017. Hon. Mike 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 June 9, 2017, minutes presented in the meeting materials. There being none, the minutes were declared approved as presented.

ADDITIONS OR CHANGES TO THE AGENDA

There were no additions or changes to the agenda.

ACKNOWLEDGEMENT OF MEETING HOSTS AND INTRODUCTION OF GUESTS

Chair Roth welcomed guests to the meeting. She thanked Madisonville Community College President Cynthia Kelley for her hospitality and thanked her staff for coordinating the Board's visit to their college.

COLLEGE GREETINGS: MADISONVILLE COMMUNITY COLLEGE

Chair Roth called on President Box to introduce Dr. Cynthia Kelley, Madisonville Community College President, to bring college greetings. Dr. Kelley provided an overview of the various programs offered at the college.

CHAIR'S REPORT

Chair Roth announced to the Board that pursuant to the *KCTCS Board of Regents Bylaws 2.2*, “*The Board Chair may appoint an assistant secretary of the Board, who shall be a member of the staff of the President of the Kentucky Community and Technical College System. Copies of all minutes, papers, and documents of the Board may be certified by the assistant secretary with the same force and effect as though such certification were made by the Secretary of the Board.*” After former Assistant Secretary to the Board Beth Hilliard’s retirement, Hannah Hodges, the new Chief of Staff, was chosen as the new Assistant Secretary of the Board beginning August 1, 2017.

Chair Roth reported that in August 2017 Governor Matt Bevin appointed Ms. Karen A. Finan to the Board. She is the President and CEO of the Northern Kentucky Regional Alliance. She has been assigned to the Academic Affairs and Curriculum Committee. She will serve a six-year term expiring in 2023.

In August 2017, the 16 KCTCS Student Government Association Presidents elected Mr. Gavin B. Posey and Mr. Ricky Lee Smith as KCTCS Student Body Co-Presidents and Student Regents for one-year terms that expire August 2018. Mr. Posey is pursuing an associate in arts and an associate in science degree at West Kentucky Community and Technical College. He has been assigned to the Finance, Technology, and Human Resources Committee. Mr. Smith is pursuing an associate in applied science degree at Gateway Community and Technical College. He has been assigned to the Academic Affairs and Curriculum Committee.

Chair Roth announced the appointment of Ms. Lisa V. Desmarais to serve as the Chair for the Finance, Technology, and Human Resources Committee. The term of the previous Chair, Mr. Robert G. Cooper, ended in July 2017 and thereby created a vacancy for that position. Angela Fultz will remain the Chair of the Academic Affairs and Curriculum Committee, but there is a new Vice Chair. Mr. Porter G. Peeples, Sr. was appointed as the new Vice Chair of the committee.

Other changes to committees included Dr. Gail R. Henson and Ms. Mary R. Kinney moving from the Academic Affairs and Curriculum Committee to the Finance, Technology, and Human Resources Committee. All Board members will serve on the Efficiency, Effectiveness, and Accountability Committee, as that is a committee of the whole.

The KCTCS New Regent Orientation was conducted on August 23, 2017. The Honorable Stephen R. Henry, Webster County Judge-Executive, administered the Kentucky Oath of Office to the new regents on September 14, 2017.

The KCTCS Foundation Board meeting was held on August 29, 2017. The Foundation Board approved the Fiscal Year 2017 Audit and Related Financial Statements presented by external auditors, Crowe Horwath LLP. The Foundation Board also approved the annual budget. The Resource

Development Report was presented highlighting the top gifts and grants from July 1, 2016 through August 15, 2017. The Board elected officers for 2017-18. Mr. Barry Bishop will serve as Chair. Mr. Bruce Leslie will serve as Secretary. Mr. Anthony Campbell will serve as Treasurer; and Mr. Raymond Daniels will serve as Immediate Past Chair. The next meeting of the KCTCS Foundation Board is scheduled for December 5, 2017.

Chair Roth announced that the *Governor's Conference on Postsecondary Education Trusteeship* was held September 11-12, 2017, at the Louisville Marriott East, Louisville, Kentucky. She noted that all three new regents attended.

Chair Roth shared that the on September 27, 2017 that Regent Gail Henson, President Jay Box, and Vice President Gloria McCall will be presenting at the Association of Community College Trustees (ACCT) Congress Session in Las Vegas, Nevada. Their presentation is entitled, "KCTCS Project Go: How the Kentucky System Proposes to Address Housing and Food Insecurity to Educate and Lift Students." They will provide the Board with an update in December.

Chair Roth announced that the March 15-16, 2018, meeting of the KCTCS Board of Regents will be held at the KCTCS System Office in Versailles; the June 14-15, 2018, meeting of the KCTCS Board of Regents will be held at Gateway Community and Technical College in Covington; the September 13-14, 2018, meeting of the KCTCS Board of Regents will be held at Elizabethtown Community and Technical College in Elizabethtown; and the December 6-7, 2018 meetings will be held at the KCTCS System Office, in Versailles.

Chair Roth announced that President Box's contract has been finalized. At the June 9, 2017 Board meeting, the Board took action to approve President Box's evaluation for period June 2016 through May 2017 and voted that his contract be modified to reflect:

- A three percent recurring salary increase in 2017-18.
- A one-year extension, extending it from June 30, 2019 to June 30, 2020.
- A technical edit of separating retirement health insurance from long-term care insurance; and
- A provision to permit the Board, at its discretion, to procure long-term care insurance at any time before the KCTCS President's retirement date if the Board determines it is financially prudent to do so.

After distribution of the revised contract to all Board members for their review and comment, no additional revisions have been made and the contract is finalized.

RECESS

The Board recessed at 9:45 a.m. (CT) to set up for the FaceTime meeting with former Regent Bob Cooper and reconvened at 9:55 a.m. (CT).

**ACTION:
RESOLUTION OF
APPRECIATION
ROBERT G. COOPER**

Chair Roth shared with the Board that Regent Cooper was participating electronically via FaceTime to receive a Resolution of Appreciation for his service to KCTCS.

RECOMMENDATION: That the KCTCS Board of Regents approve the *Resolution of Appreciation – Robert G. Cooper* (Attachment A).

Chair Roth read the *Resolution of Appreciation – Robert G. Cooper*.

MOTION: Mr. Peeples moved and Mr. Wells seconded that the KCTCS Board of Regents approve the *Resolution of Appreciation – Robert G. Cooper* (Attachment A).

VOTE: The motion was approved unanimously.

**PRESIDENT'S
REPORT**

KCTCS President Box introduced the President of Madisonville Community College Dr. Cynthia Kelley; President of Henderson Community College, Dr. Kris Williams; President of Gateway Community and Technical College, Dr. Fernando Figueroa; and President of Southeast Kentucky Community and Technical College, Dr. Vic Adams who were in attendance.

President Box provided an update regarding the Work Ready Kentucky Scholarship program. He also gave a handout to the Board about the *KCTCS at 20: Authentic Identity Project*. He also shared information regarding the KCTCS college presidential searches at Big Sandy Community and Technical College and Hopkinsville Community College.

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/201709.aspx>.

The complete President's Report presented at the meeting is available at: <https://publicsearch.kctcs.edu/board/Board%20Meetings/2017/201709/KCTCS%20Presidents%20Report%20Sept%202017%20for%20web%20posting.pdf>.

**CONSENT
AGENDA**

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

**EXECUTIVE
COMMITTEE**

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

**ACTION: REVISION
OF MISSION
STATEMENT FOR
BLUEGRASS
COMMUNITY AND
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve a revised mission statement for Bluegrass Community and Technical College (BCTC) as presented in the agenda materials

Dr. Henson noted that it is the policy of the KCTCS Board of Regents that each SACS-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 SACS-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 from February to March 2017, an online survey of BCTC faculty and staff was conducted. The results showed improvement of the mission statement was needed. At the March 2017 BCTC Board of Directors meeting, a revised copy of the mission statement was reviewed. The BCTC Foundation Board also reviewed the revised mission statement and completed a survey.

The BCTC Administrative Planning Team (APT) (which includes a Student Government representative) met on April 13, 2017 and reviewed results of the online survey, input from the two boards, and a draft of a revised mission statement. On May 2, 2017, BCTC's Leadership Executive Team reviewed three draft versions of a revised statement, based on feedback from the Board of Directors, the Foundation Board, and members of APT. The team agreed on one of the versions with a few additional minor changes.

At the May 15, 2017 Strategic Planning Committee of BCTC's Board of Directors, a draft of the revised mission statement was presented. The committee members made no additional revisions and, on May 31, 2017, BCTC's Board of Directors endorsed the revised mission statement.

MOTION: On behalf of the Executive Committee, Dr. Henson moved that the KCTCS Board of Regents approve revised mission statement for Bluegrass Community and Technical College (BCTC) 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.

**ACTION: RENEWAL
OF MISSION
STATEMENT FOR
GATEWAY
COMMUNITY AND
TECHNICAL
COLLEGE**

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

Dr. Henson noted that Dr. Figueroa had been leading an extensive review of GCTC's mission statement with internal and external stakeholders. The review included meetings with faculty and staff councils, open forum

conversations with employees and students, regular communications to all employees about the mission and strategic plan, as well as strategic external meetings with key stakeholders.

GCTC's Office of Knowledge Management reviewed information and feedback from the activities of the President/CEO in reviewing the college's mission with stakeholders, and determined that the GCTC mission, as currently constructed, was consistent with the strategic vision and plan of the college. GCTC's Executive Leadership Team supported submitting GCTC's current mission statement for re-approval by the Board of Regents at their March 7, 2017 meeting.

The GCTC Board of Directors endorsed the renewal of the mission statement on April 17, 2017.

MOTION: On behalf of the Executive Committee, Dr. Henson moved that the KCTCS Board of Regents approve the renewal of the mission statement for Gateway Community and Technical College (GCTC) 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.

**ACTION: KCTCS
PRESIDENT'S
2017-18 GOALS AND
OBJECTIVES**

RECOMMENDATION: That the KCTCS Board of Regents approve the proposed KCTCS President Box's 2017-18 Performance Goals and Objectives (Attachment B).

Dr. Henson noted that pursuant to the *KCTCS Board of Regents Policy 2.5 – KCTCS President's Performance Review* (Attachment B) and the *KCTCS Procedure for Evaluation of the President* (Attachment B), President Box has developed his *2017-18 Performance Goals and Objectives* (Attachment B). President Box introduced and discussed these goals and objectives at the Committee meeting.

Dr. Henson reported that President Box shared with the Committee that feedback from President's Leadership Team (PLT) retreat helped him to determine what his focus should be for 2017-18. The PLT have already been working to align their own performance evaluation goals and objectives with that of President Box's. It was noted that the Board of Regents also had the opportunity to provide feedback to President Box and make suggestions for his upcoming year goals.

MOTION: On behalf of the Executive Committee, Dr. Henson moved that the KCTCS Board of Regents approve the proposed *KCTCS President Box's 2017-18 Performance Goals and Objectives* (Attachment B).

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

VOTE: The motion was approved unanimously.

**UPDATE: 2018
KCTCS LEGISLATIVE
AGENDA**

Dr. Henson noted that President Box reviewed the 2018 legislative handout with the Executive Committee. She noted that the 2018 Kentucky General Assembly session is a biennial budget session. There is little to no money expected to be appropriated to higher education, given the current pension crisis. A special session should occur sometime in the fall to address pensions; a session addressing tax reform may or may not happen.

Dr. Henson noted in preparation of the legislative session, President Box will launch his fall 2018 tour, *Better Lives for a Better Kentucky*, and visit all 16 colleges. During the tour, he will promote the new Authentic Identity Project and kick off the 20th anniversary of KCTCS. The visits will include meetings with students, faculty and staff, and college leadership.

Chair Roth called for discussion. There being none, she moved to the next agenda item.

**UPDATE: KCTCS
BUSINESS PLAN
2016-18**

Dr. Henson noted that Chancellor Tracy gave a presentation to the Executive Committee regarding the *KCTCS Business Plan 2016-18*. The *KCTCS Business Plan 2016-18* is being renamed the *KCTCS Action Plan 2016-18* at the request of the college presidents. This terminology better aligns with the plan's purpose to identify actions and strategies. KCTCS is currently one year into the two-year action plan. The action plan aligns with the six year *2016-22 KCTCS Strategic Plan*.

The *KCTCS Strategic Plan 2016-2022* describes what goals that KCTCS plans to accomplish. The action plan describes how the goals are met through specific strategies and tactics. Progress made in year one and items to be accomplished in year two were presented for each of the five goals.

Chair Roth called for discussion. There being none, she moved to the next agenda item.

EXECUTIVE SESSION

Dr. Henson shared that the committee went into Executive Session pursuant to KRS 61.810 (1) (c) – Proposed or Pending Litigation in which KCTCS may be a party and there was no action taken.

RECESS

The Board recessed at 11:03: a.m. (CT) and reconvened at 11:15 a.m. (CT).

**ACADEMIC AFFAIRS
AND CURRICULUM
COMMITTEE**

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

**ACTION:
RESOLUTION TO
ENDORSE BEYOND
THE NUMBERS:
KCTCS 2016-22
DIVERSITY ACTION
PLAN**

RECOMMENDATION: That the KCTCS Board of Regents adopt the Resolution to Endorse *Beyond the Numbers, KCTCS 2016-22 Diversity Action Plan* (Attachment C). *Beyond the Numbers* is the guiding force to: (1) inform the pursuit of significant improvements in student success for all students; particularly those who are traditionally underserved and (2) help support the development of inclusive and diverse campus environments.

Dr. Fultz shared that the first KCTCS Board of Regents resolved, in 1998, to “embrace and value diversity” in its broadest sense. In March 2008, KCTCS initiated an inclusive planning process that involved the collection and analysis of qualitative and quantitative data that would result in the development of the system’s first diversity plan.

On September 15, 2011, the KCTCS Board of Regents adopted *KCTCS Beyond the Numbers: 2010-16 Diversity Action Plan for Inclusion, Engagement, and Equity (IE²)*. The final plan, comprised of 16 college plans, aligned with the KCTCS strategic plan and met the requirements of the *Kentucky Public Education Diversity Policy and Framework for Institution Diversity Plan Development*.

On September 23, 2016, the CPE approved the *Kentucky Public Postsecondary Education Policy for Diversity, Equity, and Inclusion (Policy)*, which requires each public postsecondary institution to develop and submit a diversity plan endorsed by the institution’s Board of Regents. Each institution’s plan must include targets, goals, and strategies that address the following focus areas: (1) opportunity, (2) success, and (3) impact.

Dr. Fultz shared that at the December 2, 2016, KCTCS Board of Regents meeting, the KCTCS Board of Regents Academic Affairs Committee was updated about CPE’s adoption of the *Policy* as well as the status of KCTCS college diversity planning efforts. During this overview, it was noted that the intent of CPE’s diversity policy is to increase student success for all diverse students with a particular emphasis on underrepresented minority students as well as those from low socioeconomic backgrounds.

The *2016-22 KCTCS Beyond the Numbers Diversity Plan* aligns with CPE’s *Policy* and the *KCTCS 2016-22 Strategic Plan*. *Beyond the Numbers* is a compilation of individual plans from each of the 16 KCTCS colleges.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Fultz moved that the Board of Regents adopt the Resolution to Endorse *Beyond the Numbers, KCTCS 2016-22 Diversity Action Plan* (Attachment C). *Beyond the Numbers* is the guiding force to: (1) inform the pursuit of significant improvements in student success for all students; particularly those who are traditionally underserved and (2) help support the development of inclusive and diverse campus environments.

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

VOTE: The motion was approved unanimously.

ACTION: NEW PROGRAM PROPOSALS— ASSOCIATE IN APPLIED SCIENCE (AAS) IN AUTOMOTIVE TECHNOLOGY FOR GATEWAY COMMUNITY AND TECHNICAL COLLEGE

Dr. Fultz provided a brief summary of each program proposal and then proceeded with a motion to approve programs by college.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Fultz moved that the KCTCS Board of Regents approve the following New Program Proposals for Gateway Community and Technical College (GCTC) presented in the Board Agenda Materials on pages 97-108:

- Associate in Applied Science (AAS) in Automotive Technology for GCTC to be implemented in spring 2018.
- Associate in Applied Science (AAS) in Diesel Technology for GCTC to be implemented in spring 2018.
- Associate in Applied Science (AAS) in Welding Technology for GCTC to be implemented in spring 2018.

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

ACTION: NEW PROGRAM PROPOSALS— ASSOCIATE IN APPLIED SCIENCE (AAS) IN DIESEL TECHNOLOGY FOR GATEWAY COMMUNITY AND TECHNICAL COLLEGE

VOTE: The motion was approved unanimously.

ACTION: NEW PROGRAM PROPOSALS— ASSOCIATE IN APPLIED SCIENCE (AAS) IN WELDING TECHNOLOGY FOR GATEWAY COMMUNITY AND TECHNICAL COLLEGE

ACTION: NEW PROGRAM PROPOSALS— ASSOCIATE IN APPLIED SCIENCE (AAS) AND DIPLOMA IN MEDICAL ASSISTING FOR HAZARD COMMUNITY AND TECHNICAL COLLEGE

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Fultz moved that the KCTCS Board of Regents approve the following New Program Proposal for Hazard Community and Technical College (HCTC) presented in the Board Agenda Materials on pages 109-112:

- Associate in Applied Science (AAS), a Diploma in Medical Assisting, and certificates in Medical Office Insurance Billing and Coding, Medical Office Administrative Assistant, and Electrocardiograph Technician for Hazard Community and Technical College (HCTC) to be implemented in fall 2018.

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

VOTE: The motion was approved unanimously.

UPDATE: PROGRAM SUSPENSIONS

Dr. Fultz shared that the committee received an update on program suspensions. She noted that a suspended program is defined by the Kentucky Council on Postsecondary Education (CPE) as an academic program that no longer accepts new students as of a specified date but allows current or previously accepted students to complete the program. The program can be re-opened within five years without going through the new academic program approval process. After five years, if the program has not been re-opened, it is considered a closed program.

Dr. Fultz noted that proposals to add new programs may be presented at any quarterly KCTCS Board of Regents meeting. Deactivated credentials are credentials that have been deactivated but may include a teach-out for any credential, and for tracks of the program within the credential level. Program suspensions are programs that have been officially removed from the CPE Program Inventory and include all credential levels of a program and for all tracks within the credential level.

Chair Roth called for discussion. There being none, she moved to the next agenda item.

**UPDATE: CAREER
PATHWAYS REPORT**

Dr. Fultz shared that Chancellor Tracy and Vice President McCall shared that the Chancellor's Office and Student Services have worked together to identify the major touchpoints for students as they move through the educational pipeline. Specifically, the process was reviewed in three distinct continuums:

- How students enter: The entry process for dual credit has been improved and a dual credit implementation guide for KCTCS has been developed and circulated.
- How students progress through the pipeline:
 - KDE and KCTCS career pathways have been aligned with a common template.
 - Secondary faculty met with KCTCS faculty to design, define, and implement career pathways.
 - There is continued work on pathway programs for implementation in advanced manufacturing, construction trades, healthcare, and information technology.
 - Aligned pathway programs with job forecasts for Kentucky by region and institution have been developed.
 - There is continued creation of pathways with four-year institutions for sector-targeted transfer opportunities.
- How students are supported:
 - Wrap around services – virtual and in-person
 - Student support services
 - Starfish and Radius software
 - Extra curricula activities
 - Academic and Career Advising
 - Job placement services
 - Tutoring and supplement instruction

Chair Roth called for discussion. There being none, she moved to the next agenda item.

UPDATE: SOFT SKILLS INFUSION INTO KCTCS CURRICULUM

Dr. Fultz noted that due to the emphasis on soft skills by business and industry and the need to ensure graduates acquire these skills, KCTCS colleges have engaged in a curriculum infusion project to incorporate soft skills into certain components of the curriculum.

KCTCS continues to infuse soft skills into the curriculum of its major programs. The strategies and best practices for soft skills infusion include the following: a) targeting selected general education courses for infusing soft skills into the curriculum; b) identifying a software solution to target soft skills that can be used across programs and across credential levels; and c) supporting colleges that have developed their own soft skills programs that are specific to their communities and their regional needs.

Chair Roth called for discussion. There being none, she moved to the next committee report.

FINANCE, TECHNOLOGY, AND HUMAN RESOURCES COMMITTEE

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

ACTION: THE KENTUCKY WORK READY SKILLS \$100 MILLION BOND POOL – KCTCS PROJECT AWARDS – ROUND TWO

RECOMMENDATION: That the KCTCS Board of Regents approve the renovation of the Welding Facility Training Lab at Hopkinsville Community College awarded in the second round of the Kentucky Work Ready Skills Initiative, a \$100 million statewide bond program led by the Kentucky Education and Workforce Cabinet.

Ms. Desmarais noted that the Kentucky Work Ready Skills Initiative is aimed at building a highly trained, modernized workforce in the Commonwealth to meet the needs of employers and promote sustainable incomes for Kentuckians. The initiative encourages private sector employers, high schools or secondary technical schools, and postsecondary institutions, among other entities, to develop partnerships and submit applications for the construction and equipping of new facilities; renovations or upgrades of facilities; or the purchase of new or upgraded equipment, software, or furnishings that will aid in workforce training and education.

It was noted that Kentucky Revised Statute (KRS) 45.760(7) requires that an unbudgeted capital construction project with a scope greater than \$1,000,000 be approved by the KCTCS Board of Regents and submitted to CPE for approval. In December 2016, the Board approved ten projects over \$1,000,000 in which KCTCS would serve as the fiscal agent, to be funded by the Work Ready Skills Initiative Pool. Seven of the ten projects were included as finalists in Round One of the awards.

The Welding Facility Training Lab at Hopkinsville Community College (HCC) was part of a Round Two award to Christian County for a total of \$4.3 million. HCC will receive \$2.3 million of the \$4.3 million dollar

award. Since the award amount is greater than \$1.0 million, Board approval is required.

MOTION: On behalf of the Finance, Technology, and Human Resources Committee, Ms. Desmarais moved that the KCTCS Board of Regents approve the renovation of the Welding Facility Training Lab at Hopkinsville Community College awarded in the second round of the Kentucky Work Ready Skills Initiative, a \$100 million statewide bond program led by the Kentucky Education and Workforce Cabinet.

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

VOTE: The motion was approved unanimously.

**ACTION: KCTCS
INTERIM PROJECT
APPROVAL SCOPE
INCREASE:
PIKEVILLE
TECHNOLOGY
CENTER**

RECOMMENDATION: That the KCTCS Board of Regents approve the scope increase of \$1 million for the construction of the Technology Center to be located on the Pikeville Campus of the Big Sandy Community and Technical College.

Ms. Desmarais noted that in 2015 KCTCS received approval to construct an approximate 15,000 square foot technology center with classroom space, lab space, and a high bay training area to house a telecommunications-training project on the Pikeville campus of Big Sandy Community and Technical College.

The project was originally awarded to Pikeville University; switching the project from Pikeville University to Big Sandy Community and Technical College resulted in several delays, as did filing several responses to the Army Core of Engineers about construction specifications.

When bids for construction were received, the bids came in over the project budget. Grant requirements require the facility to be under construction by December 30, 2017. The current scope of the Pikeville Technology Center is \$4,500,000. This project is funded with \$3,278,000 of grant funds and \$1,222,000 matching agency funds. Matching agency funds need to be increased by \$1 million to bring the scope to \$5,500,000.

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

VOTE: The motion was approved unanimously.

**ACTION: KCTCS
2018-2020 BIENNIAL
BUDGET REQUEST**

RECOMMENDATION: That the KCTCS Board of Regents approve the 2018-20 Biennial Budget requests, operating and capital, for KCTCS to be submitted to the Council on Postsecondary Education (CPE). Statutorily, KCTCS must submit its requests, operating and capital, by November 15, 2017. The KCTCS operating and capital requests will be developed in cooperation with the CPE guidelines.

Ms. Desmarais noted that President Box reminded the Board that to formulate the budget, the higher education institutions work through the Council on Postsecondary (CPE). It is well understood that the general funds will be limited so the higher education institutions have agreed not to request full funding restoration in 2018; rather, they are putting forth limited and targeted funding requests. Additionally, addressing the need for restoring public pension funding is likely going to the General Assembly's first priority.

The biennial budget request for operating funds for KCTCS per the guidelines developed by CPE is as follows:

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Base Appropriation	\$181,605,000	\$181,605,000	\$181,605,000
Performance Funding	-		
1. Performance Funding - Inflationary Increase*	-	4,379,400	8,758,800
2. Student Performance Metrics -Growth in Outcomes	-	-	4,159,700
Dual Credit Course Expense**	-	11,700,000	11,700,000
Workforce Trust Funds***	-	5,000,000	5,000,000
Competitive Workforce Initiative****	-	19,100,000	19,100,000
KERS/KTRS Pension Support*****	-	3,300,000	2,300,000
Total** ****	\$181,605,000	\$225,084,400	\$232,623,500

** Assumes that the State funds half of inflationary cost increases each year of the upcoming biennium, calculated by applying a 2.0% annual inflation factor to 2015-16 Educational and Related spending, and that the other half of the cost increases are funded with net tuition and fee revenue. Distribution of these funds would not be growth dependent, but distributed in their entirety, regardless of whether outcome levels increase, decrease, or remain the same.*

***Dual Credit Course Expense: KCTCS is requesting consideration for funding to support the increasing costs of dual credit. The request for support is calculated by totaling expenses and foregone tuition and fees based on FY 2016-17 actuals and adding in the FY 2017-18 tuition rate increase (3.85%).*

**** CPE anticipates inclusion of a request of \$5.0 million in bond funds earmarked for KCTCS within the request for "Bucks for Brains." The funds would establish a Workforce Endowment with KCTCS to provide a dollar for dollar match.*

***** KCTCS is requesting recurring funding to target the areas of Health Care, Advanced Manufacturing, Transportation/Logistics, Business Services/Information Technology, and Construction/Trades. As the only higher education institution in Kentucky statutorily mandated to provide workforce education and training, KCTCS has a pivotal role in addressing Kentucky's skilled labor shortage and meeting the needs of business and industry.*

****** This request reflects consideration for the fact that state pension costs continue to escalate at an ever-increasing rate. Discussion of increases as high as 66 percent for the KERS could occur by the end of 2018-2020 without pension reform. To offset this possible increase, KCTCS assumed a KERS increase of 10.53% in FY 2019 and 6.0% increase in FY 2020. KCTCS assumed a 3.0% increase for KTRS in FY 2019 and a 3.0% increase in FY 2020.*

Ms. Desmarais shared that for 2016-18, the Capital Budget Request is \$514,500,000. The KCTCS President has worked with the 16 KCTCS college presidents, university presidents, and the CPE President to develop a biennial capital budget request that fully meets the capital needs of KCTCS for 2018-20.

The proposed KCTCS 2018-20 biennial capital budget request:

- Recognizes the economic situation facing the Commonwealth of Kentucky in the 2018-20 biennium.
- Recognizes the need for an additional general fund appropriation for each institution of postsecondary education.
- Provides opportunity for the institutions and the CPE to cooperatively seek additional funding.

The proposed KCTCS 2018-20 biennial capital budget request is based on the *KCTCS 2018-24 Six-Year Capital Plan* [compiled from project information submitted by the 16 KCTCS college presidents through a Strategic Needs Analysis (SNA) submitted pursuant to statute to the Legislative Capital Planning Advisory Board.]

Ms. Desmarais noted that President Box shared that at the time of the development of this agenda item, CPE Staff's final recommendations concerning KCTCS requests were not yet known. Therefore, all requests, operating and capital, discussed with CPE Staff are included.

MOTION: On behalf of the Finance, Technology, and Human Resources Committee, Ms. Desmarais moved that the KCTCS Board of Regents approve the 2018-20 Biennial Budget requests, operating and capital, for KCTCS to be submitted to the Council on Postsecondary Education (CPE). Statutorily, KCTCS must submit its requests, operating and capital, by November 15, 2017. The KCTCS operating and capital requests will be developed in cooperation with the CPE guidelines.

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

VOTE: The motion was approved unanimously.

**UPDATE: KCTCS
QUARTERLY
FINANCIAL REPORT**

Ms. Desmarais reported that information for the fourth quarter of fiscal year 2016-17, which ended June 30, 2017, was derived from the KCTCS Administrative Financial System. The Statement of Revenues and Expenditures reflects the actual program and operational expenditures compared to the fiscal year 2016-17 budget approved by the KCTCS Board of Regents on June 10, 2016.

Total revenues of \$787 million reflect 94 percent of the budgeted revenue and appropriated funds. Current fund expenditures and budget reserve through the fiscal year total \$702 million, 84 percent of the expenditures budgeted for the year. As of the end of the fourth quarter, tuition for 2016-17 was at 100 percent received.

The Statement of Net Position, although not specifically required in the Board's Annual Budget Adoption Resolution, has also been included in the Quarterly Financial Report to give the Board a periodic snapshot of the KCTCS financial position using the most common accounting-based schedule. While significantly influenced with declining enrollment and associated tuition shortfalls, the reduction in state appropriation and the negative effect of the state's pension liability, KCTCS's Statement of Net Position remains fiscally sound at \$505 million as of June 30, 2017.

Chair Roth called for discussion. There being none, she moved to the next agenda item.

**UPDATE: SUPPLIER
DIVERSITY REPORT**

Ms. Desmarais noted that KCTCS defines diverse suppliers as those businesses owned by ethnic minorities, women, veterans, or the physically challenged. Fiscal year (FY) 2017 data indicates that KCTCS has spent \$3.1 million (6.2 percent) of a total \$51.4 million in impactable discretionary spend with diverse suppliers. Dollars spent with diverse suppliers was less in FY 2017 (6.2 percent) as compared to 2016 (9.4 percent). Dollars spent with all suppliers decreased due to continued tight budgetary constraints of flat state appropriations and lower tuition revenues due to enrollment declines.

Ms. Desmarais shared that President Box noted that the total does not reflect a purchase that was ordered, but not received, in FY 2016-17 of \$935,000. The purchase will be counted in the FY 2017-18 expenses.

On September 20, 2017, KCTCS will host the fifth annual KCTCS Supplier Diversity Fair at the Frankfort Convention Center. More than 200 guests and up to 60 exhibitors are expected to attend. Buyers and officials from other organizations and suppliers such as Commerce Lexington, Lexington-Fayette Urban County Government, Fayette Co. Public Schools, UK, U of L, and others will be in attendance. The event includes not only the opportunity for

diverse suppliers to highlight their business, but also breakout sessions instructing diverse suppliers on how to increase their opportunities to do business with KCTCS.

Chair Roth called for discussion. There being none, she moved to the next agenda item.

**UPDATE: OTHER
POSTEMPLOYMENT
BENEFIT (OPEB)
TRUST**

Ms. Desmarais noted that at the December 2012 KCTCS Board of Regents meeting, this committee recommended and the Board of Regents approved by resolution to establish an Other Post-Employment Benefits (OPEB) Trust for the health insurance benefit of eligible employees in KCTCS 403(b) retirement plans.

As of June 30, 2017, the KCTCS Section of 115 IRR Trust is fully funded with \$186 million in assets and \$163 million in liabilities. The liability is actuarially calculated based on factors such as current and projected levels of trust funding, changes, and projected changes in the number of participants expected to draw against the trust, current and future projected health care rates, and the trust's current value and projected earnings from investments.

Chair Roth called for discussion. There being none, she moved to the next agenda item.

**UPDATE:
TECHNOLOGY
SOLUTIONS REPORT**

Ms. Desmarais noted that Technology Solutions staff is continuing one-day training summits at the colleges to give faculty and staff exposure to software such as OneDrive, SharePoint, Office 365, security best practices, and advising. There are four Summits scheduled for this fall at Ashland Community and Technical College, Henderson Community College, West Kentucky Community and Technical College, and Southeast Kentucky Community and Technical College. In addition to the Summits, System Office Technology Solutions staff make regular college visits to engage with college staff and share ways that they can help with training, technology, reporting, etc.

The KCTCS Mobile Application has been around 2.5 years now and has a 4.8 out of 5 star rating in the Apple store and 4.4 out of 5 star rating in the Android store. Several marketing campaigns have been run at the colleges to raise awareness and increase usage of the apps. Over 45,000 students use the app.

Ms. Desmarais that Vice President Czarapata gave a brief demonstration of the sign-on experience with the MyPath Single Sign-On that the System Office Technology Solutions department developed to help faculty, staff, and students. MyPath offers one point of entrance to several technology systems.

Chair Roth called for discussion. There being none, she moved to the next agenda item.

**UPDATE: OFFICE OF
AUDIT SERVICES
REPORT**

Ms. Desmarais shared there were 18 audits completed thus far for the FY 2016-17 and it has been concluded that KCTCS is operating within expected norms and risk levels.

Ms. Desmarais noted that two audits were performed due to college leadership changes. The audit performed at Henderson Community College had five reportable findings and the audit at Hazard Community and Technical College showed one reportable finding. There are four additional audits expected due to presidential or financial leadership changes at Elizabethtown Community and Technical College, Maysville Community and Technical College, Southeast Kentucky Community and Technical College and West Kentucky Community and Technical College.

Standard audit reviews included the System Office non-payroll payment processes with one reportable finding, and the Environmental Health and Safety Compliance with no reportable findings.

Special reviews were conducted for Student Financial Aid including Return to Title IV funds, Elizabethtown Community and Technical College cash security after a relocation of the Business Affairs office on campus, and a compliant-based special review on complaints involving outside employment and misuse of employee time.

KCTCS overall risk profile is low based on this assessment. For FY 2018, the highest relative risk units are Student Financial Aid at a 2.8 medium risk; Federal and State Grants and Contracts at a 2.5 medium risk; and Human Resources/Organizational Development at a 2.5 medium risk.

The FY 2018 Audit Plan was developed in May 2017. It calls for scheduled routine audits of Treasury Operations, Veterans Affairs, and the KY Center for Excellence in Automotive Manufacturing, and college visits to Ashland, Owensboro, and Southcentral. It also includes ongoing review of Return to Title IV calculations in Student Financial Aid and external audit assistance.

Chair Roth called for discussion. There being none, she moved to the next agenda item.

NEXT MEETING

Chair Roth announced that the next regular meeting of the KCTCS Board of Regents is scheduled for November 30 – December 1, 2017 at the KCTCS System Office, Versailles, Kentucky.

ADJOURNMENT

Mr. Stevens moved that the meeting adjourn. Ms. Thompson seconded the motion.

VOTE: The motion was approved unanimously, and the meeting adjourned at 12:18 p.m. (ET).

09/15/17

Date Approved by the
KCTCS Board of
Regents

SIGNED COPY ON FILE

Marcia L. Roth, Chair
KCTCS Board of Regents

SIGNED COPY ON FILE

Tammy C. Thompson, Secretary
KCTCS Board of Regents

SIGNED COPY ON FILE

Jay K. Box, Ed.D.
KCTCS President



Resolution of Appreciation

ROBERT G. COOPER

- W* **HEREAS**, 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
- W* **HEREAS**, Robert G. Cooper was appointed to the KCTCS Board of Regents for a six-year term by Governor Stephen L. Beshear for a term beginning July 29, 2011, and ending June 21, 2017; and
- W* **HEREAS**, Mr. Cooper 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
- W* **HEREAS**, Mr. Cooper 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
- W* **HEREAS**, Mr. Cooper 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 one year); the Efficiency, Effectiveness, and Accountability Committee (where he served for six years, serving as Committee Chair for two years); the Executive Committee (where he served for three years); the Finance, Technology, and Human Resources Committee (where he served for five years, serving as Committee Chair for two years and as Vice-Chair for two years); and the 2014 KCTCS Presidential Search Committee; and
- W* **HEREAS**, Mr. Cooper has advocated for KCTCS through the legislative sessions, resulting in support for KCTCS legislative agendas; and
- W* **HEREAS**, Mr. Cooper enthusiastically sought to improve KCTCS colleges and their campus facilities by leading KCTCS in the pursuit of the 2014 General Assembly's passage of House Bill 235 (The 2014-16 Appropriations Bill) that included the first-ever authorization of agency bond-funds for capital projects for each of the 16 colleges totaling \$194 million, identified as the *KCTCS BuildSmart Investment for Kentucky Competitiveness* initiative; and
- W* **HEREAS**, Mr. Cooper has steadfastly promoted sustainability initiatives, supplier diversity, fiscal responsibility, and accountability; and
- W* **HEREAS**, Mr. Cooper 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
- W* **HEREAS**, the Kentucky Community and Technical College System Board of Regents wishes to express its heartfelt appreciation to Mr. Cooper for his leadership and service;
- W* **OW, THEREFORE, BE IT RESOLVED** that the Kentucky Community and Technical College System Board of Regents hereby commends Robert G. Cooper 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. Cooper; and looks forward to his continued friendship and support of KCTCS.

ADOPTED this fifteenth day of September 2017.

ATTEST:

Marcia L. Roth, Chair
KCTCS Board of Regents

Tammy C. Thompson, Secretary
KCTCS Board of Regents

Jay K. Box, Ed.D.
KCTCS President

2017-18 GOALS AND OBJECTIVES
KCTCS PRESIDENT JAY K. BOX

PERFORMANCE REVIEW TIMELINE

August 2017: Dr. Box submits to Chair Roth a draft of his Goals and Objectives for this evaluation period.

September 2017: Board Executive Committee receives Dr. Box's 2017-18 Goals and Objectives. The Executive Committee votes to recommend to the full Board the approval of Dr. Box's Goals and Objectives. Full Board takes action on the Executive Committee's recommendations.

March 2018: Dr. Box presents to Board his accomplishments "so far." Between the March meeting and the middle of May, Dr. Box will submit to the Board a final report reflecting his accomplishments for the evaluation period.

Mid-May 2018: Chair Roth distributes to the full Board the presidential evaluation form and sets a deadline for the return of the evaluation form to her.

Before June 2018 Board Meeting: Chair Roth will meet with Dr. Box to discuss the evaluation results.

June 2018 Board Meeting: The Board will take action on the evaluation of Dr. Box. Any revisions to Dr. Box's contract will be discussed and approved at that meeting.

September 2018: Dr. Box will present his 2018-19 Goals and Objectives to the Board for approval.

OVERARCHING VISION DRIVERS FOR 2017-18

The vision for KCTCS is “to be a world-class system of colleges educating Kentucky’s globally competitive workforce.” For that vision to become the reality, we need to drive understanding and responsiveness with all stakeholders and foster a culture that encourages innovation, entrepreneurial thought and a performance mindset. All of which is contingent upon sound strategic relationship management at all levels. The following goals and objectives were designed to drive our efforts toward attaining our vision for KCTCS.

GOALS AND OBJECTIVES

Goal I: Institutional Leadership/Management:

Engage internal and external constituents to drive understanding of and improve responsiveness for the current and future needs of the Commonwealth.

Objective 1: Advance efforts to address the training needs of employers by continuing the process of infusing soft skills throughout the KCTCS curriculum.

Objective 2: Continue implementation of the centralized financial aid processing center to improve efficiencies and standardizations across the System.

Objective 3: Engage the colleges in a resource development assessment/audit to increase fundraising capacity, engage alumni, and prepare the System for a future major gifts.

Objective 4: Expand professional development opportunities for college presidents.

Objective 5: Expand Cabinet outreach and communications to the PLT in order to strengthen relationships and increase collaboration and accountability.

Goal II: Educational Leadership/Internal Relations:

Bring innovation to the System by advancing Systemwide initiatives grounded in entrepreneurial spirit and a performance culture.

Objective 1: Design and implement entrepreneurial and innovative educational programs and services that recruit, retain, and graduate adult learners.

Objective 2: Expand dual credit enrollment that results in high school graduates matriculating to KCTCS or four-year universities, or entering directly into the workforce.

Objective 3: Engage and support the colleges in achieving Strategic Enrollment Management goals with an intentional focus on increasing enrollment of non-traditional students.

Objective 4: Implement and promote the new Systemwide funding distribution model (i.e., Performance Funding Model) that drives efficiencies and rewards productivity.

Goal III: External Relations:
Advocate for the System at the local, regional, state, and national levels.

Objective 1: Develop a new statewide promotional and advocacy campaign to celebrate KCTCS's 20 years of progressive success in the Commonwealth while repositioning KCTCS as the key postsecondary institution in enhancing the lives of Kentucky citizens and improving the economies of local communities.

Objective 2: Promote KCTCS student recognition in order to attract and celebrate a diverse student body.

Objective 3: Meet with the Kentucky Congressional delegation, the Governor and his administration, key state legislators, and CPE leadership to advocate for educational issues related to KCTCS.

Objective 4: Expand participation in and relationship with state and national organizations to increase awareness of and advocacy for KCTCS.

Goal IV: Board and Governance Relations:
Enhance Board/President relations.

Objective 1: Expand opportunities for members of the Board of Regents to engage and to assist with advocating for KCTCS to state and local officials, business and industry leaders, and other stakeholders.

Objective 2: Conduct Board workshops and provide other professional development opportunities that address relevant topics, which enhance the Board's ability to perform their governance duties.

Objective 3: Develop an ongoing communication mechanism that allows for progress updates and continuous Board feedback on my Goals and Objectives.

Goal V: Special Priorities:

Objective 1: Promote the importance of Academic Advising and Career Services at the colleges and work towards expanding career development/job placement services across the Commonwealth.

Objective 2: Enhance the work environment of the System Office and the colleges to promote the recruitment and retention of quality employees.

Objective 3: Promote Systemwide understanding of governance, policy, and compliance through workshops and communications.

Objective 4: Work with college presidents to address the colleges' current student loan Cohort Default Rate to bring closer alignment with the national average.

2.5 KCTCS President's Performance Review

In accordance with the statutory authority of the Commonwealth of Kentucky, the Board of Regents of KCTCS shall exercise jurisdiction over KCTCS. This policy establishes the personnel rules for the annual performance review of the KCTCS President by the Board of Regents.

The purpose of the President's annual performance review is to assess the individual performance of the President, the effectiveness of the President's leadership of the System, and the President's commitment to the progress of the System.

The performance review shall include the following elements:

1. An established performance review period;
2. An established performance review schedule that indicates the manner and timeline for the presentation of performance and assessment data;
3. The President's assessment of his or her accomplishments, progress in established performance objectives, and satisfaction of job duties and responsibilities; and
4. The Board's assessment of the President's accomplishments, progress in established performance objectives, and satisfaction of job duties and responsibilities.

The Board of Regents shall establish process and procedure for implementing the requirements of this policy.

<u>6-10-05</u>	<u>9-18-15</u>	<u>6-10-05; 9-18-15</u>
Date Approved by KCTCS Board of Regents	Date of Last Review	Date of Last Revision <i>(Include all dates in chronological order)</i>
 SIGNATURE ON FILE	9-18-15	 SIGNATURE ON FILE
<hr/> Chair, Board of Regents	Date	<hr/> President, KCTCS
		9-18-15 Date

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.

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.



**Kentucky Community and Technical College System
Board of Regents**

Resolution to Endorse Beyond the Numbers KCTCS 2016-22 Diversity Action Plan

WHEREAS, the mission of the Kentucky Community and Technical College System is to enhance the employability and quality of life of all Kentuckians as enacted in the *Kentucky Postsecondary Education Improvement Act of 1997* (House Bill 1); and

WHEREAS, in 1998, the Kentucky Community and Technical College System Board of Regents adopted a resolution embracing and valuing diversity in its broadest sense as evidenced by the policies developed and implemented for the System; and

WHEREAS, the Kentucky Community and Technical College System Board of Regents approved the *KCTCS Strategic Plan 2016-22*, which includes the goal: *Increase access and success for all KCTCS students, particularly among traditionally underserved populations*; and

WHEREAS, KCTCS leaders supported cross-functional teams of college administrators, faculty, staff, and students from the KCTCS colleges in an inclusive planning process to produce research based plans that proactively create working and learning environments that support academic success; and

WHEREAS, all college diversity plans, which comprise *KCTCS Beyond the Numbers Diversity Action Plan* to meet requirements, set forth in the Council on Postsecondary Education's *Kentucky Public Postsecondary Education Policy for Diversity, Equity, and Inclusion*, related scoring rubrics and Kentucky Administrative Regulations.

Now, **THEREFORE**, be it resolved that the Kentucky Community and Technical College System Board of Regents endorses *Beyond the Numbers KCTCS 2016-22 Diversity Action Plan*, as the guiding force to: (1) inform the pursuit of significant improvements in student success for all students, particularly those who are traditionally underserved and (2) help support the development of inclusive and diverse campus environments.

ADOPTED this fifteenth day of September 2017.

ATTEST:

Marcia L. Roth, Chair
KCTCS Board of Regents

Tammy L. Thompson, Secretary
KCTCS Board of Regents

Jay K. Box, Ed.D.
KCTCS President