



BELMONT TECHNICAL COLLEGE

**BOARD OF TRUSTEES
MEETING**

January 31, 2008

7:00 PM

**BELMONT TECHNICAL COLLEGE
DISTRICT BOARD OF TRUSTEES MEETING
January 31, 2008
7:00 p.m. – Belmont Technical College
Board Room**

A M E N D E D A G E N D A

- A. CALL TO ORDER**
Elizabeth Gates, Chair
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. INTRODUCTION OF VISITORS**
Elizabeth Gates, Chair
- E. APPROVAL OF AGENDA**
Elizabeth Gates, Chair
- F. APPROVAL OF MINUTES**
November 19, 2007 Pgs. 1-16
- G. CONSENT AGENDA**
- Human Resources Items – Marge Hawthorne, Director of Human Resources
1. Adjunct Faculty-Winter Quarter Pg. 17
 2. Resignations Pg. 18
 - Michael Stackhouse, Assistant Professor of Industrial Trades
 - Jacqueline McCoy, Program Coordinator of Community Education & WFD
 - Kathy Stephens, Administrative Affairs and Policy Coordinator
 3. Faculty Promotion in Rank Pg 19
 - Gary Ballard, Associate Professor of Criminal Justice
- Board Items
4. None
- Administrative Items – John S. Koucoumaris, Vice President of Administrative Affairs
5. Ratification – Health Insurance Contract for 2008 Pgs. 20-22
 6. Ratification –Contract for Advertising Consultant Pg. 23

7. Ratification of Operating Policies

Pg. 24

<u>Policy Title</u>	<u>Policy Number</u>
A. Alcohol Expense	335.0105.07
B. Cell Phones	335.0104.07
C. Employee Emeritus	515.0705.07
D. Personnel Files	515.0130.07
E. Public Records	800.0105.07
F. Separation from Service	515.0340.07
G. Use of College Vehicles	1100.0105.07

8. Establish Strategic Planning Appropriation

Pgs. 25-27

H. PRESIDENT'S REPORT

Pg. 28

Dr. Joseph E. Bukowski

I.. MONITORING ACTIVITY

1. Audit Report, Donald McIntosh, CPA, CGFM, CFE of Rea & Associates, Inc. Pg. 29
 - John S. Koucoumaris, Vice President of Administrative Affairs

Please review the booklets which accompanied your board packet
Titled: Management Letter and Audited Financial Statements.
2. November Financial Report Pgs. 30-35
 - John S. Koucoumaris, Vice President of Administrative Affairs
3. December Financial Report Pgs. 36-41
 - John S. Koucoumaris, Vice President of Administrative Affairs
4. 400.0100.00 Student Development Pgs. 42-45
 - Placement data and rates by program areas.
 - Dr. Rebecca Kurtz, Vice President of Learning and Student Success
5. 400.0100.00 Student Development Pg. 46
 - Program review of all degree programs.
 - Dr. Rebecca Kurtz, Vice President of Learning and Student Success
 - Please refer to the special Report which accompanied your board packet
6. 400.0000.00 Access to Higher Education Pgs. 47-51
 - Tuition and fee comparisons with regional and other comparable institutions.
 - Dr. Rebecca Kurtz, Vice President of Learning and Student Success

J. REPORTS AND PRESENTATIONS

1. Health Insurance Plan for 2008 Pgs. 52-54
 - Marge Hawthorne, Director of Human Resources
2. Placement Report Pg. 55
 - Dr. Rebecca Kurtz, Vice President of Learning and Student Success
3. Board Legal Counsel Pg. 56
 - John S. Koucoumaris, Vice President of Administrative Affairs
4. Planned Giving Policy Pg. 57-68
 - Greg Fehr, Executive Director of Marketing

K. BOARD DISCUSSION

L. UPCOMING EVENTS AND MEETINGS

1. Math Counts
 - February 23, 2008 (S)
 - 8:00 a.m. – 3:30 p.m.
2. 2nd Annual Cultural Pearls
 - February 27, 2008 (W)
 - This event has been designed to educate and entertain event attendees with dancing, creative storytelling, and historical reflections from a variety of performers.
3. Jets Competition
 - February 27, 2008 (W)
 - 9:15 a.m. – 1:30 p.m.
4. Foundation Board Meeting
 - March 13, 2008 at 12:00 Noon
5. Science Fair
 - March 29, 2008 (S)
 - Projects are open for display from 12:00 p.m. to 1:00 p.m.
 - Award ceremony: 1:00 p.m.
6. Trustee Election Caucus
 - Monday, April 14, 2008 (M) at 6:30 p.m.

***District Board of Trustees Meeting
January 31, 2008 – 7:00 p.m.***

M. COMMENTS FROM THE CHAIR

N. COMMENTS FROM THE COLLEGE COMMUNITY

O. NEXT REGULAR MEETING

- Workshop – 5:00 p.m. Board Room
- February 28, 2008 – 7:00 p.m. Horizon Hall 223

P. ADJOURNMENT