

**KENTUCKY STATE UNIVERSITY**  
**Special Meeting of the Board of Regents**  
**1:00 p.m., September 12, 2014**  
**Board Room, Julian M. Carroll Academic Services Building**  
**Frankfort, Kentucky**  
**Karen W. Bearden, Presiding**

**MINUTES**

**I. Call to Order:**

Chairperson Karen Bearden called the meeting of the Kentucky State University Board of Regents to order at 1:00 p.m. on September 12, 2014.

**II. Roll Call:**

Chairperson Bearden asked the Secretary to the Board to conduct the Roll Call:

Regent Mindy Barfield, *Present \*After Roll Call*  
Regent Karen Bearden, *Present*  
Regent Elaine Farris, *Present \*After Oath of Office*  
Regent David Guarnieri, *Absent*  
Regent Travis Haskins, *Present*  
Regent LaVaughn Henry, *Present \*After Roll Call*  
Regent Ekumene Lysonge, *Absent*  
Regent Elgie McFayden, *Present*  
Regent Syamala H.K. Reddy, *Present \*After Roll Call*  
Regent Breana Smith, *Present*  
Regent Charles Whitehead, *Present*

Nine Regents were in attendance. A quorum was declared after Roll Call.

**III. Opening Remarks:**

Chairperson Bearden welcomed the attendees to the meeting. Chair Bearden asked President Burse to begin with his remarks.

Interim President Raymond M. Burse welcomed attendees to the meeting.

**IV. Oath of Office:**

Lori Davis, Board Secretary, administered the Oath of Office to Dr. S. Elaine Farris.

**V. President's Report:**

When the special meeting was called, President Burse was reminded of March 2008 when General Electric stock dropped significantly and some employees opened their windows and were about ready to jump, and similarly, last week at KSU, things seemed dire, but this week, things have improved.

Academic Affairs Update:

Dr. Beverly Downing, Interim Provost, shared information about the University's textbook initiative. Some students have experienced difficulties in purchasing their textbooks. The average cost of textbooks for a first year student is approximately \$500-700. Thus, required texts in general education courses have been placed in the library and Academic Center of Excellence for student use. The use of the textbooks will be monitored to determine the impact on retention of our students.

SACS Accreditation Update:

The Fifth Year draft report is being reviewed by various university constituencies. This report is due to SACS no later than March 15, 2015.

Master of Interdisciplinary Behavioral Science:

KSU received SACS approval to offer the Master of Interdisciplinary Behavioral Science program at KSU. Dr. Downing is very pleased to have received this authorization.

Doctor of Nursing Site Visit:

KSU is in the process of selecting a date for this visit. The visit should occur in Fall 2015.

Nursing Substantive Change with Nursing Accrediting:

KSU has approval to begin recruiting students for the Doctorate in Nursing Practice. Currently there are approximately six students who have applied for the program at this time. The initial target for the first class is five students with an additional five each semester. Dr. Downing expects the University to exceed these targets.

Undergraduate Business and Masters Business programs:

The focus report for these programs are being submitted to the accrediting body for business schools next week. KSU anticipates a response from the accrediting body within the next month.

Evaluation of Assessments Process:

Four KSU academic programs have already begun to map their student learning outcomes with their assessments. This will provide an increase in transparency for students' learning expectations and teaching outcomes (i.e., what students should learn).

Faculty Courseloads:

Dr. Downing has reviewed course loads to determine the need for adjuncts. The student-teacher ratio is 16-17:1. The target is 15:1, but sometimes it may need to be increased. She has streamlined the courses that KSU offers in an effort to allow for cost containment. However, KSU will not sacrifice academic quality. If

there are courses that students need for graduation that are not offered, KSU will look at other alternatives, such as Credit for Prior Learning.

Productivity Analysis:

Dr. Downing has initiated a productivity initiative to determine how KSU programs are performing. The University is making significant progress in this analysis and Dr. Downing has identified an external organization to assist (the Delaware Cost Study) the University.

All programs will be reviewed and there are no programs that will be deemed sacrosanct.

Student Success and Enrollment Management Update:

Registration and Enrollment:

Antonio Boyle, Assistant Vice President, Enrollment Services, provided an update to the board regarding enrollment outcomes for the University.

For the Fall 2014 Enrollment, there were 347 first-time freshmen. In comparison, Fall 2013 there were 537 first-time freshman enrolled. Mr. Boyle stated that KSU did not meet its Fall 2014 enrollment targets because some individuals could not meet their financial responsibilities. The Thorobred Payment Plan was communicated to students individually and via Wired.

KSU will be looking at best practices to make changes over the next two weeks and will review opportunities to be sure that students who plan to enroll are financially able to complete registration. Previously, the processes were not working properly.

For Spring 2015, all students must pay their tuition and fees before enrollment.

In an effort to increase enrollment, KSU will focus upon recruiting more Kentucky residents. Additionally, KSU will increase its outreach efforts to state government employees by providing discounted tuition.

KSU will also increase marketing efforts to KCTCS transfer students and high school dual credit students.

Housing Consolidation:

As a cost-savings mechanism, KSU will consolidate its students living in the Halls into other residence halls. This will save the University approximately \$80,000. The University will notify all affected students and move all of the students' belongings.

Banner Implementation:

Eric Bergquist, CIO, provided an overview of the Banner system and its functionality. According to Mr. Bergquist, Banner is broken and needs to be fixed. After questions, Mr. Bergquist stated that the previous administration was not receptive to his previous recommendations. Mr. Bergquist recommended a two year re-installation of banner and a data cleansing process. Also, employees will be re-trained on the Banner modules. Mr. Bergquist also provided a written report.

University Financial Update:

Anita Lockridge, Chief Financial Officer, provided an overview of the 2014-15 budget. KSU's budget is \$53 million, excluding federal grants.

Approximately \$1.6 million of projected revenue was lost based upon decreased student enrollment. Some of the projected revenue shortfall may be recouped. There is also approximately \$226,018 in pending aid yet to be drawn down as revenue.

She provided updates on the actual amounts spent versus the budgeted amounts. She explained that there is a projected \$6.1 million shortfall. She also provided a written report.

**VII. Closed Session:**

**Action: Motion was made to convene a closed session to discuss personnel matters, pending litigation and property acquisition pursuant to the Kentucky Open Meetings Act. The motion was made by Regent Reddy and seconded by Regent Haskins. The motion passed, 9-0.**

The Board discussed pending litigation, property acquisition and personnel matters. The Board took no action in Closed Session.

The Board reconvened in Open Session.

**IX. Open Session:**

Chair Bearden stated that the "*Board wished to thank Interim President Raymond Burse for his leadership. We recognize his appropriate, necessary and significant efforts. He has the support of the Board of Regents to continue strengthening the institution.*"

**X. Adjournment:**

**Action: Motion was made by Regent Farris and seconded by Regent Haskins. The motion passed 9-0.**

The meeting adjourned at 5:00 p.m.

Submitted by:

Lori A. Davis

Lori A. Davis, Secretary  
General Counsel  
Kentucky State University

Karen W. Bearden

Karen W. Bearden, Chair  
Board of Regents  
Kentucky State University

Approved with no corrections

Approved with corrections