



Board of Governors

Meeting Agenda

FY 16

March 16, 2016

12:00 pm; Eastern WVCTC Main Campus; Moorefield, WV

BOARD MEMBERS

Robert Tissue, Chair

Dixie Bean

Laurel Godlove

Douglas Lambert

Faron Shanholtz

George Sponaugle

Scott Staley, Vice Chair

Greg Greenwalt

Curtis Hakala

Jr. Helmick

Brian Bucklew

Melinda Chambers

Dr. Charles Terrell, President

Eastern West Virginia Community and Technical College
Board of Governors
Eastern Campus Moorefield, West Virginia

STANDING COMMITTEES

ACADEMIC & STUDENT PROGRAMS COMMITTEE:

SCOTT STALEY, CHAIR
CURTIS HAKALA
LAUREL GODLOVE
DIXIE BEAN

PERSONNEL COMMITTEE:

DOUGLAS LAMBERT, CHAIR
ROBERT TISSUE
CURTIS HAKALA
DIXIE BEAN
FARON SHANHOLTZ

FINANCE & ADMINISTRATION COMMITTEE:

ROBERT TISSUE, CHAIR
GREG GREENWALT
DOUG LAMBERT
SCOTT STALEY

BOARD OPERATIONS COMMITTEE:

SPECIAL COMMITTEES

FACILITIES COMMITTEE:

ROBERT TISSUE, CHAIR
LAUREL GODLOVE
DIXIE BEAN
MELINDA CHAMBERS
GEORGE SPONAUGLE

FOUNDERS AWARD COMMITTEE:

ROBERT TISSUE, CHAIR

Eastern West Virginia Community and Technical College

Board of Governors

Meeting of March 16, 2016

EWVCTC Main Campus

Moorefield, WV

Call to Order:

*Action Items:

*Minutes February 17, 2016Attachment

Special Guest: WV Secretary of Commerce Keith Burdette..... Page 6

Executive Session: Under the Authority of WV Code §6-9A-4 for the Following:
Amanda Roberson, Director of Financial Aid-personnel actions
Guest: Brian Peterson, Legal Counsel

*Action Items:Attachment

- A. Policy No. BP-6.5 Appropriate Computer Usage – Amendment
- B. Policy No. BP-6.11 Firearms, Weapons & Explosives
- C. Policy No. BP-6.13 Security of Information Technology
- D. Policy No. BP-6.12 Military Student Withdrawal
- E. Information Items - Academic Regulations:
 - a. AR-6.7 Information Technology Disposal Regulation
 - b. AR-6.8 Remote Access Regulation
 - c. AR- 6.9 Records Retention Regulation

Board Chair & Committee Reports:

- A. WV Board of Governors Association
- B. Classified Staff updates-Laurel Godlove
- C. Faculty updates-Curtis Hakala
- D. Student updates-Brian Bucklew

I. Strategic Plan 2015-2020

- Student Access and Success
- Teaching and Learning
- Community Engagement and Partnerships
- Culture of Innovation
- Resources

Student Access and Success Enrollment/Retention/College Completion/Financial Aid/Early Entrance Data Points	1
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<ul style="list-style-type: none"> • Spring 2016 Enrollment report • Full Measure Education partnership • Work America partnership 	
Teaching and Learning Assessment/Reaccreditation/Institutional Effectiveness/Assessment/Academics/Career And Technical Education Data Points-	
2	
<ul style="list-style-type: none"> • Nursing 	
Community Engagement and Partnerships Workforce Education/District Consortium/Sector-Based Strategies/BTG Data Points-	
3	
<ul style="list-style-type: none"> • FNB Bank in Romney, Travis Delaplain and Della Davis • CMT Empowering Education partnership, May 20 	
Culture of Innovation WORCS/Foundation/IREED/Launchpad/SBDC	
4	
<ul style="list-style-type: none"> • Lindsey Teets, introductions • Farming Coalition meeting - TBA 	
Resources Alignment of Budget/Grants/	
5	
<ul style="list-style-type: none"> • Finance Committee meeting, Wednesday, March 23 at 2:00 pm • Governor's budget-tentative date March 21 • Power Grant, EDA and ARC 	
Campus Safety, Security and Health	
<ul style="list-style-type: none"> • Mock Shooter drill-Spring Break 	
Public Relations Communications/Marketing/Events/Media Data Points-	
<ul style="list-style-type: none"> • Nursing Pinning, May 13, Moorefield High School Auditorium at 7:00 pm • Commencement, May 14, Moorefield Middle School at 10:00 am • CMT concert, Friday, May 20, 2016 Marketing strategies 	
Local, State and National meetings Advisory Committee/WV Council/	
<ul style="list-style-type: none"> • AACC, April 8-12 	
Higher Learning Commission-Self Study Visit April 22-24, 2018 "HLC Awakens"	
March, 2016	Self Study Design Submitted by President to Dr. Jeff Rosen (HLC liaison) for review and recommendations

March, 2016 – March, 2018	Conduct focus groups and sector based strategy meetings. Sessions to be coordinated by Marketing and Workforce Education.
March 14, 2016	All College Meeting and Self Study Kick-off: Processes defined; workgroups/criterion teams officially appointed; review Self Study goals; review HLC criteria and 2013 Visiting Team Report.
March 1, 2016 – June 1, 2016	Initial Baseline for Data for the Self Study; Criterion Team data requests to be submitted to SB-G
March 18, 2016	Designated Self Study Work Sessions: During this first session, each Criterion Taskforce will review criteria, core components and minimum requirements. (These are individual team meetings.) Criterion Taskforces establish team review processes, identify preliminary questions to guide review, identify initial data needs, persons to interview, departmental documents to obtain. Taskforces will provide a report of meeting, processes to use and data needs to Self Study Facilitator.
March 1, 2016 - March, 2018	Self Study Leadership Team interacts with appropriate stakeholders and taskforces
April 8, 2016	Designated Self Study Work Sessions
April 15 – 19, 2016	Self Study Leadership Team and Eastern Staff attend the HLC Annual Conference in Chicago
April, 2016	Self Study Leadership Team meets with Dr. Jeff Rosen while attending the HLC Annual Conference
April 22, 2016	Designated Self Study Work Sessions

Next Meeting: April 20, at 12:00 pm

Special Guest: None (Focus on FY 17 budget)

Adjournment:

J. KEITH BURDETTE

SECRETARY, WEST VIRGINIA DEPARTMENT OF COMMERCE

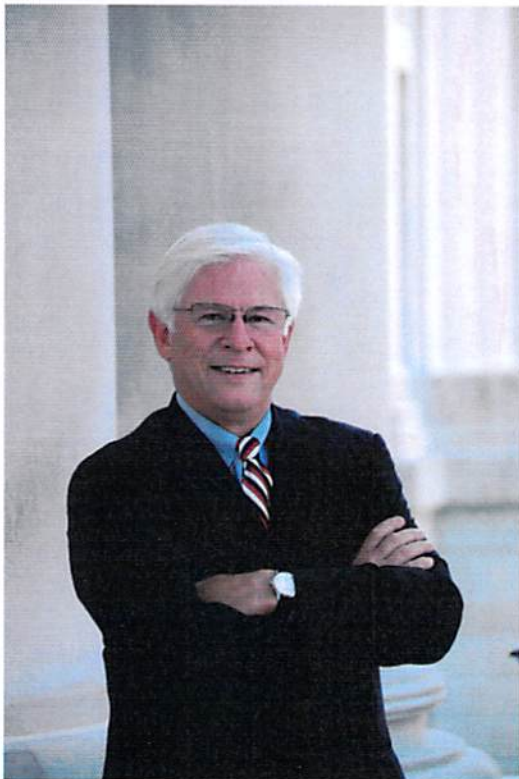
EXECUTIVE DIRECTOR, WEST VIRGINIA DEVELOPMENT OFFICE

In December 2010, Keith Burdette was appointed by Governor Earl Ray Tomblin as Cabinet Secretary for the West Virginia Department of Commerce and Executive Director of the West Virginia Development Office. In addition to the West Virginia Development Office, the Department of Commerce includes WorkForce West Virginia, the Division of Natural Resources, Tourism, Energy, Labor, Forestry, Miners' Health, Safety and Training, Geological and Economic Survey and the Office of Economic Opportunity.

Keith Burdette began his public service when he was elected to the first of two terms in the West Virginia House of Delegates at age 23. In 1982 he was elected to the West Virginia State Senate and in 1989 Keith was elected the 42nd President of the State Senate at the age of 34, the youngest Senate President in the state's history.

In 2000 Governor Bob Wise asked Keith to join his administration where he served as Director of Policy and Legislative Relations until 2003.

While out of state government, Keith formed the Burdette Group, a consulting firm focused on government relations and economic development. He managed and operated the Wood County Development Authority, and served as President of the Area Roundtable. He was a member of the first board of governors for West Virginia University-Parkersburg, and served on the board of directors of the Mid-Ohio Valley Regional Council as well as the regional Workforce Investment Board. He was chairman of the board of the Parkersburg Art Center and served on the Erickson All-Sports board of directors.



Keith has been recognized by many organizations for his service, including receiving an honorary doctorate from West Virginia University-Parkersburg; being named the Outstanding Young West Virginian by the West Virginia Jaycees; and being named one of the United States Junior Chamber of Commerce's Ten Outstanding Young Americans. He has received a Distinguished West Virginian Award from both Governor's Gaston Caperton and Bob Wise.

In addition to serving in Governor Tomblin's executive cabinet, Keith is chairman of the West Virginia Economic Development Authority, chairman of the Jobs Investment Trust board of directors, and serves on the board of the West Virginia Children's Home Society, Vision Shared, West Virginia Council for Community and Technical College Education, and Tech Connect West Virginia.

Keith is married to the former Pat Haught Huffman and has two sons and two step sons.