

Eastern West Virginia Community and Technical College

Board of Governors Meeting of March 20, 2013

3:30 pm Eastern Campus; Moorefield, WV

MINUTES

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Attending were R. Tissue, S. Hott, R. Hott, R. Mongold, D. Backus, D. Bean, D. Lambert, C. Hakala, C. Terrell, P. Reardon, and D. Kelly, Recorder

Not attending were: R. Gillespie, F. Shanholtz, S. Sherman, C. Durst

**I. Call to Order:**

*The meeting was called to order at 3:39 pm by R. Tissue, Chair*

**II. Action Items:**

**A. Minutes 2-20-13 Meeting: Retain Greg Bailey as legal counsel for the policy review.**

*–update in minutes:*

*M. D. Lambert*

*S. R. Hott*

*Motion carried and minutes are approved with revision as mentioned above.*

**B. Allied Health CAS:**

*Trying to provide options for career pathway for students who were registered as “pre-nursing” students. All of these courses transfer to various nursing programs – this certificate will allow for transfer – no new courses developed – Certificate in Applied Science.*

*M: D. Lambert*

*S. D. Bean*

*Motion carried as presented.*

**III. Board Chair’s report:**

**A. Committees Reports:**

**a. Recommendation of independent counsel to review Board Personnel Policies**  
*– Greg Bailey will be retained to review the Board Policies and will plan for him to make a presentation in April. More information to follow.*

**B. Miscellaneous**

**a. Student Government Request/Presentation – R. Mongold**

*Ms. Mongold presented to the Board a proposal for a request for more funds to SGA and sponsorship for the purchase of a large grill. Currently we have ~520 to ~800 students in Eastern’s SGA. Allocated funds have not increased since the creation of Eastern’s Student Government Association. Requesting increase from \$3,000 to \$5,000.*

*Cost of grill ~ \$699.00*

*Received donations to the Foundation/SGA earmarked for the grill from Curtis Hakala \$10.00; Doug Lambert \$20.00; Dixie Bean \$25.00; Robert Hott 30.*

*~Board discussed adding a fee per full-time student joining SGA*

*~will review proposal to add a student activity fee and bring back to the Board at the next meeting or at the 3/27/13 finance committee*

*~or can the college offset the cost of the grill from donations earmarked for the grill*

**b. Board Training Requirement**

**i. ACCT training, March 20 – had several attendees – quality presentation and will join the AACC Board Membership**

- ii. Autumn Perry, CFWV, April 17
- iii. Entrepreneurship Event, April 25
- iv. PPTs from WVCTCS

**IV. President's Report:**

**A. Review of Board Policies – P. Reardon**

*Upon reviewing Eastern's policy to others – did not find the salary allocations across all three staffing categories. We do not have a performance review procedure developed. Merritt increases cannot be granted if classified staff are not fully funded (at proper step). Discussed faculty rank procedure.*

*Received a motion by Robert Hott that this policy (BP 5.10) be reviewed by the Personnel Committee in addition, that the policy regulating faculty rank and promotion - BP-5.13 Academic Rank for Fulltime Faculty and AR-5.15 Rank and Promotion for Full-time Faculty - also be reviewed; Second by Curtis Hakala. Motion carried.*

**B. Meet & Greet Schedule**

*- Dean Penny Reardon, Executive Dean for Finance and Operations has resigned. Kudos and thanks to Penny for her ethics, professionalism, and character. The Board expressed thanks to Penny for her service and dedication.*

*- WVUP Education Program Partnership has been signed – this 4 year program will be completed through a distance learning opportunity*

*- Will sign the Shepherd Agreement for the Education Program tomorrow at Higher Ed Day at Legislature – this will be a traditional 2+2 program (2 years at Eastern and next 2 years at Shepherd)*

*- 91 graduation students applying for graduation*

*- Lease for Purchase of the Grant County Training Center – additional expenses were included that were not in the original agreement – will is up for approval*

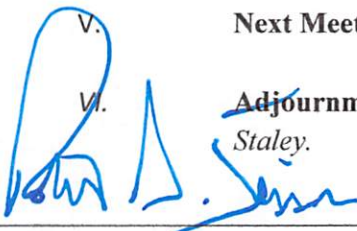
**C. Other Updates:**

<p><b>Strategic Plan</b></p> <p><b>March</b></p> <ul style="list-style-type: none"> <li>❖ President's Cabinet reviews budget requests</li> <li>❖ Finance and Personnel Committees of BOG meet to review budget</li> <li>❖ End of budget's third quarter</li> <li>❖ Comprehensive status review of strategic plan is conducted to adjust objectives, timelines and funding allocations as determined by departmental reviews.</li> <li>❖ Board of Governor's review tuition rates</li> <li>❖ Third quarter departmental review of strategic initiatives, funding and expenditures begins</li> </ul>
<p><b>Student Access and Success</b></p> <ul style="list-style-type: none"> <li>❖ Enrollment</li> <li>❖ Developmental Education</li> <li>❖ Retention</li> <li>❖ Graduation</li> </ul>
<ul style="list-style-type: none"> <li>• Spring enrollment: <i>Spring FY 12: Headcount 673; FTE 412.70</i> <i>Spring FY 13: Headcount 717; FTE 415.20</i></li> <li>• WVUP Elementary Education agreement is signed First cohort to begin spring 2014</li> <li>• Shepherd Elementary Education agreement target goal March 22</li> <li>• Retention</li> <li>• Graduation 91 students eligible to graduate</li> <li>• Summer Academy WIB Youth Council</li> <li>• HS recruitment</li> </ul>
<p><b>Workforce Development</b></p> <ul style="list-style-type: none"> <li>❖</li> </ul>

<ul style="list-style-type: none"> <li>• New Page training update 3009 grant application</li> <li>• Chamber of Commerce and CVB luncheon, March 13</li> <li>• Mineral County STEM Festival, March 23</li> <li>• Paramedic training at Sugar Grove Summer 13 per student cost</li> <li>• Paramedic training fall 2014</li> <li>• CNA training in Hampshire Valley Health</li> <li>•</li> </ul>
<i>Serve More Adults</i>
<ul style="list-style-type: none"> <li>• Lord Fairfax Community College update</li> </ul>
<i>Resources</i>
<ul style="list-style-type: none"> <li>• Moorefield Campus expansion</li> <li>• Student Success Sponsors</li> <li>• Wal-Mart Foundation proposal was submitted on March 1</li> <li>• Nursing Campaign</li> </ul> <p>Working on a presentation that will be presented to local health care institutions for annual donation pledges</p>
<i>Reaccreditation</i>
<ul style="list-style-type: none"> <li>• October 21-23, 2013 Self-Study visit</li> <li>• Update from Sherry Becker-Gorby (handout) ..... Page 11</li> <li>• HLC conference April 5-9</li> </ul>
<i>Assessment &amp; Institutional Effectiveness</i>
•
<i>Alignment of Budget &amp; Planning Processes</i>
•
<i>Campus Safety and Security</i>
<ul style="list-style-type: none"> <li>• Blue Ridge CTC Safety Director – to conduct Assessment of EWVCTC Campus Safety &amp; Security</li> </ul>
<i>Public Relations</i>
<ul style="list-style-type: none"> <li>• Higher Education Day March 21</li> <li>• PTK and Awards Ceremony, March 22</li> <li>• Eastern has approached sponsors to offset ceremony costs –</li> <li>• Entrepreneurship Event at Landes Art Center, April 25</li> <li>• Arts Society Show, April 26</li> <li>• Vendor Day at Eastern, April 27</li> </ul>

**Next Meeting:** April 17, 2013 at 3:30 pm

**Adjournment:** 4:50 pm upon a motion by Robert Hott with a second by Scott Staley.

V.  
 VI.  


Robert Tissue, Chair

5/6/2013  
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 Date