EASTERN WEST VIRGINIA COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS
HARCO COMPLEX, MOOREFIELD, WV
MINUTES
February 13, 2008

BOARD MEMBERS PRESENT:	Peggy C. Hawse, Chair; Scott Jennings, Vice-Chair; Dixie Bean; Sharon Gott, Faculty Representative; Faron Shanholtz; Rob Tissue; Robert Hott; Pamela Shrader, Classified Staff Representative.
BOARD MEMBERS ABSENT:	Amanda See; Scott Sherman; Christine Fuentes, Student Representative;
OTHERS PRESENT:	Robert Sisk, Interim President; Jean Flanagan, Press; Michael Koon, HLC Evaluator-Consultant; Dreama Kelly, Recorder.

1. Call to Order:
   Chair, Peggy C. Hawse, declared a quorum present and convened the meeting at 12:10 p.m.

2. Approval of the 01/16/07 minutes:
   MOTION: Robert Hott moved adoption of the following resolution:
   BE IT RESOLVED that the EWVCTC Board of Governors meeting minutes from the January 16, 2007 meeting be approved as presented.
   ACTION: Dixie Bean seconded the motion that unanimously carried.

3. Higher Learning Commission Mock Visit – Evaluation: Chair Hawse introduced Mike Koon followed by a brief history of Mr. Koon's association with Northern W.V.C.T.C. Mr. Koon explained his role as a Peer Reviewer for Higher Learning Commission and the purpose of this mock visit. Mr. Koon reviewed the entire process and asked the Board a variety of questions.

   MOTION:
   Pursuant to State Code: §6-9A-4 and upon a motion by Dixie Bean the Board voted to go into executive session to discuss a personnel related matter.
   ACTION:
   Motion was seconded by Sharon Gott. Motion carried and executive session was called at 12:37 PM.

   MOTION:
   Upon a motion by Dixie Bean reconvened in regular session at 1:06 pm.
   ACTION:
   Faron Shanholtz seconded the motion. Motion carried.

   - Additional Board discussion involved needs to increase enrollment, program reevaluation, increase media advertisement / marketing. Mr. Sisk informed members that Spring 2008 enrollment is up slightly from Spring 2007. Discussed new and pending programs.

- State appropriations and that the State of West Virginia does not base appropriation upon enrollment. Questioned how to increase state appropriations; indicated that Eastern has been underfinanced for several years.

- Mr. Koon informed the Board that the HLC will try to determine if this is a policy making board or if the Board interacts with the day by day operations of the College. Discussed need to emphasize the communities support for the institution and that everything flows from the mission. Mr. Koon stressed importance of acknowledging that Eastern has changed its mission 3 times in 3 years. Discussed importance to defend why change was necessary: in response to environmental changes and last mission was statutorily driven and not education driven.

4. Action Items:
   - Governance Manual: Upon a motion by Pam Shrader with a second by Sharon Gott, the addition to the Governance Manual was approved following spelling revision.
   - John Harris talked to and received proposals from three engineering firms for the estimated cost of installation of the water and sewage lines. Thrasher Engineering provided the most appropriate quote at this time.
   - Thrasher's recommendation was to run sewer lines to the Robert C. Byrd Industrial Park and run the water line from the existing line on Route 55 to the construction site. Mr. Sisk consulted with Nelson Robinson, Chancellor Skidmore and Delegate Michael who all suggested that Eastern "do nothing" at this particular time and wait to see if funding is secured from either state or Federal sources. There are several key public officials working to obtain funds for this project.
   - Dixie Bean expressed concern that county lines do not support a 10" water line and that water pressure may not be high enough for the fire suppression systems.
   - National Guard unsure if they will build on the new site due to lack of funds regarding the water and sewer issue; RDA is applying for federal economic develop group. Homeland security does not build infrastructure. General Tackett will put National Guard center in Hardy County but only on the RDA site if it is ready as promised.
   - Board feels that we should write a letter and strive to do whatever we can to get water/sewer in order to get the building ready for occupancy. Discussed total costs that Eastern has spent: excavating – land – engineering 350, 000 + 50,000 for land + excavating costs (for 4 acres). Review deed for legal restrictions. Mr. Sisk feels that Mallie & the RDA is supportive of this undertaking.
   - **Robert Sisk & Peggy Hawse to call Bob Taylor & Mallie Combs after February 21, 2008 and discuss their meeting with General Tackett and question results of the meeting with the new Federal Economic Development Agency representative.** Mr. Sisk to obtain a breakdown on what Eastern's expenses for this property for presentation to RDA Board and ask to be on the RDA board agenda to discuss this situation with the entire RDA board – entire EWVCTC Board should attend to support this effort (send e-mail to BOG & Chancellor's office re: this meeting)**

5. S. A. L. T. Members Report:
   Mr. Sisk asked if this report is to continue being incorporated into the agenda: The Board agreed that this report should continue as an informational item. Would like to see a 'target date or date of completion or date to be resolved" included on the report.

6. President's Report:
   A. Discussed contents of 'wish list letter' to Delegate Michael.

B. PIA Truck Driving Course graduation was held last week and a new class has started. Eastern is also looking into the offering a Heavy Equipment operation course through PIA.

C. Miscellaneous Items:
- Southern interviewed individual a candidate for the nursing coordinator position and took a tour of the Michael building. Southern representatives were very impressed with this building. Discussed that the building will have to be approved by the WV Board of Nursing. Discussed that Grant Memorial Hospital's CEO Robert Harman will allow Eastern to use this facility at a reasonable cost.
- Discussed the $12,000 Verizon Grant written by Dr. Hoffmann
- WV CTC Presidents met with Governor Manchin on Monday, 2/11/08.
- Informed members that the Founders Day Celebration will be postponed until May and may be combined with graduation.
- Presented the monthly bond drawdown on new campus facility.
- Appoint Dixie Bean to serve on Academic & Student Committee
- Robert Hott to the Finance Committee.

7. The next meeting of the EWVCTC Board of Governors is scheduled for March 19, 2008 at 12:00 p.m.

8. Meeting was adjourned at 2:50 p.m. by Chair Peggy C. Hawse.

Respectfully Submitted by Dreama M. Kelly, Recorder

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Peggy C. Hawse, Chair Date
EWVCTC Board of Governors