

Eastern West Virginia Community and Technical College

Board of Governors

Meeting Minutes of August 20, 2008

Harco Complex, Moorefield, WV

Attending: Faron Shanholtz, Vice-Chair; Dixie Bean; Christine Fuentes; Scott Jennings; Amanda See; Pam Shrader; Robert Tissue; Robert Sisk; Sharon Gott; Dreama Kelly, Recorder;

Not Attending: Peggy Hawse; Robert Hott; D. Scott Sherman.

Presenters/Guests: John Harris; Mike Davis, VP G & G Builders representative; Penny Reardon.

- I. The meeting was called to order at 12:10 pm by Vice-Chair Faron Shanholtz.
- II. Upon a motion by Scott Jennings with a second by Pam Shrader, the minutes of the June 18, 2008 Meeting were approved as presented. Motion carried.
- III. Mr. Sisk introduced Mike Davis of G & G Builders to the Board. Mr. Davis and Architect John Harris then proceeded to present a brief history of the construction project chronology of change orders for the project.

The Board then requested that Mr. Davis contact his insurance agent as to the possibility of continued Builders Risk & O.C.P. insurance coverage for the campus. Mr. Davis agreed to inquire.

Following the presentation of the requested change orders dated August 11, 2008 the following motion was received:

****Upon a motion by Scott Jennings with a second by Dixie Bean, the Board agreed to approve a change order (Change Order #10) request by G & G Builders in the amount of \$123,662. This excludes the overhead and profit line item request in the amount of \$ 11,969.00. In addition, the Board agreed to grant October 15, 2008 as the Substantial Completion date. This motion carried with 5 Yeas and Robert Tissue voting Nay.**

****Upon a motion by Scott Jennings with a second by Sharon Gott, the Board agreed for the additional asphalt paving (Change Order #19). The total cost for this change order is \$163,627. Motion carried unanimously.**

In addition, John Harris informed the Board that Bastian & Harris Architects will not be requesting additional funds for construction compensation.

- IV. ****Upon a motion by Scott Jennings with a second by Dixie Bean, the Board agreed to approve Broadway Electric Inc.'s bid proposal dated August 12, 2008 for the voice and data cabling of the new facility. This bid will be awarded *pending* the following: that a change order be submitted should riser rated plenum be acceptable with this type of construction *and* reduce price by \$9,000; the Board also requests that the following statement be included regarding West Virginia Department of Labor laws or the Davis-Bacon wage scale: *"Broadway Electric will comply with WV Department of Labor Wage requirements."* Motion carried unanimously.**

- V. ****Upon a motion by Dixie Bean with a second by Robert Tissue, the Board approved the Program Modification for the Board of Governor AAS Science Degree. Motion Carried unanimously.**
- VI. ****Upon a motion by Scott Jennings with a second by Christine Fuentes, the following Skill Sets were approved as presented: * Technical Electricity * Technical Electronics *Automated Systems * Electronic Communications
Motion carried unanimously.**
- VII. ****Upon a motion by Dixie Bean with a second by Sharon Gott, the new course: *Math for Technicians* was approved as presented. Motion carried unanimously.**
- VIII. ****Upon a motion by Pam Shrader with a second by Dixie Bean, the AAS in Electromechanical (ELM) was approved as presented. Motion carried unanimously.**
- IX. **President's Report – Robert Sisk**
- A. **Tentative Enrollment Figures: data was incomplete at this time; will update at next meeting. Pam Shrader shared reasoning for registration issues with the local high schools.**
- B. **Update on New Programs:**
- **8 students in the auto-tech program – discussed the budget and lease for this program – \$84,000 lease over a 3 year period;**
 - **Indicated need to market the Electro-Mechanical program for student enrollment;**
 - **ABE program was granted to EWVCTC will lease multi-tenant building from Grant Memorial Hospital for this program.**
 - **20 students in the nursing program – EWVCTC paying rent on the building at \$1,000 – EWVCTC has paid for the VDL, labs, and computers for this program. Board suggested that we place a sign at Michael Building.**
 - **Will be looking into Wind Turbine Generation Maintenance: more than half of the courses required is being offered at EWVCTC.**
- C. **Construction Update: John Harris gave an update earlier**
- D. **Pilot Program in Hampshire County: Hired contracted employee to work as a County Coordinator.**
- E. **Presentation to the Higher Learning Commission Review Committee on September 22, 2008: Robert “Buck” Eagle, Sherry Becker-Gorby, and Robert Sisk will be traveling to Chicago to defend the self-study for accreditation.**
- F. **Presented the General Education Course Designation and Course Syllabus Regulations as an informational item.**
- G. **Update on Board Liaison Training: Penny Reardon and Dreama Kelly attended the WVCTC's Board Liaison training in Charleston last week. The Council will offer a similar training for Presidents and Board Members later this year.**
- H. **Unemployment Compensation Appeal: Dr. Hoffmann applied for unemployment – Eastern lost hearing but will have another this week.**
- I. **Access Centers: 8 AC under review discussed the costs of operating these centers cost approximately \$7,140 per year per center. Pam Shrader & Sharon Gott informed Board that the East Hardy AC is being utilized for distance learning.**
- J. **Miscellaneous:**

- Discussed need for staff training in customer relations, will consider ordering “Inside the Magic Kingdom” for staff. Dixie Bean requested that the Board receive a copy as well. Board members suggested title: “The Ultimate Question” is an alternative read.
- Next Board Meeting to address advertising for the Presidential position – process of how to hire this position: in-house process or hire an outside agency.
- Scott Jennings suggested that the scenario “We reached accreditation...now what?” be addressed including the following: Systems and processes; Funding; Costs and available resources: Banner-Financial Aid-etc.
- Discussed the recent article by Hardy Co. RDA: Board feels that Eastern has exhausted all other avenues and requested that Mr. Sisk contact Bruce Walker to see if we can do move to the next phase of pushing the RDA on this issue – and apply legal pressure...
- Discussed telephone vendors – will have to bid out

X. Mr. Sisk reviewed the President’s Cabinet Report – at the Board’s request, this monthly update will continue.

XI. Unless determined otherwise, the next Board meeting will be held at the College on September 17, 2008

XII. The meeting was adjourned at 3:45pm upon a motion by Scott Jennings with a second by Robert Tissue.

Respectfully Submitted by Dreama Kelly, Recorder

Faron Shanholtz, Vice Chair
Eastern WV Community & Technical College

10-15-2008

Date