Eastern West Virginia Community and Technical College
Board of Governors Meeting
Wednesday, October 17, 2007 – 12:00 P.M.
Meeting Minutes

Attending:

Peggy C. Hawse, Chair; Scott Jennings, Vice Chair; Christine Fuentes, Student Representative; Sharon Gott, Faculty Representative; Pam Shrader, Classified Staff Representative; Faron Shanholtz; Scott Sherman; Robert Sisk, Interim President; Penny Reardon, Presenter; Dreama Kelly, Recorder. Dick Hughes, Press.

Not Attending:

Amanda See; Robert Tissue.

1. The meeting was called to order at 12:05 p.m. by Chair Peggy C. Hawse.
2. Upon a motion by S. Gott with a second by C. Fuentes the minutes of the September 19, 2007 were approved as presented.
3. Upon a motion by S. Jennings with a second by P. Shrader, the October 3, 2007 Emergency Meeting minutes were approved as presented.
4. Upon a motion by S. Jennings with a second by C. Fuentes the Master Plan was approved pending revision. The document will then be forwarded to Chancellor Skidmore's office.
5. The Board reviewed supply cost estimates of electrical suppliers. Following this review, the Board asked Mr. Sisk to negotiate a reduced contractual stipulation with Shenandoah Valley Electric in an attempt to reduce the 6-year contract to 3 or 4 years; however, even with the 6-year obligation, the Board was in agreement that Shenandoah Valley was the best provider. Mr. Sisk will contact Shenandoah Valley Electric. Motion carried.
6. Report from the President:
   a. Update on program initiatives: Robert Eagle met with WVUP representatives on Early Elementary Education (K-6 or K-8) program. Eastern plans to start the 2 years and the next 2 years will be WVUP - minimal obstacles identified at this time. Grover Duling working with PIA for CDL training – forum held with PIA representatives and local businesses positive results reported. Automotive Technical program being reviewed on 10/26/07 by WVCTC. Several letters forwarded to Chancellor Skidmore's office. Once approved, Eastern will have to find rental building to accommodate this program. Testing Industrial Maintenance for AWC -
   b. SALT report was reviewed and a verbal Information Technical System report was given by Mr. Sisk.
   c. Vacancies and job reassignments: The following positions updates were given:
      1) Financial Aid position to be filled by Ms. Amanda Sites
      2) Information Technology Tech position remains unfilled at this time
      3) Public Relations Specialist position will be disbursed between various staff members: Daniel Silver will attending training at Learning Tree and will redesign Eastern Web and grant writing services will be incorporated into his duties as well.
      4) Sherry Watts has a degree in marketing and will assume marketing and other Public Relations duties in addition to Continuing Education and Community Education;
      5) The Contracted Training manger position has been advertised and plans are to start interviewing 10/23/07. This manger will report primary to Grover Duling.
   d. Choice of brick for building project: will make this determination at a later date pending completion of display – Mr. Sisk will contact members when display is ready.
   e. Report on groundbreaking: Governor Manchin questioned architect John Harris on design costs.
   f. Other Business:
      1) Overview of the updated headcount report.

2) Reviewed handout of new campus draw down expenses last month. Discussed the 85% bond draw-down stipulation. Chancellor Skidmore said they looked at the overall bond package and Eastern should be fine as other projects are moving ahead.
3) Motion to amend agenda to add the following for approval: Presentation and approval of Academic Program Modifications; Board reviewed the modification handouts and upon a motion by S. Jennings with a second by F. Shanholtz, the program modifications were approved to be included in the upcoming catalog. Motion carried.
4) Mr. Sisk has touched base with Pam Alderman and JoAnn Tomblin of Southern WV CTC regarding notification that the next Nursing Program Cohort is now scheduled for the Fall of 2009 not 2008. Grover Duling and Robert Sisk are to meet with Southern representatives in hopes of getting the Cohort back to the 2008 schedule.
5) P. Hawse informed members that the Scott Cosco of the Governor's office reported that the Governor's Office is working on new board member appointments today.
6) Staff participating in the self-study taskforce meetings and cross talks are currently underway. P. Shrader reported that three out of the five Criterion are under final review by Sherry Becker-Gorby.
7) Discussed presidential search – will revisit sometime in spring following the Accreditation Visiting Team visit.

7. The next meeting is scheduled for November 14, 2007 at 12:00 p.m. Harco Complex.

8. Upon a motion by P. Shrader with a second by S. Jennings, the meeting was adjourned at 2:00 p.m. by Chair Hawse.

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Peggy C. Hawse, Chair Date: