Eastern West Virginia
Community & Technical College

Board of Governors
MEETING AGENDA

August 18, 2010
12:00 pm
Eastern Campus; Moorefield, WV

BOARD MEMBERS:

Faron Shanholtz, Chair
Dixie Bean
Curtis Durst
Robert Hott
Ward Malcolm
Pamela Shrader

Robert Tissue, Vice Chair
Kimbra Chirchirillo
Richard Gillespie
Douglas Lambert
D. Scott Sherman
Scott Staley

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:

Kimbra Chirchirillo

Ward Malcolm

Pam Shrader

Dixie Bean

Personnel Committee:

Faron Shanholtz, Chair

D. Scott Sherman

Douglas Lambert

Curtis Durst

Dixie Bean

Finance & Administration Committee:

Faron Shanholtz, Chair

D. Scott Sherman

Rob Tissue

Robert Hott

Board Operations Committee:

Special Committees

Facilities Committee:

Faron Shanholtz, Chair

Founders Award Committee:

Faron Shanholtz, Chair

Eastern West Virginia Community and Technical College

Board of Governors

Meeting of August 18, 2010

12:00 pm

Eastern Campus; Moorefield, WV

I. Call to Order – *F. Shanholtz*

II. Action Items:

*Resolution of office for S. Gott – *F. Shanholtz* ..... Pg. 5

*Oath of Office to Ward Malcolm – *D. Kelly*

*Approval of Meeting Minutes of June 23, 2010 ..... Pg. 3

*Approval Wind Energy Program / Certificate – *See Attachment* ..... Pg. 6

*Review Board Committee Membership – *F. Shanholtz* ..... Pg. 1

*BP 3.9 "Administrative Withdraw" – *See Attachment*

*BP 5.15 "Adjunct Faculty Policy" – *See Attachment*

III. President's Report

A. Performance Indicator's Report (PI)- *Handout*

B. Miscellaneous:

- Thank you
- Headcount FTE
- Meet and Greet activities (handout)
- Purchase order submitted to Shenandoah Electric. Installation date TBA
- Security cameras and wireless door transmitters installed
- Met tower installed
- Gazebo installed Civic club or organization for landscaping
- Master Plan
- Continuity of Operations Plan
- Clerg Act
- College Foundation
- Change September BOG meeting from 9/15 to 9/22 note change on our website
- Salary Enhancements

IV. Next Meeting: ***September _____, 2010 - 12:00 pm Eastern Campus***

V. Adjournment

Eastern West Virginia Community and Technical College

Board of Governors

Meeting Minutes of June 23, 2010; 12:00 pm

Technology Center, Petersburg, WV

Attending were S. Staley, P. Shrader, S. Gott, R. Tissue, S. Sherman, R. Gillespie, F. Shanholtz, C. Durst, R. Sisk, P. Reardon, G. Duling, D. Swick, and D. Kelly. Not attending were D. Bean, R. Hott, K. Chirchirillo, and D. Lambert.

I. Call to Order:
Following lunch, Douglas Swick gave a tour of the Technology Center and presented a PowerPoint presentation and equipment/trainer overview The meeting was called to order at 1:56 pm by Chair Sherman.

II. *Approval of Meeting Minutes of May 19, 2010 and May 27, 2010:
M: Shrader
S: Shanholtz

III. *Approval of Third Quarter Financials for FY 2010 – ***Handout***
P. Reardon presented the third quarter financials. Mr. Sisk pointed out that there is $164,109 in the Non Current Assets Cash and cash equivalents. That is the fund that he recommends that Eastern use when the lease agreement expires in two years to purchase the Technology Center. It is the Capital Improvement account which should increase in value in two years. In another note Mr. Sisk suggested that an effort should be made to secure funds from the legislature for the purchase of the balance of the facility.
M: Shanholtz
S: Gott

IV. Bids for Lighting Project – ***Handout***
Mr. Sisk presented a summary of the lighting bids received for the 7 exterior lighting.
Motion to accept Shenandoah Electric's bid as presented.
M: Gillespie
S: Staley

V. President's Report

C. Purchase of security cameras and wireless door transmitters:
Purchased with FF&E funds, these items are being installed today.

D. Status of ARRA Backfill funds
$136,000 came in last week.

E. Initiative to improve graduation and retention rates in colleges
The "Achieving the Dream" initiative will be used as a guide for the CTC System schools to increase retention and graduation rates.

F. 2010-2015 Master Plan
The 1010-2015 Master Plan will be highly influenced by the goals of the Achieving the Dream initiative.

G. Met tower to be placed on campus
A Met Tower will be installed on our Campus to collect data to support a future the possibility of a wind turbine installation. Data will also support the Wind Turbine program.

H. Continuity of Operations Plans
Homeland Security implemented need for this plan. Reardon and IOC will be working on creating Eastern's COOP. There is no deadline for this plan to be implemented within institutions.

I. Miscellaneous
Touched base with Dr. Terrell yesterday. Will put together departmental status worksheet.

VI. *Election of Officers
The following officers were nominated:
Chair: Faron Shanholtz
Close Motions:
M: Tissue
S: Shrader

Vice Chair: Robert Tissue
Close Motions:
M: Shrader
S: Staley
Motions Carried.

VII. 2010 – 2011 Meeting Schedule: M Shanholtz; S: Gott

Chair Sherman noted that he had received a letter of resignation from Sharon Gott and stated that Ward Malcolm will be coming on as the Faculty Representative.

VIII. Next Meeting: ***July 21, 2010 12:00 pm Eastern Campus***

IX. Adjournment: Meeting was adjourned at 3:05 pm.
M: Shrader
S: Shanholtz

Respectfully Submitted by Dreama Kelly, Recorder

Faron Shanholtz, Chair *Date*

Eastern West Virginia Community and Technical College
Board of Governors
Meeting of August 18, 2010

ITEM:	Recognition of Faculty Representative, 2005 - 2010
COMMITTEE:	Committee of the Whole
RECOMMENDED RESOLUTION:	Resolved, That the Board of Governors recognize the Faculty Representative for 2005-2010.
BACKGROUND:	Ms. Sharon Gott has served 5 consecutive years in her respective role. She is recognized for her exemplary service to the Board and to the College.

Eastern West Virginia Community and Technical College
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ITEM:	Wind Energy Certificate
COMMITTEE:	Committee of the Whole
RECOMMENDED RESOLUTION:	Resolved, That the Board of Governors approve the Wind Energy Certificate.
BACKGROUND:	Eastern WV Community & Technical College's service area is home to several hundred wind turbines creating a need for maintenance technicians. The certificate program will help obtain lucrative jobs for students obtaining the program.