

Eastern West Virginia Community and Technical College  
Board of Governors MINUTES  
Meeting of November 18, 2009 – 12:00 pm  
Eastern Complex, Moorefield, WV

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There was a regular meeting of the EWVCTC Board of Governors on Wednesday, November 18, 2009 at 9:30 AM beginning with a training session by Chancellor James Skidmore. Following the Chancellor's presentation, the Board continued with the regular meeting agenda, beginning with a conference call by Dennis Juran of Deloitte & Touche.

Those attending the training session: Faron Shanholtz, Robert Tissue, Scott Staley, Pamela Shrader, Sharon Gott, Curtis Durst, Robert Hott, D. Scott Sherman, Robert Sisk, and Dreama Kelly

Attending the meeting: Chair Scott Sherman, Vice-Chair Faron Shanholtz, Kimbra Chirchirillo, Curtis Durst, Sharon Gott, Robert Hott, Douglas Lambert, Scott Staley, Pam Shrader, Robert Tissue, Interim President Robert Sisk, Executive Dean Penny Reardon, Dennis Juran, Accountant, student Jorge De la Torre, and Executive Secretary, Dreama Kelly, Recorder

Not attending was Dixie Bean.

**I. The meeting was called to order at 9:35 am by D. Scott Sherman, Chair.**

Chair Sherman changed the order of the agenda and Chancellor Skidmore's training first on the agenda to be followed by Dennis Juran, Auditor.

**II. Presentation of Chancellor Skidmore:**

Chancellor Skidmore gave an overview of the history of West Virginia's Community & Technical College System including that Eastern is the only Community College that was not part of another institution. Chancellor Skidmore discussed the CTC Council's role and accountability link as well as system goals. Chancellor discussed the role of the Performance Indicator report as related to each State goal. Discussed Innovative Programming and various modes of delivery including delivery for the adult student. Chancellor presented an overview of the budgetary request the CTC submitted and discussed how the funds will be disbursed. The Board asked questions relative to tuition increases, backfill funds, and visibility. Chancellor Skidmore presented a slide on the implementation of CTC Financing policy and the Board had favorable comments on the potential impact of this policy. Board discussed promoting public awareness of the CTC's in WV.

Chancellor Skidmore presented Series V procedural rule to outline the Presidential Search. Suggested that a search committee be set up, detail desired characteristics, distribution of announcement, on-campus interview, background checks, confidentiality of the search and release of the candidates. Chancellor Skidmore stated that his office will assist with the search if needed. The Board discussed the particulars on the search process such as contract offer limitations.

Chancellor Skidmore suggested that the Board look for a candidate that can take Eastern to the next level now that the foundation has been laid. The WVCTCA will assist Eastern WV Comm. & Tech. College with funding to hire a search firm. Interim President Sisk asked about the timeline. December – January is the prime time to advertise according to Chancellor Skidmore who also stated that we need to get started on the search.

**III. Year End Audit – Dennis Juran, Deloitte & Touche**

Mr. Dennis Juran telephoned into the meeting and gave an overview of the year end audit. The Board had questions pertaining to liability and availability of state supplements for the liabilities.

Upon a motion by Robert Hott with a second by Faron Shanholtz, the year end audit was approved as presented. Motion carried.

**IV. Approval of the October 28, 2009 meeting minutes.**

Upon a motion by Faron Shanholtz with a second by Robert Hott, the 10-28-2009 minutes were approved as presented. Motion carried.

**V. \*\*Resolution – Peggy Hawse**

Upon a motion by Douglas Lambert with a second by Faron Shanholtz, the Resolution of Mrs. Peggy C. Hawse was approved as presented. Mrs. Hawse served on the Board of Governors as Board Chair and was instrumental in the creation of Eastern WV CTC. Motion carried.

**VI. \*\*Updated Budget – handout**

Executive Dean Penny Reardon presented and gave an overview of the updated FY 2010 budget. Dean Reardon discussed new OPED and GASBY guidelines. Upon a motion by Robert Hott with a second by Pam Shrader, the updated budget dated 11-11-09 was approved as presented. Motion carried.

**VII. \*\*First Quarter Financials FY 10 - handout**

Executive Dean Penny Reardon presented and gave an overview of the FY 2010 First Quarter Financials. Upon a motion by Faron Shanholtz, with a second by Douglas Lambert, the Financials report was approved as presented.

**VIII. \*\*Resolution – Community Participation Grant Award – Attachment 8a**

Upon a motion by Douglas Lambert with a second by Pamela Shrader, the Board approved for President Sisk to accept the Participation Grant Award.

**IX. President's Report:**

*A. WV Advance Grant:*

We have assured that EWWCT \$137,000 grant with \$99,000 to be used for (training equipment ) at the Mathias-Baker Building in Petersburg, WV. There will be \$20,000 allotted to a Kanawha County trainer.

*B. Governor's request on institutions salary raises:*

The Governor not approving salary increases at this time.

*C. Purchase of a truck to teach the Commercial Drivers License (CDL) Course:*

Eastern will be starting its own CDL course. EWWCTC recently purchased a 2004 Volvo tractor for \$20,000.00. This was funded by our capitol expense account. Plan to have the Workforce Department to repay this purchase. Chair Sherman questions the liability of this type of course. The Curriculum has not yet been developed nor has an instructor been hired at this time.

*D. Miscellaneous*

- Experienced either a water leak or faulty meter. Larry Scott and Terry Sherman were on-site yesterday scoping out the source of the problem; however, they were unable to locate the service of the issue.
- Electro-Mechanical Degree Program to be terminated. The courses will be incorporated into the Wind Energy Program and the Certificate program will continue. This program will be terminated due to lack of enrollment. Pam Shrader made a motion to eliminate the Electro-Mechanical Degree Program, motion was seconded by Robert Hott. Motion carried.
- Discussed the Presidential search process and need for personnel committee to meet. Due to new information that was received since our last meeting – the board moved to reconsider the motion to not use a presidential search firm and consider hiring an outside firm. Motion by Robert Hott with second by Pamela Shrader. Motion carried. Chair Sherman requested that Interim President Sisk make contacts to search agencies. Interim President Sisk agreed to making requested contact. Will contact Don Hunter. Pamela Shrader stated that when the search committee is formed – she requests that Faculty and Classified Staff be included. Will call a special board meeting relative to the presidential search. President Sisk will send an e-mail to the Board to set up the meeting and clarify the above motion.

**X. Next Meeting:**

December 16, 2009 12:00 pm – Eastern Campus

**XI. Adjournment:**

The meeting was adjourned at 1:10 PM. Motion to adjourn by Douglas Lambert with a second by Robert Hott.

*Respectfully Submitted by Dreama Kelly, Recorder*

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D. Scott Sherman, Chair

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Date Approved