# Eastern West Virginia
# Community & Technical College

## Board of Governors
## EMERGENCY MEETING AGENDA

***June 23,2010***
***12:00 pm***
***Technology Center, Petersburg, WV***

**BOARD MEMBERS:**

D. Scott Sherman, Chair
Dixie Bean
Curtis Durst
Sharon Gott
Douglas Lambert
Scott Staley

Faron Shanholtz, Vice Chair
Kimbra Chirchirillo
Richard Gillespie
Robert Hott
Pamela Shrader
Robert Tissue

Robert Sisk, Interim President

Eastern West Virginia Community and Technical College
Board of Governors
Eastern Campus Moorefield, West Virginia

## ***Standing Committees***

### ***Academic & Student Programs Committee:***

***Kimbra Chirchirillo***

***Sharon Gott***

***Pam Shrader***

***Dixie Bean***

### ***Personnel Committee:***

***Faron Shanholtz***

***D. Scott Sherman***

***Douglas Lambert***

***Curtis Durst***

***Dixie Bean***

### ***Finance & Administration Committee:***

***D. Scott Sherman, Chair***

***Rob Tissue***

***Robert Hott***

### ***Board Operations Committee:***

## ***Special Committees***

### ***Facilities Committee:***

***Scott Sherman, Chair***

### ***Founders Award Committee:***

***Scott Sherman, Chair***

Eastern West Virginia Community and Technical College

Board of Governors

Meeting of June 23, 2010

12:00 pm

Technology Center, Petersburg, WV

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I. Call to Order

II. .....*Approval of Meeting Minutes of May 19, 2010 and May 27, 2010 ..... Pg. 3

III. .....*Approval of Third Quarter Financials for FY 2010 – ***Handout*** ..... Pg. 6

IV. Bids for Lighting Project – ***Handout***

V. President's Report

- *A. Purchase of security cameras and wireless door transmitters*
- *B. Status of ARRA Backfill funds*
- *C. Initiative to improve graduation and retention rates in colleges*
- *D. 2010-2015 Master Plan*
- *E. Met tower to be placed on campus*
- *F. Continuity of Operations Plans*
- *G. Miscellaneous*

VI. .....*Election of Officers ..... Pg. 7

VII. .....*2010 – 2011 Meeting Schedule..... Pg. 8

VIII. Next Meeting: ***July 20, 2010 12:00 pm Eastern Campus***

IX. Adjournment

***Please Note: A tour of the facility will be given by Douglas Swick immediately following the meeting.***

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Eastern West Virginia Community and Technical College
Board of Governors

Meeting of May 19, 2010 12:00 pm

Eastern Campus, Moorefield, WV

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There was a meeting of the EWVCTC Board of Governors on Wednesday, May 19, 2010 starting at 12:00 noon. Attending were: Scott Sherman, Faron Shanholtz, Kimbra Chirchirillo, Curtis Durst, Gott Hott, Richard Gillespie, Sharon Gott, Scott Staley, Pamela Shrader, Robert Tissue, Robert Sisk, and Dreama Kelly, Recorder. Not attending were Dixie Bean and Douglas Lambert.

I. Welcome and Call to Order
The meeting was called to order at 12:12 pm by Chair Sherman.

II. Approval of 04-21-10 Meeting Minutes
Upon a motion from Faron Shanholtz with a second by Pamela Shrader the meeting minutes were approved as presented. 7 Yeas - 0 Nays. Motion carried.

III. President's Report:
Mr. Sisk presented the following items for discussion:

A. WVDOT Agreement for a GPS antenna to be place on Eastern's building as part of the Global Positioning Network. Upon a motion by R. Hott with a second by F. Shanholtz, the Board granted approval for the placement of the GPS antenna on Eastern's campus. Chair Sherman had questions on the bandwith use and suggested that we grant no more than 128K along with finite restrictions on how much bandwith will be routed across our website. 7 Ayes – 0 Nays. Motion carried.

B. Grover Duling's retirement:
Letter of retirement received with final date of employment June 30, 2010. Mr. Duling will be working with TechPrep. Mr. Sisk wants to follow up with the next president on how to proceed in filling this vacant position.

C. Update on the HLC Site Confirmations Visit:
Site visit has been postponed twice by the HLC. Eastern has paid the $1,000 fee. Stated that in addition to the new campus visit, the HLC will also need to visiting the Michael Medical Building that houses our RN Program as well as the Technology Center in Petersburg, WV.

D. American Wind Energy Association Conference:
W. Malcolm, R. Sisk, and G. Duling will be attending the American Wind Energy Association Conference in Dallas, Texas next week. This conference is geared toward the industry.

E. Replacement of three Variable Frequency Drives.
$10,000 to replace these drives and due to the timing of moving in the warranty does not apply. The problem has been attributed to a power surge from the utility company.

F. Miscellaneous:
Allegheny Power will be unable to complete this project for at least 6 months. Allegheny Power suggested that Eastern go back to Shenandoah Valley Power for bids on the roadway lighting project. Mr. Sisk also discussed the cost of lighting per pole. Board suggested that Eastern discuss this matter with the Hardy County RDA.
The Board suggested that Mr. Sisk look into the feasibility of hiring a private contractor or perhaps the WVDOT once the Bid from Shenandoah Valley Power has been received.

Summer schedule for employees has started this week – all departments are covered M-F from 8:00 am – 5:00 pm. This is a non-mandatory schedule for employees.

IV. Faculty Salary Policy:
Upon a motion by R. Hott with a second by S. Gott, the Faculty Salary Policy, BP 5.14, was approved as presented. 8 Ayes – 1 Nays.

V. Presidential Candidates Selection Process:

The Personnel Committee consisting of Durst-Gott-Shanholtz-Bean-Lambert-Sherman interviewed six presidential candidates.

As stated in the April 9, 2010 Board meeting, the Personnel Committee of the Board of Governors recommended the following candidates as finalists in the Presidential Search:

Ryan Carstens, Paula Gastenveld, and Charles Terrell. The Presidential interviews will be conducted on the Eastern Campus on Monday, May 24, 2010 starting at 9:00am. Upon a motion by R. Hott with a second by R. Tissue, the Board approved the Personnel Committee's recommendations. 8 Ayes – 0 Nays. Motion carried.

VI. Next Regular Meeting June 23, 2010 at 12:00pm.

VII. Adjournment:

The meeting was adjourned at 1:45 pm upon a motion by Chair Sherman.

*Respectfully Submitted by Dreama Kelly, Recorder*

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D. Scott Sherman, Chair Date

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Eastern West Virginia Community and Technical College
Board of Governors

Meeting of May 27, 2010 – 7:30 am

Eastern Campus, Moorefield, WV

There was a meeting of the Eastern WV Community & Technical College Board of Governors on Thursday, May 27, 2010. Attending were C. Durst, S. Gott, R. Hott, D. Bean, D. Lambert, K. Chirchirillo, F. Shanholtz, S. Sherman. Not attending were R. Tissue, S. Staley, and R. Gillespie.

I. Welcome and Call to Order – S. Sherman, Chair
The meeting was called to order at 8:30 am by Chair Sherman.
II. Presidential Candidate Selection: Executive Session
III. Conference Call on May 27th at 8:30am.
IV. Present on Call: Curtis, Sharon, Robert H., Dixie, Doug, Kim, Faron, and myself.
V. Not Present on Call: Rob T., Scott Staley, and Rich G.
VI. S. Sherman called the meeting to order.
VII. Motion to go into executive session – Faron / Sharon 2nd – 8 / 0
VIII. Executive Session
IX. Motion to come out of executive session and that the record reflects no decisions were made during executive session – Doug / Robert H. -2nd
X. A Roll Call was taken of each board member present and who their choice was. 7 board members named Terrell as first choice and one abstained. The abstention was C. Durst who was not available to interview with one of the finalists.
XI. Motion to verify roll call and accept the recommendation of offering Dr. Charles Terrell the position of President – 8 yeas, 0 nays Motion by Doug / 2nd by Robert H.

*Respectfully submitted by S. Sherman, Chair*

Scott Sherman, Chair  Date

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Eastern West Virginia Community and Technical College
Board of Governors
Meeting of June 23, 2010

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| ITEM: | Third Quarter Financial Update<br>*Handout* |
| COMMITTEE: | Committee of the Whole |
| RESOLUTION: | Resolved that the Board of Governors accept the financial statements as presented. |
| BACKGROUND: | The College will present financial statements documenting the financial status for the 6-month period. Documents have been prepared in accordance with GASB standards. |

Eastern West Virginia Community and Technical College
Board of Governors
Meeting of June 23, 2010

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| ITEM: | Election of Officers – Fiscal Year 2011*<br>***See Attachment*** |
| COMMITTEE: | Committee of the Whole |
| RECOMMENDED RESOLUTION: | Resolved that the Board of Governors elect a Chair and a Vice Chair for the Fiscal Year 2011. |
| BACKGROUND: | In accordance with Sate Code, the Board "shall elect one of its appointed lay members to be the Chairperson in June of each year. No member may serve as Chairperson for more than two consecutive years."<br><br>The current chair, D. Scott Sherman, and Vice Chair, Faron Shanholtz, were initially elected in June 2008 and re-elected in June 2009. Each has served for two years concluding June 30, 2010. Under current statutes, Chairperson Sherman is not eligible to serve again as Chair in FY 2011. |

Eastern West Virginia Community and Technical College
Board of Governors
Meeting of June 23, 2010

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| ITEM: | Calendar of Meetings – Fiscal Year 2011*<br>***See Attachment*** |
| COMMITTEE: | Committee of the Whole |
| RECOMMENDED RESOLUTION: | Resolved that the Board of Governors approve the calendar of meetings for Fiscal Year 2011. |
| BACKGROUND: | State code requires that the Board meet 6 times per year.<br><br>In FY 2010 the Board scheduled 12 meetings and held a combination of 15 meetings (8 regular, 3 Special, and 4 Emergency).<br><br>If the third Wednesday of the month is still the preferred schedule, the proposed dates would be selected from the list below. Tentative schedule items are noted next to the date.<br><br>July 21, 2010<br>August 18, 2010<br>September 15, 2010<br>October 20, 2010<br>November 17, 2010<br>December 15, 2010<br>January 19, 2011<br>February 16, 2011<br>March 16, 2011 (Tuition & Fees)<br>April 20, 2011 (Expenditure Schedule)<br>May 18, 2011 (Compact Update)<br>June 15, 2011 (Election of Officers) |