POTOMAC HIGHLANDS DISTRICT CONSORTIUM MEETING MINUTES
September 20, 2013
9:30 AM - 11:00 AM (Eastern Classroom 104B)
Eastern WV Community and Technical College
Moorefield, WV

Attending: B. *Whitecotton; G. Duling; P. Shrader; W. Malcolm; C. Hedrick; J. Woofter; Senator Bob Williams; Kathy Kuykendall; Bob Miller; JR Helmick; S. Dilly; M. Ridder; L. Colelli; Harry Langley; C. Terrell; and D. Kelly, Recorder.*

I. **Call to order** *9:38 am* by C. Terrell.
II. **Minutes:** *Upon a motion by B. Whitecotton and a second by W. Malcolm, the 2-7-13 meeting minutes were approved as presented.*
III. **Treasurer's report**: *very little money left in the budget ~ $2,000. P. Shrader has not invoiced the members as no motion was made on the $1,000 per member was approved. G. Duling discussed Step-up Night book purchase. Motion by B. Whitecotton moved that each county school system be invoiced $1,000 and $500 each from SBCTC & the WVSD&B. Motion was seconded by C. Hedrick. Motion carried.*
IV. **Edge updates**: *Changes in WVEIS codes created a problem which S. Dilly & P. Shrader are working with XXX to solve. Some problems with EDGE weaknesses i.e. transcripts 5-years pervious..*
V. **Consortia Compact**: *presented a copy and review of the compact by S. Dilly and Pamela Shrader. B. Whitecotton and C. Hedrick expressed funding concerns and leadership of the Consortium. Senator Williams replied to the concerns and how counties are impacted regarding structure and number of students.*
VI. **Regional Advisory committees for academic and career tech programs Regional Career Tech Centers, Eastern and Potomac State.** *Collaborative effort between Eastern and Potomac State - bringing economic leaders together for the pilot of welding program partnership and invite Kathy Di'Antoni to the first meeting.*
VII. **Robert C. Byrd Institute (Mineral County), Mineral County Technical Center:** *Potomac State had an agreement with RCBI for the past 12 years and how cost continued to increase per year for the Machinist Technology Program. Program was shut down at Rocket Center and the Mineral Co. Development Authority became involved. Equipment from the closed program was then transported and stored at Keyser High School which will host the program - perhaps starting in January, 2014.*
VIII. **Cosmetology program-South Branch Technical Center and Eastern partnership***: Sorting out hiccups. Eastern hired instructor and the state has provided the start up program - secondary and adult students. Cautiously moving forward and very pleased with the process. S. Dilly extended appreciation to Sherry Watts and Ward Malcolm. Sherry Watts dubbed the training school as "The Cutting Edge School of Hair Design".*
IX. **Entrepreneurship Education -Hardy County, South Branch Technical Center and Eastern Partnership***: B. Whitecotton presented an update on the pilot partnership. Course is created and working on building skill-sets with the teacher presenting/facilitating the skill-sets which Eastern develops. The Department of Ag will help placing students. With be in place next year at both Hardy County High Schools.*

SBCTC is developing a different venue to reach all three county school students as an introduction to Entrepreneurship skills. L. Colelli reported that Potomac State would like to build entrepreneurship skills into their current program in some manner and incorporate this into a college level course/program.

X. **Welding Certificate partnership:** *Will be addressed at the Economic Summit meeting - following this meeting.*

XI. **Updates from Consortia members***: P. Shrader discussed College 101 and how it will transition into the career & tech centers. Informatics*

XII. **New Faculty at Eastern:**

XIII. Next meeting: December 5, 2013 @ 9:30 am here at Eastern.

XIV. Economic Development & Education Partnership meeting (11:00 am to 12:30 pm)

XV. Lunch: