

**Eastern West Virginia Community and Technical College
Board of Governors
Minutes for the Meeting of August 26, 2009
Eastern Complex, Moorefield, WV**

A meeting of the Eastern WV Community & Technical College's Board of Governors was held at the Eastern Complex on Wednesday, August 26, 2009 at 12:00 pm. Attending the meeting were D. Scott Sherman, Faron Shanholtz, Dixie Bean, Kimbra Chirchirillo, Sharon Gott, Pamela Shrader, Robert Tissue, Robert Sisk, Penny Reardon, Presenter, and Dreama Kelly Recorder. Also attending were the following members of Eastern's Classified Staff Council: Amy Crites, Daniel Silver, Patty Goldizen, Monica Snyder, and David Jones.

Not attending were Peggy Hawse and Robert Hott.

I. Welcome and Call to Order:

The meeting was called to order at 12:25 by Chair Scott Sherman.

II. Approval of the June 17, 2009 and July 6, 2009 Meeting Minutes:

Upon a motion by Faron Shanholtz with a second by Pamela Shrader, the minutes for the June 17, 2009 and July 6, 2009 meeting were approved as presented. Motion carried with 7 yeas and 0 nays.

III. Resolution

Upon a motion by Dixie Bean and a second by Robert Tissue, the resolution for Scott Jennings was approved as amended. The amendment was to include correction of one typing error, Mr. Jennings' service as Board Chair, and recipient of the Harold K. Micheal Award. Motion carried with 7 yeas and 0 nays.

IV. Bond Fund Status for the New Campus Project

As of this date, \$7,489,435.69 has been spent on the new building with a balance of \$510,564.32 plus \$514,446.00. Penny Reardon clarified several question on the breakdown of expenditures report as presented.

V. President's Report:

A. Update of the Access Road Project

Mr. Sisk reported on the REDFA Loan application approval as well as prospective avenues on the road project. One prospect is for the WV State Department of Highways to complete the project as suggested by Delegate Harold Michael. Mr. Sisk is to meet with Mallie Combs, Bill Robinette, and Greg Hott to discuss this possibility.

B. Lease/Purchase Agreement for the vacant Truss Plant

Mr. Sisk presented a verbal report from John Harper that the Grant County Development Authority has approved the Lease/ Purchase Agreement. Mr. Sisk explained that in the lease/purchase agreement it states that that if the Lessee desires to exercise its option to purchase the property an Environmental Phase One report shall be done by the Lessor. He further stated that he informed the GCDA that another assessment would not be necessary in the event that we decide to purchase the property since it is being done presently

This issue was also cleared by the Dept. of Administration's council in a previous phone call. Mr. Sisk further stated that renovation of the facility is underway with estimated date of occupancy set for September 15, 2009.

C. Eastern's Foundation Activities:

The EWVCTC Foundation Board met with members of the American Woodmark Corp. for a tour of the potential building gift. Oscar Bean is further researching options but at this time, the Foundation has declined accepting the gift offering.

D. Cancellation of October 2, 2009 Dedication Ceremony:

Due to the access road not being paved and the lawn needing reseeded, Mr. Sisk has postponed the Dedication Ceremony. The Governor had been invited but due to a conflict of his schedule he would not be able to attend.

E. Future RN Program Update:

Following a series of conversations with Pam Alderman of Southern WV CTC and representatives from Eastern, Mr. Sisk announced that due to lack of adequate funding, SWVCTC will no longer offer another two year RN cohort at the Eastern campus.

– The Board discussed costs for Eastern to own and offer a similar program. It was estimated that the first year would cost about \$145,477 and the second year would cost \$126,910 for a cost of \$272,387. Letters of support have been received to complete the needs assessment and application the state RN Board for initial approval of a new program.

– Mr. Sisk informed the Board that there were others options being explored

–The Board members asked if it were appropriate for them to start soliciting potential funds for a EWVCTC nursing program and were authorized to proceed as opportunities arise.

F. Smoke Free Facility

Informed the Board that Eastern has a dedicated smoking exit – future plans for gazebo / picnic table for staff/student use are underway.

G. Elementary Teacher Education Program

Mr. Sisk stated that Robert “Buck” Eagle and Debra Backus have diligently worked on getting this program ready for the spring 2010 course schedule and that all courses would be available at Eastern campus. The MOU with WVUP has been signed.

H. Civil Rights Survey Voluntary Compliance Plan

A Civil Rights Survey was conducted on July 15, 2009 by June Walker from the Chancellor’s Office. The response to the Civil Rights Compliance Plan is due to HEPC by September 30, 2009.

I. WV Development Office Funds – Sewer Project

Mr. Sisk stated that the sewer project was completed and came in under budget.

J. Miscellaneous

– Discussed upcoming Higher Learning Commission visit related to Eastern’s new campus facility. Expect visit some time this year.

– Pam Shrader requested that the Presidential Search be included on the September Board agenda

VI. Copyright, Intellectual, Property, and Fair Use Policy

Upon a motion by Sharon Gott with a second by Pam Shrader, BP 3.20 ‘Copy, Intellectual, Property, and Fair Use’ was approved. Motion carried with 7 yeas and 0 nays. The policy will be posted for public comment and submitted to the WVCTC for 30 day comment period.

VII. Finance Committee Report – D. Scott Sherman

Mr. Sisk presented several data sheets for the purpose of informing the Board of the financial status of the institution. Those data sheets included: a summary of the FY 2010 Budget with the 2.88% State Appropriations Reduction, a Projection of Revenue Budget Reductions from FY 06 to FY 12, a copy of Eastern Board Policy BP – 5.10, West Virginia Code 18B-9-3 Higher Education classified employee annual salary schedule, a breakdown of individual employee salary increases for FY 08 and 09 and a memorandum from Richard Donovan, CFO of HEPC, mandating that all state agencies submit a request reflecting a five percent reduction from the FY 2010 appropriation. Mr. Sisk expressed concern about the projected 5% reduction of state appropriations in FY11 and the possible 10% reduction in FY12 state appropriations which may result in serious financial consequences come July 1, 2011 when the Federal Stimulus funds run out and the State will no longer receive backfill funds used to cover the reductions. Mr. Sisk explained that the Chancellor has recommended that the colleges set aside the Stimulus backfill money as a buffer to help prepare for the day when these funds are no longer available. Stimulus monies will not be available until December or January. Mr. Sisk explained that the Finance Committee met on July 15, 2009 and reviewed the material and determined at that time that their recommendation to the Board of Governors would be to approve no raises for the upcoming year as a result of the present economic situation. Since that date, a full time faculty member had resigned. Sharon Gott suggested that the vacant salary be used to provide raises to the employees of Eastern. It was pointed out that when the Finance Committee met on July 15, 2009 that money was still budgeted for a faculty position thus not available for consideration for salary increases.

Following a lengthy discussion, upon a motion by Tissue/Gott with 7 yeas and 0 nays the Board moved to authorize the Administration to expend \$ 35,000.00 in FY 2010 for raises to all staff and come back to the Board at the next meeting with a final plan for approval. It was suggested that 3 % be used as a guideline for classified and non classified employees and 5 % be used for faculty. It was noted that a one step increase is approximately equal to 3%.

VIII. Next Meeting

Due to scheduling conflicts, the September 16, 2009 will start at 1:00 pm. The meeting will be held at the Eastern Complex at 316 Eastern Drive, Moorefield, WV.

IX. Adjournment

The meeting was adjourned by Chair Sherman at 3:20 pm.

Respectfully submitted by Dreama Kelly, Recorder

D. Scott Sherman

10-28-09

Date
