

Eastern West Virginia Community and Technical College

Board of Governors

Meeting of January 16, 2013; 12:00 pm

Eastern Campus; Moorefield, WV

MINTUES

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**Attending** were: R. Tissue, Chair; S. Staley, Vice-Chair; D. Backus, C. Durst, R. Gillespie – via telephone; C. Hakala; R. Hott; D. Lambert; F. Shanholtz; R. Mongold; S. Sherman; C. Terrell, President; P. Reardon, Executive Dean; D. Kelly, Recorder.

**Not attending** was D. Bean.

**I. Call to Order:**

*The meeting was called to order at 12:03 pm by Chair Tissue.*

**II. Action Items:**

A. *Chair Tissue shared the letter of resignation received from M. Shank, Student Representative dated January 11, 2013.*

B. *President Terrell administered the Oath of Office to Student Representative Raven Mongold. Chair Tissue and the Board welcomed Ms. Mongold to the Board, outlined her role, and introductions were given around the table.*

C. *Approval of 12-05-12 Meeting Minutes:  
Upon a motion by R. Hott with a second by C. Durst to accept the minutes as presented an amendment was presented regarding item "Call for motion to approve amended 2<sup>nd</sup> agenda as presented: no motion was made" to read "Chair Tissue suggested amended agenda to remove executive session to align with open meeting act – entertained vote to keep same agenda without motion/action".  
Motion to approve amended minutes by F. Shanholtz and seconded by C. Durst. Motion carried with 10 Ayes and 0 Nays.*

D. *Approval of 12-19-12 Meeting Minutes:  
Upon a motion by c. Hakala with a second by R. Hott, the December 19, 2012 minutes were approved as presented. Motion carried with 10 Ayes and 0 Nays.*

E. *LOT Activity –No report to present*

**III. Board Chair's report:**

A. *Committees Reports:*

B. *Harold K. Michael Founder's Award Recipient:  
Chair will call committee together and present names for consideration. Recipient will be named by month's end in order to get award ordered. Committee to consist of: R. Tissue, D. Lambert, and D. Backus.*

C. Review of Board Policies (Personnel)

Dean Reardon reviewed current selected policies of Eastern WVCTC with those of peer institutions. Will investigate "At will

D. Selecting Legal Counsel:

Upon a motion by D. Lambert to reconsider motion of 12-19-12 regarding legal review of policies and procedures to read "For an independent review of Policies and Procedures as pertinent to personnel for a progressive form of discipline and/or due process prior to termination of current employees of Eastern WVCTC", amended motion was seconded by C. Durst.

Motion by S. Sherman to amend previous motion to include "Review of Eastern's current personnel policy administration being in compliance with WV HEPC Series 8 State Law and Regulation", received a second by D. Lambert. Motion carried with 9 Ayes and 1 Nay.

IV. **President's Report:**

A. Review of Board Policies

B. Other Updates:

<p><b>Strategic Plan</b>  <b>January</b></p> <ul style="list-style-type: none"> <li>❖ Department Heads budget requests distributed with request to review strategic plan.</li> <li>❖ President's Cabinet reviews Faculty Needs Workgroup report.</li> <li>❖ President's Cabinet reviews current faculty appointments and faculty promotion/ranks</li> <li>❖ Second Quarter departmental status review of strategic initiatives, funding and expenditures continues</li> </ul>
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<p><b>Student Access and Success</b></p> <ul style="list-style-type: none"> <li>❖ Enrollment</li> <li>❖ Developmental Education</li> <li>❖ Retention</li> <li>❖ Graduation</li> <li>❖ Access</li> </ul>
<ul style="list-style-type: none"> <li>• 2013 Spring enrollment</li> <li>• Re-engineering Developmental Education-Patrick Henry Community College</li> <li>• Math requirements for Career and Technical programs</li> <li>• Shepherd University articulation-Elementary Education</li> <li>• WVUP agreement-Elementary Education</li> <li>• Potomac State College-partnership</li> <li>• Capon Bridge -Library-Discovery Center</li> <li>• Lynne Schrum, WVU call scheduled for 1/17/2013</li> </ul>
<p><b>Workforce Development</b></p> <ul style="list-style-type: none"> <li>• Mathias/Baker -acquisition of equipment</li> <li>• iPad Mobile lab Business and Education initiative</li> </ul>
<p><b>Serve More Adults</b></p> <ul style="list-style-type: none"> <li>• On-site recruitment Pendleton County</li> </ul>
<p><b>Resources</b></p> <ul style="list-style-type: none"> <li>• Shell Energy donation</li> <li>• Wal-Mart Foundation HR/Career Development Officer</li> <li>• Shepherd's Gift Foundation Summer Academy</li> <li>• Title III Dept. of Education</li> <li>• Dominion Foundation Welding Lab partnership</li> <li>• Matthew's Trust-Hampshire County Scholarships \$1,000 Spring 2013 \$9,000 Fall 2013</li> </ul>

Reaccreditation
<ul style="list-style-type: none"> <li>• October 21-23,2013 Self-Study visit</li> <li>• Self-Study chapters</li> <li>• Applications required for South Branch partnership</li> </ul>
Assessment & Institutional Effectiveness
<ul style="list-style-type: none"> <li>•</li> </ul>
Alignment of Budget & Planning Processes
<ul style="list-style-type: none"> <li>• Referenced under Strategic Plan</li> </ul>
Campus Safety and Security
<ul style="list-style-type: none"> <li>•</li> </ul>
Public Relations
<ul style="list-style-type: none"> <li>• Meeting with Senator Plymale, 1/9/2013</li> <li>• Legislative Session begins 2/14</li> <li>• Mineral County Day-2/13-2/15</li> </ul>

v. **Next Meeting:** February 20, 2013

**VI. Adjournment:**

*The meeting was adjourned at 2:05 by Chairman Tissue.*

*Respectfully Submitted by Dreama Kelly, Recorder*

*Robert Tissue, Chair*

02-20-2013

*Date Approved*