

Eastern West Virginia Community and Technical College

Board of Governors

Meeting of February 19, 2014 Meeting Minutes

EWVCTC Main Campus

Moorefield, WV

Attending: R. Tissue; C. Hakala; R. Hott; F. Shanholtz; G. Sponaugle; R. Mongold; D. Lambert; C. Terrell; P. Reardon; and D. Kelly, Recorder.

Not Attending: C. Durst and S. Staley. D. Bean

I. Call to Order:

The meeting was called to order at 12:09 pm by Chair Tissue.

II. *Action Item:

**Minutes November 20, 2013 were approved upon a motion by F. Shanholtz with a second by C. Hakala; the minutes were approved as presented.*

III. Board Chair's report: Committees Reports:

- A. Paperless Board Meeting: Mr. Tissue discussed the perks and accuracy of having the option of being paperless. May consider using Dropbox although another recommendation was to use Google Docs. C. Hakala discussed using the college's tablets when available.
- B. Founder's Award Recipient (need name to EWVCTC-PR by 02-28-14) update *Committee membership. Recommendation of "D. Scott Sherman" for the Founder's Award Recipient - Motion by R. Hott with a second by G. Sponaugle. Motion carried.*
- C. "Report of a Comprehensive Evaluation Visit" the report reply was submitted in January. Dr. Terrell shared the information regarding the faculty and changes were made to address this issue by title appointments for D. Backus Division Chair for General Studies, Health and Education and S. Mirkhani Division Chair for Business, Computer and Information Technology; Dr. Terrell also shared expressed concerns on "what are you doing with the data you receive?" the support of staff, community, faculty, board of governors, and administration was positive and a good spirit of cooperation and unity. Discussed this change's effect on D. Backus' Board term; Deb has been replaced by P. Goldizen as the new CSC representative to the Board. The BOG recognized the positive impact and influence that Deb had as a member of the board and "she will be missed as a valuable member to the BOG" (R. Tissue).
- D. President's Evaluation: The personnel committee should schedule a meeting regarding this evaluation and then forward their suggestion to the Board as a Whole. D. Lambert to schedule an informal evaluation this coming spring.

IV. President's Report:

- A. Meet & Greet Schedule

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B. Campus expansion update

C. Facilities, Personnel and Finance Committee meetings:

Facilities Committee Update:

- *Campus expansion of the 7,500 sf wing is underway. Pre-bid conference in April. The facilities committee of the EWVCTC Board. Chair Tissue presented drawings from Thrasher 2006 survey as well as concerns as expressed stemming from a survey presented recently from Hardy Co. RDA.*
- *(8.17 acres in question for purchase)*
- *Know if the property is in a deed of trust and how much*
- *Is their survey is incorrect*
- *Then consider counter offer*
- *Determine accuracy of building to property tract*
- *Deed of trust and determine outstanding amount per acre*
- *Will have Dr. Terrell to make appropriate contact and Chair Tissue will call a special board meeting once this information has been obtained.*

Finance Committee Update:

- *Dean Reardon presented a preliminary budget for FY 15. EWVCTC's budget is "bare bones" at this point.*
 - *Upon a Motion by D. Lambert with a Second by R. Hott, the following Committee recommendations were accepted and Motion Carried:*
 - *Increase tuition to \$120. Per credit hour to offset the Governors' anticipated budget cuts.*
 - *Raise of 1 step 2.6% to faculty and non-classified*
 - *Adopt the proposed budget knowing that a final budget would need approved*
- D. ****D. Lambert suggested a 3-5 year "study or plan" to be presented by Dean Reardon at the October, 2014 fall board meeting second by R. Hott. Resulting tuition amount required based upon needs. Motion carried.**
- E. Board Training topics for 2014 Tobacco Free Campus
- F. Board appointments: *Dr. Terrell gave update on status of vacant seats and reappointments.*
- G. Deposition-March 6, 10 am: *rescheduled for the RDA office - was cancelled*

Strategic Planning

- .98% budget reduction-Penny Reardon
- 2nd quarter financials-Penny Reardon - TABLED
- FY 14 15 budget-Penny Reardon - TABLED
- Oasis update-Penny Reardon: State is purchasing accounting software - EWVCTC currently using QuickBooks - WV Oasis Eastern going on the State's ERP system information being submitted.
- Accreditation Commission for Education in nursing visit-January 28-30 – Attachment. Eastern's Nursing Program is fully accredited in the state of WV. The national accreditation was not received.

<p>Spring enrollment 2014 Unduplicated Totals: HC: unduplicated 694 FTE'S: 401 academics 617 Workforce 91 academics 327.7 Workforce 28.3</p> <p>Spring enrollment 2013 Unduplicated Totals: HC: 717 FTE'S: 415.2</p> <ul style="list-style-type: none"> • Spring semester start-up KVC @ Sugar Grove "Tommy Bailey" was put into touch with EWVCTC by Chancellor Skidmore. • Complete College America Academy update • Dual Credit Entrepreneurship-Hardy County update • KVC Concept-Sugar Grove
Workforce Development
<ul style="list-style-type: none"> • Ipad Training set up for Grant, Hardy and Pendleton County. • Met with NewPage reps to discuss WV Advance Grant and will be working with Patsy Koontz on publicizing HB3009 Grant • WIA file monitoring on Nov. 7th – no findings • Excel Level 3 class for Pilgrim's Pride on 11/22/13 (15 students) • One successful enrollment for student in Shirley's class for the pilot program; have additional ones advertised for December and will move forward with Spring schedule.
Serve More Adults
<ul style="list-style-type: none"> • Welding Career Pathway initiative (plans to create a Regional advisory committee for the welding career - written authorization received from Kathy DiAnotani - using welding as a pilot)
Resources
<ul style="list-style-type: none"> • Mary Hunt, Benedum Foundation meeting, February 5 • Kauffman Foundation Advance Grant - will provide \$100,000, Chancellor Skidmore to offer \$50,000 match - with a match pending from the Benedum - this application is due at the end of this month; Eastern will be organizing a tour with the Kauffman Foundation - • Tech Scholars Shell Energy and U S Wind Force • RUS grant (Rural Utilities Services) match needed • Wal-Mart • DOL grant will partner with WIB to utilize grant funding
Reaccreditation Post Self-Study visit
<ul style="list-style-type: none"> • Self-Study Team Leader submits recommendations to HLC – See PEAQ Attachment
Assessment & Institutional Effectiveness
<ul style="list-style-type: none"> •
Alignment of Budget & Planning Processes

<ul style="list-style-type: none"> • HLC report Linking data to strategic plan and budget
Campus Safety, Security and Health <ul style="list-style-type: none"> ❖ Concerns and Recommendations: See Below:
<ul style="list-style-type: none"> • David Lord, SWVCTC, December 20 • Brim Active Shooter training, March
Public Relations
<ul style="list-style-type: none"> • Entrepreneurship Advisory Committee meeting, February 7 • Rural Community College Alliance, February 11-12 • NACCE Regional Seminar, NRCTC February 20 • Higher Education Day –February 21 • District Consortium meeting-March 7 • Economic Development and Education Partnership meeting- March 7 • Annual Leave-March 10-14 • Kauffman and Innovation America Tour-March 17-19 • Natalie Tennant was unable to come as the commencement speaker - reached out to Isaac Sponaugle. Also, will be seeking community sponsorship for graduation sponsorship

V. Next Meeting: 3-19-14

VI. Adjournment: Meeting adjourned at 1:54 pm upon a motion by R. Hott with a second by D. Lambert. Motion carried.

Respectfully Submitted by D. Kelly, Recorder

Robert Tissue, Chair

Date