

EASTERN WEST VIRGINIA COMMUNITY & TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
HARCO COMPLEX, MOOREFIELD, WV  
MINUTES  
January 16, 2008

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BOARD MEMBERS PRESENT: Peggy C. Hawse, Chair; Scott Jennings, Vice-Chair; Dixie Bean; Sharon Gott, Faculty Representative; Amanda See; Scott Sherman; Rob Tissue; Christine Fuentes, Student Representative; Robert Hott; Pamela Shrader, Classified Staff Representative.

BOARD MEMBERS ABSENT: Faron Shanholtz.

OTHERS PRESENT: Robert Sisk, Interim President; Penny Reardon, Presenter; Dreama Kelly, Recorder.

1. Call to Order:  
Chair, Peggy C. Hawse, declared a quorum present and convened the meeting at 12:05 p.m.
2. President's Report:  
Interim President Sisk reported on the Auto Technician and Electro Mechanical program including the \$220,000.00 grant received to initiate the program. Logistic preparation has begun as Mr. Sisk has been looking at rental properties for instruction. At the last meeting, Scott Sherman suggested contacting Pilgrim's Pride/Hester Industries regarding the use of a building on Railroad Street – Mr. Sisk and Grover Duling met with Peyton Umstot; however, this building is not available for rent at this time. Mr. Sisk did note that we would have to make a decision on rental property within the next month. Chair Hawse asked about her suggestion of the "MA Bean" building – Mr. Sisk informed members that he had looked through this building and felt that it would not meet our needs. Members discussed recent employee layoffs by American Woodmark Corporation (AWC); Mr. Sisk mentioned the Trade Adjustment Act and that Eastern would have to be ready to accommodate AWC workers training needs.

Mr. Sisk gave a brief update on the construction progress of the new campus construction project. Concerns over lack of funding by Hardy County Rural Development Authority (HCRDA). Mr. Sisk had spoken to Mallie Combs-Snyder concerning his desire to contact General Tackett of the National Guard. Ms. Combs-Snyder requested that he refrain from making this contact as she has plans on talking with Senator Robert Byrd. Mr. Sisk complied; however, the Board requested that immediately following this meeting Mr. Sisk and Chair Hawse contact Ms. Combs-Snyder and possibly contact General Tackett to discuss funding concerns related to water, sewer, and road. Board feels that perhaps funds could be available through the Homeland Security division. Board also requested that Mr. Sisk prepare a Contingency Plan and submit at the next Board Meeting. This plan should include various options, regulations, and potential costs. Resources identified to assist with the information gathering include: Sanitarian Bill Ours, John Harris of Bastian and Harris; Terry Sherman; the Hardy County Planning Commission; and Mark Geary of Petersburg. Members agreed that the WV Community & Technical College System be kept abreast of the situation and that a Contingency Plan is being developed and will be forwarded once approved by Eastern's Board of Governors.

MOTION: Scott Jennings moved adoption of the following resolution:  
BE IT RESOLVED that Interim President Robert Sisk prepare and present to the Board of Governors at the next Board meeting a Contingency Plan to include the estimated amount of options relating to water, sewer, and road construction to the new construction site.

ACTION: Dixie Bean seconded the motion that unanimously carried.

Mr. Sisk informed members that Mike Koon would be coming to Eastern for a staff orientation session for the HLC review. Mr. Koon will meet with the Board of Governors at the February meeting. As Mr. Koon will be here one week prior to the regular meeting the following motion was received:

MOTION: Scott Jennings moved adoption of the following resolution:  
BE IT RESOLVED that the February 20, 2008 Board meeting be moved up one week to February 13, 2008 for an information session with Mike Koon.

ACTION: Pamela Shrader seconded the motion that unanimously carried.

Benedum Foundation report update: Dr. Hoffmann is to forward requested information to Jim Donova. Dixie Bean informed members that she had worked with this organization and "Beverly Walker".

Mr. Sisk informed members that all vacant positions are now filled and that he is looking into hiring the "Bob Ciszewski" position.

Discussed the nursing program coordinator position and the possibility of utilizing a vacated space at the Michael Building that is being rented by Grant Memorial Hospital. Grover Duling is checking with Southern WV CTC to determine what steps are needed in order to get the space approved by the Nursing Board. Questions were raised concerning other possibilities of a 'host program' should Southern not come through. Various scenarios and possibilities were discussed.

### 3. Action Items to be resolved:

#### Approval of the 12/19/07 minutes:

MOTION: Scott Jennings moved adoption of the following resolution:  
BE IT RESOLVED that the EWVCTC Board of Governors meeting minutes from the December 19, 2007 meeting be approved as presented.

ACTION: Scott Sherman seconded the motion that unanimously carried.

#### Program Termination:

MOTION: Pamela Shrader moved adoption of the following resolution:  
BE IT RESOLVED that the EWVCTC Board of Governors approve termination of the Industrial Maintenance program.

ACTION: Sharon Gott seconded the motion that unanimously carried.

#### Textbook Policy:

MOTION: Scott Jennings moved adoption of the following resolution:

BE IT RESOLVED that the EWVCTC Board of Governors approve the Textbook policy upon correction of grammatical errors and that the policy be forwarded to Chancellor Skidmore's office for 30 day review as per WVCTCS protocol.

ACTION: Scott Sherman seconded the motion that unanimously carried.

First Quarter Financial Statements:

MOTION: Dixie Bean moved adoption of the following resolution:  
BE IT RESOLVED that the EWVCTC Board of Governors approve the Financial Statements of the first Quarter as presented.

ACTION: Robert Tissue seconded the motion that unanimously carried.

4. Discussion item: First Quarter Financial Statement was reported above as an action item.
5. Brief overview of handout "Taking Career and Technical Education to the Next level in WV".
6. Executive Session:

MOTION: Pamela Shrader moved adoption of the following resolution:  
BE IT RESOLVED that at 1:45 p.m. the EWVCTC Board of Governors go into executive session pursuant to WV State Code §6-9A-4-A to discuss a personnel issue.

ACTION: Scott Sherman seconded the motion that unanimously carried. At 2:25 p.m. the Board reconvened in regular session upon a motion by Scott Jennings with a second by Scott Sherman.
7. The next meeting of the EWVCTC Board of Governors is scheduled for February 13, 2008 at 12:00 p.m.
8. Meeting was adjourned at 2:30 p.m. by Chair Peggy C. Hawse.

*Respectfully Submitted by Dreama M. Kelly, Recorder*

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Peggy C. Hawse, Chair  
EWVCTC Board of Governors

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Date