



# Eastern West Virginia Community and Technical College

Board of Governors

Minutes of the April 16, 2008 Meeting

Harco Complex, Moorefield, WV

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Board Members Attending: Chair Peggy C. Hawse; Robert Hott; Amanda See; Pam Shrader; Faron Shanholtz; Dixie Bean; Vice-Chair, Scott Jennings; Sharon Gott.

Others Attending: Robert Sisk, Interim President; Penny Reardon, Executive Dean, presenter; Dreama Kelly, Recorder; Jean Flanagan, Press.

Board Members Not Present: Scott Sherman; Robert Tissue; Christine Fuentes.

- I. The meeting was called to order at 12:10 pm by Chair Peggy C. Hawse.
- II. Upon a motion by Faron Shanholtz with a second by Pam Shrader the minutes of the 3-19-08 minutes were approved as presented. Motion carried. Upon a motion by Dixie Bean with a second by Scott Jennings, the 04-04-2008 meetings were approved as presented. Motion carried.
- III. Action Items:
  - A. Upon a motion by Scott Jennings with a second by Dixie Bean, the 2009 Expenditure Schedule was approved as presented. Motion carried.
  - B. Upon a motion by Scott Jennings with a second by Robert Hott, the 2009 Salary Schedule was approved as presented. Motion carried.
  - C. Upon a motion by Amanda See with a second by Robert Hott the 2008-2009 Institutional Compact Strategy Update was approved– as amended. Motion carried. Prior to submitting this document “Join newly formed Hardy County Chamber” will be added to statement relating to renewing membership to COCs. \*\*D. Kelly\*\*
  - D. President’s Search Options: In compliance with State Code 5-9A42A, A motion was made by Dixie Bean for the Board to go into executive session to discuss this issue. Motion was seconded by Faron Shanholtz. Motion carried and the Board went into Executive Session at 12:30 pm. The Board reconvened in regular session at 1:30 pm following a motion by Faron Shanholtz; with a second by Robert Hott. Motion carried. The following motion was made by Scott Jennings: Moved that the personnel committee prepare a new agreement for the interim president and to extend the contract for an additional 12 month period. Moved that the new contract be presented to the Board at the next meeting. Motion was seconded by Robert Hott. Motion carried.
- IV. S.A.L.T. Report: discussed events listed on the report for clarification purposes.
- V. President’s Report – Robert H. Sisk, Interim President:
  - A. Mr. Sisk presented a handout of the Safety Plan and informed members that a drill was performed in the fall and another will be preformed in the near future.
  - B. Sam Litrel of Southern WV Community & Technical College prepared a Projected Tuition Increase request report (attachment 5B) which was presented by Penny Reardon.
  - C. Mr. Sisk presented the proposed Summer Work Schedule (handout 5C). Discussed that each department will need to be covered on a five day work week for extended hours and that the department manager/dean will be accountable for staff scheduling.
  - D. Penny Reardon presented an Accounts Receivable Report (attachment 5D). Informed Board that both letters and statements have been going out twice a month. Next step may be collection processes.

E. HLC Update: Visiting Team members will be meeting with the Board of Governors noon on April 29, 2008 at Colts restaurant. Mr. Sisk expressed to Board that is a meet-and-greet only and not an official meeting; therefore, no business will be discussed. Executive Secretary, Dreama Kelly, spoke with Lou Brewer of the Ethics commission to verify that this meeting will not be posted with the WV Secretary of State's Office due to the 'social' nature.

F. Miscellaneous:

- 1) Nursing program is a 'go' – SWVCTC requested that Eastern offer a 2nd psychology class in the fall; Mr. Sisk confirmed dates and that SWVCTC will take between 12 & 20 students. Also informed members that he had met with Renee Lohman and that Eastern may be exploring a Radiology Technology course. Discussed Grant Memorial Hospital's space donation as well as salary supplement for the coordinator of the nursing program.
- 2) COATES is serving community students with 53 computer courses and students working on their GED.
- 3) WVCTCS agenda has listed Eastern's water & sewer issue on the 4/17/08 agenda; discussed the conference call that made Mr. Robinson aware of the costs and where EWVCTC is currently on this project. Gave the Board an update on the cost of this project as well as available funds in reserve. Discussed change order that 7/12/08 as the date of completion for this project. Anticipate that the WVCTCS will ask the drop-dead date for this completion – anticipate that this date should be October, 2008. Also anticipate that the money may be contingent upon reimbursement by the RDA. Chair Hawse requested that Dreama Kelly request a copy of Mallie's letter to Senator Byrd dated 4/15/08. The Board as a group is asked to attend the next RDA meeting as previously stated 4/24/08 @ 7:30 p.m. at the RDA office.
- 4) Renting a Technology Center building for the auto tech and other programs is in process.
- 5) A Grant was submitted to name Eastern as an ABE/GED testing site. Eastern was contacted by the State office that we could submit an application to cover this service.
- 6) Penny Reardon presented floor tile & wall tile samples for the Board to preview along with a sampling display of the planned color schemes and textures.
- 7) Dixie Bean gave a brief "Kudos" on Eastern's developmental courses and the positive effect these course have on our community as witnessed by a first hand experience.

VI. Next meeting is tentatively scheduled for May 21, 2008 at noon.

VII. Upon a motion by Scott Jennings with a second by Sharon Gott, the meeting was adjourned at 2:17 pm by Chair Hawse. Motion carried.

*Respectfully Submitted by Dreama Kelly, Recorder*

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Peggy C. Hawse, Chair

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Date