

**Eastern West Virginia Community and Technical College**

**Board of Governors**

**Minutes of May 15, 2013 at 12:00 pm**

**Eastern Campus; Moorefield, WV**

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Attending: R. Tissue; S. Staley; F. Shanholtz; R. Hott; R. Mongold; C. Hakala; S. Sherman; D. Backus; C. Durst;

C. Terrell, President; D. Kelly, Recorder

Not Attending: R. Gillespie; D. Bean; D. Lambert

**I. Call to Order:**

*The meeting was called to order at 12:07 pm by Chairman Tissue.*

**II. Action Items:**

A. Minutes 4-17-13 Meeting

*Upon a motion by R. Hott with a second by C. Hakala, the April 17, 2013 meeting minutes were approved as presented. Motion carried.*

B. Increase FY 14 SGA allocation to \$5,000.00:

*Upon a motion by F. Shanholtz with a second by R. Hott, the Board approved an increase in Student Government Allocations to \$5,000. Motion carried.*

C. Presidential Annual Review

*Pursuant to State Code 6-9A-4b[2A], received a motion by R. Hott to enter into executive session motion was seconded by S. Sherman. The Board entered into executive session at 12:10 pm.*

*Regular session resumed 12:33 with no action taken during executive session.*

*Received a motion by R. Hott to continue Dr. Terrell's contract with salary of \$135,150 for FY 14, motion was seconded by F. Shanholtz. Motion carried.*

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

A. Outside Counsel review of Board Policies – Greg Bailey

*Mr. Bailey joined meeting via telephone conference and presented a report on the policy(ies) reviewed. Mr. Bailey suggested that the Board outline the policies and regulations in terms of employee classification; With respect of employee's contracts, the intuitional outline could address a due process;*

*The policy(ies) he reviewed seems "pretty good"; would suggest a progressive form of discipline for employees under expectation of continued employment – not applicable to at-will employees.*

*Change policy # as it is incorrect – Dr. Terrell to check with Bruce Walker on this issue.*

*Chairman Tissue asks the Personnel Committee to review this issue, Faron Shanholtz will join the Committee.*

- B. Grant County Development Authority – first refusal  
*There is a parcel of land adjacent to the Technology Center (4.7 acres) Eastern has a first right of refusal for purchase of this property; however, The lease for the Technology Center (total of 3 acres) has been completed and the check for payment has been received. Dr. Terrell will keep the Board up-to-date on any changes. No action taken.*

**IV. President’s Report:**

- A. *Meet & Greet Schedule*
- B. *Legal updates*
- C. *BOG Training Hours: will join the Board Membership option for training from AACCT.*
- D. *Executive Dean update: will be conducting interviews next week. Had outside review of the resumes and hope to have position filled by July 1, 2013. Feeling is that the pool was adequate for potential hire.*

<p><i>Strategic Plan</i></p> <p><b>May</b></p> <ul style="list-style-type: none"> <li>❖ Review budget’s third quarter</li> <li>❖ Third quarter departmental review of strategic initiatives submitted to Cabinet and Board of Governors.</li> <li>❖ Budget submitted to State of WV (Auditor)</li> </ul>
<p>•</p>
<p><i>Student Access and Success</i></p> <ul style="list-style-type: none"> <li>❖ <i>Enrollment</i></li> <li>❖ <i>Developmental Education</i></li> <li>❖ <i>Retention</i></li> <li>❖ <i>Graduation</i></li> </ul>
<ul style="list-style-type: none"> <li>• <i>Post-Graduation update; 101 completers with 41 marching.</i></li> <li>• <i>Promising Practices-May 16 at Charleston Civic Center: tomorrow in Charleston with D. Backus, R. Eagle, W. Malcolm, &amp; C. Terrell attending.</i></li> <li>• <i>Math Faculty: M. VanMeter retired position to be filled prior to Fall semester</i></li> </ul>
<p><i>Workforce Development</i></p> <ul style="list-style-type: none"> <li>❖</li> </ul>
<ul style="list-style-type: none"> <li>• <i>Entrepreneurship Event 2013: 120+/- attendees from all counties within our region participating.</i></li> </ul>
<p><i>Serve More Adults</i></p>
<ul style="list-style-type: none"> <li>• <i>ABE graduation June 4, 2013</i></li> </ul>

<i>Resources</i>
<ul style="list-style-type: none"> <li>• American Woodmark Foundation \$2,500.00</li> <li>• Meeting with Jason Pizatella</li> <li>• Title III proposal</li> <li>• Polycom proposal</li> <li>• Peer Assistance Network</li> </ul>
<i>Reaccreditation: October 21-23,2013 Self-Study visit</i>
<ul style="list-style-type: none"> <li>• Self-Study to be approved at June 2013 BOG meeting</li> </ul>
<i>Assessment &amp; Institutional Effectiveness</i>
<ul style="list-style-type: none"> <li>• Updates from LOT</li> </ul>
<i>Alignment of Budget &amp; Planning Processes</i>
<i>Update from WVCTCS:</i> <ul style="list-style-type: none"> <li>• Tuition approved at \$112 per credit hour;</li> <li>• Lease to purchase agreement approved</li> </ul>
<i>Campus Safety and Security</i>
<ul style="list-style-type: none"> <li>•</li> </ul>
<i>Public Relations</i>
<ul style="list-style-type: none"> <li>• Arts Society: event a success; 2<sup>nd</sup> Edition of the “Eagles Nest” having been released</li> <li>• Eastern Extravaganza</li> <li>• Movie Night: “Lion King” movie with 250+ attending</li> </ul>

V. **Next Meeting: June 19, 2013 at (time to be determined) Self-Study report, LOT report, Election of Officers, Notification of BOG Terms and Set BOG Calendar. 3:30 pm**

VI. **Adjournment:**  
*Upon a motion by 2:00 pm with a second by C. Hakala, the meeting was adjourned at R. Hott by Chairman Tissue.*

*Respectfully submitted by Dreama Kelly, Recorder*

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**Robert Tissue, Chair**

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**7-17-13**

**Date**