

Eastern West Virginia Community and Technical College

Board of Governors

Meeting of November 16, 2016

EWVCTC Main Campus

Moorefield, WV

**Call to Order:** *The meeting was called to order at 12:00pm. Present were Dr. Terrell, S. Staley, D. Bean, D. Lambert, G. Sponaugle (via phone), Jr. Helmick, G. Greenwalt, C. Hakala (arrived late), L. Godlove, S. Murphy (guest), and M. O'Leary (recorder). Absent were R. Tissue, F. Shanholtz, M. Chambers, and T. May.*

**\*Action Item:**

**\*Minutes October 26, 2016 ..... Attachment**

*Minutes were approved on a Greenwalt/Bean motion. Motion carried with all in favor.*

**Presentation:**

**A. Mason Bishop, Principal, WorkED Consulting**

*The Board of Governors participated in a 40 minute presentation by Mason Bishop on the importance of federal grants to help diversify funding, offset state budget cuts, increase capacity, and increase opportunities for innovation.*

**\*Action Items:**

**A. Proposal for Adjunct Payment for Low Enrolled Courses**

*Dr. Terrell explained that the proposal will pay adjunct faculty per student for courses enrolling five or fewer students. Adjunct faculty will receive a full contract for courses enrolling six or more students. The proposal was approved on a Lambert/Greenwalt motion. Motion carried with all in favor.*

**Informational Items:**

**A. Classified Staff Presentation - Pamela Shrader**

*P. Shrader was recruiting in Tucker County, so L. Godlove presented the Classified Staff report. Highlights from this academic year include the Agricultural Showcase, Veteran's Resource Fair, October Job Fair, some classified staff teaching and on HLC Teams, Noel-Levitz presentation, Trunk n Treat, FAFSA workshops, recruitment, tables at Moorefield and Petersburg football games, and meeting with Dr. Terrell. Concerns include budget cuts, fewer classified staff, aging computers, and high-mileage cars.*

**B. Faculty Assembly - Shirley Murphy**

*S. Murphy reported that November 18 is the next Advisory Council of Faculties meeting. Agenda items include PEIA cuts, state budget cuts, promoting faculty rights and ethical behavior, and the transition in state government. As Chair of the Faculty Assembly, S. Murphy reported on the recent approval of AR5.15 (Rank and Promotion), the creation of the Curriculum Committee, the revised student survey, dedicated Fridays for Faculty Assembly and other faculty meetings, and departmental updates at each Faculty Assembly meeting.*

*President Terrell reported that AR 5.15 was reviewed by legal counsel and approved, and that the 2% budget cuts translates to \$36,600 for Eastern. Unfilled positions will help defray the budget cut.*

**C. Harold K. Michael Award Committee**

*The Harold K. Michael Award recognizes an individual who has made significant contributions to the mission of the institution. President Terrell requested three volunteers for the committee. Both D. Bean and G. Greenwalt volunteered. The Award will be presented at commencement in the spring of 2017.*

**D. Full Measure Education**

*President Terrell presented the new Eastern mobile app to the Board of Governors. Full Measure Education designed the app at no cost to Eastern. The app includes job opportunities, program and career planning, financial aid, and a tool for advisors to use. Student-specific data is loaded directly to the app from Banner.*

**Board Chair & Committee Reports:**

- A. WV Board of Governors Association – *No report.*
- B. Classified Staff updates - Laurel Godlove – *See Classified Staff report above.*
- C. Faculty updates - Curtis Hakala – *Noel-Levitz presentation yesterday and faculty interviewing today.*
- D. Student updates - Theda May – *No report.*

*President Terrell reported that approximately 800 people attended Trunk n Treat, and that a Diversity Program was being held on campus today.*

<b>Student Access and Success</b>		<b>1</b>
<b>Enrollment/Retention/College Completion/Financial Aid/Early Entrance</b>		
<b>Data Points</b>		
Eastern	591 303.5	
Workforce	141 60.2	
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sum	732 363.7	

Unduplicated Total 725 363.7

- Veterans Resource Fair – November 13
- Petersburg HS Financial Aid Workshop – November 15
- Tucker County Financial Aid Workshop – November 16
- Keyser Middle School visit – December 7
- Meeting with Medical Assistant students – December 7
- Tucker County High School College 101 - December 8 - 6:00 pm to 8:00 pm
- Santa photos – December 8
- Meeting with Pharmacy Tech students – December 19

**Teaching and Learning**

Assessment/Reaccreditation/Institutional Effectiveness/Assessment/Academics/Career  
And Technical Education

**2**

**Data Points-**

- Nursing: ACEN Monitoring report submitted for FY 16
- Nursing: ADN site visit scheduled for April 12-14, 2017 WVON
- Elementary Education Coordinator and Applied Technology Instructor interviews
- Fees associated with high school dual credit/early transition classes – *President Terrell reported that he recently had a conversation with Kathy D'Antoni and confirmed that fees associated with EDGE courses are covered. Other students will need to pay the test fee associated with required industry certification.*

**Community Engagement and Partnerships**

Workforce Education/District Consortium/Sector-Based Strategies/BTG

**3**

**Data Points-**

- Workforce Matrix (attached)
- Sugar Grove proposal (attached) Possible Skype call with Tracy Hoover – *On a Lambert/Helmick motion, and with all in favor, The Board of Governors voted to support, and further investigate, the Sugar Grove proposal. President Terrell indicated that the potential role of Eastern would be in the education component of the proposal.*
- Cosmology training update NRCTC & SWVCTC programs/Board of Barbers & Cosmologist meeting, November 20
- South Branch Cosmetology and Welding

**Culture of Innovation**

WORCS/Foundation/IREED/Launchpad/SBDC

**4**

- AG showcase Miracle Grow – *Approximately 450 people attended.*
- Peter Blake, WVU and Conner Price Landscape Design project – *President Terrell met with Peter Blake to discuss campus landscaping ("smart" field for a vegetable garden, nature walks, bee/butterfly garden, etc.) and the connection to Eastern's Environmental Science program launching in the fall of 2017. Peter Blake will make this a student project, so there will be no cost to Eastern.*

**Resources**

**5**

**Alignment of Budget/Grants/**

- WV Department of Water Conservation – *President Terrell indicated that a grant is still possible for the parking lot project.*
- Wind Turbine Tree <http://www.newwind.fr/en/projets/> - *President Terrell reported a cost of \$67,000. He will work to lower the cost before moving forward.*
- Advance Grant submitted \$70,700 Redesign of Technology Center to include Welding, Community Computer Lab & Agriculture Mechanics Marketing budget – *President Terrell reported that he received word yesterday that Eastern had been awarded the grant.*

**Campus Safety, Security and Health**

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**Public Relations**

Communications/Marketing/Events/Media

**Data Points-**

- Trunk n Treat 800+

**Local, State and National meetings**

Advisory Committee/WV Council/

- December 7, WVCCA conference in Charleston
- December 8, WVCCTCE meeting in Charleston

**Higher Learning Commission-Comprehensive Evaluation Visit April 22-24, 2018  
“HLC Awakens”**

November 7 – 25,  
2016

Taskforce Leaders Crosstalk (facilitated by Process Facilitator)  
(Additional crosstalk sessions may be requested)

December 9,  
2016

Designated Work Session

December, 2016

Leadership Team meets to review progress/status of Criterion Teams.

January 6, 2017

Criterion Taskforce progress reports due. Taskforce Leaders post reports in designated folders on Share File and forward to Process Facilitator. Process Facilitator follows-up with teams for incomplete information/reports, etc.

First draft of Criterion and Core Component Assurance Argument due. Criterion Taskforce Leaders post assurance argument draft on Share File.

February 3, 2017

Criterion Taskforce progress reports due. Taskforce Leaders post reports in designated folders on Share File and forward to Process

	Facilitator. Process Facilitator follows-up with teams for incomplete information/reports, etc.
February, 2017	Leadership Team meets to review progress/status of Criterion Teams.
February 14, 2017	All College Meeting: HLC Comprehensive Evaluation Update; Criterion Taskforce presentations of findings, questions/concerns, and next steps

*President Terrell invited all Board members to the Eastern holiday party on December 15, and wished everyone a happy holiday season.*

Next Meeting: January 18, 2017

Special Guest: TBA

Adjournment: *Meeting adjourned at 1:55pm.*

*Respectfully submitted by Michael O'Leary, recorder.*

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Robert Tissue, Chair

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Date Approved