



1. Call to Order
  
  2. \*Action Items:
    - Approval of the Minutes – Meeting of January 16, 2018
    - Harold K. Michael Award
    - Tuition and Fees
    - Board of Governors Resolution supporting Eastern’s USDA RBDG application
  
  3. Presentation/Discussion:
    - Introduction of new members of the Board of Governors:  
Andrew Blackwood  
Sonnee Carter
  
  4. Board Chair and Committee Reports
    - Board of Governors – Rob Tissue
    - Staff update – Ann Degan
    - Faculty update – Curtis Hakala
    - Student update – Samantha Scamehorn
  
  5. Strategic Plan 2015 – 2020 Reports – Dr. Charles Terrell
    - Legislative Session
    - Break Even Business Model
    - Campus Carry
    - Sugar Grove-Cindy Persily-Highland Hospital
    - Agriculture Agenda: Commissioner Leonhardt April 22
    - HEPC/Benedum
    - WVDO
    - NACCE PFEP Higher Education
- Day <https://www.youtube.com/watch?v=O7A2zCKBIYU>
- SXSU Rural Meet up March 8

Eastern West Virginia Community and Technical College  
Board of Governors Meeting  
Agenda – March 20, 2019

- Lumina Foundation Digital Badging/Microcredentialing
- Financials-John Galatic
  
- Student Access and Success
  - The college will be funded at about \$1300 less SEOG than last year. FWS is about \$400 less than last year. Final funding will be out first part of April. Decrease due to low enrollment.
  - Lacey attended PHS FAFSA night Jan 23<sup>rd</sup>.
  - Deb and Laurie are attending MHS FAFSA night on Feb 7<sup>th</sup>.
  - Lacey and Curtis completed Fall 19 schedules at:
    1. PHS was Jan 17<sup>th</sup>
    2. PCHS was Jan 25<sup>th</sup>
    3. EHHS was Jan 28<sup>th</sup>
    4. TCHS is Feb 7<sup>th</sup>
    5. Trying to schedule MHS and HHS.
  - Lacey will be presenting at PHS on Early Entrance and doing a Complete your Application session on Feb 11<sup>th</sup>. Eric Putze will also be there presenting on Wind Energy.
  - Monica and I will attend PHS Parent/Teacher Night on Feb 13<sup>th</sup>
  - Lacey visited the High School:
    1. MHS- Jan 16<sup>th</sup>
    2. TCHS- Jan 23<sup>rd</sup>
    3. HHS- Jan 24<sup>th</sup>
    4. PCHS- Jan 25<sup>th</sup>
  - Lacey Completed paperwork for the Transition Grant. All money has been spent. Trina has the paperwork.
  - Lacey updated/Redesigned the Early Entrance flyer so it matches more with the Informational/Registration flyer I use.
  - LSS set a tentative date for the Spring Open House, April 16<sup>th</sup>.
  - Relay for Life Bingo is set for March 2<sup>nd</sup>. SGA officers are working on getting donations.
  - Monica had conference call with SNHU Feb. 7
  - With Mary's help, LSS has FA ran and to Business Office by Jan. 31
  - Early Alert sent out Feb. 4 with deadline of Feb. 11
  - VA files clean-up prior to 2018; two webinars reviewed
  - Fall 18 Diplomas/Certificates are out for signatures
  - Spring 19 diplomas/certificates being assessed
  - Diana, Deb N. and I met regarding Spring scholarships
  - Rachel and I met regarding TANF grant
  - Patty is working on alumni phone surveys
  - Deb B, Missy and I met regarding TS internships
  - IPEDS complete
  - Retention contest for February; guess sweethearts; win Eastern tee shirt or flashdrive(Laurie's idea)

- Teaching and Learning

- HLC Online degree initiative

- Kristen Colebank started new position Feb 2 as full-time IT faculty. Her major project is implementation of the on-linen Business program and HLC Substantive Change approval. The TLTC Committee met and reviewed items to be completed.

- Complete College America GP initiative

- HLC Monitoring Committee update

- Criterion 5A will meet on Feb 18.

- Criterion 4

- New Tracker designed and produced.

- Program Reviews filed.

- Report to clarify that WVCTC approval is not required.

- Schedule created.

- Assessment monitoring now a standard Assessment Committee agenda item.

- Three matrixes have been updated

- No report on 3C or 5D

- Annual Reauthorization Review: Deadline March 7, 2019

- 1. Continued enrollment decline.

- 2. A two-year decline in the retention rate. Last year, the College indicated that the Student Success Committee met quarterly. The Committee recommends that the College consider meeting on a monthly basis. Have additional activities been considered for addressing low retention?

- 3. The Committee was aware of a focused visit from HLC. What was the nature of the visit and any subsequent actions?

- ACEN Re-accreditation visit scheduled for February 18-20, 2020

- Catalog formatted by 25<sup>th</sup> Hour and sent for final version and production.

- Summer/Fall/Winter schedules are under development.

- Three faculty have submitted for promotion.

- Quarterly report for Perkins submitted.

- Fees for all courses are being reviewed prior to April 1.

- LabCorp is preparing for launch of new IDEA survey in April. Working with Ron and Ann to clean up courses in BANNER.

- Meeting with WVSDDB. Accepted changes to curriculum. Courses will be offered in a cohort model. WVSDDB will assist in enforcing the standard registration deadlines for Eastern

- Community Engagement and Partnerships
  - Butchering Training
  - Cyber Security
  - HVAC and trades (Tucker Community Foundation)
  - Successful drone meeting with NDS
  - Ongoing efforts to find funding for Potomac Highlands Regional Jail education program
  - Invitation from Governor’s staff to meet with chief advisors to flesh out collaboration on “Jim’s Dream” projects
  - Attended all day workforce training in Fairmont. Learned about ready made and available cybersecurity curriculum from Nancy Ligus
  - Met with Tucker County Commissioner Fred Davis to discuss starting CDL Class B license preparation program and other potential collaborations
  - Possible collaboration with Pierpont to assist Randolph County distillery. Could be more room for collaboration across the board in Randolph with Pierpont
  - Meeting with Allegany on Friday to discuss collaboration on machining program
  - Planning meeting with Eileen Johnson and Leslie Fink concerning next steps on food hub.
  
- Culture of Innovation
  - AmeriCorps
  - Ag Action Council Maple Days 2/23 & 3/10
  - BioChar
  - Cluster Tourism
  
- Resources
  - Facilities
  - Rich Donovan visited 1/31/19 to close out construction of new academic wing
  - Tech Center Welding Station – Electrical work complete, but contactor for exhaust motor needs to be replaced, MSE checking on warranty. Creative Construction looking into installing sheet metal to cover exposed wall
  - Tech Center Community Internet Room – C&P Carpet Plus quoted \$675 for carpet roll, will be installing Monday
  - Abandoned cars at Tech Center – both vehicles have been removed
  - Solar Canopy – Solar Holler visited campus to assess electrical room, order to be placed for steel beams
  - Electrical work in attic & light timers – MSE quoted repairs for electrical wiring repairs NTE \$830.00 and repairs for light timers at \$552.65.

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Patio – Engineering Solutions provided preliminary design, will provide smaller design as well so bidders can submit two prices  
New parking lot – D&T Builders limited in terms of sidewalk work due to cold weather

- Human Resources
  - HR Assistant III
  - Critical Employees Policy (TBA)
- Technology
  - Community Computer Lab
- Communications and Marketing
  - High School Senior Campaign
- AP 220 Grant
  -
- Grants
  - Benedum \$250,000
  - EPA Biochar \$70,000
  - Manure du Force \$25,000
  - USDA RBDG Amanda West Barn Feasibility Study
  - USDA Food Cooperative grant

6. Campus Safety and Security

- Drills-Lockdown 2/13/19

7. Important Calendar Dates

- AACC April 11-16
- Open House April 16
- Chancellor's meeting, April 23
- State Council meeting, April 24
- Commencement May 11 at 10:00 am Lucy Losey, Bloomery Sweetshine

8. New Business/Miscellaneous

Next Scheduled Meeting: April 24, 2019

Financial Aid Update and FY 20 budget

President's contract and Election of Officers - May Board meeting

Adjournment

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