

Call to Order

Presentation/Discussion/Professional Development

***Action Items:**

- Approval of the Minutes: Meeting of June 16, 2021
- Approval of the Financial Status Update
- HLC Substantive Change Application
- HLC Letter Regarding Non-Compliance of Non-Financial Indicators – Informational
- AR 5.21 - Compensation Standards and Practices - Informational
- New Return-to-Operations Guidelines - Informational
- Listing of Program Fees – Informational

Institutional Research

Committee Reports

Board Chair-Greg Greenwalt -

Committees-

Finance & Facilities – Trina Branson

College Representatives Reports

Staff-Ann Degnan

Faculty-Sherry Michael

Student-Vacant

Strategic Plan 2015 – 2020 Reports

Dr. Thomas Striplin, President

- Distance Education Substantive Change Application to HLC – Deb Backus

I

Student Access and Success

Fall 2021:

- **72 applicants**
 - 14 have registered
 - 22 have scheduled for NSO
 - 6 are not attending
 - 30 have not responded to us to be scheduled for NSO
 - College Ambassador helping make contacts

New Student Orientation

- **July 14th in person NSO**
 - Currently 18 students have been scheduled to attend
- **July 14th Virtual NSO**
 - Currently 2 students have been scheduled to attend
- **August 4th Virtual NSO**
 - Currently 2 students have been scheduled to attend
- **August 10th Virtual NSO**
 - Currently 0 students have been scheduled to attend
- **August 11th instant decision day**
- **August 19th Virtual NSO**
 - Currently 0 students have been scheduled to attend
- **August 19th in person NSO**
 - Currently 0 students have been scheduled to attend

Meetings/Trainings

- Orientation meeting with Amanda Gross (Workforce)
- Summer Aid Meeting
- BUG Call Meeting
- All College Meeting
- Orientation with Dr. Striplin
- NASFAA Webinar: Student Eligibility Spotlight.
- NASFAA Virtual Conference (June 21 – June 25 2021)
- Training Amanda Gross on how to do Workforce Verifications
- Early Alert and NSC training

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – July 21, 2021

- Admissions Training
- Tutor.com Overview Training
- New School Training Workshop
- Element 451 meetings/trainings
- Withdrawal Process Training
- I can't find it – Sharefolder Training
- Student Grievance & Accommodations Training
- WGU partnership meeting
- Better Future's Pilgrims Recruitment meeting
- Title III meetings
- Talk Campus Demo meeting
- HLC planning meeting
- Retention meeting with Lindsey

FAFSA Assistance to 4 academic students; 4 WF students; 1 non-student

Financial Aid daily operations:

- Purging Files
- Tape Loads
- Award emails
- Disbursement emails
- Tracking emails
- Return To Cancel Emails
- Send Fall 2021 2022 Students FAFSA reminders

Financial Aid Verifications 3 current students; 4 WF students

Early Entrance:

County School Contracts and MOUs

RECEIVED

Hardy County
Grant County
Tucker County

OUTSTANDING

Hampshire County
Mineral County
Pendleton County

School News

- Tucker County High has a new Principal – Alex Cork, who had served as Social Studies Teacher at TCHS
- Tucker County High School is redoing their 2021-2022 Registrations. They expect we will get more Early Entrance Registrations. We currently only have 4.

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – July 21, 2021

- Tucker County Schools Officials are open to approving some of our Early Entrance Courses to Dual Credit Course. This will most likely happen for the 2022-2023 School Year
- Petersburg High School Guidance Counselor, Jeannie Bartmess-Crowder announced she has accepted a position at Keyser Middle School
- Moorefield High School has added another Guidance Counselor due to school population.
- Hardy County Schools has a New App

Miscellaneous:

- Staff evaluations from July 19-August 6
- Ice Cream Social for staff July 19th
- NC Sara Virtual Conference July 19 and 20
- FY22 Diversity Grant proposal submitted
- FY22 Mental Health Grant proposal submitted
- Had our first CLEP proctoring; Thanks to Clint/Bill
- Veterans Upward Bound meeting with Mark
- Better Future's Pilgrim Open House event August 3
- Instant Decision Day August 11
- Hope to hire 4 new work study students for fall 2021
- August 10th – Early Entrance Online Q&A Session
- August 1st – 7th – Tri-County Fair (Petersburg)
- Student Success Committee meeting on July 15

Marketing and Public Relations

New website launched July 1

- www.easternwv.edu
- Please let me know if anything is incorrect or broken.
 - A few sections are “skeleton” until ready to be fully published (i.e. Eastern Store, Business Office, Marketing and Communications)
- Element451 CRM soft-launch July 1
 - 9 new inquiries so far
 - www.easternwv.edu/request-information
 - Will eventually be info.easternwv.edu with a landing page
 - Working on data integration for application (will be ready in August)
 - Will be fully live and implemented in September
- Working with Business Office to get advertising set up for FY22
 - Net Natives/Akero platform allows to be controlled, managed, and monitored from one place
 - Partnering with WDVm for video advertising and geotargeting
- Rebranding initiatives
- Request procedure

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – July 21, 2021

- www.easternwv.edu/marketing-communications/requests
- Please communicate to your departments that requests (especially larger ones) need to be submitted with plenty of time (at least 2 weeks PRIOR to start of circulation – not 2 weeks prior to event/etc.)
- Also please continue to communicate that departments should be patient and mindful of time restraints and to be as detailed as possible to minimize back and forth.
- New hire press release
 - Joint release with all new hires in the last few weeks/months

II Teaching and Learning

- Assessment Workshop (August 9)
- General Education Boot Camp at Mountwest (August 4)
- Hardy County BOE (August)
- Tucker County BOE (August)
- Academics Summer Webinar Series (July 7 and July 21)
- Perkins Final Report Due (July 30)
- Faculty Orientation (August 16)
- Academic Services Meeting (July 29)
- Full-Time Science/BET Instructor
- Adjunct Needs for Fall 2021 – Bio 124 and BIO 124L
- Faculty Handbook Revisions Due (July 12)
- Meeting with Possible WTT Adjunct (Jeremy Baldwin)
- HLC Organizational Meetings and Non-Financial Indicators
- LMS Migration from Blackboard to Brightspace
- Argos Data Dashboards
- 2021 Student Success Summit (July 14 – July 15)
- 2021 Virtual Benchmarking Conference Series (July 15 – July 21)
- Faculty Course Contracts Sent out This Week
- *Unlikely* Film Watch Party
- Yearly Performance Appraisals Completed
- Auto Tech and Weimer Auto
- NC-SARA Online Conference (July 19 – July 20)

III & IV

Community Engagement and Partnerships

Advancement and Innovation

- CE&P All Team meetings Mondays 10 – 11, starting Aug. 2nd
- WFE
 - CPR training Monday, 8 - 11
 - Workforce Program Assistant hired, June 15, Amanda Gross
 - WORCS Ag Workforce Student Training Coordinator hired, June 1, Patricia Halterman (M/Th/F)
 - WFE Assessment Leadership (5 – year plan within timeline implementation)
 - Workforce Education Trainings:
 - Program Orientation Procedures, 7/6
 - Financial Training Procedures, 7/8
 - Missy, CDL update, current class completed this Friday (RCS truck rental)
 - 5 persons fulfilled following 4 week course
 - Holding for MCR & syllabi amendments, to develop CDL instructor position.
 - LeeAnn, Monthly Newsletter, promotion of Fall offerings
 - Future position description TBD
 - Tech Center Open House/District Consortium & Student Job Fair TBD.
 - AP220, equipment procurement & point of contact
 - AIM equipment acquired from State
 - Eastern & WVHA, monthly meeting invitation (7/18)
 - Tom Fuhr - Cyber Security Consortium, 7/22
 - AFNHA Management Planning Exchange Camp, off campus 7/26
- Advancement & Innovation
- Foundation
 - Website ends with Craig Perry, Sept. 30
 - Foundation Board Meeting, 7/9
 - 2021 – 2022 Fundraising Goals identified (includes raising \$3K/county for EE/Michael Moore).
 - New Board Members for FY22 (Rob Woy, Mineral & Liz Warner, Pendleton)
 - Farm to Table, Sept. 8th – agenda/support needs will be shared
 - Friend of Agriculture Award
 - Arts Society Fundraisers at Farm to Table & future Book Reading by Joe M.
- WORCS
 - Rob Burns, Fully Remote
 - WORCS Board Meeting, July 22nd
 - Considering 1% indirect to be paid to College
 - WORCS Grant General Timetable & Leadership update
 - USDA-LFPP till Nov. 2022; 10% indirect

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – July 21, 2021

- Food Co-op Coordinator, Amanda West
 - CWBF (\$139,000) July 1, 2021 – June 30, 2022
 - Mart Neustadt, Contracted Project Director
 - Maker Fellow, Maya Paul (Aug. 30 – July 30) supported by Citizen Schools (new MOU to be signed) - \$5,000 payment for AmeriCorp VISTA
 - Rob Burns, Sub-Supervisor of Maker Fellow, Direct Easter Leadership
 - WVU MasBio Subaward (\$102,000) 3 years, starts Sept. 1, 2021; 10% indirect
 - Bruce McClelland, Faculty leadership
 - WVDA-SCBG; \$12,000 over 2 years (till Oct. 30th, 2022) for programs. Paid \$3,000 for 1.
 - USDA-AFRI (5 yrs)
 - January 1, 2021 – December 30, 2025
 - (New) AFNHA Submission to CWBF (July 2021); 18 mo. Support; \$~40,000 for Small Business support & WFE non-credit programs
 - Mini Grant, Ag
 - (New) Creative Economy 2-year award, report due July 30th – Tina Metzner
 - AFRI
 - Grant Manager, Amanda West (ending tentatively Aug. 1)
 - Thursday, meeting with AFRI Grant Specialists on Evaluation
 - Grant Management, AW
 - Wednesday, Co-PI (WVU) visit Wednesday
 - Quarterly reimbursement arranged with College for paid in-kind of College Staff (Ag Workforce/AFRI award) for 50% John Riggs & 5% Megan Webb
 - \$102K over 3 years, MasBio to be set-up with Bruce McClelland
 - FY22 budget, Part time Admin./Marketing support position
 - Maker Fellow Candidate identified, Maya Paul to start Aug. 30th
 - WVDA/SCBG – 1st Payment (\$3K) received from RCBI
- Agriculture Innovation
 - Ag Advisory Committee, 6/29
 - Farm Fellow Selection Committee Identified
 - Mini Grant Submission for Hardy County Youth Agri-Cation
 - Poultry Festival & Tri County Fair support

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – July 21, 2021

- Confirming enrollment, requesting revised syllabi by Aug. 1st
- Installment of new refrigeration for cold storage
- Promotion of Pasture Management Cert. Aug. 3 & 4
 - Visiting Wardensville Farm Thursday with Trish & John, orientation & technology practice
- Range Meat Cutter & Clerk, implementing through Banner Self Serve
- Preparing for Farm Fellow Promotion, applications due Oct. 15th
- WVDA/SCBG – Nov. 13th Swilled Dog Onsite Program, 11 – 1 pm
- Ag Showcase & Challenge, on campus, Oct. 20th
- MW – PTO Friday

V

Resources

Technology, Human Resources & Safety & Security

Finances/Business Office

- BRIM Loss Control Questionnaire due 08/01/21
- Interim Audit is this week (remotely)
- Workforce Farm Fellows classes– Ron to set up FARM waiver code
- FY22 Fee Schedule Update – WV Invests now covers fees
- Kristen checking on digital signatures approval
- Diana figuring out how to obtain refund information.

Facilities

- MC Fence – WVDOH to be in contact with us regarding fencing options
- Bird problem at TC – Scott Construction LLC provided quote for \$1,000

Grants

- Title III Application Deadline – Tuesday, July 13th
 - Should know around Oct. 1st of Award Status
- ICRN, up to 69% - still being considered

Technology

- HEPC Spring Reporting completed.
- HEPC Graduation Reporting completed awaiting acceptance.

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – July 21, 2021

- HEPC Workforce Reporting due 8/1/2021.
- Auditors.
- Stimulus Funds Budget?
- Element451
- Range Meat Academy

Human Resources

- FY21 Brickstreet Audit
- Annual Increment – July 23/21
- Natural Science Faculty/BET Coordinator – Still posting (added HigherEdJobs, CollegeGradJobs and WVU Handshake)
- Executive Dean of Administrative Services – Still posting (added HigherEdJobs, CollegeGradJobs and WVU Handshake)
- CHRO Monthly Meeting – July 13th @ 11:00 am
- Fleet Management Monthly Meeting – July 13th @ 10:00 am

Safety and Security

- Next meeting in early August to plan for late-August Safety Training Workshop for all employees.

Important Calendar Dates

New Business/Miscellaneous

Next Scheduled Meeting: August 18, 2021

Adjournment