

Call to Order

The meeting was called to order at 12:01pm. Present were G. Greenwalt, Dr. Striplin, Jr Helmick, M. Chambers, A. Blackwood, S. Van Meter, S. Arbaugh, A. Degnan, and T. Branson. Absent was S. Michael

Presentation/Discussion/Professional Development

*Action Items:

- Approval of the Minutes: Meeting of July 21, 2021 – *On a Van Meter/Blackwood motion, the minutes were approved with all in favor.*
- Approval of the Financial Status Update – *On a Degnan/Arbaugh motion, the Financial Status Update was approved with all in favor.*
- AR 5.21 - Compensation Standards and Practices – Informational – *Reviewed by the Board of Governors.*
- Teaching and Learning with Technology Handbook – Informational – *Reviewed by the Board of Governors.*

Institutional Research

Committee Reports

Board Chair-Greg Greenwalt – *No report.*

Committees-

Finance & Facilities – Trina Branson – *Received ARPA funding and \$37,000 was sent to students on August 11, 2021. \$725,000 remains in the fund. G. Greenwalt requested cross-transfer line item detail for state, federal, and private grants. Dr. Striplin reported that he has met with T. Branson to discuss areas of concern regarding the FY 22 budget. Before filling the CFO position, Dr. Striplin wants to see if there are any holes in the FY 21 budget.*

College Representatives Reports

Staff-Ann Degnan – *The Assessment Workshop and Faculty Orientation both went well. General Education Boot Camp is taking place today. Fall 2021 faculty contracts are being finalized for the start of classes next week.*

Faculty-Sherry Michael – *No report.*

Student-Vacant

Strategic Plan 2015 – 2020 Reports

Dr. Thomas Striplin, President

- *Meetings and Outreach – Walmart, American Woodmark, Weimer, County School Superintendents, Potomac State, SBCTC, and ISMS among others. – Also visited Tucker County Schools, NYSF, and the CVB. ISMS is interested in working with Eastern to develop a cybersecurity certificate training program through Workforce. Senator Rucker is scheduled to visit campus on September 3 and Board members are invited to attend.*
- *COVID Update – Back to mask requirement in college buildings. Unvaccinated individuals will be randomly tested. Expect to see an uptick in the infection rate. Working closely with the Hardy County Health Department. One staff member is isolating for 14 days due to an ill family member.*
- *Strategic Plan – SWOT update – 44 responses have been received. Tabulating data now and collecting student data. Once student data is tabulated, the next step will be to organize focus groups.*

Dr. Striplin also reported that Title IX training is underway. J. Snyder will be the Title IX Coordinator. HLC workgroups have been established and D. Phillips and L. Guinn will serve as co-chairs. Sharepoint will be the HLC repository. Reviewing articulation agreements. M. Branson has moved to part-time status and is now reporting directly to Dr. Striplin.

G. Greenwalt asked Dr. Striplin about the status of the Pilgrim's Better Futures Program. Dr. Striplin indicated that only a few students had enrolled through the program. On the electric car, Dr. Striplin indicated that the car has not been wrapped yet, and that D. Weimer might be visiting campus next week. G. Greenwalt also asked about fall enrollment numbers. Dr. Striplin responded that the headcount is at 109% of last year, and that the numbers are getting closer on FTE's. An update will be provided at the September Board of Governors meeting.

M. Chambers asked what recruitment activities were taking place in Hampshire County. Dr. Striplin replied that he is looking into marketing and recruitment in general. The position formerly held by C. Bolyard may be reconfigured so that more time can be spent

meeting with students and counselors in the high schools. M. Chambers offered her assistance in Hampshire County.

I Student Access and Success

Marketing and Public Relations

- **Instant Decision Day 8 a.m. to 5 p.m. August 11**
- **Virtual NSO August 10 from 2-3 p.m.; August 19 from 4-5 p.m.**
- **Live NSO August 13 and 19**
- **Work Study Orientation August 12 from 1:30-4 p.m.**

- **Numbers**
Fall 2021: 97
Of the 97 New Applicants, 39 are registered & 21 are pending a New Student Orientation and registration; 37 need to do both nso and register
- **New Student Orientation**
Next New Student Orientation-August 13, 2021
- 15 Students are Scheduled

- Received Diversity Grant for FY22; \$5000

- Trying to get paperwork started for Talkcampus through Mental Health Grant

- Element 451 training and reaching out to potential students

- Edfinancial/Edamerican campaign to reach out to students who have completed a FAFSA but no application beginning as of August 6.

- WV Invests transition from Chip to myself/ED training by Mary August 5

- Working with Mary to spend some of the ARPA funds; need to spend a \$1 by August 10/11

- **Recruitment**
- Tri-County Fair – August 1-7 Thank you to everyone to helped!

- **School News**
- Still needing County School Contracts for Pendleton and Hampshire County

- Shelley Flaughter, MHS Guidance Counselor is moving to Mineral County

II Teaching and Learning

- SBCTC Meeting with Shelly Crites (August 12)
- Faculty Orientation (August 16)
- Assessment Workshop (August 9)
- General Education Boot Camp (August 18)
- Hardy County BOE (August 12)
- Tucker County BOE (August 9)
- More Perkins Reports Due (August 31)
- Academic Services Meeting (August 17)
- HLC Steering Committee Meeting (August 9)
- Found ½ Time Nursing Instructor for Clinicals
- High School Students On-Campus (1:50 PM – 2:45 PM)
- Streaming Math Courses – Brian Bucklew?
- LMS Migration from Blackboard to Brightspace
- Faculty Course Contracts
- Auto Tech and Weimer Auto
- HVAC at the Technology Center
- Argos Data Dashboard Training
- Academic Educational Plan
- Institutional Assessment Plan
- Public Relations Committee and IET Chair
- zSpace Training – Science, ATT, WTT
- Virtual Live Tutors for math and English – Katie Branson and Jess Rinker
- Zoom Licenses for Faculty

III & IV

Community Engagement and Partnerships Advancement and Innovation

- HCCF, transition to Dr. Striplin
- Foundation - Farm to Table, Sept. 8th – cancelled
- Foundation EC meeting, 8/19 at 11
- Dean Atilas, WVU Extension meeting 8/11
- IREED - Creative Economy planning meeting 8/10
- IREED - SBDC Potomac Highlands, Buc Hammer on campus 8/12 at 3 pm
- WFE – Veterans Resource Fair, Nov. 7 or 14 at armory – POC Michele Brown at VA
- WORCS - Maker Space, In-person NYSF meeting 8/18 at 9 am
- WORCS – RB & MW - Maryland DNR project, connected to Gail for drawdown requests 8/10
- WFE – MW- working on accessing and navigating Argos to provide more regular updates on Workforce enrollment numbers contrasting to previous years
- WFE – JR & PH - Successful Pasture Management Certificate, 15 attendees
- WFE – MS - Re-do of CDL syllabi and ROI – 5 student target
- WFE – LS - AP220 – middle of quarter 3, ends in Sept. – on track with reporting and goal meeting
 - LS – working on equipment to move list, wanting smooth transition, meeting TBD
- Ag - More applicants in agribusiness, instructor confirmed for BUS 232
- WORCS – MW - AFRI grant evaluator approved
- WORCS - AFRI co-PI meeting, 8/13 survey question & application review
- Potential advancement specialist for Title III
- Technology committee meeting, 8/20

V

Resources

Technology, Human Resources & Safety & Security

Finances/Business Office

- Audit – Final: Week of August 30th; will be performing remotely
- ARPA Budget Requests – Please submit to Dr. Striplin
- ARPA Student Funds – Need to spend \$1 by Aug 10th; Monica/Mary working on
- CURRENT PROJECTS:
 1. Student Bills out of Banner
 2. Need to review budget
 3. Electronic Signatures

Facilities

Grants

Technology

- HEPC Graduation Reporting completed and accepted.
- HEPC 2020-2021 Workforce Reporting completed and awaiting acceptance.
- HEPC Summer 2021 Data Files: Student, Course, Teaching Workload, and Registration Due September 1
- IPEDS Fall Collection: Institutional Characteristics, Completions, and 12-month Enrollment September 1 – October 13
- HEPC Data File: Financial Aid, Comprehensive 2020-21 Due September 15
- HEPC Census 2021-2022 Workforce Data Files: Student, Registration, Course, Program Enrollment, & Program Inventory Due October 1
- HEPC Data Files: Student, Course, Teaching Workload, Registration, Personnel, and Applicant Census collection of Fall 2021-22 data Due October 15
- Auditors.
- HERF ARP Funds Disbursement.
- KnowBe4 Implementation.
- New Server Implementation.
- Systems Galaxy.
- ID Cards Implementation.
- Element451 Status?
- Range Meat Academy

Human Resources

- Executive Dean of Administrative Services position on hold until November
- Student Program Advisor position posted
- Leadership Title IX Virtual Training – will create PO for participants - October 13-27
- CHRO Monthly Meeting – August 11th @ 11:00 am
- WV Fleet Division Monthly Meeting – August 11th @ 10:00 am

Safety and Security

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

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Minutes – August 18, 2021

Important Calendar Dates

New Business/Miscellaneous

Next Scheduled Meeting: September 15, 2021 – Conflict with Chancellor's Retreat on Funding Formula at Stonewall Resort.

Adjournment – 1:10pm

Respectfully submitted by M. O'Leary, recorder.

Greg Greenwalt, Board Chair

Date

New Business/Miscellaneous

Next Scheduled Meeting: September 15, 2021 – Conflict with Chancellor’s Retreat on Funding
Formula at Stonewall Resort.

Adjournment – 1:10pm

Respectfully submitted by M. O’Leary, recorder.



Greg Greenwalt, Board Chair

9-22-2021

Date