

**Call to Order**

*The virtual meeting was called to order at 12:02pm. Present were G. Greenwalt, Dr. Striplin, Jr. Helmick, M. Chambers, A. Blackwood, S. VanMeter, S. Michael, and A. Degnan. Absent was S. Arbaugh.*

**Presentation/Discussion/Professional Development**

**\*Action Items:**

- Approval of the Minutes: Meeting of August 18, 2021 – *On a VanMeter/Blackwood motion, the minutes were approved with all in favor.*
- Approval of the Financial Status Update – *On a Blackwood/Chambers motion, the Financial Status Update was approved with all in favor.*

**Institutional Research**

- Eastern West Virginia Community and Technical College  
 College Wide Headcount/FTE  
 For Fall 2021 – September 15, 2021

CAMPUS	HeadCount	FTE
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Eastern	197	140.1
High School	162	51.3
Workforce	129	43.2
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sum	488	234.6

Unduplicated Total      483   234.7  
 WV Invest Recipients    1

- Fall Enrollment – September 16, 2020
  - Eastern            210 (270)      143.9 (174.5)
  - High School      123 (191)      45.7 (53.6)
  - Workforce        50 (71)        25.4 (35.8)
  - SUM                383 (532)      215 (263.9)
  - UD                 382 (528)      214.9 (263.9)

## Committee Reports

**Board Chair**-Greg Greenwalt – *G. Greenwalt reported that a new member of the Board of Governors is possible. If appointed, there would still be two vacancies. S. Arbaugh is reaching out to Grant Memorial Hospital, and the student representative to the Board of Governors should be at the October 2021 Board meeting.*

### Committees-

**Finance & Facilities** – Trina Branson – *T. Branson and Dr. Striplin reviewed a Budget versus Year-To-Date document with the Board of Governors. There is a possible revenue shortfall for FY 22, but variables such as state assistance, spring 2022 enrollment, etc. are still unknown. Also need to focus on expenses and work them into the document.*

## College Representatives Reports

**Staff**-Ann Degnan – *Lindsay Maus has resigned as the Tucker County Facilitator due to COVID concerns, her replacement, Crystal Shoemaker is expected to begin employment on September 28<sup>th</sup>.*

*Jenna Derrico from Northern Community College, Chair of the Advisory Council for Classified Employees is seeking a replacement for Eastern representative LeeAnn Shreve who resigned from her position. An election of the Classified staff is required according to the by-laws to fill the vacancy. This information was sent to HR for guidance.*

*The Spring 2022 schedule is being developed in anticipation of Early Bird Registration on October 15<sup>th</sup>. Pearson eBook codes will be eliminated for the spring semester because of logistical issues.*

*The Student Instructor Evaluation results for summer 2021 are being tallied by Joe McGee.*

**Faculty**-Sherry Michael - *Faculty Assembly meeting met on Friday August 24, 2021*

*Items of discussion:*

- *Faculty continue working on the development of goals that they wish to achieve.*
- *Shared that Dr. Striplin has been working endlessly on the strategic plan*
- *S. Murphy shared that faculty will reviewing and work with Dr. Striplin's Plan to see where we (faculty) can implement strategic goals to our work plan.*
- *Faculty meetings dates will be returning to Fridays following the Assessment Committee meetings*
- *D. Layton has volunteered to oversee the selection of Faculty of the Semester Program*

- *S. Murphy has added a new item to our agenda – Each program coordinator will be sharing an update and information of their program*
  - *Business and IT – S. Mirkhani – shared that there is a high demand of students interested in online courses.*
  - *Education – S. Michael – shared that the first cohort of WVUP Elem Ed is off and running. We had 27 students begin the paperwork process with 18 students completing all requirements and enrolling into the program.*
  - *English – J. McGee – Lots of new students – Using New textbook Publisher – Hawks – Saving students money can be used with ENL 100, 101, and 102, Also new grading rubrics as well.*
  - *Science – T. Miltenberger – Has one BET enrolled in the Program – Shared that the snakes will be returning.*
- *S. Murphy shared that many new Members have joined the ACF*
  - *Mask requirements for colleges are each to their own*
  - *Travel bans – Instructors are only to travel if essential*
  - *Next faculty meeting will be Friday Sept. 24, 2021*

#### **Student-Vacant**

### **Strategic Plan 2015 – 2020 Reports**

#### **Dr. Thomas Striplin, President**

- *WV funding model formula – The WV Legislature wants a funding formula proposal this legislative session. Participated in a workshop that reviewed the Tennessee model. Chancellor Tucker is looking to mold it into a plan for WV. Incentives for completion, retention, and number of credits earned as a function of the type of student the institution serves will be included. Workforce is included. Need to consider what percentage of the model should be performance based, and whether the legislature would approve additional funding based on performance, without taking funds from other institutions. Another meeting is being planned.*
- *Federal funding of community colleges – Attended a meeting with other WV community college presidents, the US Department of Education, and the Biden administration on the free community college proposal. The proposal includes first dollar in and block funding to states. The federal government would provide 75% of funding, and states would provide 25%. May also include funding for workforce. If passed, it could make the WV funding formula moot. The federal proposal is for \$62 billion in funding.*
- *Strategic Plan – Student data still needs to be added to the SWOT Analysis. Reviewed the SWOT Analysis slide deck with the Board of Governors. Focus Groups will be held in October to discuss strategy. Hope to have a draft Strategic Plan that the Board of Governors can review at their November 2021 meeting. The Strategic Plan needs to be aligned with the budget, needs to be measurable, and needs to be an inclusive effort.*
- *Weimer & Mustang – Met with D. Weimer and learned that the auto industry is struggling. Plan is to provide a Mustang to Eastern on a no-cost, 3– 6 month lease. The*

*Mustang wasn't meant to be a donation. Need to obtain vehicles for the Auto Tech program as donations to the Foundation. For now, the Mustang is off the table, and Dr. Striplin and G. Greenwalt will consult with S. Arbaugh.*

- Covid update – *Mostly under control, although one program is now virtual.*
- HVAC update – *Two meetings on HVAC issues in the past month with another one planned, Issues are being addressed. Control system will also be fixed and funded through the capital budget.*
- College budget and planning – *See above.*
- HLC letter and distance education – *The US Department of Education rescinded a “Dear Colleague” letter on distance education. Eastern is working with HLC to submit a distance education inventory.*

*Dr. Striplin also reported that he and Dr. Terrell have been in touch regarding the federal earmark; M. Webb is working on CDL challenges; need to decide what to do with two old fleet vehicles; Executive Dean position is on hold; and Title IX training is taking place.*

## **I Student Access and Success**

- Will online fee be waived for winter and spring term with Herff III funds?
- Talk Campus should be launched Sept. 20
- Setting up events for Diversity Grant and Mental Health Grant
- Assessing graduates
- Hope to distribute Talon Talk by the end of September
- Stall Tales and Downtime has been posted
- Visit MHS, PHS, PCHS, EHHS and SBCTC
- Virtual zooms for students to answer questions about Eastern resources
- Official class lists due Sept 7 at noon
- Hope to roll 90% of FA on Wednesday, Sept. 8
- Addressing bookstore issues
- Sept. 15-17 Constitution Day activities
- Sept. 14 APU will be on campus to talk with our students
- Sept. 30<sup>th</sup> Virtual Marshall and Eastern Counselors workshop regarding financial aid
- College Fairs; MHS Oct. 5 from 8-10 a.m.; Hampshire High and Petersburg High on Oct. 19<sup>th</sup>
- Fairs are using strive scan; reduce touchless applications
- Student Success Committee meeting Sept. 23
- OSS monthly meeting Sept. 15
- Still trying to find a college ambassador; ambassador supervisor meeting Sept. 13

- Partnering with Your Life Coaching WV for workshops; Mental Health Grant for Fall and Diversity Grant for Spring
- Booked Ilene Evans from Voices of the Earth Oct. 12; Facebook live; may have 104 reserve and provide lunch and learn; Diversity Grant
- Hired another work study student; Abigail Eye will be a floater with all depts. Works Tuesdays and Thursdays; hoping start date next week
- Interviews for Student Program Advisor completed and offer extended
- Better Futures Program; 6 students enrolled; costs for BFP \$5800.00; invoice request has been submitted
- 85/15 report due to VA on Sept. 23<sup>rd</sup>
- Tiffany attended LOT meeting
- OSS has been attending Element 451 weekly training sessions and bi-monthly data training sessions

## **Marketing and Public Relations**

### **II**

## **Teaching and Learning**

- Final FY21 Perkins Report Due (September 30)
- Academic Services Meeting (September 28)
- LOT Meeting (September 30)
- Hardy County DOE (October 6)
- Tucker County DOE (October 8)
- HLC Online Programs – Need to Apply for Three Programs
- High School Students On-Campus (12:00 PM – 1:50 PM)
- Streaming Math Courses
- WVUP EDUC Cohort
- LMS Migration from Blackboard to Brightspace
- Auto Tech/Learn & Earn
- HVAC at the Technology Center
- Argos Data Dashboard Training
- Academic Educational Plan
- Institutional Assessment Plan
- Public Relations Committee and IET Chair
- Zoom Licenses for Faculty

- Working on Spring 2022 Schedule
- SmartEvals for Course Evaluations
- Bookstore Problems and eBook Codes
- Copyleaks Demo for Plagiarism
- General Education Courses in Randolph County
- Funding Formula Workshop (Out of Office Tomorrow Afternoon and September 14)

### **III & IV**

#### **Community Engagement and Partnerships Advancement and Innovation**

- CDL Program
- Programs to highlight to Veterans, Nov. 14, 1- 4

Events:

- GIS Maps in the Art Gallery
- Potomac Highlands Ag Action Meeting, 9/21 6 – 8 pm
- Cancelled CNA due to not sourcing an instructor
- AFNHA Partner Roundtable, 9/29 at 10 – 12
- HCCOC Dinner, 9/22 at 5:30
- BOT meeting 10/8

Grants/MOAs:

- AFNHA Creative Economy CWBF Proposal, in final committee review for acceptance (~\$40,000 community edu./service)
- U.S. Dept. of Commerce, Pre-proposal, George Mason not submitting but Dr. Wang at WVU with MasBio is interested in leading a submission with Eastern WORCS/WFED as being a part of the project
- Good to go, WIB MOA, \$20,000 remaining FY22
- WFED Dual Credit/promotion to EE students
- Requested MOA with WVU Extension for WFED co-support
- WORCS Grant Policy, approved
- College ICRN, AW finalizing
- NYSC update, Maya Paul
- Perkins Reserve
  - Medical
- Updating LFPP & AFRI grant management files

Other

- WF Enrollment greater than Fall 2019
- Visiting ACC to see Maker Space and Eastern AP220 Equipment, 9/29
- Oct 4 – 6, Trailer(s) to be unloaded at Tucker Co. Landfill

- LeeAnn AP220 Hourly Agreement update
- Foundation website, Craig Perry
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## V

### **Resources**

#### **Technology, Human Resources & Safety & Security**

##### *Finances/Business Office*

Audit is wrapping up. Draft financials due to the State 9/15/21

##### *Facilities*

##### *Grants*

##### *Technology*

- 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

##### *Human Resources*

- Executive Dean of Administrative Services position on hold until November
- Math Faculty position posted to venues
- Leadership Title IX Virtual Training - October 13-27

##### *Safety and Security*

Eastern West Virginia Community and Technical College  
Board of Governors Meeting  
Minutes – September 22, 2021

Important Calendar Dates

New Business/Miscellaneous

Next Scheduled Meeting: October 20, 2021

Adjournment – 1:40pm.

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

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Greg Greenwalt, Board Chair

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Date



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Board of Governors Meeting  
Minutes – September 22, 2021

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*Safety and Security*

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Greg Greenwalt, Board Chair

10-20-2021  
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Date