



- Call to Order – *The meeting was called to order at 12:00pm. Present were G. Greenwalt, Dr. Terrell, Jr Helmick (via Zoom), M. Chambers, S. Arbaugh, S. Van Meter, A. Blackwood, K. Sherman, S. Michael, A. Degnan, and K. Davis. Absent were H. Whetzel and S. Shomo.*

- *Action Items:
 - Approval of the Minutes – Meeting of November 20, 2019 and the Special Meeting of December 5, 2019 – *On a Blackwood/Van Meter motion, the minutes of November 20, 2019 and December 5, 2019 were approved with all in favor.*
 - Approval of the Organizational Chart, BP 6.1 – *Dr. Terrell reviewed changes to the Organizational Chart with the Board of Governors. Changes occurred under the CFO, CIO, and Dean of Student Access and Success sections. On a Chambers/Michael motion, the Organizational Chart was approved with all in favor.*

- Presentation/Discussion:
 - Introduction of Geoff Brehm, Manager of Technology Services – *Tabled until the next meeting of the Board of Governors.*
 - HLC Report-To be shared with BOG in January
 - Faculty Report – Shirley Murphy – *S. Murphy introduced herself to the Board of Governors as a full-time business faculty member and Chair of the Faculty Assembly. The mission of the Faculty Assembly has been developed: Engagement, Involvement, and Ownership. The faculty is actively involved in committee work and has received increased access to professional development opportunities. C. Hakala provided advisor training, S. Murphy became certified in the Entrepreneurial Mindset, and A. Oliverio led a tree planting day on campus. New professional development forms have been created to track professional development in employee human resources files. Faculty are updating Board Policies and Administrative Regulations, and S. Murphy provides state updates at every Faculty Assembly meeting. Recruitment activities by the faculty are underway and the use of Blackboard is increasing. On behalf of the Board of Governors, G. Greenwalt thanked S. Murphy for her*

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report.

- Staff Report – LeeAnn Shreve – *L. Shreve introduced herself to the Board of Governors as the AP 220 Outreach Specialist and Chair of Eastern's All Staff Council. Quarterly meetings of the staff represent all college departments and Dr. Terrell provides updates and remarks. All staff view themselves as recruiters for the college, and staff are involved in recruitment activities. Staff is also keeping better track of professional development opportunities and involvement. There is a concern regarding lack of participation in state-sponsored staff meetings as the state does not permit conference calls for these meetings. Eastern staff was involved with Trunk 'n Treat, the bus trip to New York City, the Holiday Party, and photos with Santa. On behalf of the Board of Governors, G. Greenwalt thanked L. Shreve for her report.*

- Board Chair and Committee Reports

- Board of Governors – Greg Greenwalt – *I. Sponaule is not running for the WV Legislature and will instead run for Attorney General. The Executive Branch has decided there will be no mid-year budget cuts.*

At 12:48pm, on a Blackwood/Degnan motion with all in favor, the Board of Governors entered into Executive Session to discuss a personnel matter. At 12:54pm, on a Van Meter/Michael motion with all in favor, the Executive Session ended with no action taken.

- Presidential Search Committee – Expenditures associated with advertising, relocation, moving, and other considerations. – *G. Greenwalt indicated that the Board of Governors had previously approved \$40,000 for the Presidential Search budget. \$25,000 of that amount has been paid to the search consultant, ACCT. Online ads in the Chronicle of Higher Education and Inside Higher Ed will cost approximately \$5,000. On an Arbaugh/Michael motion, \$5,000 was approved for advertising expenses with all in favor. On a Van Meter/Michael motion with all in favor, an estimated travel expense budget for all presidential finalists of \$5,000 was approved with an option to increase that amount at a later date.*
- Staff update – Ann Degnan – *Due to issues with firewalls, the IDEA survey only had a 32.8% response rate. Because of the low rate, Eastern's data cannot be compared with national data. The IDEA survey contract will be canceled and Survey Monkey will be used starting in the spring of 2020.*
- Faculty update – Sherry Michael – *C. Hakala discussed the break-even analysis at the last Faculty Assembly meeting along with the importance of recruiting.*
- Student update – Kaleb Davis – *Recent events included the toy drive and the "dip-off". Finals week has ended, and the bus trip to New York City will take place this Saturday.*
- Finance and Facilities update – John Galatic – *J. Galatic reviewed a financial*

PowerPoint presentation, and presented an explanatory hand-out to the Board of Governors.

- Strategic Plan 2015 – 2020 Reports – Dr. Charles Terrell
 - 4.6% proposed budget cut – *No mid-year cuts are planned. There may be no cuts to higher education budgets for FY 21.*
 - 2020 Legislative Session-higher education funding formula – *A funding formula is being considered by the Legislature.*
 - No 2020 Higher Ed Day in Charleston

Student Access & Success

- Financial Aid Program due December 20 – *The Program Review has been submitted, and Dr. Terrell thanked M. Wilson and M. Blizzard for their work on the project.*
- Letters to high school seniors-WV Invests – *In the process of gathering addresses. Letters will be mailed in late January/early February.*

Teaching & Learning

- ACEN visit February 18-20, 2020
- HLC site visit, March 23-24, 2020
- Catalog 2020/2021 Acalog demo – *Online catalog software demo has been scheduled.*

Community Engagement & Partnerships

- Excel class for Pilgrim's 01/13/20
- Proposed CDL training in Tucker County
- Potomac Highlands Guild – *Working with the White House's Office of the Drug Czar to host a one day summit on campus regarding the opioid crisis.*

Culture of Innovation

- Maker Fellows application – *Eastern was invited to apply and is working in collaboration with the National Youth Science Foundation.*
- Tucker Community Foundation
- Legal GPS, Friday, 12/13

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- Library Summit, 11/19 – *Focused on making libraries entrepreneurial centers. Romney and Capon Bridge libraries want to be pilot locations.*
- USDA-Cohort proposal & Food Co-ops – *Cohort proposal has been submitted on accessing patented items. College and high school students would be invited to be part of a cohort to develop a business plan. Expect to receive notification in January 2020. The Food Co-ops grants of \$200,000 has been received with Eastern matching \$73,000.*
- Strategic Planning Meeting, 12/11

Resources-Finance/Facilities/Technology/Human Resources

- HR-Dean of Community Engagement & Partnerships – *Interviews will begin in January with assistance from the WVCTC system.*
- Important Calendar Dates

May 8, 2020 Nursing Pinning Ceremony

May 9, 2020 Commencement – Commencement speaker has been confirmed.

- New Business/Miscellaneous

Next Scheduled Meeting: January 15, 2020

Adjournment – 2:10pm

Respectfully submitted by Michael O'Leary, recorder.



Greg Greenwalt, Board Chair

1-15-2020

Date