

Call to Order

The virtual meeting was called to order at 12:02pm. Present were G. Greenwalt, Dr. Terrell, Jr Helmick, S. Arbaugh, S. Van Meter, A. Blackwood, M. Chambers, S. Michael, and Ann Degan. Guests included C. Hakala and D. Backus. Absent were K. Sherman, S. Shomo, H. Whetzel, and K. Davis.

Presentation/Discussion/Professional Development

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*Action Items:

- Approval of the Minutes: Meeting of May 20, 2020 – *On a Van Meter/Blackwood motion, and with two corrections, the minutes were approved with all in favor.*
- BOG AAS Program Review – *The Program Review was summarized by C. Hakala. On a Chambers/Blackwood motion, the BOG AAS Program Review was approved with all in favor.*
- BET Post Audit Review – *The Post Audit Review was summarized by C. Hakala. On an Arbaugh/Van Meter motion, the BET Post Audit Review was approved with all in favor.*
- Addition to Governance Manual - Teaching and Learning with Technology Committee – *The Addition to the Governance Manual was reviewed by Dr. Terrell. On a Blackwood/Arbaugh motion, the Addition to the Governance Manual – Teaching and Learning with Technology Committee was approved with all in favor.*
- Return to Operations Plan – Informational – *Dr. Terrell reported that he is waiting on guidance from WVHEPC and DHHR regarding testing and tracing. Tentative reopening date is July 6. The college has masks and sanitizers, and is investigating the acquisition of touchless appliances for the bathrooms. The plan is very situational.*
- AR 5.2 Part-Time Hiring Procedures – Informational
- \$15,000 expenditure schedule increase for 4826 – *J. Galatic summarized the \$15,000 expenditure schedule increase for 4826. On a Helmick/Blackwood motion, the \$15,000 expenditure schedule increase for 4826 was approved with all in favor.*

Institutional Research

- Fall Enrollment
 - 2020 Eastern 66 44.1 FTE HS 1
 - 2019 Eastern 128 94.1 FTES HS 100 28.7

Dr. Terrell reviewed the enrollment data with the Board of Governors. COVID-19 is negatively impacting enrollment at colleges and universities around the country. Eastern is evaluating the use of mini-grants to boost enrollment using CARES Act funding. Will have \$288,000 in CARES Act funding to help close budget gaps. Taking fall classes one day at a time. Wind Tech, Auto Tech, and Nursing classes will meet in smaller groups, with the use of PPE and social distancing. S. Van Meter offered to send an email blast to Hardy County juniors and seniors regarding early entrance classes. Eastern's protocols will need to match high school protocols.

Committee Reports

Board Chair-Greg Greenwalt – *Dr. Terrell's contract extension was approved.*

Committees

Presidential Search – Presidential visit schedules and possible Special Meeting on July 23. – *Chancellor's Office will be notified of July 23 meeting in order to obtain her feedback from the interviews.*

Finance & Facilities-John Galatic – *J. Galatic reviewed the PowerPoint presentation with the Board of Governors. A budget modification may be necessary in August in order to reduce spending caused by decreased tuition revenue. J. Galatic will prepare budget scenarios to review with the Finance Committee. Working on housing arrangements for Interim Dean of Community Engagement and Partnerships, Dr. Thomas Fuhr, who starts on July 6.*

College Representatives Reports

Staff-Ann Degnan – *Spring Workforce courses have ended, looking for a new CDL truck, and fall enrollment has started. Summer students received a Blackboard survey, faculty orientation scheduled for August 3, early entrance courses may be hybrid, and catalog has been revised with new fall dates.*

Faculty-Sherry Michael – *In fifth week of summer classes, faculty development and training are on-going, and two faculty members will attend the Great Teachers seminar. K. Colebank has produced a "Tech Tips" document for faculty, and Microsoft Teams is being used.*

Student-Kaleb Davis – *No report.*

Strategic Plan 2015 – 2020 Reports

Dr. Chuck Terrell, President

I

Student Access and Success

- Return to Operations Meeting with the Chancellor and CTC Presidents
- Fall Semester classes – *Spring semester planning starts two weeks into the fall semester.*
- Fall Semester Dual Credit Classes
- Fall Strategic Plan Supplement – *For fall 2020 and spring 2021.*
- Fall & Spring 19-20 graduates 118 total
- Spring FA numbers: max suspension 28; suspended due to sap 13; 20 on warning
- Academic standing numbers: 1 year suspension 3; 1 semester suspension 7; probation 15; warning 21
- President's list 22
- Dean's list 41
- Merit list 83; had to correct because late grades submitted

II

Teaching and Learning

- Faculty Committee Assignments
- HEPC/CTCS Webinar on Online Pedagogy/ Kristen Colebank Blackboard Training on June 10
- Eric's Facemasks
- ACEN Evaluation Review Panel – *D. Backus reviewed the ACEN document with the Board of Governors. Eastern was placed on continued accreditation with warning based on issues with four standards. The Review Panel removed two of those standards as issues, and recommended continued accreditation with conditions. Final determination will be made by ACEN in September. A new cohort of 20 nursing students will be starting this fall. G. Greenwalt thanked D. Backus for her report.*
- Early Entrance Students
- HLC Accreditation – Deb Backus sending out response to faculty and staff
- Faculty Orientation Online – Casey Sacks (Guest Speaker) – *Confirmed.*
- Ad Astra "Monitor" Software Meeting – June 11 – *HEPC will purchase for all nine WV CTC's.*
- Perkins Statewide Meeting – June 11
- Great Teachers Seminar – August 3-5

III

Community Engagement and Partnerships

IV

Advancement and Innovation

- Special Forces, Medical Officer, Large Animal Module, WVU Veterinary & Ext. Collaboration – WF Credit
- Continued Ed. Expansion Meetings: Hardy BOE, June 16
- Foster Ed. Expansion Meetings: Mineral & Tucker
- Eagle’s Nest, Website Feature (PDF)
- Website Advancements: IREED, Agriculture, and the Foundation
- Cyber & Info. Tech. Consortium, AIM Grant Information by Nancy Ligus, July 1st
- Grant Admin:
 - LFPP, Advance Payment #2
 - Timesheets & Match Funding Tracking – TM, AW, MW
 - Co-op Steering Committee, meeting Wednesday PM
 - J. Brill – Cold Storage Units Prototype this week
- AgriBrief CASE Curriculum Training
 - July 21-22, up to 30 ag educators
 - WVDE Grant & Hopeful Farm Credit Embroidery Polo Sponsorship (\$34 ea.)
- Ag Adjunct Coordination
 - Onboarding, Videos, Syllabi and books
- Dir. of Ag, Selection Committee pre-meeting Wednesday at 11:00 am – *Interviews are being scheduled.*
- Hardy Co. Community Foundation – Gift Cards to Essential Workers this week
 - Determining Aug. date for “making the ask” training collaboration
- Creative Economy Thursday

V

Resources

Technology, Human Resources & Safety & Security

Grants

\$139,000 received from Benedum Foundation for Maker Fellow initiative.

Technology

- HEPC Spring Data Files Due June 30, 2020: Student, Course, Teaching Workload, Registration, and Schedule File (Only collection of Spring 2019-20 data)
- HEPC Graduation Data File Due July 10, 2020: Graduation (Include all students receiving degrees or awards from June 2019 through May 2020)
- HEPC Workforce Data File Due August 1, 2020
- NSC Spring 2020 Enrollment Graduate Only Submission
- NSC Summer First Enrollment Submission
- NSC Degree Verify Submission

Human Resources

- Return-to-Operations Plan Distributed to Staff and Added to Website
- Director of Agriculture Innovation - Selection Meeting – June 10th – 11:00 am. Interviews will be scheduled for the top candidates

Current/Upcoming Activities:

- Brickstreet FY20 Audit
- Annual Increment Job – Deadline July 2nd
- Online Trainings for FERPA, BRIM, and GLBA – to work with Ron H.
- Employee Handbook

Important Calendar Dates

Special meeting of the Board of Governors on Thursday, July 23 at 12:00 noon to select the next president of Eastern? ACCT search consultant will join via Zoom to share reference checks. In lieu of July 15 meeting?

New Business/Miscellaneous

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Minutes – June 17, 2020

Next Scheduled Meeting: July 15, 2020

Adjournment – 1:50pm

Respectfully submitted by M. O'Leary, recorder.



Greg Greenwalt, Board Chair

8-19-2020

Date