

Call to Order

The virtual meeting was called to order at 12:03pm. Present were G. Greenwalt, Dr. Terrell, Jr Helmick, S. Arbaugh, M. Chambers, S. Shomo, A. Blackwood, S. Van Meter, S. Michael, and A. Degnan. Absent was H. Whetzel.

Presentation/Discussion/Professional Development

*Action Items:

- Approval of the Minutes: Meeting of August 19, 2020 – *On a Helmick/Degnan motion, the minutes were approved with all in favor.*
- Spring 2020 Student Survey results – Informational – *Reviewed.*
- AR 4.1 Coaching Selection and Compensation – Informational – *Reviewed, with a typo found by G. Greenwalt.*
- AR 4.2 Change of Grade Regulation – Informational – *Reviewed.*
- BP 3.14 Standards for the Awarding of Continuing Education Units – *On an Arbaugh/Shomo motion, BP 3.14 was approved with all in favor.*
- BP 3.19 Academic Forgiveness – *On a Chambers/Blackwood motion, BP 3.19 was approved with all in favor.*

Institutional Research

- Fall Enrollment
 - 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)

Dr. Terrell reviewed the enrollment data and reported that only 9% of WV high school graduates attend a community college. 48% of WV high school graduates do not attend college.

Committee Reports

Board Chair-Greg Greenwalt – *K. Sherman is now off the Board of Governors due to not meeting professional development requirements of Board members. Dr. Terrell is in the process of recruiting a new Board member.*

Committees

Presidential Search – *The survey, with responses being collected by ACCT, is on-going.*

Finance & Facilities-John Galatic – *No report.*

College Representatives Reports

Staff-Ann Degnan – *Workforce is working on scheduling spring 2021 classes which will be both online and hybrid; developing partnerships with American Woodmark and Panthera; developing Learn and Earn grant funding; Allied Health Sector meeting on September 29. Academics is developing the spring 2021 schedule; the fall 2020 student survey included a new question regarding E-Books; please visit the Free Little Library outside the front doors of the building.*

Faculty-Sherry Michael – *Faculty meeting was on September 14. Professional development is taking place; Quality Matters enrollment is on-going; K. Colebank shared tech tips; AR's are being reviewed; and faculty approved the use of e-voting.*

Student-Vacant

Strategic Plan 2015 – 2020 Reports

Dr. Chuck Terrell, President

- COVID-19 & Fall Semester – *Classes are going well.*
- HLC Progress Report Visit, November 9, Dr. William Tammone – *Will meet with Chancellor Tucker, Ed McGee, and Chris Treadway. Will also meet with the Board of Governors.*
- Strategic Plan 20/21 – *One year supplement is in development. Meetings are underway, and each department will submit 5 – 6 strategic goals. The template was reviewed, and there will be more detail on measures such as success and completion dates.*
- DOL Consortium Grant – *CTC system will apply using a consultant, and now known as Strengthening Community Colleges. Focus will be on the Allied Health sector. Looking at starting an LPN bridge program with Mineral County Tech Center. Will also focus on opioid abuse training with Potomac Highlands Guild.*
- Institutional Research Partnership Eastern, HEPC, Mountwest & Pierpont – *Arrangement has been approved with each participating entity contributing 25% of salary.*
- Reorganization BP 6.1 – *Proposal will be to abolish Dean of Advancement and Innovation position, and blend those responsibilities into the Dean of Community Engagement and Partnerships position. T. Fuhr's contract ends in December at which time M. Webb will become Dean of Community Engagement and Partnerships. L. Koontz has resigned to accept a position at Moorefield High School, and C. Bolyard will transition into her role. Will be an action item at October's Board of Governors meeting.*
- Thank you to Pilgrim's Pride Henrietta & Kelson Thorne - *\$2,500 received from Pilgrim's Pride and Dr. Terrell thanked H. Whetzel.*

I
Student Access and Success

II
Teaching and Learning

- Perkins Reserve Grant – due September 30
- Faculty Goals and Priorities – due September 15
- HLC Accreditation
- FY21 Perkins Grant – Local application approved
- Job Description for ATT Instructor
- LOT Meeting (September 30)
- Academic Services Meeting (September 29)
- Spring 2021 Schedule
- Classroom Observations – online – *C. Hakala joins online classes to make observations.*
- Ad Astra Meetings – Lisa Hunter
- BET Post-Audit – tentatively accepted, follow-up reports due in October and May
- Advisory Committees

III
Community Engagement and Partnerships

IV
Advancement and Innovation

- Creative Economy Pivot meeting – Wednesday
- MDRC BEES – follow-up meeting Wednesday
- AFRI Prep
- LFPP Reimbursement & Advance payments submitted
Oakland Hall

V

Resources

Technology, Human Resources & Safety & Security

- Final Audit set for September 8-11 & September 21-25; pro forma financial statements to be drafted

Facilities

- HVAC- Joe Bickett to visit campus soon in the next few weeks to assess and potentially repair problems with HVAC controls, will follow up with discussion about consulting facilities director role – *J. Bickett is an expert and can provide details for best ways to move forward.*
- Tech Center parking lot – Scott Construction to provide estimate for leveling and gravel replacement
- Fence for back of main campus – Scott Construction to provide an estimate, will follow up with DOH
- Phase protector for electrical system
- Tech Center projects – bird holes, garage door

Solar lights on Eastern Drive have been installed and the banners are in development.

Grants

Technology

Human Resources

Lacey Koontz

Geoff Brehm – *Will transition to three days a week, and will recruit for a full-time replacement.*

Director of Agriculture interviews are taking place and an offer should be made later this week or next week.

Eastern has grant funding available to hire a contracted and virtual SBDC Coach. Investigating and researching now.

Important Calendar Dates

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Minutes – September 16, 2020

Important Calendar Dates

New Business/Miscellaneous

Next Scheduled Meeting: October 21, 2020

Adjournment – 1:10pm

Respectfully submitted by M. O'Leary, recorder.



Greg Greenwalt, Board Chair

10-22-2020

Date