



1. Call to Order
  
2. \*Action Items:
  - a. Approval of the Minutes – Meeting of October 18, 2017
  - b. Approval of the HLC Report – Debra Backus
  - c. Auto Tech AAS Program Review
  - d. Auto Tech CAS Program Review
  
3. Annual Reports
  - a. Faculty – Shirley Murphy
  - b. Classified Staff – Melissa Shockey
  
4. Board Chair and Committee Reports
  - a. Board of Governors – Rob Tissue
  - b. Classified Staff update – Laurel Godlove
  - c. Faculty update – Curtis Hakala
  - d. Student update – Theda May
  
5. Strategic Plan 2015 – 2020 Reports – Dr. Charles Terrell
  - Supplement to the Strategic Plan January 2018
  - Foundation Strategic Plan-Joe April, Convergent Nonprofit Solutions
  - Eastern WV Community Foundation
  - Board of Governors appointments & reappointments
  - a. Student Access and Success

<b>FALL 2017 CAMPUS</b>	<b>HeadCount</b>	<b>FTE</b>
Eastern	289	185.1
High School	256	72.5

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Workforce	67	29.9
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sum	612	287.5
Unduplicated Total	604	287.5
<b>SPRING 2018 CAMPUS</b>	<b>HeadCount</b>	<b>FTE</b>
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Eastern	133	98.8
High School	112	34.0
Workforce	13	6.9
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sum	258	139.7
Unduplicated Total	258	139.7

- High School student/parent letters
  
- b. Teaching and Learning
  - Articulation agreements
  - Guided Pathways
  - Online degree HLC accreditation
  
- c. Community Engagement and Partnerships
  - Hospitality training
  
- d. Culture of Innovation
  - National Rural Entrepreneurship Ecosystem Builder Summit, May 15-16
  
- e. Resources
  - Finances/Meeting with Kristi Williams
  - Facilities
    - Lease agreement with ISMI
    - Capital projects
    - DOH agreement Parking Lot project
  
- f. Human Resources
  - CFO
  - Recruiter

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- Payroll Representative

g. Technology

- Community computer lab in Grant County
- T-1 line at Petersburg High School
- Internet access at WV Army National Guard

h. Communications and Marketing

- College Website
- Social marketing

i. AP 220 Grant

j. Grants

6. Campus Safety and Security

7. Important Calendar Dates

- First day of Spring semester, January 16
- Higher Education Day, January 23
- HLC Comprehensive Visit, April 22-24
- Nursing Pinning, May 11
- Commencement, May 12
- Entrepreneurship Conference, May 15-16

April 1, 2017 – March 14, 2018	Documents Facilitator and Taskforce on Documents build and complete on-campus documentation resource files.
November 1, 2017 – December 21, 2017	Documentation Team uploads evidence files and assurance arguments into HLC Assurance System. Documentation Team completes Assurance Argument edits as necessary.
December, 2017 – April 2018	Preparations for HLC Visiting Team on-site visit
December 16, 2017	Board of Governors receives final draft of the Report for review and comment

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January 15, 2018	Report Facilitator completes revision (in collaboration with respective Criterion Team Leader) of document incorporating comments provided by BOG.
January, 2018	Board of Governors approves final draft of the Report for submission to the Higher Learning Commission
January - February 2018 TBD	Mock Visit: Format recommendation includes All College Meeting for overview of Comprehensive Evaluation process and visiting team expectations; individual/department meetings to address specific items in Assurance Arguments.
February 1, 2018	<b><u>DEADLINE:</u></b> Documentation Team locks Assurance Arguments which submits to the Higher Learning Commission.
April 22 - 24, 2018	The Higher Learning Commission Evaluation Team arrives on campus and conducts on-site visit.

8. New Business/Miscellaneous

a.

Next Scheduled Meeting: January 17, 2018

Adjournment