



1. Call to Order – *The meeting was called to order at 12:03pm. Present were Dr. Terrell, R. Tissue, G. Greenwalt, D. Bean, S. Staley, Jr. Helmick, M. Chambers, C. Hakala, A. Degnan, and S. Scamehorn. Guests present were C. Hedrick, J. Strawderman, G. Shields, M. Wilson, L. Koontz, and S. Smoot.*

2. *Action Items:

- Approval of the Minutes – Meeting of September 19, 2018
On a Greenwalt/Bean motion, the minutes were approved with all in favor.
- BP 3.18 Required Instructional Time for Campus Administrators
On a Greenwalt/Degnan motion, BP 3.18 was approved with all in favor.
- AR 3.8 Course Syllabus Regulation (informational)

3. Presentation:

Audit Report (via phone at 1:30pm), Marie Long, Suttle & Stalnaker, CPA's – M. Long and S. Murphy shared a PowerPoint presentation on the Audit Report with the Board of Governors. Bound copies of the Audit report were distributed to Board members. On a Greenwalt/Chambers motion, the Audit Report was accepted with all in favor.

Superintendents, Monica, and Lacey

R. Tissue began the discussion by reporting that funding and enrollment are Eastern's biggest concerns. C. Hedrick reported that his biggest challenge is the recruitment of qualified teachers and staff. The state level of pay is approximately 10% below surrounding counties. Benefits have been eroding, and financing is based on student population. Opportunities include good test scores and good partnerships, all without a levy that other counties assess. J. Strawderman reported that Hardy County has the highest number of non-certified substitute teachers this year. Dr. Terrell reported that he is considering using a live stream video conference platform to teach courses. The Benedum Foundation would like to expand dual credit possibilities. Math was raised as an

issue for many students, and it affects success in other courses. J. Strawderman reported that most high school students are undecided in terms of their post-high school plans, but the trend of going to college as an expectation is declining. C. Hedrick reported that, in order to connect with students, Eastern needs to connect its students with jobs. Both J. Strawderman and C. Hedrick indicated that Eastern is doing well with dual-credit courses, and that the college could do better at building relationships with vo-tech centers, and matching high school class schedules with Eastern's class schedule. R. Tissue indicated that the CTC system views vo-tech centers as competitors. In Florida, there is a model that allows all high schools students to graduate with an Associate's Degree. S. Staley reported that some counties require a higher number of credits to graduate than what is mandated by the state. Dr. Terrell reported that Eastern wants to keep an open dialogue with county school systems. J. Strawderman reported that M. Wilson and L. Koontz do a very good job. R. Tissue thanked C. Hedrick and J. Strawderman for their insights and time.

4. Introductions:

Stephen Smoot, Dean of Community Engagement and Partnerships
Sherry Michael, Education Programs Coordinator
Shepherd University Articulation Agreement
Cristyn Bauer, AmeriCorps

Dr. Terrell introduced the new employees, and R. Tissue welcomed them to the Eastern team.

5. Board Chair and Committee Reports

- Board of Governors – Rob Tissue – *R. Tissue requested that Board members remind legislators of the \$500,000 supplemental appropriation in the current fiscal year.*
- Staff update – Ann Degnan – *No report.*
- Faculty update – Curtis Hakala – *Spring 2019 schedule is out; Banner and Advisor training takes place on November 9; food drive sponsored by PTK underway; will have a winter term with five online classes.*
- Student update – Samantha Scamehorn – *Trunk 'n Treat on October 30; Photos with Santa on December 7; and starting toy drive soon.*

6. Strategic Plan 2015 – 2020 Reports – Dr. Charles Terrell

HEPC Annual Reauthorization date request 11/1/18 – Compliance section being completed now.

Civil Rights Review – Visit to Eastern will take place on November 7, 2018.

Finance-John Galatic – *J. Galatic announced that two WVDO Eastern loans, totaling \$619,931.58, have been forgiven. This amount represents 25% of the college's long-term debt obligations. J. Galatic also shared a PowerPoint presentation on the current state of fiscal affairs with the Board of Governors.*

- Student Access and Success

- Enrollment

Eastern	235	157.6
High School	178	49.1
Workforce	59	27.2
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sum	472	233.9

Unduplicated Total 466 233.9

- 9/25th: Deb N and Lacey will be out all day at WVASFAA Counselor Training in Keyser
- 9/26th: Lacey/Curtis-Meeting with East Hardy High- morning
- 9/26th: Lacey/Monica-MMS game 6-8:00 p.m.
- October 1-5: Monica on vacation
- 10/1: Lacey/Curtis-Meeting with Pendleton Co High- All morning
- 10/3: Lacey/Curtis--Meeting with Petersburg High- Morning
- 10/8: Lacey/Monica---Parent Teacher night info table at Hampshire---leave at 2:30 p.m.; meeting with principal/counselors before and PT night is 5-7 p.m.
- Trunk n Treat set for Oct. 30 from 5:30-6:30 p.m.
- After mid-term treat for students; popcorn and stress reliever coloring sheets Oct. 8-12
- Big THANK YOU to Ron for getting 3 reports of data that were due Oct. 1 to me! Two of the reports are new reports!
- Civil Rights Review status
- HS accommodation
- Additional tutoring in Accounting
- Survey Monkey
- Disability Handbooks
- 10/11: Lacey/Monica at PT night Petersburg 3-6 p.m.
- 10/17: Lacey/Monica at MMS game 6-8 p.m.
- 10/17: Curtis/Deb N at Pendleton for Parent Teacher 2:30-7:30 p.m.
- 10/23: LSS at Petersburg for FAFSA night begins at 6:30 p.m.
- Pictures with Santa for December 6th. 5:30pm to 7pm

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- Open House day on November 12th tentative
 - Shirley Murphy will be attending 8th Grade Cruise-In at Keyser Middle on November 15th
 - IPEDS reporting
 - VA 85/15 reporting completed
 - Reauthorization report due November 1st.
 - EDGE report completed
 - Gainful employment reporting completed
 - Student Edits
- Teaching and Learning
 - Adam Webster, WV Land Trust BET Water Trail
 - HLC Online degree initiative
 - Complete College America GP initiative
 - SP 19 Dual Credit initiative
 - HLC Monitoring Committee update – Kick-off meeting was held Sept. 24 with team chairs. Co-chairs were assigned.
 - Perkins Local Planning approved \$56,175.00 includes carryover.
 - Perkins Leadership submitted \$47,739. Waiting on final approval.
 - Perkins Training Webinar Sept. 16 10:00 a.m. Richard Goff
 - New Nursing half time faculty – John Sykes
 - Community Engagement and Partnerships
 - Governor’s Award for Regional Cooperation
 - Culture of Innovation
 - NACCE Community Colleges as Incubators of Innovation Nov. 6 Webinar Meet the Authors
 - Phillip Jackson, AmeriCorp
 - William Netherland, AmeriCorp
 - Entrepreneurial Learning Initiative
 - Small Business Development Center/WVAG
 - Farm to Table event – *G. Greenwalt reported that the event was well-attended, and he has received positive feedback.*
 - Resources
 - Cacapon Institute Tanner Haid Tree plantings
 - Human Resources
 - Program Coordinator for Admissions & Financial Aid
 - Technology

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- Communications and Marketing-
- AP 220 Grant-

- Grants
 - Hardy County Community Foundation \$1,000 (*Barn Quilt*) and \$1,500 (*STEM Grant for BET AmeriCorps*).
 - Benedum Foundation – *Revised budget submitted this past Monday. Application requests \$250,000 over a two-year period.*

Dr. Terrell announced that a \$70,000 grant has been received for the BET program, and that Eastern's share of revenue from the Rural Rise conference is \$15,000.

7. Campus Safety and Security

- Drills

8. Important Calendar Dates

October 26 Senator Manchin Rally 12:00 pm
October 30 Trunk n Treat
October 31 Active Shooter Training 8:30 to 12:00
November 14 AG Showcase – *At the Armory.*

Dr. Terrell reported that Eastern has been selected to present at the South by Southwest conference in Austin, Texas; Eastern is the recipient of the Governor's Award for Regional Cooperation; and Dr. Terrell will represent Eastern at the Pilgrim's Pride luncheon at the South Branch Inn on November 2, 2018.

9. New Business/Miscellaneous


- ACCT Knowledge Center Podcasts – *A link to ACCT-sponsored professional development podcasts will be forwarded to Board members by M. O'Leary.*

Next Scheduled Meeting: November 28, 2018 – *Will include Superintendents from other counties.*

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Adjournment – 2:00pm.

Respectfully submitted by Michael O'Leary, recorder.



Robert Tissue, Chair

11/28/2018
Date