

## **Call to Order**

*The meeting was called to order at 12:01pm. Present were G. Greenwalt, Dr. Striplin, S. Arbaugh, M. Chambers, A. Blackwood, J. Kubeika, S. Alt, A. Degnan, and T. Branson. Absent were S. Van Meter, S. Michael, and T. Southerly.*

## **Presentation/Discussion/Professional Development**

### **Audit Report – Marie Long, Suttle & Stalnaker CPA's**

*M. Long and S. Murphy provided a PowerPoint presentation to the Board of Governors. The audit was clean and copies of the Financial Statements and Report to the Board were provided to Board members. G. Greenwalt thanked M. Long and S. Murphy for their work on the audit and for their presentation to the Board.*

### **\*Action Items:**

- Approval of the Minutes: Meeting of October 19, 2022 – *On a Blackwood/Kubeika motion, the minutes were approved with all in favor.*
- Approval of the Financial Status Update – *On an Arbaugh/Alt motion, the Financial Status Update was approved with all in favor.*
- BP 3.4 Admissions Policy – *On a Degnan/Kubeika motion, BP 3.4 was approved with all in favor.*

## **Institutional Research**

## **Committee Reports**

**Board Chair-Greg Greenwalt – No report.**

### **Committees-**

**Finance & Facilities – Trina Branson – T. Branson reviewed the Financial Status Update with the Board of Governors.**

## College Representatives Reports

### Staff-Ann Degnan –

- 1. In an effort to increase ATT and WTT program awareness and enrollment, both programs were registered in the State's Workforce MAAC system pending approval.*
- 2. Strategic Plan compliance is a continuous effort, and in Assessment, performing review of CAR links related to program, advisement and student retention focus, OER, English in spring and Math in fall scheduling discussions are occurring.*
- 3. The following Synchronous courses are evolving into fully delivered online courses in Accounting 121, Business Law 206, Geography 220, Political Science 202 and WTT 150.*
- 4. The At-Risk Student Tracker, an instructor progression tool, which identifies struggling students in an effort to intrusively assist struggling students achieve passing grades is completed with week 11 progression comments.*

### Faculty-Sherry Michael - *The Faculty Assembly met on October 21 for the monthly meeting.*

**Guest Speaker: Curtis Hakala – Discussed Professional Development Plan 2021-2026.**  
*Items discussed were.*

- *Overall Mission and Goals*
- *Faculty Professional Development Training Sessions*
- *Supporting Faculty Members*
- *Assessment*

*Curtis will be developing a document plan and send out for Faculty Assembly to evaluate and make it to fit us. (faculty)*

### *Refresher on the Updated Faculty Focus Items:*

- *New Yearly Work Plan – Focused and based on the strategic goals identified in the new 2022-2026 Strategic Plan:*
  - *Goal 1: Stabilize and Increase Enrollment*
  - *Goal 2: Increase Student Retention and Success*
  - *Goal 3: Build Academic Quality*
  - *Goal 4: Increase Number and Type of Strategic Partnerships*

- *Goal 5: Enhance Institutional Effectiveness*
- *Develop goals Faculty wish to achieve to address needs such as:*
  - *Goal 1: Generate ideas to increase enrollment and encourage students*
  - *Goal 2: Generate ideas to retain students and ensure a higher level of academic success for active students*
  - *Goal 3: Create ideas to enhance teaching quality*
  - *Goal 4: Create ideas for more strategic partnerships*
  - *Goal 5: Generate ideas to enhance Eastern at home and in the community*

*Nikki Chandler provided discussion on course assistance in Brightspace*

*Anthony Prato provided Tech Tips – shared online tools for faculty to use in assisting in evaluating students Essays and writing assignments.*

*Nathan Van Vranken shared science tips - shared information on a recent earthquake, from information on the USGS website, that was recently felt in Sykesville, MD.*

*Joe McGee How 2 Tips – discussed the “How to Tips” training presented earlier to faculty, another valuable resource to assist faculty.*

*Next meeting will be November 18, 2022*

**Student-** Trevor Southerly – *No report.*

### **Dr. Thomas Striplin, President**

- *Appreciates Cabinet's efforts, especially in working as a team.*
- *K. Colebank will resign in December. Hired T. Montgomery as her replacement who will start on November 28. There will be a period of overlap so that K. Colebank can train T. Montgomery. Will meet with the team to determine marketing needs.*
- *All-College meeting will include professional development and will be streamed.*
- *Headcount up for fall 2022 semester, highest since fall 2016.*
- *Visited Pierpont CTC yesterday for Aviation Technology meeting. Working on grant applications. Next meeting is December 6.*
- *Visited Panthera yesterday. They are interested in working with Eastern*
- *Nursing is fully accredited.*
- *Ag Workforce is moving to room 113.*
- *Will be going to HLC conference in Chicago. Has been accepted as a peer evaluator*

- *C. Hakala will be moving to a new position in July.*
- *Met with the Hardy County Board of Education Monday night. M. Wilson presented on the Eastern partnership with Hardy County Schools.*
- *Visited Blue Ridge CTC Maker Space with G. Greenwalt and M. Webb*
- *Visited WVU Parkersburg with C. Hakala.*
- *Deposition on November 22. All evidence then goes to a judge for review.*
- *Holiday Party/Awards Banquet being planned. EWVCTC Foundation will pay for the Misty Mountain event space.*
- *Met with Potomac State leadership team on campus. Discussing a one day training workshop.*
- *WVU discussions on Radiation Technology.*
- *Visited Sen. Capito's and Sen. Manchin's staff in Washington, DC with M. Webb last month.*
- *Toured FBI building with M. Wilson and D. Heavener.*
- *HVAC repair costs approximately \$32,000. The state will reimburse Eastern. Project completion target is late January/early February.*
- *Early results of review of adjuncts revenue versus expenses looks good.*
- *WF is moving to room 113 and a new storage unit will be purchased. WORCS is paying for half.*

## **I Student Services**

### **Title III**

## **II**

**Academic Services**

**III & IV  
Advancement and Continuing Education**

**V**

**Resources  
Technology, Human Resources & Safety & Security**

*Finances/Business Office*

*Facilities*

*Grants*

*Technology*

*Human Resources*

*Safety and Security*

Important Calendar Dates

New Business/Miscellaneous

March 15, 2023 BOG meeting will need to be rescheduled to either March 8 or March 22.

Next Scheduled Meeting: December 21, 2022 – *On an Arbaugh/Chambers motion, and with all in favor, the December meeting of the Board of Governors was cancelled unless a significant need arises.*

Adjournment – 1:30pm

*Respectfully submitted by M. O'Leary, recorder.*



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Greg Greenwalt, Board Chair

1-30-2023

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Date