

Call to Order

The meeting was called to order at 12:00pm. Present were G. Greenwalt, Dr. Striplin, S. Arbaugh, M. Chambers, A. Blackwood, J. Kubeika, S. Alt, J. Brill, S. Michael, A. Degnan, and T. Southerly. Guests present were R. Hamilton and T. Branson. Absent was S. VanMeter.

Presentation/Discussion/Professional Development

GLBA Requirement – Annual Report on the Status of Cybersecurity
Ron Hamilton, Chief Information Officer via Zoom

G. Greenwalt welcomed R. Hamilton to the Board of Governors meeting. R. Hamilton provided a PowerPoint presentation on the recently enacted Gramm-Leach-Bliley Act (GLBA) that requires the Chief Information Officer to make an annual report to the Board of Governors on the status of cybersecurity. G. Greenwalt thanked R. Hamilton for his presentation.

***Action Items:**

- Approval of the Minutes: Meeting of August 16, 2023 – *On an Arbaugh/Michael motion, the minutes were approved with all in favor.*
- Approval of the Financial Status Update – *On a Kubeika/Michael motion, the Financial Status Update was approved with nine in favor and one abstention (S. Arbaugh).*

Institutional Effectiveness

Committee Reports

Board Chair-Greg Greenwalt – *Reported that he, Dr. Striplin, S. Arbaugh, A. Blackwood, and S. VanMeter will be attending the October Board of Governors Summit in Charleston. He announced that the Foundation's chili cook-off has been postponed, thanked Dr. Striplin for the enrollment reports, and reminded Board members of the following dates:*

- *September 22 bench dedication*
- *September 25 ice cream social*
- *October 31 Trunk n Treat*

G. Greenwalt thanked all Board members for attending the meeting.

Committees-

Finance – Trina Branson – *Presented the Financial Status Update (see action item above), reviewed a follow-up from the July Board of Governors meeting regarding grant funds, and reported that the audit is wrapping up.*

College Representatives Reports

Staff-Ann Degnan –

- 1. An Assessment Committee meeting schedule was determined for the remainder of the year. Lindsay Guinn presented training on the new assessment process and documentation requirements during Faculty Assembly for HLC compliance.*
- 2. Ten laptops were purchased to lend to students without requiring a financial deposit for the duration of one semester length to ensure regular performance of maintenance and inspection.*
- 3. The Run for Joy 2023 event is scheduled for September 23, 2023 at Brighton Park and in 2023 the Foundation gifted \$6,000 in scholarships to local graduates in Joy's memory. On Thursday, September 21st Student Services is hosting a Dine & Donate luncheon from 11:00 AM to 1:00 PM at Eastern in the Student Lounge with all proceeds benefiting the Joy Snyder Coby Memorial Foundation.*
- 4. GYO High School Instruction Observation protocol is being developed by Dominic and Monica with suggestions from Brad Simmons.*

Faculty-Sherry Michael –

- Faculty Senate met virtually for the Annual Faculty Orientation on August 14, 2023. Two new faculty members, Isiah Smith director of Wind Energy/Advanced Technology Faculty and Ian Guckavan, adjunct ELM. Both were welcomed.*
- Faculty Senate is looking forward to D. Phillips coming to every Faculty Senate Meeting offering discussion on use and implementation of How2's in classes.*
- Faculty will be identifying how they are using How2's in their current courses.*
- Faculty completed and submitted the Fall 2022 and Spring 2023 Course(s) Assessment forms to Lindsey Guinn.*

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- *Program Assessment forms were completed and submitted by the Program Directors under the direction of Lindsey Guinn.*
- *The course Digital Literacy and Critical Thinking forms were completed and submitted by faculty under the direction of Lindsey Guinn.*
- *ACF – has been discussing indications of WVU contemplating program cancellations resulting in faculty termination.*
- *Due to HVAC situation, faculty members utilized different locations for their live classes for Fall 2023.*

Student- Trevor Southerly – *Reported that Moorefield High School dual enrollment students are apparently being required to take the classes on Eastern's campus, even if the classes are online. Dr. Striplin will follow up with S. VanMeter.*

Dr. Thomas Striplin, President

- *Strategic Planning – Working on the Strategic Plan Update which will be a written report. It will be helpful for the Board of Governors, HLC, and the College community, and hopes to share the report at the October Board of Governors meeting.*
- *Facilities Master Plan*
- *The HVAC chiller is out for bids. Hope to receive 3 – 4 bids within the week. Must be installed by April 1, 2024. Deferred maintenance funds have still not been released by the state.*
- *The new cybersecurity program will be fully online with two emphasis tracks. More information will be forthcoming.*
- *Please mark your calendars for the HLC visit on March 18 and 19, 2024.*
- *Recently attended the annual WV Chamber of Commerce meeting in Charleston. Education is a hot topic by legislators. Not sure if there could be budget impacts. Re-evaluating all positions at the College to be sure we are optimized. A few positions may need to be re-imagined. Higher education is facing significant challenges nationwide, therefore we need to be sure we are streamlined and optimized. It is not about people, it is about positions. G. Greenwalt indicated that he likes having contingencies, three and five year plans, etc. to prepare for the future.*

- *M. Webb will have a new title – Dean of Advancement and Innovation – to allow her more time to innovate and less time to manage.*
- *The CDL simulators are arriving in October.*

Student Services

Title III

Academic Services

Advancement and Continuing Education

Resources

Technology, Human Resources & Safety & Security

Finances/Business Office

Facilities

Grants

Technology

Human Resources

Safety and Security

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Important Calendar Dates

Upcoming Lunch and Learn Zoom training sessions (all start at 12 noon):

- November 8, 2023 - Serving as Ambassador for Your Institution, Fran Albrecht, Chief Philanthropy Officer for the Providence Montana Health Foundation, Former Trustee with the Montana University System Board of Regents
- December 13, 2023 - Open Educational Resources, Dr. James Hallmark, Vice Chancellor for Academic Affairs, Texas A&M University
- January 10, 2024 - The Board's Role in Institutional Finance, Chris Martin, Chief Financial Officer, Salt Lake Community College
- February 14, 2024 - Presidential Assessment, Dr. Merrill Schwartz, Senior Consultant, AGB
- March 13, 2024 - Fundamentals of Parliamentary Procedure, Connie Deford, Past President of the National Association of Parliamentarians

New Business/Miscellaneous

Next Scheduled Meeting: October 18, 2023

Adjournment – 1:45pm

Respectfully submitted by M. O'Leary, recorder.



Greg Greenwalt, Board Chair

10/17/2023

Date