



1. Call to Order: *The meeting was called to order at 9:05am. Present were Dr. Terrell, R. Tissue, S. Staley, G. Greenwalt, M. Chambers, F. Shanholtz, G. Sponaugle (via Skype), C. Hakala, L. Godlove, T. May, and M. O’Leary (recorder). Guest present was P. Reardon. Absent were D. Bean and Jr Helmick.*

2. \*Action Items:

- a. Approval of the Minutes – Meeting of May 17, 2017

*On a Greenwalt/Chambers motion, the minutes were approved with all in favor.*

- b. AR 3.4 Faculty Instructional Evaluation Regulation

*AR 3.4 was presented to the Board of Governors by Dr. Terrell as an informational item. The Regulation holds both full-time and adjunct faculty to the same standards.*

- c. BP 3.15 Assessment of Student Academic Achievement

*On a Greenwalt/Shanholtz motion, BP 3.15 was approved with all in favor. BP 3.15 requires an annual report to the Board of Governors on student outcome measures, reflecting the importance of student assessment.*

- d. Election of Board Officers

*R. Tissue reported that D. Lambert had resigned from the Board of Governors effective June 30, 2017. In addition, the terms of S. Staley and F. Shanholtz have expired, and both are willing to continue to serve until replaced by the Governor. R. Tissue then opened the floor to nominations for Chair and Vice Chair.*

*G. Greenwalt nominated R. Tissue to serve another year as Chair of the Board of Governors. Without opposition, R. Tissue accepted the nomination and will continue as Chair for another year.*

*R. Tissue nominated G. Greenwalt to serve as Vice Chair for FY 18. Without opposition, G. Greenwalt accepted the nomination and will serve as Vice Chair for FY 18.*

e. Tuition and Fees

*P. Reardon presented the Board of Governors with budget and organizational chart handouts. While 350 FTE's is the goal, her first budget model was based on a more conservative 300 FTE's. The college's state appropriation was cut by 4.54%, resulting in a projected shortfall of \$310,379 based on 300 FTE's, and a projected shortfall of \$151,786 based on 350 FTE's. P. Reardon indicated that some expenses (travel, cleaning service, adjunct salaries, not filling vacant positions) could be cut, and that workforce revenue goes into an account separate from academics.*

*Dr. Terrell reported that the Higher Learning Commission reviews the College's Composite Financial Index, and that it does not like to see reserves being used to fund operations. He also indicated that fall enrollment numbers, and the fiscal condition of the state at the mid-year point, are both unknowns at this time.*

*R. Tissue requested a motion to enter into Executive Session to discuss compensation, and asked Dr. Terrell and P. Reardon to remain for the Executive Session. On a Greenwalt/Shanholtz motion and, with all in favor, the Board of Governors moved into Executive Session at 9:37am. The Executive Session ended at 9:57am with no action taken.*

*P. Reardon reported that the cleaning service at the Tech Center had been eliminated, and recommended that the adjunct budget be cut by \$50,000 and the travel budget be cut by \$30,000. Also recommended was a tuition increase. A 4.95% tuition increase would not require Council approval, would generate approximately \$48,000 in additional revenue, but would still leave a small projected budget deficit. A 6.12% tuition increase would likely balance the budget, would result in approximately \$63,000 in additional revenue, and would require Council approval. Current cost of tuition per credit hour is \$136.00. A 4.95% tuition increase would bump per credit hour tuition to \$143.00, and a 6.12% per credit hour tuition increase would bump per credit hour tuition to \$145.00.*

*M. Chambers indicated the need to advertise and market our low cost. Dr. Terrell reported that 25<sup>th</sup> Hour Communication is doing that now, and that he*

*will soon be meeting with senior-level officials at Frostburg State and James Madison Universities to discuss tuition incentives for eastern graduates. In addition, he has requested reciprocity agreements from HEPC, and is waiting on grant funding approvals for two positions, and the SBDC position.*

*R. Tissue reported that Eastern's Finance Committee, at its meeting in June 2017, recommended basing the budget on 300 FTE's, moving forward with personnel realignments, and increasing tuition by 4.95%. On a Chambers/Greenwalt motion, and with all in favor, the budget was approved as recommended by the Finance Committee and as discussed in Executive Session.*

*Dr. Terrell reported that he will schedule a college-wide meeting to discuss the budget with faculty and staff, and that the Council is waiting to receive all budgets prior to scheduling a conference call with college presidents.*

*P. Reardon, who has resigned to take a position at Bridgewater College, was thanked by R. Tissue for her years of service to Eastern.*

### 3. Board Chair and Committee Reports

- a. Board of Governors – Rob Tissue – *No report*
- b. Classified Staff update – Laurel Godlove – *There are new officers on the Classified Staff Council – M. Shockey (Chair), W. Baldwin, and A. Degnan.*
- c. Faculty update – Curtis Hakala – *No report.*
- d. Student update – Theda May – *No report*

### 4. Strategic Plan 2015 – 2020 Reports – Dr. Charles Terrell

- a. Student Access and Success

*Dr. Terrell reported that aggressive recruitment is underway, and several one-stop-shops are scheduled over the coming weeks. Dr. Terrell will be the keynote speaker at the Student Success Conference in Morgantown at the end of July.*

- b. Teaching and Learning

c. Community Engagement and Partnerships

*Dr. Terrell reported that he had a conference call with ARC yesterday, and that Eastern has been selected as part of a tourism cohort being sponsored by AACC, ARC, and CCA. On August 23, 2017, Eastern will host a regional tourism summit at the National Guard Armory.*

d. Culture of Innovation

e. Resources

i. Finances

ii. Facilities

*Dr. Terrell reported that two WVU students are working on Eastern's Facility Master Plan, and that work on the new parking lot will start later this summer. The Solar Congress hosted on campus in June was attended by approximately forty people.*

f. Human Resources

*Dr. Terrell reported that Carlos Gutierrez is Eastern's new contracted Director of Human Resources.*

g. Technology

h. Communications and Marketing

i. AP 220 Grant

j. Grants

5. Campus Safety and Security

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6. Important Calendar Dates

*July 14 – Biochar conference*

*July 28 – NextEra Energy*

*August 1 – Faculty return*

*August 7 – Faculty orientation*

*August 16 – Board of Governors workshop at the Stonewall Resort and Conference Center*

*August 23 – Regional Tourism conference*

April 1, 2017 – November 14, 2017	Documents Facilitator and Taskforce on Documents build and complete documentation resource files (Share File) and identify documents for uploading onto Assurance System.
April 1, 2017 – March 14, 2018	Documents Facilitator and Taskforce on Documents build and complete on-campus documentation resource files.
May 26, 2017	Initial full draft of Criterion Assurance Arguments completed by Criterion Taskforce Leaders (Criteria 1 – 5) to be posted on Share File Dr. Terrell or designee completes draft of Introduction. Dr. Terrell reviews/approves draft of introduction.
August 16, 2017	Initial Draft of Federal Compliance Document  HLC Comprehensive Evaluation Coordinator and Report Facilitator complete Federal Compliance document.
August 29, 2017	All College Meeting: HLC Comprehensive Evaluation Update; report draft update, questions/concerns, and next steps
September 7, 2017	Taskforces and constituents provide comments on Assurance Arguments. Comments to be submitted to Report Facilitator and respective Criterion Team Leader.

7. New Business/Miscellaneous

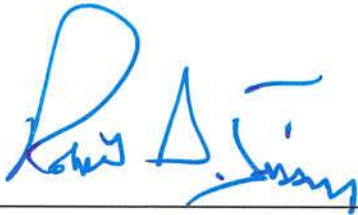
a.

Next Scheduled Meeting: Wednesday, August 16, 2017

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Adjournment: *Meeting adjourned at 10:34am.*

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



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Robert Tissue, Chair

9/13/2017

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Date