

Eastern West Virginia Community and Technical College

Board of Governors

Meeting of January 18, 2017

EWVCTC Main Campus

Moorefield, WV

Call to Order: *The meeting was called to order at 12:02pm. Present were Dr. Terrell, R. Tissue, S. Staley, M. Chambers, D. Lambert, F. Shanholtz, G. Sponaugle, G. Greenwalt, D. Bean, Jr Helmick, C. Hakala, L. Godlove, and M. O'Leary (recorder). Absent was T. May.*

***Action Item:**

***Minutes November 16, 2016 Attachment**
Minutes were approved on a Greenwalt/Bean motion with all in favor.

Presentation:

A. Senator Randy Smith, District 14
Due to a scheduling conflict, Senator Smith was unable to attend the meeting.

***Action Items:**

- A. CAS AAS Program Review
On a Lambert/Shanholtz motion, the CAS AAS Program review was approved with all in favor.
- B. BUS AAS Program Review
On a Greenwalt/Shanholtz motion, the BUS AAS Program Review was approved with all in favor.
- C. BP 3.7
On a Helmick/Lambert motion, BP 3.7 was approved with all in favor.

Informational Items:

- A. February board agenda will reveal a new format
Dr. Terrell reported that the agenda for the President's Cabinet will also be re-formatted to focus on strategic goals. AP 220 will also be added to both agendas.
- B. Mediation, December 6, 2016
Dr. Terrell reported that the outcome was to internally review college hiring practices for full-time employees.

- C. **Mediation HVAC Bastian and Harris/HEPC/Eastern**
Dr. Terrell reported that a mediator has been selected. Now waiting on a date. Wing project is still not closed because of issues with HVAC system. An HEPC attorney will represent Eastern.

- D. **America's Promise 220**
Dr. Terrell reported that the AP 220 kick-off meeting took place at Eastern last week. Eastern is the fiscal agent for the \$3.6 million grant. Goals are to eliminate boundaries, create connections with employers, and create new programs. Reciprocity agreements for healthcare and advanced manufacturing will be developed with Allegany College of Maryland and Dabney S. Lancaster Community College, and equipment will be shared among the three institutions. A Consortium Director, Recruiter, and three Case Managers will be hired.

Board Chair & Committee Reports:

- A. **WV Board of Governors Association**
R. Tissue reported that he will soon be stepping down as Chair of the WV Board of Governors Association.

- B. **Classified Staff updates - Laurel Godlove**
The Christmas luncheon was a success, catered by Eastern student Bill Hughes. Classified staff will soon resume their meetings. New employees are being trained, and current staff in new positions are transitioning well.

- C. **Faculty updates - Curtis Hakala**
New faculty are transitioning well. Classes began this week, and an Elementary/Early Childhood Education Coordinator has been hired.

- D. **Student updates - Theda May**
No report.

Student Access and Success			1
Enrollment/Retention/College Completion/Financial Aid/Early Entrance			
Data Points			
SPRING 17	HeadCount	FTE	
Eastern	285	182.0	
sum	285	182.0	
Unduplicated Total	285	182.0	Spring 2016 HC 642 FTEs 344.5

- **25th Hour Communications Jennifer Arles**
Dr. Terrell reported that Eastern has signed a six-month contract with 25th Hour Communications to provide marketing services to increase summer and fall 2017 enrollment. The firm offers a full range of services, and specializes in working with community colleges. Jennifer Arles is developing a student survey that will be distributed in early February. The survey will remain open for approximately two weeks. Shortly thereafter, Jennifer will visit campus to present the results and a game plan.
- **Noel Levitz**
Dr. Terrell reported that Noel-Levitz remains a partner with a focus on increasing summer and fall 2017 enrollment.
- **Campus Compact**
Dr. Terrell reported that the Compact reflects increased engagement with tech centers and high schools.
- **Dual Enrollment strategies**
Dr. Terrell reported that efforts are underway to provide more pathways for students to transition from high school to Eastern. Working with Hampshire county school officials to provide up to 24 Eastern credits while students are still in high school.

Teaching and Learning
Assessment/Reaccreditation/Institutional Effectiveness/Assessment/Academics/Career
And Technical Education **2**
Data Points-

- Biological & Environmental Science AAS LOT-PC-BOG-WVCTCS Technical Development Grant
- Elementary Education Coordinator 1/30 Molly Edelen

Community Engagement and Partnerships
Workforce Education/District Consortium/Sector-Based Strategies/BTG **3**
Data Points-

- **Hardy Telecommunications service to Eastern**
Dr. Terrell reported that Hardy Telecomm has increased broadband service to campus, and to the Tech Center.
- **Sugar Grove**
Dr. Terrell reported that Sugar grove has been purchased and will be re-purposed as a health care provider.
- **Cosmetology Mineral and Hampshire**
Dr. Terrell reported that issues related to Grant County are being worked on.

- HVAC Mineral County
Dr. Terrell reported that a certificate program is being considered using a partnership with Trane.
- Cyber Security seminar Jack Heyman
Dr. Terrell reported that he met yesterday with Jack Heyman. Jack is putting together a budget and a short-term training program through Workforce that will result in industry certification.
- Gaming seminar WV Northern
Dr. Terrell reported that Eastern is exploring a Saturday boot camp in coding and gaming. Funding is available from DC agencies. Joe Kapp is investigating.
- Hardy County Schools art show March – May
Dr. Terrell reported that Eastern will again host the art show.
- Craft Beer Brewing and Operational classes AB Tech
Dr. Terrell reported that he, Lindsey Teets, and Roger Johnson of Screech Owl Brewery will visit AB Tech in March to learn more about their brewing program.

Culture of Innovation

WORCS/Foundation/IREED/Launchpad/SBDC

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- Scotts Miracle Grow
Dr. Terrell reported that Scotts may be interested in partnering with eastern to use campus as a demonstration site.
- Eastern Master Landscape Plan Conner Price WVU
The Board of Governors reviewed the Master Landscape Plan developed by WVU student Conner Price. Potential exists for \$150,000 in grant funding for the parking lot.
- Launchpad workshops
- Agriculture Tech Day, February 25, 2017
Dr. Terrell reported that the program will only be half a day this year.
- AgriTourism Seminar WVU/Hardy County Extension
- Equipment

Resources

Alignment of Budget/Grants/

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- Research new grant opportunities
- Energy Assessment-Technology Center
- Personnel: Bill Baldwin, Tammy Ours, Tina Metzger and Barb Porter
- Compliance
- Recruitment of faculty
- Hiring procedures
- Professional Development

Campus Safety, Security and Health

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Public Relations Communications/Marketing/Events/Media Data Points-	
• Classes begin, 01/17	
Local, State and National meetings Advisory Committee/WV Council/	
<ul style="list-style-type: none"> • Advisory Committee meeting, January 25 • Workforce Development Institute, 01/25-01/27 Bri LaVorgna • WV Council for CTC Education, January 26 • Higher Education Day, March 15, State Capitol • Entrepreneurship Innovation Day, March 16, State Capitol 	
Higher Learning Commission-Comprehensive Evaluation Visit April 22-24, 2018 “HLC Awakens”	
February 3, 2017	Criterion Taskforce progress reports due. Taskforce Leaders post reports in designated folders on Share File and forward to Process Facilitator. Process Facilitator follows-up with teams for incomplete information/reports, etc.
February, 2017	Leadership Team meets to review progress/status of Criterion Teams.
February 14, 2017	All College Meeting: HLC Comprehensive Evaluation Update; Criterion Taskforce presentations of findings, questions/concerns, and next steps
March 1, 2017 – April 28, 2017	Criterion Taskforce Leaders post revised drafts of assurance arguments <u>and</u> supporting documentation on Share File. Leadership Team reviews drafts of Assurance Arguments for edits, unresolved issues, etc.
March 30 - April 4, 2017	Leadership Team and Eastern Staff attend the HLC Annual Conference in Chicago
March/April, 2017 TBD	Leadership Team meets with Dr. Jeff Rosen while attending the HLC Annual Conference

Next Meeting: February 15, 2017

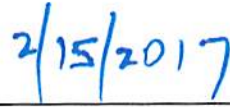
Special Guest: TBA

Adjournment: *Meeting adjourned at 2:04pm.*

Respectfully submitted by Michael O’Leary, recorder.

A handwritten signature in blue ink, appearing to read "Robert Tissue". The signature is fluid and cursive, with a large initial "R" and "T".

Robert Tissue, Chair

A handwritten date in blue ink, "2/15/2017". The numbers are clearly legible and separated by slashes.

Date Approved