



1. Call to Order: *The meeting was called to order at 12:02pm. Present were Dr. Terrell, S. Staley, G. Greenwalt, M. Chambers, Jr Helmick, D. Lambert, G. Sponaugle, L. Godlove, C. Hakala, T. May, and M. O'Leary (recorder). Guests present were D. Backus, A. Oliverio, P. Hawse (Sen. Manchin's Regional Coordinator), and J. Flanagan (Moorefield Examiner). Absent were R. Tissue, D. Bean, and F. Shanholtz.*

2. *Action Items:

a. Approval of the Minutes – Meeting of February 15, 2017

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

b. BET Program Approval

S. Staley welcomed D. Backus and A. Oliverio to the meeting. A. Oliverio presented a BET Program Overview Powerpoint to the Board of Governors. On a Greenwalt/Sponaugle motion, the BET Program was approved with all in favor.

c. Allied Health Post-Audit Approval

D. Backus reviewed the Allied Health Post-Audit with the Board of Governors. On a Chambers/Hakala motion, the Allied Health Post-Audit was approved with all in favor.

d. Paraprofessional in Education Post-Audit Approval

D. Backus reviewed the Paraprofessional in Education Post-Audit with the Board of Governors. On a Sponaugle/Chambers motion, the Paraprofessional in Education Post-Audit was approved with all in favor.

e. HKM Award

G. Greenwalt reported that the HKM Award Committee (G. Greenwalt, D. Bean, and C. Hakala) met earlier this month and recommends Joseph Kapp as this year's award recipient. On a Lambert/Helmick motion, Joseph Kapp was approved for the award with all in favor.

3. Guest Speaker:

a. US Senator Joe Manchin (via Skype)

S. Staley welcomed P. Hawse and J. Flanagan to the meeting. Sen. Manchin joined the meeting via Skype at 12:15pm. S. Staley welcomed the Senator, and asked Board of Governors to introduce themselves. Sen. Manchin provided updates on the ACA, the Gorsuch nomination, infrastructure, broadband, Corridor H, the opioid epidemic, and the Miner's Protection Act. J. Flanagan asked about the possibility of the ARC being cut. Sen. Manchin responded that he is opposed to ARC cuts, and that WV is the only state where every county would be negatively impacted. Dr. Terrell indicated that supplies for Eastern's new science labs were purchased through ARC funding. Sen. Manchin asked everyone to speak out against cuts to ARC. Sen. Manchin asked Dr. Terrell about the state of the College. Dr. Terrell responded that new strategies are being implemented to increase enrollment, and Sen. Manchin underscored the importance of the College in the community. Sen. Manchin asked whether Eastern would be interested in hosting a job fair. Dr. Terrell responded in the affirmative, and indicated that he and P. Hawse would work together on the project. The Skype call ended at 12:45pm as Sen. Manchin had another meeting to attend.

b. Auditor's Report (via conference call)

Auditors from Suttle and Stalnaker, CPA's, joined the meeting at 12:45pm via conference call to review the Financial Statements of the College for the year ended June 30, 2016. A Powerpoint presentation highlighted findings in the Financial Statements and in the Report to the Governing Board. The auditors reported that all financial matters were in order, and that Eastern received the best opinion possible. The auditors recognized the financial management team of the College, specifically Dr. Terrell and P. Reardon, for their quality work and stewardship. The call ended at 1:05pm.

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

a. Student Access and Success

CAMPUS	HeadCount	FTE
Eastern	325	205.4
High School	164	53.8
Workforce	48	22.3
sum	537	281.5

Unduplicated Total 535 281.5

1. Senate Bill 394 Senate Education Committee
Dr. Terrell reported that the Chancellor reached out to presidents encouraging them to contact legislators with regard to SB 394.
2. Fall applicants-55 (from traditional age students)
3. Estimated Spring Grads. 52D: 29 C overall F/Sp 134
4. One Stop Enrollment Shops (new strategy)

b. Teaching and Learning

1. Nursing-demand for graduates
Dr. Terrell reported that there was a state-wide meeting in Charleston last week to address the nursing shortage in WV. The WV Board of Nursing was also present.
2. Nursing-ADN visit April 12-14
3. HLC-contract for services-Dr. Sandra Veltri
Dr. Terrell reported that Dr. Veltri has been hired to review HLC chapters. Dr. Veltri was recommended to Dr. Terrell by Vice Chancellor Casey Sacks.

c. Community Engagement and Partnerships

1. Welding training-Mineral County Technical Center-15 students 2/28 (full class)
2. South Branch Technical Center-welding and cosmetology partnership updates
Dr. Terrell reported that meetings have been held regarding the continuity of the cosmetology program.
3. Region 8 SWOT analysis at Eastern

d. Culture of Innovation

1. AmeriCorp-Ethan Serr-Regional Tourism position (*will be at the District Consortium meeting this Friday*)
2. Agritourism workshop 17 participants
3. Solar workshop 27 participants
4. AB Tech Craft Beverages Institute visit
Dr. Terrell reported that his visit to AB Tech, along with L. Teets and R. Johnson, went well. Working with Tucker County to start an operational component that will then move on to brewing, and may culminate with a WV Professional Development Center in Tucker County.

e. Resources

i. Finances

1. FY 18 Budget April (*still waiting to hear from Charleston*)

ii. Facilities

1. HVAC updates (*problems persist and still working to address them*)
2. Energy Assessment Report, WVU (*contains practical ways to improve energy efficiency*)

iii. Human Resources

1. Vicki Johnson-resignation (*tomorrow last day; moving on to Wardensville Garden Market*)
2. Telecommunication position (*no qualified applicants yet*)
3. District Consortium director (*four applicants interviewed; two being called back*)
4. IET reviewing Regulation for Hiring Full Time Classified Staff

iv. Technology

v. Communications and Marketing

1. Press Kit from 25th Hour Communications
2. Catalog is at the printers
3. Sponsorships-freeze
4. Higher Education Day – Thank you Rob Tissue

Dr. Terrell reported that, due to the snowstorm, he was unable to travel to Charleston for Higher Education Day Breakfast hosted by Eastern. R. Tissue hosted the event, and Dr. Terrell joined via Skype. Dr. Terrell also thanks Farm Credit for their sponsorship of the event.

vi. AP 220 Grant

1. Consortium Director Interviews (*two candidates returning in early April*)

vii. Grants

1. EPA-Parking Lot project (*Bill Robinette, WV Dept. of Highways, here last Friday to continue discussions*)
2. Appalachian Stewardship Foundation-Solar Shed (*Grant application for \$50,000 due April 1*)
3. HEPC Energy Savings Revolving Loan Fund (*loans between \$50,000 and \$1 million are available at a 0% interest rate over 10 years*)
4. AARP (*program for older adults in entrepreneurship*)
5. Secondary Education, Two-Year Postsecondary Education, Agriculture in the K-12 Classroom Challenge Grants Program (*T. Metzger has submitted grant application*)
6. Foundation
 - a. March 10th meeting- Scholarships
 - b. Next meeting TBA Agenda: ACH funding (*Next meeting scheduled for June 16. Agenda will also include brainstorming*)

Dr. Terrell also reported that Jennifer Aries from 25th Hour Communications will be visiting campus April 5 – 7, 2017. Eastern has been recognized as the 2017 Non-Profit Organization of the Year by the Hardy County Chamber of Commerce. Dr. Terrell and G. Greenwalt reported that Foundation Board meetings are well attended, and new initiatives are being explored. Dr. Terrell reported that the Hardy County Schools Art Show will be running in the Eagle's Nest Gallery through May.

5. Board Chair and Committee Reports

- a. WV Board of Governors Association (*no report*)
- b. Classified Staff update – Laurel Godlove
L. Godlove reported that new catalogs, and summer and fall class schedules, have arrived. Book lists are being prepared. April 1 starts student registration; DegreeWorks launching in mid-April; new student orientations are scheduled; and preparing for graduation in May.
- c. Faculty update – Curtis Hakala
C. Hakala reported that the Faculty Assembly has updated its mission statement for AY 17-18. Elections for Chair and Vice Chair will take place in April. PTK Induction is March 31 at 1:00pm. Molly Edelen has started as the new Education Programs Coordinator, and C. Hakala recognized the approval of the BET program earlier in the meeting. The STEM Festival takes place in Keyser on Saturday, and R. Davis is planning an art trip to DC.
- d. Student update – Theda May
T. May reported that the PTK donut fundraiser is underway. A Diversity of Ethics program takes place today, and a blood drive has been scheduled.

6. Campus Safety and Security

7. Important Calendar Dates

- a. District Consortium, March 24
- b. Phi Theta Kappa Induction Ceremony – Friday, March 31 at 1:00pm in 104B
- c. HLC April 1-4, 2017 Dr. Jeff Rosen Attendees: Monica Wilson, Penny Reardon, Dominic Phillips and Curtis Hakala
- d. ADN visit, April 12-14
- e. Advisory Committee & Council meetings, April 19-20, Charleston
- f. AACC conference, April 22-25
- g. Vacation, April 25 – May 3
- h. Spring Extravaganza, April 29
- i. Gaming/Cyber Security event at Eastern, May 6

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
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.

8. New Business/Miscellaneous
 - a. Data Center Access Regulation
 - b. Mobile Device Regulation
 - c. Server Virtualization Regulation

All three regulations were presented to the Board of Governors as informational items.

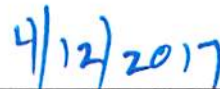
Next Scheduled Meeting: Wednesday, April 12, 2017

Adjournment: *Meeting adjourned at 2:06pm.*

Respectfully submitted by Michael O'Leary, recorder.



Robert Tissue, Chair



Date