



Eastern West Virginia  
Community & Technical College

Board of Governors  
MEETING AGENDA

May 21, 2014  
12:00 pm; Eastern WVCTC Main Campus; Moorefield, WV

BOARD MEMBERS:

Robert Tissue, Chair  
Dixie Bean  
Laurel Godlove  
Robert Hott  
Faron Shanholtz  
George Sponaugle

Scott Staley, Vice Chair  
Curtis Durst  
Curtis Hakala  
Douglas Lambert  
Raven Mongold  
[\[open\]](#)

Dr. Charles Terrell, President

Eastern West Virginia Community and Technical College  
Board of Governors  
Eastern Campus Moorefield, West Virginia

STANDING COMMITTEES

ACADEMIC & STUDENT PROGRAMS COMMITTEE:

SCOTT STALEY, CHAIR

RAVEN MONGOLD  
CURTIS HAKALA  
LAUREL GODLOVE  
DIXIE BEAN

PERSONNEL COMMITTEE:

DOUGLAS LAMBERT, CHAIR

ROBERT TISSUE  
CURTIS DURST  
DIXIE BEAN  
FARON SHANHOLTZ

FINANCE & ADMINISTRATION COMMITTEE:

ROBERT TISSUE, CHAIR

ROBERT HOTT  
DOUG LAMBERT  
SCOTT STALEY

BOARD OPERATIONS COMMITTEE:

SPECIAL COMMITTEES

FACILITIES COMMITTEE:

ROBERT TISSUE, CHAIR

LAUREL GODLOVE  
DIXIE BEAN  
ROBERT HOTT  
GEORGE SPONAUGLE

FOUNDERS AWARD COMMITTEE:

ROBERT TISSUE, CHAIR

Eastern West Virginia Community and Technical College

Board of Governors

Meeting of May 21, 2014

EWVCTC Main Campus

Moorefield, WV

- I. Call to Order:
  
- II. \*Action Item:
  - A. \*Minutes April 16, 2014 ..... *Page 6*
  - B. \*Minutes May 12, 2014 ..... *Page 10*
  - C. \*Compact (submitted 4/30/14) ..... *Attached*
  
- III. Board Chair's report: Committees Reports:
  - A. President's Evaluation
  
- IV. President's Report:
  - A. Pinning and Commencement
  - B. Meet & Greet Schedule ..... *Page 11*
  - C. Three Regulations update ..... *Link:*  
<http://easternwv.edu/About-Eastern/Board-of-Governors/Board-Regulations.aspx>
  - D. Moorefield Campus Expansion Hardy County RDA agreement
  - E. Ethics Commission
  - F. Annual Report

Strategic Planning
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**Spring enrollment 2014 Unduplicated Totals: as of 4/21/14: final report available after June 1, 2014**  
**HC: 866 (unduplicated 842)**  
**FTE: 434.2 (unduplicated 434.3)**

**Eastern West Virginia Community and Technical College**  
**College Wide Headcount/FTE**  
**For Summer 2014 (as of 5/13/14)**

<u>CAMPUS</u>	<u>Head Count</u>	<u>FTE</u>
Eastern	158	59.0
Sum	158	59.0

Unduplicated Total:  
158                      59.0

**Eastern West Virginia Community and Technical College**  
**College Wide Headcount/FTE**  
**For Fall 2014 (as of 5/12/14)**

<u>CAMPUS</u>	<u>HeadCount</u>	<u>FTE</u>
Eastern	190	131.9
Sum	190	131.9

Unduplicated Total:  
190                      131.9

**Student Access and Success**

- Curriculum Policy 2510 meeting-June 11

**Workforce Development**

- Sugar Grove update

**Serve More Adults**

**Resources**

- Kauffman
- Benedum –June Board meeting
- Dominion Foundation
- Bridging the Gap-Positions
- Perkins
- Advance and HB 3009-July 2014
- Thomas Miller & Associates
- Discovery Centers-reducing expenses

**Reaccreditation Post Self-Study visit**

- Nursing –ACEN and WV Board of Nursing
- HLC Interim Report-February 2016

**Assessment & Institutional Effectiveness**

**Alignment of Budget & Planning Processes**

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Campus Safety, Security and Health Concerns and Recommendations: See Below:
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Public Relations
<ul style="list-style-type: none"><li>• Meet the Candidates, April 29</li><li>• Mark Taylor-May 12</li><li>• Creative Economy Summit-May 14</li><li>• Start-up Business Boot Camp –June 21-22</li></ul>

V. Next Meeting: 06-18-14

VI. Adjournment:

EASTERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
MINUTES OF THE APRIL 16, 2014 MEETING  
EWVCTC MAIN CAMPUS, MOOREFIELD, WV

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I. Call to Order:

*The meeting was called to order at 12:02 pm by Chair Tissue.*

*Attending were: R. Tissue, S. Staley, C. Hakala, R. Mongold, F. Shanholtz, G. Sponaugle, C. Durst, L. Godlove, R. Hott, C. Terrell, & D. Kelly, Recorder.*

*Special presenters: P. Reardon and D. Backus.*

*Not attending were: D. Lambert and D. Bean.*

II. \*Action Item:

*\*Minutes March 19, 2014: Upon a motion by R. Hott and with a second by C. Hakala, the 3/19/14 minutes were approved as amended to reflect the change in the grant request from \$100,000 to \$150,000. Motion carried and the minutes were approved as amended.*

*\*Minutes April 10, 2014: Upon a motion by C. Hakala with a second by R. Hott, the 4/10/14 minutes are presented. Motion carried and the minutes were approved as presented.*

*\*Expenditure Schedule / Budget*

*P. Reardon reviewed the Expenditure Schedule / Budget Handout and discussion followed. Upon a motion by G. Sponaugle with a second by F. Shanholtz. The Expenditure Schedule / Budget were approved as presented. Motion carried.*

*Board Chair commended Dean Reardon for her service and for keeping Eastern's budget in alignment. Chair Tissue also commended the Eastern Team for excellent grant writing skills and grant attainment.*

III. Board Chair's report: Committees Reports:

*Recent changes in the Nursing Program was presented to the Board by Dr. Terrell and D. Backus.*

*The following timeline was presented by D. Backus:*

**Timeline of Events for Nursing Program**

January 28, 29, 30      Visit by Accreditation Commission for Education of Nurses (ACEN) Review Team

February 10, 2014      Mailed progress report to the Education Committee

March 6, 2014          Received draft ACEN Review Team Report for correction of fact

March 7, 2014 Meeting of WV Board of Registered Nurses,  
Education Committee  
Presented Progress Report with summary of ACEN Review Team visit

March 13, 2014 Letters were mailed to 20 tentative students

March 18, 2014 Submitted response to draft ACEN report  
ACEN Draft report was sent to the WV Board of Registered Nurses

March 21, 2014 Letter was sent from WV Board of Registered  
Nurses reducing program to 10 students  
Received decision March 31, 2014 via e-mail

March 31, 2014 Final Report received from ACEN

### Next Meetings

**Report must be to the Education Committee 30 days before meeting.**

May 30, 2014 Education Committee Meeting 10:00 a.m.

June 10, 11, 12, 2014 WV Board of Registered Nurses

July 10, 11, 2014 ACEN Commission Meeting

#### Corrective actions:

*2 additional adjunct faculty positions identified and approved by State Board  
6 sites and preceptors*

*secretarial support has been moved into the nursing lab 2 days per week*

*clinical evaluation tool updated/revised to reflect SWVCTC*

*Scranton purchased*

*New faculty minutes template being used*

*Will submit to the Education Committee the response and plan of action*

#### *B. President's Evaluation*

*Personnel committee has not yet been called together as per Chair Tissue.*

#### IV. President's Report:

##### *G. Meet & Greet Schedule*

##### *B. OASIS update*

*Executive Dean P. Reardon reviewed the OASIS handout and answered  
questions regarding the bi-weekly pay period and the impact of using OASIS.*

Strategic Planning

- Board of Governor's approve new budget and alignment with strategic initiatives.
- Institution submits tuition increase requests (if proposed) to WV State Council for approval.
- Third quarter departmental review of status of strategic initiatives, funding and expenditures continues.

Spring enrollment 2014 Unduplicated Totals:

**For Spring 2014 as of 4/14/14:**

CAMPUS	Head Count	FTE
Eastern	701	389.9
Workforce	165	44.3
sum	866	434.2

Unduplicated Total HC: 842 FTE: 434.3

Workforce Development

Mark Mitsui, DOE.

Eastern to become pilot for WF students to be PELL eligible - working with Daniel Silver to write grant.

Discussed KVC initiative at Sugar Grove.

Overview of a P3 Grant

Serve More Adults

Resources

- Dominion: good partnership with Mineral Co. \$50,000 cap
- Kauffman: Met with John Robinson: foundation has met and has reviewed our application - we should be considered for the next cohort. Discussed the distinct differences in various partnerships and initiatives including LGBT and IREED as per confusion regarding a recent press release. Two separate funding pots for entrepreneurship projects (The LGBT Initiative and Eastern's IREED initiative).
- Benedum: \$150,000
- NEA: national endowments for the arts; application made; college hosting creative economy for the arts: how to market what is happening in our counties;
- Walmart Grant: Software and Monster.com

Reaccreditation Post Self-Study visit

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Assessment & Institutional Effectiveness

Alignment of Budget & Planning Processes

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Campus Safety, Security and Health Concerns and Recommendations: See Below:
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Public Relations
<ul style="list-style-type: none"> <li>• April 25: Art Society Event</li> <li>• April 26: Eastern's Extravaganza</li> <li>• May 9: Nursing Pinning Ceremony</li> <li>• May 10: Commencement Ceremony</li> <li>• May 14: Creative Economy</li> </ul>

- V. Bids were opened yesterday:
- A. Once Rich Donovan has the official spreadsheet completed and his recommendation - it will be presented to the Board
  - B. Alternate bids were received
  - C. having a meeting scheduled for May 22, 2014 with the RDA regarding land purchase
- VI. Next Meeting: *The next meeting has been scheduled for 05-21-14 at Noon at Eastern's main campus.*
- VII. Adjournment: *The meeting was adjourned by Chair Tissue at 1:52 pm.*

*Respectfully Submitted by D. Kelly, Recorder*

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Robert Tissue, Chair Eastern WVCTC Board of Governors

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Date

Eastern West Virginia Community and Technical College

Board of Governors Meeting Minutes

Meeting of May 12, 2014

EWVCTC Main Campus

Moorefield, WV

- I. The meeting was called to order at: 8:01 am by Chair Tissue  
Board members attending: G. Sponaugle; R. Tissue; F. Shanholtz; R. Hott; D. Lambert;  
D. Bean; S. Staley; C. Halaka; also attending were: C. Terrell and D. Kelly, Recorder.  
Not attending were R. Mongold, C. Durst, and L. Godlove.
  
- II. Action Item: \*Requesting approval for the construction project budget  
*Motion to approve the construction budget as presented received by C. Hakala and  
seconded R. Hott. Attendees vote: 8 yeas; 0 nays.*
  
- III. Next meeting: 5/21/14 12:00 noon.

The meeting was adjourned by Chair Tissue at: 8:04 am

*Respectfully submitted by D. Kelly, Recorder*

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Robert Tissue, Chair

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Date

**Contact Activities**  
**Dr. Chuck Terrell**  
**April 17 – May 20, 2014**  
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**April**

- 17 Hardy County Board of Education Entrepreneurship Planning meeting
- 22 Civil Rights Compliance visit
- 23 WVCTCS Advisory Committee meeting
- 24 WVCTCS Council meeting
- 25 RESA 8 2510 Planning meeting
- 29 Hardy County Chamber of Commerce Meet the Candidates at Eastern
- 30 Conference call-Tommy Bailey, KVC & Jim Skidmore

**May**

- 1 Conference call-Kauffman Foundation
- 1 Conference call-Joe Kapp and Heather Tasavaris
- 5 Conference call-Ben Nichols, Grainger
- 6 Conference call-Joe Kapp and Heather Tasavaris, Bootcamp
- 7 Hampshire High School-Jeff Woofter and Marianna Leone
- 8 Conference call-Dr. Tanner, ACEN
- 8 Conference call-The Coleman Foundation
- 9 Tabitha Whissamore, AACC
- 9 Nursing Pinning
- 10 Commencement
- 12 Conference call-Tommy Bailey, KVC
- 12 Conference call-Joe Kapp and Heather Tasavaris, Bootcamp
- 12 Conference call-Kauffman Foundation
- 14 Creative Economy Summit
- 19 High School Recruitment planning meeting
- 20 Hardy County Chamber of Commerce Board meeting