



Eastern West Virginia
Community & Technical College

Board of Governors
MEETING AGENDA

June 18, 2014
12:00 pm; Eastern WVCTC Main Campus; Moorefield, WV

revised 6-24-14

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 June 18, 2014

EWVCTC Main Campus

Moorefield, WV

revised 6-24-14

- I. Call to Order:

- II. *Action Item:
 - A. *Minutes May 21, 2014 *Page 5*
 - B. *3rd Quarter Financials – P. Reardon *Handout*
 - C. *Election of Officers
 - D. *Student Representative – Resignation R. Mongold *Attached*
 - E. Hardy County Rural Development Authority-purchase of property
 - F. Bridging the Gap-New Employees, WIB Region 8 and grant activities
 - G. LOT / ILOT activity nothing new to report
 - H. *FY 15 Board Schedule of Meetings *Attached 8*
 - I. Post-Audit Review Program (Degree and Title): Accounting, Associate in Applied Science *Page 10*
 - J. Post-Audit Review Program (Degree and Title): Wind Technician Associate in Applied Science *Page 11*
 - K. Reorganization of President’s Office-BP 6.1

- III. Board Chair’s report: Committees Reports:
 - A. *Personnel Committee: President’s Evaluation*

- IV. President’s Report:
 - A. Meet & Greet Schedule *Page 9*
 - B. Administrative Regulations update *Link*
 - C. Moorefield Campus Expansion Hardy County RDA agreement
 - D. Ethics Commission on Campus Tentatively in August

Strategic Planning
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Eastern West Virginia Community and Technical College College Wide Headcount/FTE For Summer 2014
Student Access and Success

<ul style="list-style-type: none"> • Summer 2013 HC 249 & FTE 96.1 • Summer 2014 HC 189 & FTE 68.4 • Fall 2013 HC 867 & FTE 476.3 • Fall 2014 HC 247 & FTE 160.1 • 2510 Career Pathways Workshop • KVC – Sugar Grove
Workforce Development
<ul style="list-style-type: none"> • Creative Economy Summit-May • District Consortium and Economic Development Partnership meeting-June 27 • USDA LGBT Tour- July 11
Serve More Adults
Resources
<ul style="list-style-type: none"> • TAACCCT Grant-DOL • Department of Education-Experimental Site proposal - Thomas Miller and Associates • Schools for the Deaf and Blind-Discovery Center • The Benedum Foundation
Reaccreditation Post Self-Study visit
<ul style="list-style-type: none"> • Accreditation Commission for Education in Nursing (ACEN) • WV Board of Examiners for Registered Professional Nurses • HLC Interim Report
Assessment & Institutional Effectiveness
Alignment of Budget & Planning Processes
<ul style="list-style-type: none"> •
Campus Safety, Security and Health
Concerns and Recommendations: See Below:
<ul style="list-style-type: none"> •
Public Relations
<ul style="list-style-type: none"> • Umpqua Community College, Roseburg, OR • Kauffman Slingshot college-AACC initiative July 22-26 • Small Business Boot camp, June 21-22

V. Next Meeting: 08-20-2014

VI. Adjournment:

Eastern West Virginia Community and Technical College

Board of Governors Meeting DRAFT Minutes

Meeting of May 21, 2014

EWVCTC Main Campus

Moorefield, WV

Attending were: R. Tissue, L. Godlove, D. Bean, C. Durst, C. Hakala, R. Hott, D. Lambert, F. Shanholtz, R. Mongold, G. Sponaugle, C. Terrell, D. Kelly, Recorder and J. Hope and R. Hamilton, guests. Not attending was S. Staley.

I. Call to Order:

The meeting was called to order at 12:03 pm by Chair Tissue.

Dr. Terrell introduced Ron Hamilton to the Board.

II. *Action Items:

A. *Upon a motion by D. Bean with a second by G. Sponaugle the minutes of the April 16, 2014 meeting were approved as Distributed*

B. *Upon a motion by D. Bean with a second by G. Sponaugle, the minutes of the May 12, 2014 meeting were approved as Presented.*

C. *Upon a motion by D. Lambert with a second by D. Bean, the 2014-2015 Compact (submitted 4/30/14) was approved as submitted to WVCTCS. Dr. Terrell discussed how EWVCTC's Compact listed "Codes" pertinent to various State goals and initiatives as tied back to Eastern's Compact. The compact submission was approved as reviewed. Motion carried.*

III. Board Chair's report: Committees Reports:

President's Evaluation: *Chair Tissue will be setting up a date/time for a telephone conference to complete Dr. Terrell's - evaluation - Dreama will send the previous evaluation to chair. Tissue - Do a Doodle calendar request early AM - add to June agenda.*

IV. President's Report:

A. *Pinning and Commencement: Chair Tissue commended Eastern staff (E. Berg, J. Landis, and M. Wilson) for the enjoyable and well planned ceremonies. Estimated 160 certificates and degrees for fall 13 and spring 14.*

B. *Meet & Greet Schedule*

C. *Three Regulations update: AR 5.2; AR 5.17; AR 6.6. Dr. Terrell reviewed the regulations as approved as the President's Cabinet in April, 2014. Discussed importance of training individuals, completing back ground checks on all staff or adjunct faculty, Discussion by Board on why the BOG does not approve regulations. What is the authority on regulations vs. policy approvals*

D. *Moorefield Campus Expansion Hardy County RDA agreement. Reviewed the Purchase and Sale Agreement which will be presented to the RDA at tomorrow's meeting as crafted by HEPC lawyer. Discussed concerns and challenges regarding construction project moving forward. Suggestion by G. Sponaugle to split out the agreement as prepared into two agreements: an easement and land purchase. Negotiate land purchase separately after obtaining a signed easement.*

E. *Ethics Commission: Entering into the third deposition - expressed concerns that information is being leaked and concerns were expressed by our attorney, Jeff Molenda, to Bruce Walker. Will be scheduling professional development with the ethics commission.*

F. *Annual Report : reviewed the annual report which is posted on Eastern's website*

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: *Conversations continue with T. Bailey of KVC*

Serve More Adults

Resources

- Kauffman - announcement in June regarding the \$100K
- Benedum –June Board meeting \$50K
- Dominion Foundation \$50K
- Bridging the Gap-Positions *plan to make offer this week for Developmental ed faculty this week; transformation leader - position offered and candidate turned us down*
- Perkins funds increased due to headcount
- Advance and HB 3009-July 2014: *received a \$2,500 3D printer by HardyTele - Chancellor promised to match donated funds*
- Thomas Miller & Associates *Under contract with WVCTCS for reduced price for WVCTCs*
- Discovery Centers-reducing expenses: *TI lines costing EWWCTC \$4,100 - discussing cost savings by utilizing schools where applicable. Hampshire Co. Discovery Center modular unit - and moving DC into the WVDB&B*

Reaccreditation Post Self-Study visit
<ul style="list-style-type: none"> Nursing –ACEN and WV Board of Nursing - <i>Dr. Terrell presented an update to the BOG regarding the WVBON's reaction to the ACEN's preliminary accreditation report. Eastern representatives have been in contact with the WV Board of Nursing and have made failed attempts to be in touch with the executive director.</i> <p><i>Motion by D. Lambert for Dr. Terrell to seek legal counsel to resolve this issue regarding the WV Board of Nursing's recent action and report back in June, seconded by R. Hott. Motion carried as presented.</i></p> <p><i>R. Hott advised Dr. Terrell to contact Marty Wright -attorney general's office</i></p> <ul style="list-style-type: none"> HLC Interim Report-February 2016
Assessment & Institutional Effectiveness
Alignment of Budget & Planning Processes
<ul style="list-style-type: none">
Campus Safety, Security and Health
Concerns and Recommendations: See Below:
<ul style="list-style-type: none">
Public Relations
<ul style="list-style-type: none"> Meet the Candidates, April 29 Mark Taylor-May 12:<i>Curtis Hakala presented an overview of Mr. Taylor's presentation</i> Creative Economy Summit-May 14: <i>Dr. Terrell updated BOG on the success of this event and potential impact on Eastern as far as partnerships.</i> Start-up Business Boot Camp –June 21-22. <i>\$500 scholarship funded by J. Kapp & Carlos Gutierrez</i>

VII. Next Meeting: 06-18-14

VIII. Adjournment: *The meeting was adjourned at 1:49 pm by Chair Tissue*

Respectfully submitted by D. Kelly, Recorder

Robert Tissue, Chair

Date Approved

**EASTERN WV COMMUNITY & TECHNICAL COLLEGE
Board of Governors 2014 – 2015 Meeting Schedule**

July 16, 2014	
August 20, 2014	
September 17, 2014	
October 15, 2014	
November 19, 2014	
December 17, 2014	
January 21, 2015	
February 18, 2015	
March 18, 2015	(Tuition & Fees)
April 15, 2015	(Expenditure Schedule)
May 20, 2015	(Compact Update)
June 17, 2015	(Election of Officers)

Approved by the EWVCT Board of Governors:

CONTACT ACTIVITIES

Dr. Chuck Terrell

May 22-June 17

Page 1 of 1

May

- 22 Hardy County Rural Development Authority
- 22 Economic Development Outlook conference, Region 7 Planning and Development
- 23 WV Schools for the Deaf and Blind, Dr. Lynn Boyer

June

- 3 Bridging the Gap Team meeting, Charleston, WV
- 4 Jim Skidmore and Tommy Bailey conference call (KVC/Sugar Grove)
- 8-10 Community Colleges of Appalachia conference
- 11 WV Board of Examination for Registered Professional Nurses
- 11 Chancellor's Advisory Committee meeting
- 12 WVCTCS Council meeting
- 13 Shawn Dilly, South Branch Technical Center

Eastern West Virginia Community and Technical College
Board of Governors
Meeting of June 18, 2014

ITEM: Approval Program Audit: Accounting AAS

COMMITTEE: Committee of the Whole

RECOMMENDED RESOLUTION: Resolved, That the Board of Governors approve program audit for Accounting, Associate in Applied Science

BACKGROUND: This degree program is providing a pool of professionally trained and skilled workers to serve the needs of small and mid-size for profit and non-profit organizations throughout the region.

ITEM: Approval Program Audit: Wind Technician

COMMITTEE: Committee of the Whole

RECOMMENDED RESOLUTION: Resolved, That the Board of Governors approve program audit for Accounting, Associate Wind Technician

BACKGROUND: The Wind Energy Technology (WTT), AAS program provides a technical education at the Associate in Applied Science Level. Through instruction and practical application, students gain knowledge and skills required to perform maintenance in modern manufacturing facilities and wind turbine generation facilities.