

Eastern West Virginia Community & Technical College

Board of Governors

Meeting Minutes of May 18, 2011; 12:00 pm

Eastern Campus; Moorefield, WV

Attending: E. Berg, C. Terrell, M. Turner, P. Shrader, D. Lambert, D. Bean, C. Durst, R. Hott, F. Shanholtz, R. Tissue.

Not Attending: S. Sherman, R. Gillespie.

- I. Call to Order – F. Shanholtz
The meeting was called to order at 12:03 pm by Chair Shanholtz.
- II. Resignation of Faculty Member Ward Malcolm
The Board accepted Mr. Malcolm’s resignation and thanked him for his service.
M: R. Hott
S: D. Bean
Motion Carried
- III. Oath of Office to Faculty Member Eleanor Berg
The Oath of Office was administered to Eleanor Berg by Notary Dreama Kelly.
- IV. Action Items:
 - A. *Approval of the March 16, 2011 Minutes as presented
M: R. Hott
S: P. Shrader
Motion carried.
 - B. *BP 3.9 Termination “Administrative Withdrawal” termination approved as presented.
M: D. Bean
S: R. Tissue
Motion carried as presented.
 - C. *BP 7.5 Revision “Travel Management” revision approved as presented.
M: R. Hott
S: M. Turner
Motion carried. D. Lambert requested that the item amount be reviewed for possible increase.
 - D. *Program Reviews
-Occupational Development Program; Technical Studies AAS Program; Technical Studies Certificate Program
Upon a motion by Doug Lambert with a second by Dixie Bean, the Board voted to approve the program reviews as presented. Motion carried.
 - E. *Compact Approval (document forthcoming)
Upon the request of Dr. Terrell, this item was tabled for the June meeting.
- V. President’s Report :
 - A. Strategic Plan/Self Study/Compact

Strategic Goals
<u>GOAL 1</u> <u>Produce graduates with general education and technical skills needed to be successful in the workplace or subsequent education</u>
Graduation update 32 at Graduation Total graduates 58 2011 Summer Enrollment: 137 headcount and 47.6 fte to date; 2010: 133 headcount 41.7 fte 2011 Fall Enrollment: 169 headcount with 83 new applications; 2010: 645 headcount and 357.70 fte Headcount strategies 1) Improve graduation rate 2) WF Advanced Grant submitted: asking that the individuals taking this at the nursing home be

converted into credit.

GOAL 2

Provide Workforce Development programs that meet the demands of West Virginia's employers and enhance West Virginia's economic development efforts

IBM SAP University Alliances Two fall Eastern courses will include SAP training IT instructor. S. Watts and S. Mirkhani are attending a no-cost seminar at Florida. Plans to hire an IT instructor under the advisement of chancellor Skidmore's office.

Sugar Grove: Dr. Terrell met with Lt. Commander and Commander; followed up for next steps.

Allied Health Sector-Based Committee June 8, 2011: attempt to bring together and identify Allied

Health partners seeking buy-in from the employers.

Fiber Optic partnership: Partnering with Bridgemont's fiber optic training department for "Just in Time Training"

Invited Open House-Petersburg Technology Center: Will have an invited open house to tour the Technology Center – will work with Ed Fisher for attendees, governor, delegates, etc.

Division of Rehabilitative Services TBA: @ the Petersburg Technology Center

Veterans workshop hosted by Senator Manchin's office – possibly to be held at Eastern's Technology Center – June 1, 2-4pm

GOAL 3

Provide access to affordable, comprehensive community college and technical college education in all regions of West Virginia

Department of Education Pell Grants-Amanda Sites: State initiative to identify "Diploma Mills"; students are being required to provide the high schools they are graduating from; the following year, schools in question will be investigated. Eastern will be developing policies and procedures regarding identifying legitimate concerns. Presented an overview of recent Department of Education changes including policy revision and adoption. VA benefits have changed as well – resulting in wait periods.

Early Entrance-Pam Shrader: Pam presented reason for decline in Early Entrance participants in the near future, including course offerings across Eastern's service district.

Transition dropped at Petersburg High School – even when offered for free students are not interested.

Eastern is looking into some creative options to generate interest.

Rob Tissue suggested that we reevaluate our allocation of funds to meet the needs for a different market;

Dixie Bean suggested offering a summer prep-course in English and Math.

Dr. Terrell discussed the "Career Coach" concept.

Tech Prep: decrease to \$60,000 from \$80,000

GOAL 4

Provide Resources to meet the needs of community and technical college students and employees

Green Entrepreneur \$33,113 RECEIVED

Green-up "Basic Green" Education and Training \$73,124 RECEIVED

C3T Allied Health/Mechatronics/Energy \$20M

Dominion Resources \$50,000

Dominion Resources \$2,500

Advance Grant \$65,000 RECEIVED

Adult Basic Education \$143,900

We have purchased a flagpole

Confirmation that the Petersburg Technology Center HLC visit to be confirmed

Preparing for our accretion process.

- VI. Executive Session: Personnel as per State Code §6-9A-4
Pursuant to WV State Code §6-9A-4, there will an Executive Session regarding a Personnel Matter.

Motion for Executive Session at 1:36 am by R. Hott; second: R. Tissue
The Board went into Executive Session at 1:36 pm.

Motion to reconvene regular session at 2:02pm:
Motion: R. Tissue
Second: S. Staley
ACTION: No recommendation for action.
Motion Carries.

- VII. Next Meeting: June 15, 2011 - 12:00 pm Eastern Campus

- VIII. Adjournment
The meeting was adjourned at 2:05 pm by Chair Shanholtz. Motion carried.

Respectfully Submitted by Dreama Kelly, Recorder

Faron Shanholtz, Chair
Eastern WV CTC Board of Governors

Date