



Results of the September 20, 2005
Board of Governors Meeting

Board Review

Action Items

Board of Governors

Ms. Linda Akers
Chair

Mr. Rory Perry
Vice Chair

Mr. Dennis Trader
Secretary

Mr. Michael Baldwin
Classified Staff Representative

Ms. Julia Goad
Student Representative

Mr. Bill Grizzell

Ms. Shelley Huffman

Ms. Jada Hunter

Mr. George Kostas

Mr. George Morrison
Faculty Representative

Dr. David Pierce

Mr. James Sheatsley

Ms. Joanne Jaeger Tomblin
President

Board Approves Salary Increases for Southern Employees

The West Virginia Legislature provided a supplemental appropriation to state agencies to increase the salaries of state employees. In the absence of a legislative directive, the West Virginia Council for Community and Technical College Education and the West Virginia Higher Education Policy Commission suggested that all institutions of higher education follow their approved salary rules in allocating the salary increases. The Southern West Virginia Community and Technical College Board of Governors approved pay increases in accordance with SCP-2825, *Salary Administration*. The effective date of salary increases is November 1, 2005.

Approval of Monetary Gift Levels for the Naming of Facilities or Organizational Units

The procedures to be followed for requesting that a facility or organizational unit be named for an individual or organizational unit is outlined in Section Seven of Southern's College Policy (SCP) 1481, *Naming of Facilities and Organizational Units*. The Board reviewed and approved the monetary gift levels established as presented. As prescribed in Section 7.A of SCP-1481, the levels of monetary contributions will be maintained in the Office of the President of the College.

Institutional Policies Scheduled for Review

The Board reviewed and approved the continuation of the following institutional policies with no revisions:

1. SCP-1010, *Use of Alcoholic Beverages on Campus*
2. SCP-4770, *Student Rights and Responsibilities*

Approval of Draft Policies for 30-day Comment

Southern's Board of Governors granted approval for the distribution of the following draft policies to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day comment period:

1. SCP-3160, *Course Syllabus* and SCP-3160.A, *Course Syllabus Format*
2. SCP-3188, *College Level Examination Program (CLEP)*
3. SCP-3227, *Credit Based on Experience* and SCP-3227.A, *Portfolio Evaluation Form*
4. SCP-3670, *Public School Service Program* and SCP-3670.A, *Public School Service Form*
5. SCP-4398, *Student Grades and Grade Point Average Requirements for Graduation*
6. SCP-4825, *Transfer of Student Credit Hours from Another Institution*



Discussion Items

October 2005 Board of Governors Meeting and Retreat

The Southern West Virginia Community and Technical College Board of Governors will hold its next meeting on Thursday, October 20, 2005, at the Radisson Hotel in Morgantown instead of Snowshoe, West Virginia as previously scheduled. The annual Board Retreat will be held the following day, Friday, October 21st. A guest speaker will lead discussion on *Students of the New Millennium*.

Classified Staff Council Request Granted

At its September 7, 2005 meeting, the Classified Staff Council unanimously approved a motion for the Classified Staff Representative to Board of Governors, Mr. Michael Baldwin, to approach the Board for the purpose of rotating its meetings to different campuses more than once annually. It was the unanimous decision of the Board of Governors to alter their current schedule of meetings to include a visit to an additional campus this academic year. Therefore, the April 18, 2006, Board of Governors meeting, will be held at the Boone Campus. The new meeting schedule is

October 20, 2005	Morgantown, WV
October 21, 2005	Board Retreat
November 29, 2005	Williamson Campus
February 21, 2006	Logan Campus
April 18, 2006	Boone Campus
June 20, 2006	Logan Campus

Additional meetings may be necessary for emergency or time-sensitive issues.

Suggested Time-line for Construction of the Allied Health and Technology Center

Architect, Brent Spradling, Appalachian Design Group, Incorporated, has established a time-line for construction of the new Allied Health and Technology Center. Actual construction is scheduled to begin

November 23, 2005 with a targeted completion date of June 23, 2007. Mr. Fred J. Scott, Vice President for Finance, presented the suggested time-line for start-up activities associated with the construction of the new facility to the Board.

Capital Projects Proposal

Mr. Fred Scott, Vice President for Finance, provided Board members with a list of projects that is planned for completion by fiscal year 2010. Some projects have been funded and are currently underway. Several projects are being funded with supplemental funding while other projects are new requests for State funding. The total funding request for these projects will be \$19,224,302.00 which will be distributed over a five-year fiscal calendar.



President's Report

President Joanne Tomblin updated the Board on pertinent institutional developments:

1. Cargill Associates Consultant, Mr. Terry Purdy, is working with the Major Gifts Team in moving the campaign forward. It is expected that the local campaign will be launched in the spring of 2006. The institution has purchased the most comprehensive fundraising management system software available, *The Raiser's Edge and Financial Edge*, by Blackbaud. This comprehensive system automates administrative processes and provides insightful reports for the Major Gifts Team.
2. Southern has had a slight decrease in the fall enrollment. Southern West Virginia has experienced a population decline over the past several years which presumably has caused some of the decline in enrollment. The College's full-time enrollment currently stands at an FTE of 1,692 and a Headcount of 2,435. It is anticipated that additional students will be added prior to the census date.
3. Due to the rising cost of fuel and the possibility of fuel shortages due to the effects of Hurricane Katrina in the gulf coast, travel is being closely monitored for state employees. In a response to a request from the Cabinet Secretary for the Department of Administration, Robert W. Ferguson, Jr., to express prudent judgment when approving travel requests, and in an effort to conserve institutional and state resources, the College administration has restricted local travel within the service district to that which is essential in order to carry out necessary duties effective Monday, September 12, 2005. Travel between campuses or to off-campus sites for teaching of classes is essential and does not require prior approval. If other duties can be effectively carried out by utilizing available technology (i.e., telephone, electronic mail, and/or the interactive classroom system) those alternatives should be used. Travel reimbursement or attendance of any meetings outside of the service areas such as the WV Council for Community and Technical College Education, the WV Higher Education Policy Commission, advisory committees, or other state-level agencies requires prior approval of the cabinet-level administrator. All previously approved out-of-state travel must be reviewed by the cabinet-level administrator responsible. Any non-essential out-of-state travel should be cancelled and any out-of-state travel considered essential must be approved by the Executive Vice President, Merle Dempsey.
4. President Tomblin discussed statistics contained in the *Performance for High School Students Enrolled in Public Colleges and Universities, Fall 2004*, a document published by the West Virginia Higher Education Policy Commission and the West Virginia Council for Community and Technical College Education. The report revealed that
 - Seventy-six percent of the WV residents stayed in the state to work or attend school one year after graduation, compared to only 24% for the non-resident graduates. Residents who are undergraduate certificate recipients are most likely to stay in the state. Their retention rate has increased from 85% to 89%.
 - First-year earnings of associates degree recipients (\$26,317) have outpaced that of bachelor's recipients (\$24,590).
 - Southern experienced an 8% increase in the number of certificates issued in 2004-05, and a 57% increase in the number of associate degrees awarded.
5. Southern West Virginia Community and Technical College, in collaboration with the West Virginia Coal Association and West Virginia University Mining Extension, submitted an Employment and Training Administration (ETA) grant to the United States Department of Labor seeking funds to create *The Academy for Mine Training and Energy Technologies*. Notification has been received that the Department of Labor is considering the proposal. If funded, the grant would provide approximately three million dollars for training in coal and energy.

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President's Report Continued

6. Southern West Virginia Community and Technical College joins other colleges in the state in extending enrollment opportunities to college students who have been displaced by Hurricane Katrina. Although the fall semester is underway, there are several academic course options available. Hurricane Katrina relief information has been placed on our website. Interested parties may obtain additional information by visiting our website at www.southern.wvnet.edu.
7. The Dental Hygiene Program received initial accreditation from the American Dental Association—Commission on Accreditation. The New Life Services Center, which will house Southern's Dental Clinic, has scheduled an open house for September 23, 2005.
8. High School and Adult Recruitment visits are being scheduled for the fall.
9. President Tomblin will conduct random confidential employee meetings throughout the year seeking the employees' thoughts on the direction the institution is taking, ideas persons may have for improvement, and to pinpoint areas that may be of concern.
10. President Tomblin extended accolades to Mr. James P. Owens, Vice President for Student Services, and the entire Student Services Unit, for a job well done on the Fall Round-up held August 22-23 for Southern students at all campuses. She received many appreciative compliments from students regarding the festivities.
11. Surveillance cameras have been installed at all of Southern's locations to address security issues. Also, employees now wear identification badges, and the Sheriff's Department in Logan and Williamson provides the College with an individual at each of those campuses after hours.
12. The annual Business Appreciation Dinner is scheduled for October 18 at the Earl Ray Tomblin Convention Center.
13. The Williamson Campus Task Force met on September 19. A rumor has surfaced in Williamson that the Board of Governors wants to close the Williamson Campus. President Tomblin contacted two community leaders today and assured them the rumor is totally unfounded. She asked Board members to talk with community persons about this issue.
14. Ms. Cathy Smith-Cox and Mr. Roy Simmons, Co-Chairs of the Task Force on Recruitment, Retention and Graduation, continue to conduct research for the task force. The group will review barriers to student success at this institution and make recommendations as to how the College can better organize to alleviate these barriers.
15. The Lincoln County Comprehensive High School which houses a wing for Southern is scheduled for completion in May 2006. President Tomblin plans to soon tour the facility with Superintendent Grizzell.
16. The annual Foundation Golf Outing was held on August 25th at the Logan Country Club. Approximately 70 golfers participated in the fundraising event.
17. Southern received a \$9,522 Social Justice Initiative Grant to fund activities for Harmony Week 2006.
18. The new Gas and Oil Well Tenders Program has the maximum enrollment of 30 students. Southern is one of three community colleges in West Virginia that offers this statewide program based on industry need.
19. Ms. Cathy Smith-Cox and Ms. Pamela Alderman are working on the Assessment Report due to the Higher Learning Commission in March 2006.
20. New doors and signs have been placed at the Logan Downtown Annex facility.
21. Installation of interactive classroom equipment for is currently underway at Logan and Man High Schools through the Technology Grant Southern received.
22. The College continues to extend its reach with dual credit offerings. Vice President for Academic Affairs, Ms. Cathy Smith-Cox, is working with Phelps, Belfry, and Sheldon Clark High Schools in Kentucky.