

Southern West Virginia Community and Technical College
Board of Governors Meeting of August 18, 2009
Center for Allied Health and Technology - Room 428
2900 Dempsey Branch Road, Mount Gay, WV

DRAFT

Board Members Present: Kevin Fowler, Tom Heywood, George Kostas, Linda Akers, Wilma Zigmund, George Morrison, Debbie Dingess, Kimberly Irick

Board Members Absent: Terry Sammons, Glenn Yost, Shelley Huffman, Jada Hunter

Administrative Staff: President Joanne Jaeger Tomblin, Sam Litteral, Merle Dempsey, Allyn Sue Barker, Ronald Hamilton, Patricia Clay, Pamela Alderman, Cindy McCoy, Cathy Smith-Cox, Darrell Taylor, Elizabeth Walker, Counsel, Emma Baisden

Guests: Kimberly Maynard, Classified Staff Council Chair, Teri Wells, Patricia Miller, Chris Gray, Classified Staff Council Members

1. Call to Order:

Secretary Thomas Heywood called the meeting of the Southern West Virginia Community and Technical College Board of Governors to order. He declared a quorum was present and convened the meeting at 6:20 p.m.

2. Introduction of New Board Members and Oath of Office:

Mr. Samuel Litteral administered the *Oath of Office* to new board members, Debbie Dingess and Kimberly Irick, classified staff and student representatives respectively. Ms. Dingess succeeds R. Michael Baldwin and Ms. Irick succeeds Robert Jude.

Mr. Heywood turned the meeting over to Chair Fowler who joined the meeting at 6:30.

3. Classified Staff Council Presentation:

As prescribed in West Virginia Code §18B-6-4b, the Classified Staff Council held its annual meeting with the Governing Board to discuss matters affecting classified employees. Ms. Kimberly Maynard, Classified Staff Council Chair, introduced Council members present, Teri Wells, Patricia Miller and Chris Gray. She then presented issues of concern impacting classified employees and thanked the Board for the opportunity to discuss their concerns.

4. Board of Governors and Administration Self-Evaluation

Ms. Elizabeth Walker, Board Counsel, led the Board of Governors and administrators through the results of the annual self-evaluation conducted on an aggregated and anonymous basis. It was requested that a survey question be added about how the administration believes the Board of Governors addresses the needs of the College. Ms. Walker will incorporate this language into next year's questionnaire.

5. President's Report:

1. To date Southern has received \$3,413,300 in grant funds for fiscal year 2009-2010.
2. The College is reaching out to serve local veterans and those applying for the Post-9/11 GI Bill benefit which became effective August 1, 2009. The Post-9/11 GI Bill is the most comprehensive education benefit since the original GI Bill was signed into law in 1944. The program provides tuition assistance, a housing allowance, a books and supplies stipend, and the option to transfer these benefits to family members under certain circumstances. Ms. Teri Wells, Veterans Coordinator, is welcoming veterans to campus and providing assistance they may need in understanding and

completing paperwork.

3. President Tomblin informed Board members that Southern's Medical Lab Assistant and EKG graduates attained a 100% passage rate on State Board exams.
4. "Southern's New Adult Program" (SNAP) initiated during the summer to help transition adults into college was very successful and received great reviews from the participants. We have submitted a federal grant proposal to seek funds to help continue and improve the program. President Tomblin complimented Darrell Taylor and Prudence Barker for their work on this project.
5. The Academy for Mine Training and Energy Technologies has delivered 113,370 clock hours of regular training since its inception in 2006. A total of 7,750 duplicated students have received training during the same period. Non-credit enrollment exceeds our credit enrollment. Discussions determined that a long-term strategy to identify non-credit students needs to be developed.
6. Southern has a slight increase in its Fall enrollment (credit courses).
7. Southern co-hosted the Logan County Coal Vendors golf outing held August 14 at the Logan Country Club. This is an annual event held to raise funds for scholarships.
8. The President's Future Leaders Academy will hold its opening ceremony at the Chief Logan Convention Center on August 28. President Tomblin plans to develop an institutional succession plan from the Academy.
9. The Legislature approved one-time funding of \$330,000 to upgrade equipment for science and computer labs.

6. **Financial Report**

Chief Financial Officer, Sam Litteral, provided the financial report dated June 30, 2009 to Board members. He reviewed restricted, unrestricted, and auxiliary revenues and expenditures. The figures discussed are strictly cash that can be carried forward to build the institution's contingency fund. It is expected the institution will receive stimulus funds to backfill budget cuts. Chair Fowler requested that Mr. Litteral develop a one-page report which addresses the detail of restricted and unrestricted funds. He would like for the header to read "cash basis."

7. **Academic Affairs Report:**

1. **Title III Grant**

Ms. Cathy Smith-Cox, Vice President for Academic Affairs, informed the Board that the Department of Education approved Southern's application for a Title III grant under the Strengthening Institutions Program. Southern will receive \$2,000,000 over a five-year period beginning October 1, 2009. This project addresses the need for student open learning labs and the integration of multimedia into classroom instruction. The grant is restricted to the Center for Allied Health and Technology. It will provide for the creation of repurposing of the Teaching and Learning Centers on two campuses, training of faculty on the use of multimedia in the classroom, and the purchase of data storage devices. Simulators for classrooms will also be deployed. At the end of the grant cycle, all classrooms in the Center for Allied

Health and Technology will be multimedia equipped and a majority of courses will have multimedia components. Funds are also provided for a Title III Program Coordinator, Administrative Secretary, Sr., and an Information Systems Technician.

2. New Career and Technical Programs:

Dean for Career and Technical Programs, Pamela Alderman, informed Board members that \$440,000 in grant funds have been approved for new programs in Mine Management and Central Sterile Supply.

1. The Mine Management program was developed in conjunction with the mining industry to meet a growing demand. The new Associate in Applied Science degree program is designed to educate individuals who will be employed as mid-level managers in the mining industry, both surface and underground. Currently the program has an enrollment of 135 students. The program is being offered in formats to meet the needs of working adults. Both weekend and web courses are available. Plans are to develop bachelor degree opportunities for students.
2. Central Sterile Supply/Sterile Processing, a new certificate program, is being offered as a need from the hospital community. Students will learn how to properly sterilize and package instruments used during surgery and other patient care areas. A central sterile supply technician can work in areas where instruments, supplies, and medical equipment are processed, sterilized or disinfected. This two-semester program is designed for individuals who want a career in an emerging occupation and will expand as healthcare becomes more specialized and the volume of surgery's increase.
3. Globaloria is a social network for learning web-game design and simulation production. Invented by the World Wide Workshop Foundation in the spring of 2006, it seeks to create technology-based educational opportunities through a flexible set of virtual learning networks for students in developing nations, and economically disadvantaged and technologically-underserved communities. Eight students are currently enrolled in Southern's Globaloria program being offered for the first time this fall.
4. The Cosmetology/Salon Management program has moved to the Logan Campus for Fall 2009. Student enrollment is 17 with a cap of 20.
5. The Survey Technology program has been relocated to the Boone Campus this fall. The West Virginia Board of Professional Surveyors has approved the program.

3. Dual Credit Courses and Pre-professional Programs:

Dr. Cindy McCoy, Dean for University Transfer Programs, provided an overview of Southern's dual credit program for high school students and the pre-professional program under development.

1. Dual credit is a comprehensive effort to make college course opportunities available to qualified high school students. It allows the advanced student to obtain college credit prior to high school graduation and offers an alternative to advanced placement courses. Successful completion of an

advanced placement course does not guarantee a student will receive college credit; however, successful completion of a dual credit course does guarantee a student college credit. Dual credit courses are college courses. Because these courses often vary from what would ordinarily be a high school course, it is at the discretion of the high school to determine how this course will be used in relationship to its own curriculum. The West Virginia Higher Education Policy Commission and the West Virginia Council for Community and Technical College Education govern dual credit courses.

2. Pre-Professional Programs:

This program is being designed for students with professional career interests such as medicine, dental, pharmacy, law, etc. The program will offer students guidance in preparing for a variety of professional schools. Students will have the option of completing an associate degree and continue to a baccalaureate program at another institution. Plans are also being developed to establish a Professional Testing Center at the College. Both paper-and-pencil tests and computer-administered standardized tests to address student and community needs for admission tests, workforce development, credentials, and licensure will be administered. Services provided through the Professional Testing Center will be available for Southern students and members of the community. The Center will be located in the new technology facility at the Williamson Campus.

8. Action Items:

1. Approval of June 23, 2009, Minutes

MOTION: Tom Heywood moved to accept the meeting minutes as presented.

ACTION: George Kostas seconded the motion. The motion carried unanimously.

2. Approval of Policies for 30-day Comment

1. SCP-3214, College Board Advanced Placement Credit

MOTION: Tom Heywood moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of SCP-3214, College Board Advanced Placement Credit, to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day public comment period.

ACTION: George Kostas seconded the motion. The motion carried unanimously.

2. SCP-4634, Student Activities

MOTION: George Kostas moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of SCP-4634 to Southern's constituencies and the Chancellor for Community and Technical

College Education for a 30-day public comment period with the recommendation for rescission of the existing policy and conversion to unit procedures.

ACTION: Wilma Zigmond seconded the motion. The motion carried unanimously.

3. SCP-7680, Reports for External Use

MOTION: Wilma Zigmond moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of SCP-7680 to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day public comment period with the recommendation for rescission of the existing policy and conversion to unit procedures.

ACTION: George Kostas seconded the motion. The motion carried unanimously.

4. SCP-7688, Reports for Internal Use

MOTION: Tom Heywood moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of SCP-7688 to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day public comment period with the recommendation for rescission of the existing policy and conversion to unit procedures.

ACTION: Wilma Zigmond seconded the motion. The motion carried unanimously.

9. Informational Items:

1. SCP-1500, Philosophy, Vision, and Mission of Southern West Virginia Community and Technical College

This policy is being provided to Board members for review before its annual planning retreat scheduled for October 16, 2009, at Stonewall Resort and Conference Center in Roanoke, West Virginia.

2. Rulemaking Report

Chair Fowler provided Board members with a copy of the Institutional Rulemaking Report submitted to the Chancellor for Community and Technical College Education. Pursuant to the requirements of West Virginia Code §18B-1-6, annually a list of institutional rules that are effective on July 1, including the most recent date on which each rule was adopted, amended or repealed by the Board of Governors must be submitted to the Council for Community and Technical College Education.

3. Logan Banner Articles

News articles regarding the implementation of the new Mine Management Program and relocation of the Cosmetology/Salon Management Program.

10. Adjournment:

There being no further business, Chair Fowler declared the meeting adjourned at 8:25 p.m. upon a motion by Tom Heywood and seconded by Debbie Dingess. The next Board meeting is scheduled for October 15, 2009.

Kevin N. Fowler, Chair

Emma L. Baisden
Assistant to the Board of Governors

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