

Southern West Virginia Community and Technical College Board of Governors
Board of Governors Meeting of August 16, 2011
2900 Dempsey Branch Road, Room 428-C, Mount Gay, WV

Board Members Present: Terry Sammons, Wilma Zigmond, Linda Akers, George Kostas, Jada Hunter, Debbie Dingess, George Morrison, Glenn Yost, Kevin Fowler, Shelley Huffman, Adam Bradford

Board Members Absent: Tom Heywood

Administrative Staff: President Joanne Jaeger Tomblin, Samuel Litteral, Allyn Sue Barker, Pam Alderman, Darrell Taylor, George Beshears, Ron Lemon, Cindy Crigger, Emma Baisden

Faculty Senate: Martha Maynard, Chair

Southern Staff: Chris Gray, Patricia Miller

1. Call to Order:

Board of Governors Chair, Terry Sammons, declared a quorum present and convened the meeting at 6:02 p.m.

Introduction of New Board Member and Oath of Office

Chief Financial Officer and Public Notary, Samuel Litteral, administered the *Oath of Office* to Adam Bradford, Student Representative to the Board of Governors. Mr. Bradford lives at Pineville, West Virginia, with his wife, Serrinia, and is a Criminal Justice/Law Enforcement major at Southern's Wyoming/McDowell Campus. Mr. Bradford succeeds Kimberly Irick-Reynolds.

2. Faculty Senate Presentation:

As prescribed in West Virginia Code §18B-6-3(g), the Faculty Senate held its annual meeting with the Board of Governors to discuss matters affecting the faculty. Ms. Martha Maynard, Faculty Senate Chair, presented the Board with an overview of the Senate's composition, discussed duties of the Senate, institutional policies pertaining to the faculty which the group is working on in conjunction with the academic departments and the Academic Affairs Management Council, and outlined the Senate's plans for the academic year. The 2011-2012 Faculty Senate members include: Chuck Puckett, Advisory Council of Faculty Representative; George Morrison, Board of Governors Faculty Representative; Martha Maynard, Chair, Anne Cline and Kathryn Krasse, Williamson Campus Senators; Melissa Kirk, Shelba Long, Vice Chair, and Tehseen Irfan, Secretary, Logan Campus Senators; Larry D'Angelo, Boone/Lincoln Campus Senator; and Timothy Weaver, Wyoming/McDowell Campus Senator.

3. President's Report:

1. Student enrollment for the Fall 2011 semester has declined college-wide from Fall 2010. Full-time enrollment (FTE) is 1,325.3 (-181.1 or 87.98% of 2010 enrollment) and head count is

1,675 (-206 or 89.05% of 2010 enrollment). October 15th is the deadline to submit our enrollment report to the West Virginia Council for Community and Technical College Education. We need to develop a strategy for building enrollment.

2. The lowest bid received for the Williamson Applied Technology Facility was \$2.9 million above the projected budget. The architects have revised the architectural drawings and believe they have it at cost without compromising the appearance of the facility. We will hold another pre bid meeting and hopefully have bids back out by early September. The project is moving forward.
3. Ms. Sharla Trimm, SunGard Consultant, met with the Southern's design team for the Center for Professional Development to devise an outline for creation of two professional development centers for the Logan and Williamson Campuses. The Center is intended to be a professional school of development for faculty and staff.
4. Concord University President, Dr. Greg Aloia, and several members of his staff visited Southern on July 20. They are looking to move to a four-day work week and wanted to discuss procedures implemented at Southern to provide services to students and the communities we serve, including any problems that we encountered as a result of moving to a four-day work schedule.
5. President Tomblin will hold her quarterly meeting with the Classified Staff Council on September 7, 2011. In July, she met with Student Government Association leaders, the Advisory Council of Faculty representative, and the Faculty Senate Chair.
6. Southern has been approved for a Mine Tech WV Advance Grant by the West Virginia Council for Community and Technical College Education.
7. At its July 18, 2011 meeting, the Commission on Accreditation for Respiratory Care awarded Initial Accreditation to Southern's Respiratory Therapy A.A.S. Degree Program.
8. President Tomblin will be the lunch keynote speaker for the Certified Success Summit organized by Vision Shared on September 29th at Oglebay Resort in Wheeling, WV.
9. On August 29th, President Tomblin along with several key personnel, will participate in a roundtable discussion on future educational opportunities for McDowell County. The meeting is scheduled to take place at Mount View High School in Welch, West Virginia, and will involve a host of groups including Save the Children, the State Board of Education, American Federation of Teachers, and former First Lady of West Virginia, Gayle Manchin.
10. General registration is currently underway at all campus locations. President Tomblin has scheduled visits to each campus August 25 - September 12.

11. The Logan Coal Vendor's annual golf outing will be held on August 19, 2011 at the Logan Country Club.
12. A press conference for the Vision 2020 Major Gifts Campaign and the Academy for Mine Training and Energy Technologies has been scheduled for September 20, 2011. Invitations are forthcoming.
13. The Board of Governors Retreat is scheduled for October 13-14, 2011 at The Resort at Glade Springs in Daniels, West Virginia. Dr. Patricia Kier, a consultant for the Association of Community College Trustees, will provide a presentation on the role of the Board of Governors in the accreditation process. Also, a four-member panel from the West Virginia Higher Education Policy Commission will present "West Virginia's Education Pipeline: A Discussion about Successes and Challenges."

4. Financial Report

1. Chief Financial Officer, Sam Litteral, provided the financial report dated June 30, 2011 to Board members. He reviewed restricted, unrestricted, and auxiliary revenues and expenditures. These figures reflect the budgeted amount with actual year-to-date totals.
2. As a follow-up from the June 21 Board meeting, Mr. Litteral reported on the number of full-time equivalent (FTE) generated from the total number of students receiving tuition and fee waivers. In fiscal year 2010-2011, the Southern West Virginia Community College Foundation issued tuition scholarships which generated 148 FTE, and scholarships for tuition and books which generated 194 FTE. Student waivers from other sources generated 238 FTE.

5. Action Items:

1. Approval of June 21, 2011, Board Meeting Minutes

MOTION: Wilma Zigmond moved to accept the meeting minutes as presented.

ACTION: Jada Hunter seconded the motion. The motion carried unanimously.

2. Approval of Textbook Affordability Committee Report

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the report provided by the Textbook Affordability Committee for presentation to the Chancellor of the West Virginia Council for Community and Technical College Education as required by Title 135, Series 51, Bookstores and Textbooks, Section 3.1.f.

ACTION: Jada Hunter seconded the motion. The motion carried unanimously.

3. Approval of Amendment to Further Define Student Health and Wellness Fee

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 of this resolution defining the criteria of Health and Wellness Recreational Facilities in its service district that are eligible to receive payment from Student Health and Wellness fees.

ACTION: Linda Akers seconded the motion. The motion carried unanimously.

4. Approval of Policies for 30-day Public Comment Period:

1. SCP-1735, Solicitation Policy

MOTION: Jada Hunter 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-1735, *Solicitation Policy*, to Southern's constituents and the Chancellor for Community and Technical College Education for a 30-day public comment period.

ACTION: Glenn Yost seconded the motion. The motion carried unanimously.

2. SCP-3650, Program Reduction or Elimination

MOTION: Jada Hunter 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-3650, *Program Reduction or Elimination*, to Southern's constituencies and the Chancellor for Community and Technical College Education for an additional 30-day public comment period.

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

3. SCP-4192, Administrative Withdrawal of Students

MOTION: Glenn Yost 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-4192 to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day public comment period.

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

4. SCP-5260, Meeting Financial Exigencies

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-5260 to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day public comment period.

ACTION: Debbie Dingess seconded the motion. The motion carried unanimously.

5. SCP-4000, Basic Guidelines and Standards for Admissions

MOTION: Debbie Dingess moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for advancement of SCP-4000, *Basic Guidelines and Standards for Admissions*, to Southern's constituents and the Chancellor for Community and Technical College Education the required 30-day public comment period.

ACTION: Jada Hunter seconded the motion. The motion carried unanimously.

6. Discussion Item:

1. Boone Campus - Closing

The closing of our Boone Campus is in response to the recent closing of the Boone County Career and Technical Center after the facility tested positive for drug residue. The College leases space at the Career Center which is located in an adjacent building. As a precautionary measure, we decided to temporarily close the Boone Campus until further testing was completed. We were not asked to close, but determined it to be to our advantage to close. Our main concern is for the safety of our employees and students. Southern is the victim, not the creator of this situation. The Fountain of Life Church and Scott High School are allowing the College to hold classes at their facilities while the buildings are being cleaned. Southern's side should be cleaned by Monday, August 22nd. We will probably hold science labs at the campus because the high school lab is not conducive to college-level learning. President Tomblin informed Board members that Bill Cook, Director of Boone/Lincoln Campus Operations, has done a wonderful job of obtaining accommodations to hold classes for our students.

7. Informational Items:

1. Institutional Rule Making Report

Chair Sammons 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.

**2. Board of Governors Training - September 29-30, 2011
Oglebay Resort, Wheeling, WV**

The Board of Governors Training originally scheduled for May 4, 2011 has been rescheduled for September 29-30, 2011. This event is cosponsored with Vision Shared by the Council for Community and Technical College Education and the Higher Education Policy Commission. The conference/training is on college completion and titled "Certified Success: Why Education Matters After High School." It will take place at Oglebay Resort in Wheeling, WV. The registration fee will be waived for all Board of Governors members. Board members may earn seven (7) training hours for attending September 29th and three (3) training hours for attending September 30th; a total of ten (10) training hours if attending both days.

8. Adjournment:

There being no further business, Chair Sammons declared the meeting adjourned at 7:20 p.m. The next Board meeting is scheduled for October 13, 2011 and will be held at The Resort at Glades Springs in Daniels, West Virginia.

Terry R. Sammons, Chair

Emma L. Baisden
Assistant to the Board of Governors