

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS**

**JANUARY 15, 2002**

**OFFICIAL**

**LOGAN CAMPUS — ROOM 111**

*APPROVED 02/19/02*

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**PRESENT:** George Kostas, Shelley Dan, Bill Grizzell, Joanne Tomblin, Linda Akers, Dennis Trader, Leo McNeely, Mike Baldwin, Dean Lucas, and Rory Perry

**ABSENT:** Jada Hunter and James Sheatsley

**STAFF:** Oretha Baker, Allyn Sue Barker, Beth Harter, James P. Owens, Patricia Clay, Ron Lemon, Mike McGraw, Kim Holstein, Pam Alderman, Rita Roberson, Randy Skeens and Emma Baisden

**1. WELCOME AND CALL TO ORDER**

Chair, George Kostas, welcomed the group, called the meeting to order at 5:40 p.m. and declared a quorum present. During dinner the group watched a video entitled Board Leadership: Standards of Good Practice and Trustee Ethics by the Association of Community College Trustees.

**2. APPROVAL OF NOVEMBER 27, 2001, MINUTES**

**MOTION:** Rory Perry moved to accept the November 27, 2001, minutes as presented. Dennis Trader seconded the motion.

**ACTION:** The motion carried unanimously.

**3. PRESIDENT'S REPORT — JOANNE TOMBLIN**

1. President Tomblin informed the Board that our Spring Semester kickoff began on January 8<sup>th</sup> with All College Day activities on the Logan Campus. This year's keynote speaker was Dr. Mark Milliron from the League for Innovation in the Community College. His topic for the college community was "Community Colleges Taking on the Challenge of Economic Development in the 21<sup>st</sup> Century." He held an afternoon breakout session for faculty entitled "Reclaiming the Nobility of Teaching."
2. A preliminary report of enrollment is an increase of 3.8% FTE and a decrease of .72% Headcount. The Spring Semester census date is April 1.
3. College Day at the Legislature, Capitol Rotunda (9:00-2:00), and the seventh annual SPEED (Southern Partners for Education and Economic Development) Legislative Reception are scheduled for February 5, 2002. The reception will be held at the Embassy Suites in Charleston, 6:00 - 9:00 pm. Invitations are forthcoming.
4. March 14-15, 2002 — The WV Higher Education Policy Commission will visit Southern's Logan Campus holding their meeting on March 15. We will host a social and dinner on March 14 at the Logan Country Club (formal invitation's are forthcoming).

5. The Supreme Court will hear McGraw's lawsuit on February 5<sup>th</sup>. Bowles and Rice attorneys' have filed an amicus brief on behalf of every college in West Virginia in response to the lawsuit the Attorney General has filed to take away the power of state agencies to retain their own legal counsel. President Tomblin recognized Elizabeth Harter to address the Board regarding this matter. Ms. Harter informed the group that arguments are available via audio and Internet in streaming video. She will forward the telephone numbers for dial-in to Board members.
6. Southern and Marshall University have renewed their Southern Mountain Center agreement.
7. President Tomblin held an official signing ceremony for a 2+2 Criminal Justice Agreement with Dr. Hazo Carter of West Virginia State College on November 28 at 1:30 p.m. in the Logan Campus TV Studio.
8. Senator Robert C. Byrd provided two million for excavation of property for the Higher Learning Center at Beckley.
9. The Legislature requested a schematic design for the proposed educational facility in Lincoln County. This is a joint effort by President Tomblin and Bill Grizzell.
10. Acquisition of the Logan Mercantile facility has been placed on the West Virginia Higher Education Policy Commission's agenda for approval at their January 18, 2002 meeting.
11. The institutional Compact and Master Plan has been placed on the West Virginia Higher Education Policy Commission's agenda for approval at their January 18, 2002 meeting.
12. Kim Holstein will serve as the Legislative Liaison for tracking legislative bills during this session.
13. Eastern West Virginia Community and Technical College plans to propose to the Board to become a branch of Southern West Virginia Community and Technical College until they become independently accredited. Dr. Linda Dunn is working with her staff to prepare this proposal.
14. President Tomblin informed the group of the initiative to expand the ADN program on a statewide basis to get persons in the Allied Health careers to address the critical nursing shortage.
15. Our central television operations will be based at our Williamson Campus. Charter Communications has 33-35,000 subscribers in Logan and Mingo Counties in West Virginia and portions of Pike and Martin Counties in Kentucky.

**4. ACTION ITEMS:**

1. a. **Board Vacancy**  
Governor Wise is working on a Board replacement for Larry P. Hardesty.

**b. Election of Vice Chair**

Chair Kostas opened the floor for nominations:

**MOTION:** Linda Akers nominated Shelley Dan for the vice-chair position. Bill Grizzell seconded the nomination. Bill Grizzell motioned nominations closed. Mike Baldwin seconded the motion.

**ACTION:** The motion carried unanimously.

2. **Approval of Amendment to SCP-8600.A, Board of Governors Operational Guidelines**

Regarding membership on local governing boards, WV Code §18B-2A-1-c states, "Of the nine members appointed by the governor, no more than five may be of the same political party: Provided, That of the twelve members appointed by the governor to the governing boards of Marshall University and West Virginia University, no more than seven may be of the same political party. **At least six of the members shall be residents of the state.**"

To facilitate nonresident membership on the Board of Governors for Southern West Virginia Community and Technical College, a revision to the language of the current Operational Guidelines regarding **Section 4. Meeting Protocol** is necessary. The recommended change to Section 4.6 will allow for members of the Board to participate in meetings via audio/video teleconferencing. It is further recommended that the language be changed to allow members participating by audio/video teleconferencing to be included in determining a quorum.

**MOTION:** Shelley Dan moved the adoption of the following resolution effective upon passage:

*Resolved*, that the Southern West Virginia Community and Technical College Board of Governors amend its current Operational Guidelines, SCP-8600.A, Section 4. Meeting Protocol, Section 4.6.

**ACTION:** Dennis Trader seconded the motion. The motion carried unanimously.

3. **Approval of Amended Board of Governors Meeting Schedule**

Chair Kostas proposed an amended meeting schedule for the Board.

**MOTION:** Bill Grizzell moved the adoption of the schedule.

**ACTION:** Shelley Dan seconded the motion. The motion carried unanimously.

4. **Review of Proposed Policies Transferred from the Higher Education Policy Commission to the Board of Governors:**

1. **Approval of Policy: SCP-5050, Assessment, Payment and Refund of Fees (Previous BOD, Series 22, Title 131) for 30-day comment period.**

**MOTION:** Dennis Trader moved approval of the following resolution:

*Resolved*, that the Southern West Virginia Community and Technical College Board of Governors approve the policy, *SCP-5050, Assessment, Payment and Refund of Fees*, to be sent to Southern's constituent groups and the Chancellor to solicit comments and suggestions for a 30-day comment period.

**ACTION:** Bill Grizzell seconded the motion. The motion carried unanimously.

2. **Approval of Policy: SCP-5065, Awarding of Fee Waivers (Previous BOD, Series 49, Title 131) for 30-day comment period.**

**MOTION:** Shelley Dan moved approval of the following resolution:

*Resolved*, that the Southern West Virginia Community and Technical College Board of Governors approve the policy, *SCP-5065, Awarding of Fee Waivers*, to be sent to Southern's constituent groups and the Chancellor to solicit comments and suggestions for a 30-day comment period.

**ACTION:** Bill Grizzell seconded the motion. The motion carried unanimously.

5. **DISCUSSION ITEMS:**

1. **Base Budget Reduction**

All state agencies were requested by letter from Cabinet Secretary Gregory Burton dated November 19, 2001, to complete a revised budget recommendation 3 percent less than the FY 2002 General Revenue appropriation. The revised budget recommendations were requested due to a projected slowdown in revenue growth for FY 2003 and significant increases

in certain categories of uncontrollable expenditures for FY 2003. Since then, Governor Wise has exempted community colleges from the 3% budget reduction. Chancellor Mullen has stated that it's likely community and technical colleges will be able to increase tuition to sustain costs incurred from mandated staff salary increases. The Higher Education Policy Commission will review tuition and fees at their January 18 meeting.

2. **Capital Budget Request**

S.B. 653 (18B-1B-4-11C) requires the Higher Education Policy Commission to file an annual report to LOCEA in January of each year which includes the priorities and justification for capital investments.

An updated set of guidelines for the prioritization of capital project requests was approved at the October 2001 Policy Commission meeting. At the November 2001 Commission meeting, an initial ranking of projects was distributed based upon these guidelines.

Based upon further discussion and review, the capital projects listing has been revised to focus on the prioritization of capital projects that could be funded through a potential bond issuance to be supported by lottery funding. The revised listing continues to incorporate the guidelines developed by the Commission, but also provides for a greater distribution of capital projects among the institutions, and includes a mixture of major renovations, repairs, and new construction to support growth. Projects which were completed in FY 2002 or which are funded from other sources have been eliminated. Also excluded are auxiliary projects which should be funded from user fees, deferred maintenance projects which should be funded by capital and operating funds, and library construction projects which require further policy discussion. The revised listing would serve as the initial recommendation for the funding of capital projects through a potential \$100-\$125 million bond issuance to be funded by an annual lottery appropriation.

We currently have a space utilization project underway to determine actual classroom space utilized. Sixty percent of the space must be used to qualify.

3. **Institution Specific Budget Requests for FY 2003**

The Budget Digest for FY 2001-2002 recommended that the Higher Education Policy Commission work with post-secondary institutions to determine which of the Budget Digest projects and Special Projects funded in FY 2002 should receive continued funding in future fiscal years. An initial prioritization of these funding requests was completed by the Commission staff based upon criteria adopted by the Commission. A listing of requested FY 2003 funding for Operations and Technology Projects was included as an agenda item at the November meeting along with special funding requests for numerous facilities related projects.

4. **Tuition and Fees**

The Higher Education Policy Commission requested institutions to submit written comments on the draft of a Tuition and Fee Policy. An essential component of higher education finance and policy development is the decision on the portion of the cost of education charged to students and their parents. The rules established by the previous governing boards and state code are very complicated and not consistent with the definitions and policies adopted by most other states. The discussion about tuition and fees should be separated into two categories: operating and capital. This item attempts to provide clarification and background on charges and revenues for operating purposes. The staff will present a separate discussion and recommendation for capital fees at the January 18 meeting.

5. **Kanawha County Nursing Initiative**

Southern's Nursing Program has been asked to submit a proposal to offer nursing education in the Kanawha Valley. Currently the only associate degree nursing program in the Kanawha Valley is offered by a private university. If the proposal submitted by Southern is approved, an Associate of Science in Nursing Program will begin in the next twelve to eighteen months.

The proposal will be submitted to the committee looking at nursing education in the Kanawha Valley on January 18, 2002. A copy of the proposal was provided for the Board's review.

6. **INFORMATION ITEMS:**

1. **Performance of High School Students Enrolled in Public Colleges and Universities, Fall 2000**

President Tomblin discussed with Board members the enrollment and performance of high school students for Fall 2000, a report on college-going rates, high school preparation, and college performance of recent high school graduates.

**2. Undergraduate Transfers, Fall 2000**

President Tomblin discussed undergraduate transfers across West Virginia public institutions for Fall 2000.

**7. Adjournment**

There being no further business, upon a motion and second (Grizzell/Dan) the meeting adjourned at 7:40 p.m.

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George Kostas

Chair

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Shelley Dan

Vice Chair

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Linda Q. Akers

Secretary