

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE**  
**BOARD OF GOVERNORS**  
**STONEWALL RESORT, ROANOKE, WV**  
**OCTOBER 21, 2003**

**OFFICIAL**  
11/18/03

**PRESENT:** Shelley Dan, Linda Akers, Joanne Tomblin, George Kostas, William Grizzell, Jada Hunter, Rory Perry, Dennis Trader, Sherry Adkins, Michael Baldwin, David Pierce, and Dean Lucas

**ABSENT:** James Sheatsley

**STAFF:** Merle Dempsey, Michael McGraw, Ronald Lemon, Pamela Alderman, Patricia Clay, Allyn Sue Barker, Ron Hamilton, James Owens, Fred Scott, Kim Holstein, Roy Simmons, Emma Baisden, and Elizabeth Harter, Board Counsel

**1. WELCOME AND CALL TO ORDER:**

Chair Shelley Dan, called roll, declared a quorum present, and convened the meeting at 6:00 p.m.

**2. PRESENTATION OF SPECIAL AWARD:**

President Joanne Tomblin honored past Board chair, George Kostas, with the Board of Governors Chairman's Award that read:

"A leader's job is to look into the future, and to see the organization not as it is, but as it can become."

**3. PRESIDENT'S REPORT:**

President Joanne Tomblin updated the Board on pertinent institutional developments.

1. Fall 2003 enrollment figures show a slight increase in FTE and headcount from Fall 2002.
2. President Tomblin has been selected to serve on the National Collaborative for Postsecondary Education Group. The first leadership meeting was held October 15<sup>th</sup> in Charleston, WV.
3. At their October 16 meeting, the West Virginia Council for Community and Technical College Education were provided presentations from component community colleges on their progress towards independent accreditation.
4. The Higher Education Policy Commission held its annual meeting with institutional governing boards on October 10, 2003. The meeting focused on budgetary issues for higher education.
5. President Tomblin attended a consortium meeting to pursue an arrangement to become more efficient in Human Resources. Marshall University and the three free-standing community and technical colleges would share Human Resource services. Marshall will submit the proposal which is expected to become effective July 1, 2004.
6. The Supreme Court ruled that proceeds from the Video Lottery are legal, therefore, grants and bonds will move forward for capital projects. The Higher Education Policy Commission will work with institutions to update capital projects. Some have already been moving ahead on projects slated for the bonds. The HEPC will consider new facilities for institutions with significant growth.
7. Merle Dempsey and Fred Scott are working with architects to complete the Master Facilities Plan. The plan will be presented to the Board in February 2004 for approval, and to the Higher Education Policy Commission in March 2004.

8. President Tomblin held her annual meeting with the county school superintendents on October 14. A large number of public school teachers are expected to retire over the next 5-10 years.
9. Our Dental Hygiene project is moving forward. Some local dentists have agreed to make a monetary donation to the program that must become accredited before it can be implemented. We have a letter of commitment from officials at WVU for one-half of the salary for the program director.
10. Officials from Midway College, Midway, Kentucky, have requested to enter into a collaborative agreement with us on three academic programs.
11. Monthly meetings continue with the Beckley Higher Education Center group.
12. The Southern West Virginia Community College Foundation hosted a Bowl-a-Thon on October 17<sup>th</sup> at Plaza Lanes in downtown Logan. The event raised \$8,100 for the Foundation. The next bowling fund-raiser is scheduled for March 21, 2004, at Ten Pin Alley in Williamson.
13. President Tomblin has completed 75 visits to area Middle and High Schools. From Spring 2000 through Fall 2003, she has talked with a total of 8,195 students.
14. An Open House for Career Programs will be held on November 4, 2003.
15. President Tomblin and Merle Dempsey met with a representative from ZMM Architects to discuss Southern's wing that will be attached to the new Lincoln County Comprehensive High School.

**4. ACTION ITEMS:**

**1. Approval of Minutes:**

**MOTION:** Rory Perry moved to approve the minutes of the September 16, 2003 meeting of the Board as presented.

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

**2. Ratification of State Appropriations Resolution**

**MOTION:** William Grizzell moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors endorse the goal of the Higher Education Policy Commission Request Budget for FY 2005, which "Restoration of Base Budget" so that each institution's base budget for FY 2005 is not reduced from FY 2004.

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

**3. Dissolution of College Council**

**MOTION:** Rory Perry moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve for the process to begin for dissolution of the College Council as recommended by its membership.

**ACTION:** David Pierce seconded the motion. The motion carried unanimously.

**4. Approval of Proposed Policies for 30-day Comment**

**4.1 SCP-2165, Educational Release Time Policy**

**4.2 SCP-2575, Overtime and Compensatory Time Policy**

Due to comments received, significant revisions were made to the above proposed policies.

**MOTION:** Jada Hunter moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the amendments to SCP-2575, Overtime and Compensatory Time Policy, and SCP-2575.A, Request to Work Additional Hours, and send them to constituent groups for an additional 30-day comment period.

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

**5. Approval of Proposed Policies for 30-day Comment**

**MOTION:** Rory Perry moved to accept the following resolution and requested that special emphasis of participation in the comment process be given by Board members:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the proposed policies SCP-2700, *Reduction in Work Force—Classified Personnel*, SCP-2701, *Reduction in Work Force—Faculty Personnel*, and SCP-5260, *Meeting Financial Exigencies* to be distributed to Southern's constituencies and the Chancellor for a 30-day comment period.

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

**5. DISCUSSION ITEMS:**

**1. Board Self Evaluation**

This item was deferred to the November 2003 meeting.

**2. CAAP and WorkKeys – College-wide Assessment Data Update**

Mike McGraw, Vice President for Academic Affairs and Assessment of Student Learning, provided the Board with an explanation of the statistical data comparison from the March 2003 college-wide assessment tests in CAAP, WorkKeys, the Writing Rubric and Critical Thinking.

**6. EXECUTIVE SESSION UNDER AUTHORITY OF WV CODE §6-9A-4:**

It was moved and seconded (Bill Grizzell/Dennis Trader) that the Board move into an executive session under authority of WV Code §6-9A-4. The motion carried unanimously.

At the conclusion of the executive session, the Board reconvened in an open session and the following action was taken:

