

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
BOARD OF GOVERNORS
ROOM 111—LOGAN CAMPUS
NOVEMBER 18, 2003**

**OFFICIAL
APPROVED 02/17/04**

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

ABSENT: None

STAFF: Merle Dempsey, Michael McGraw, Ronald Lemon, Pamela Alderman, Patricia Clay, Allyn Sue Barker, Ron Hamilton, Chris Cobb, Fred Scott, Roy Simmons, Emma Baisden, Polly Donahue, and Elizabeth Harter, Board Counsel

CLASSIFIED STAFF COUNCIL: Debbie Dingess, Chair, Kim Maynard, Martha Lee-Paige, Pete Parsons, Teri Wells, David Lomely, and Chris Gray (Advisory Council of Classified Employees Representative).

GUEST: Patricia Miller

1. WELCOME AND CALL TO ORDER:

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

2. CLASSIFIED STAFF COUNCIL:

As prescribed in West Virginia Code §18B-6-4b, the Classified Staff Council held their annual meeting with the Governing Board to discuss matters affecting classified employees. Ms. Debbie Dingess, Chair, introduced Council members present. Mr. Chris Gray, Advisory Council of Classified Employees Representative, presented a PowerPoint Presentation to the Board on issues of concern that impact classified employees.

3. PRESIDENT'S REPORT:

President Joanne Tomblin updated the Board on pertinent institutional developments.

1. Approximately 100 persons attended the annual Business Appreciation Dinner held on November 5, 2003, at the Earl Ray Tomblin Convention Center.
2. The Higher Education Policy Commission will hold a seminar "*Quality and Cost Containment in Higher Education*" on December 4, 2003, at the Robert C. Byrd Health Sciences Center in Charleston. President Tomblin and Chair Huffman plan to attend. Several Board members plan to participate by video conference from the College.
3. Southern West Virginia Community and Technical College held an Open House Saturday, November 15, 2003, at the Logan Campus. We will hold an Open House at the Williamson Campus on Saturday, December 6th.
4. Preliminary on-line pre-registration began November 3rd for the spring 2004 semester. College-wide enrollment statistics show an increase from 2003.
5. HB 3009 funds will provide Southern with \$173,000 for expansion of the Nursing program into the Kanawha Valley. Ms. Pam Alderman and Polly Donohue are currently interviewing candidates for that site.
6. President Tomblin, Pam Alderman, Polly Donahue and Dama Vance attended the National Organization for Associate Degree Nursing (N-OADN) Conference held in Tampa, FL, November 8-11, 2003.

7. All College Day will be held January 12, 2004. President Tomblin will present the 2020 Vision to College employees.
8. APPALREAD will hold its annual book drive to collect children's books through December 6, 2003.
9. A total of 10 courses will be offered via the FastTrack program beginning with the spring semester.
10. Southern's Emergency Plan is being completed.
11. Merle Dempsey and Fred Scott continue working with architects to finalize the Master Facilities Plan. It will be presented to the Board of Governors at their February 17, 2004, meeting for approval. Following approval by the Board, we will present it to the Higher Education Policy Commission in March 2004.
12. Southern recently underwent two audits—Civil Rights and Financial Aid. We received excellent reviews on both.
13. Stoney's, Inc., will no longer operate the Logan Campus Snack Bar after December 2003.
14. The HEPC has scheduled Higher Education Day at the Legislature for February 3, 2004.
15. President Tomblin received the Teaching/Learning Center Committee's proposal. She plans to bring information regarding the proposal to the February 2004 Board meeting.
16. The Interactive System at the Pettus Site will soon be moved to Mount View High School in McDowell County.
17. The Wyoming County Task Force continues to conduct community surveys and will submit their report next semester.
18. The Tourism Workshop held by our Workforce Development Unit was well attended.
19. Governor Wise anticipates a revenue shortfall of \$15-20 million by the end of 2003.
20. The February 2004 Board of Governors Agenda Committee meeting has been rescheduled for Tuesday, January 27, 2004.
21. The Board viewed the Pat Summerall Production's 'Champions of Industry: Spotlight on Education' Broadcast video. The College will be featured on the 'Champions of Industry: Spotlight on Education' Broadcast series that will feature educational institutions around the country making efforts to meet the workforce needs of business and industry. Southern will be featured in a five-minute segment of the 30-minute program that will be aired on the Discovery Channel Network on Thursday, November 20, 2003, beginning at 8:00 a.m.. Southern's program segment will focus on Information Technology Programs, Allied Health Programs, and the educational component of the West Virginia Courtesy Patrol Program. We are currently broadcasting the segment on our television channel. Also, our video will run on the Internet on www.TheEducationStation.com. It will be showcased and featured on the main page November 15-21, 2003, under the category of colleges and universities. The video may also be accessed from Southern's main page.

4. ACTION ITEMS:

1. Approval of Minutes:

MOTION: Bill Grizzell moved to approve the minutes of the October 21, 2003, meeting of the Board as presented.

- ACTION:** Jada Hunter seconded the motion. The motion carried unanimously.
2. **Ratification of Vision 2020**

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors endorse Vision 2020 that is based upon the direction set forth by the Board.

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

3. **SCP-1091, Classified Staff Council Constitution Approval**

MOTION: Dennis Trader moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve SCP-1901, Classified State Council Constitution, as presented.

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

4. **College Council Dissolution**

MOTION: Bill Grizzell moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve to dissolve the College Council.

ACTION: Rory Perry seconded the motion. The motion carried unanimously.

5. **DISCUSSION ITEMS:**

1. **Board Self Evaluation**

Ms. Beth Harter led the Board through the results of the board self-evaluation questionnaire previously circulated to the Board and Administrators and returned to Ms. Harter for compilation and distribution. The results revealed that the Board felt it had a clear understanding of the Board duties and responsibilities, and a clear sense of the goals and mission of Southern West Virginia Community and Technical College. The Board and staff believe they work well together. Generally, the Board believes that the staff does an excellent job presenting them with information in advance of the meetings necessary to permit the Board to discharge its duties, and that the meetings of the Board are well run and productive.

2. **Endowment Plan**

President Tomblin informed the Board that she would like to obtain the professional services of a consultant/advisor to help conduct a comprehensive fundraising campaign that would provide substantial funding for an endowment for Southern. The President would like to proceed with the vision and convene a meeting of several Board members next month, along with Tom Heywood of Bowles Rice, to develop a Request for Proposals (RFP) to obtain a professional consultant.

MOTION: Bill Grizzell moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors authorize President Tomblin to establish a committee to develop an RFP to obtain the services of a professional consult to conduct a feasibility study and, assuming a successful and positive conclusion to the feasibility study phase of work, help conduct the comprehensive fundraising campaign.

ACTION: Rory Perry seconded the motion. The motion carried unanimously.

The RFP Committee members are: Shelley Huffman, David Pierce, Rory Perry, Joanne Tomblin, Merle Dempsey, Fred Scott, Tom Heywood and Ron Lemon. A meeting of this group will be set up following Thanksgiving. A follow-up report will be provided to the Board at its February 2004 meeting.

6. INFORMATIONAL ITEMS:

1. Midway College Agreement

President Tomblin informed the Board that the agreement between Southern and Midway College requires the approval of the Higher Education Policy Commission. It has been placed on the HEPC's December 5, 2003 meeting agenda for action. Plans are to implement programs in January 2004.

7. ADJOURNMENT:

There being no further business, the meeting adjourned at 7:10 p.m. upon a motion by Dennis Trader, seconded by Rory Perry. The group will be provided with demonstrations of the new Human Patient Simulator (Laerdal SimMan) in Room 220, and the Nursing Polycom ICR System in Room 218A immediately following adjournment.

_____	Chair
Shelley T. Huffman	
_____	Vice Chair
Linda Q. Akers	
_____	Secretary
Rory Perry	