

**Southern West Virginia Community and Technical College Board of Governors
Stonewall Resort and Conference Center, Maple Room, Roanoke, WV
Meeting of October 16, 2008**

**Official
Approved 12/09/2008**

Board Members Present: Kevin Fowler, Terry Sammons, George Kostas, Linda Akers, Jada Hunter, Glenn Yost, Michael Baldwin, George Morrison

Board Members Absent: Tom Heywood, Shelley Huffman, Robert Jude, Wilma Zigmond

Administrative Staff: President Joanne Jaeger Tomblin, Merle Dempsey, Samuel Litteral, Allyn Sue Barker, Cathy Smith-Cox, Cindy Crigger, Ron Lemon, Ron Hamilton, Patricia Clay, Pam Alderman, Cindy McCoy, Prudence Barker, Darrell Taylor, Emma Baisden

1. Call to Order:

Chair, Kevin Fowler, declared a quorum present and convened the meeting at 6:15 p.m.

2. Community College Survey of Student Engagement Report

Ms. Cathy Smith-Cox, Vice President for Academic Affairs, reported to the Board that the Community College Survey of Student Engagement Report (CCSSE) provides information about effective educational practice in community colleges and assists institutions in using that information to promote improvements in student learning and persistence. CCSSE's goal is to give member college's results that can be used to inform decision making and target institutional improvements. Ms. Cox provided an overview of the 2008 survey results for Southern West Virginia Community and Technical College for members of the Board.

3. Financial Report

Chief Financial Officer, Sam Litteral, provided the financial report dated September 30, 2008 to Board members. He reviewed restricted, unrestricted, and auxiliary revenues and expenditures. The figures reflected the budgeted amount with actual year-to-date totals. To bring new Board members up-to-date, Mr. Litteral provided the 2008-2009 budget as approved by the Board at its April 15, 2008 meeting. He informed the group that no one expects revenues from the state to increase and reiterated President Tomblin's continual statement that "we must get out of our borders to generate revenue."

4. President's Report:

1. Currently the State of West Virginia is in good financial shape. Other states have serious problems. Pikeville College in Pike County, Kentucky announced recently they would be restructuring based on endowments. They plan to lay off 25 staff and 15 faculty over the next 18 months. Governor Manchin has decided to not sell bonds. The West Virginia Council for Community and Technical College Education plans to move forward with the bond issue. This may cause an issue for our plans to build a technical facility in Williamson.
2. The West Virginia Higher Education Policy Commission has been awarded a six-year 18-million dollar Gear-Up grant from the United States Department of Education. Through this grant, the HEPC will provide Southern with an Outreach Counselor, who will be housed at the College to provide services to students in Boone, Lincoln, and Mingo counties. This grant will provide financial means to promote student achievement and enhance awareness of the need to expand access to postsecondary education. The grant can pay tuition for high school

- students who enroll in dual credit courses.
3. President Tomblin held the first of ten academic department luncheons on October 13. These will continue throughout the academic year. This is an opportunity for the President to connect one-on-one with the faculty to fellowship and discuss issues and concerns.
 4. The legislature has placed a focus on recruitment of the adult population, because the state must depend on an educated adult population if it is to meet the demands of a skilled workforce. Chancellor Skidmore recently hired a group of consultants to help community and technical colleges with the recruitment and retention of adult learners. Five representatives were selected for each higher education institution including the president to develop specific strategies for their colleges. Southern's representatives in addition to its president include Darrell Taylor, Prudence Barker, Cathy Smith-Cox and Cindy Crigger. The team will be working with the consultants through December to develop strategies on how to deal with adult learners. We will share these results and plans when complete.
 5. High school visits are underway by the President's High School Visiting Team. Van, Scott and Sherman high schools are scheduled for visits in October. President Tomblin believes Southern's enrollment numbers continue to be good due to the continuation of visiting high schools within the service district.
 6. President Tomblin plans to begin a new program for the administration at the College beginning in November. The President's Leadership Academy will provide an opportunity to engage our administration in discussions on leadership, and how we all can better lead and move the institution forward to meet the challenges of the next decade. Plans are to review the College's mission, vision and strategic plan during the annual Administrative Retreat in the Spring of 2009. After the completion of the first year, President Tomblin plans to begin scheduling Leadership meetings with all of Southern's employees during the 2009-2010 year. She intends to engage everyone in the discussion of not only leadership, but also seek their advice, concerns and comments on our vision, mission, and strategic direction.
 7. Ms. Joanne Chabot, Technology Consultant, visited Southern October 8-9, 2008 and completed interviews for our technology assessment. She may return to tour our computer labs and equipment. President Tomblin anticipates a draft report will be complete in the near future. When this occurs, she will share Ms. Chabot's recommendations with the Board.
 8. President Tomblin and Sam Litteral have visited with the Student Government Associations college-wide this semester. They seem to be a good group of students.
 9. To date, the Major Gifts Campaign has reached \$6.6 million of its five-year goal of \$7,000,000.

5. Action Items:

1. Approval of Minutes

MOTION: George Kostas moved to accept the September 9, 2008 minutes as presented.

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

2. Approval of Policies for 30-day Comment

1. SCP-2226, Faculty Incentive Pay Plan

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

ACTION: Terry Sammons seconded the motion. The motion carried unanimously.

2. SCP-3620, Policy Regarding Program Review, and

3. SCP-4398, Student Grades and Grade Point Average Requirements for Graduation

MOTION: Terry Sammons 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 the aforementioned policies, SCP-3620 and SCP-4398, to Southern's constituencies and the Chancellor for the West Virginia Council for Community and Technical College Education for a 30-day comment period.

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

4. SCP-6125, Contractual Training for Workforce Development

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-6125 to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day comment period with the recommendation for rescission of the existing policy and conversion to unit procedures.

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

3. Appointment of Committee on Tuition and Fees

Chair Fowler, appointed a committee to prepare a proposal for tuition and fee increases for FY 2009-2010. The committee will bring a recommendation forward for the Board's review and consideration at its December 9 meeting. Members appointed include Kevin Fowler, Terry Sammons, Tom Heywood, Robert Jude, Joanne Tomblin, Merle Dempsey, Sam Litteral, Cathy Smith-Cox and Prudence Barker. Mr. Heywood will serve as committee chair. Upon a motion by Terry Sammons and seconded by Jada Hunter, the Board unanimously approved the Committee appointments.

6. Adjournment:

There being no further business, Chair Fowler declared the meeting adjourned at 7:00PM.

Kevin N. Fowler

Chair

Emma L. Baisden

Assistant to the Governing Board