

**Southern West Virginia Community and Technical College Board of Governors  
Board Conference Room, 428  
Center for Allied Health and Technology  
2900 Dempsey Branch Road, Mount Gay, WV  
Meeting of February 17, 2009**

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

**Board Members Absent:** Robert Jude, Wilma Zigmund

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

**1. Call to Order:**

Chair, Kevin Fowler, declared a quorum present and convened the meeting at 6:05 p.m.

**2. President's Report:**

1. Southern West Virginia Community and Technical College's Harmony Week activities are scheduled for February 15-26, 2009. The Revered Samuel "Billy" Kyles will be featured as the guest speaker on Thursday, February 26<sup>th</sup> in the Savas-Kostas Theater at the Logan Campus. Reverend Kyles was an eyewitness to the assassination of Dr. Martin Luther King, Jr. and is the only person still living to have spent the last hour with Dr. King. A culmination banquet will follow immediately in Room 111. Southern, in partnership with the local NAACP and the West Virginia Humanities Council, are sponsors of this program.
2. The President's High School Visiting Team is scheduled to visit six area high schools during the Spring Semester.
3. President Tomblin received the final report for the Technology Assessment from the consultant, Ms. Joanne Chabot. A copy of the report of findings will be provided to the Board at its April 21 meeting. Administration is evaluating the report to determine how the consultant's recommendations might be incorporated at the College. A plan to meet the current and future technology needs of the institution will be developed. This will be a very costly endeavor and it will take some time to move forward with its implementation.
4. The Corridor G Regional Development Authority will host the 14<sup>th</sup> annual Southern Partners in Education and Economic Development (SPEED) Legislative Reception on February 19, 2009, at the Marriott Hotel in Charleston, WV. Southern is a cosponsor of the event.
5. Southern's Emergency Plan is complete and has been issued. Telephones will

be installed in all classrooms by the end of February, and each campus will have a Crisis Management Team. Deskside flip charts containing emergency numbers and other vital information will be issued to all employees. We will provide emergency training for employees on All Governance Days.

6. President Tomblin will conduct FY 2010 budget hearing's February 23-25, 2009. She plans to bring an estimated budget before the Board for approval at its April 21 meeting.
7. Presidents of West Virginia's community and technical college's are waiting for Chancellor Skidmore to provide information on what higher education institutions will receive from the Economic Stimulus Package. Pell Grant awards and Federal Work Study appropriations will increase for fiscal year 2010. The Stabilization Fund can be used for education, general expenditures, and facilities modernization.
8. The State Budget for next fiscal year is flat. No salary increases will be provided.
9. Vision 2020 Major Gifts solicitation continues despite market conditions.

**3. Financial Report:**

Chief Financial Officer, Sam Litteral, provided the financial report dated January 31, 2009 to Board members. He reviewed restricted, unrestricted, and auxiliary revenues and expenditures. These figures reflect the budgeted amount with actual year-to-date totals. Mr. Litteral informed Board members that the College's budget is on target for the budget approved by the Board in April 2008.

**4. Action Items:**

**1. Approval of December 9, 2008 Minutes**

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

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

**2. Approval of Proposed Tuition and Fee Increase**

**MOTION:** Shelley Huffman moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the proposed revision to the resident tuition and fee increase of 9.5 percent per credit hour for the 2009-2010 academic year effective July 1, 2009.

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

### 3. Approval of Proposed Student Technology Fee

**MOTION:** Shelley Huffman moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the proposed technology assessment fee of \$100 per FTE per year beginning with the 2009-2010 fiscal year.

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

### 4. Institutional Policies for Final Approval

#### 1. SCP-1167, Emergency Procedures

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve cancellation of SCP-1167, Emergency Procedures, following the 30-day public comment period, and its reconstruction as a procedure for inclusion in the Finance Unit Procedures Manual.

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

#### 2. SCP-1233, First Aid

**MOTION:** Shelley Huffman moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve cancellation of SCP-1233, First Aid, following the 30-day public comment period, and its reconstruction as a procedure for inclusion in the Finance Unit Procedures Manual.

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

#### 3. SCP-1375, Reports of Accidents/Incidents

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

*RESOLVED*, That the Southern WV Community and Technical College Board of Governors approve the aforementioned policy SCP-1375, and

attachments, SCP-1375.A and SCP-1375.B, following the 30-day public comment period.

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

**5. Approval of Policies for 30-day Public Comment Period**  
**1. SCP-7125, Computer Usage**

**MOTION:** Shelley Huffman 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 policy to Southern's constituencies and the Chancellor for Community and Technical College Education for a thirty-day public comment period.

**ACTION:** Mike Baldwin seconded the motion. The motion carried unanimously.

**2. SCP-7720, Security of Management Information Systems**

**MOTION:** Mike Baldwin 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 policy to Southern's constituencies and the Chancellor for Community and Technical College Education for a thirty-day comment period.

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

**5. Discussion Items:**

**1. June 2009 Meeting Date**

Due to a scheduling conflict, the Board of Governors rescheduled its June business meeting for June 23<sup>rd</sup>. The meeting will be held at its regular meeting location, the Board of Governors Conference Room (428), in the Center for Allied Health and Technology at the Logan Campus.

**2. 2009 Board of Governors Retreat Location and Date**

The Southern West Virginia Community and Technical College Board of Governors will hold its annual retreat and business meeting at the Stonewall Resort and Conference Center in Roanoke, West Virginia, October 15-16, 2009.

**9. Adjournment:**

There being no further business, Chair Fowler declared the meeting adjourned at 6:45PM.

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Kevin N. Fowler

Chair

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Emma L. Baisden

Assistant to the Governing Board