



Board of Governors Review

Results of the February 20, 2007
Board of Governors Meeting

Southern West Virginia Community and Technical College

Board of Governors

Ms. Linda Q. Akers
Chair

Mr. James R. Sheatsley
Vice Chair

Ms. Jada Hunter
Secretary

Mr. Kevin N. Fowler

Ms. Shelley T. Huffman

Mr. George Kostas

Dr. David R. Pierce

Dr. Anne M. Seaver

Mr. Michael Baldwin
Classified Staff Representative

Mr. George Morrison
Faculty Representative

Mr. Elston Johnson
Student Representative

Ms. Joanne Jaeger Tomblin
President



2006-2007 Southern West Virginia Community and Technical College Board of Governors
Standing l-r: David Pierce, George Kostas, George Morrison, Kevin Fowler, James Sheatsley, Elston Johnson, Michael Baldwin
Seated l-r: Emma Baisden (Board Staff), President Joanne Tomblin, Chair Linda Akers, Jada Hunter, Anne Seaver, Shelley Huffman

Action Items

Self-Assessment Review Committee Appointed

Board Chair, Linda Akers, appointed a committee to review the assessment tool used by Board members to complete their annual self-evaluation. Members appointed include Vice Chair, James Sheatsley; Secretary, Jada Hunter; Past Board Chair, Shelley Huffman; Faculty Representative, George Morrison; Classified Staff Representative, Mike Baldwin; and Chair Akers.

The group will bring forward a recommendation for consideration by the full Board at its April meeting.

Board Grants Final Approval of Institutional Policies

Following a 30-day public comment period, the Board granted final approval of the following institutional policies:

1. [SCP-2375, Home Campus Assignment and Campus Requirements for Faculty](#)
2. [SCP-4710, Academic Dishonesty](#)
3. [SCP-5260, Meeting Financial Exigencies](#)
4. [SCP-5780, Travel Regulations](#)

The following policy contains technical changes only and was presented to the Board for informational purposes: [SCP-1091, Classified Staff Council Constitution](#)



Action Items (Continued)

Approval of Draft Proposals for 30-day Comment

The Southern West Virginia Community and Technical College Board of Governors granted approval for the distribution of the following draft policies to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day comment period:

1. [SCP-1735, Solicitation Policy](#) and [SCP-1735.A, On Campus Solicitation Request Form](#)
2. [SCP-2156, Drugs in the Workplace](#)
3. [SCP-2250, Hiring Adjunct Faculty](#)
4. [SCP-2554, Hiring Process](#) (Recommendation to Rescind)
5. [SCP-3100, Full-time Faculty Responsibilities for Academic Advising of Students](#)
6. [SCP-3551, Meeting Scheduled Classes](#)

The Board also approved distribution of the proposed [Institutional Core Values](#) for a 30-day comment period. During this period interested persons may submit comments concerning these proposals. The comment period will end at 4:00 p.m. on Friday, March 23, 2007. Please send all comments/suggestions to:

President Joanne Jaeger Tomblin
Southern West Virginia Community and Technical College
P. O. Box 2900
Mount Gay, WV 25637 OR
Joannet@southern.wvnet.edu

Discussion Items

Board of Governors Committee on Core Values Report

Committee Chair, Shelley Huffman, conducted an open meeting on January 17, 2007 to review the list of Institutional Core Values established by the full Board and compiled by Mr. Tom Heywood during the October 20, 2006 Board Retreat. Committee members include Chair Huffman, Mike Baldwin, Anne Seaver, Jada Hunter, and Elston Johnson. Dr. Seaver and Ms. Hunter participated by teleconference.

The committee recommended the following to the full Board for consideration, and will conduct additional work on this matter if deemed necessary by the Board.

1. Eliminate the "Our Core Values" list as presented in the November 28, 2005 Board agenda book on page 142.
2. Adopt: We will accomplish our mission by:
 - Achieving excellence in education and service.
 - Exhibiting integrity in all that we do.
 - Collaborating and communicating actively with others.

- Being committed, in word and deed.
- Bringing passion and compassion to our every task.
- Being leaders by encouraging and supporting lifelong learning.
- Embracing change through bold actions.
- Being creative and innovative at all levels.
- Creating opportunities for the community.
- Celebrating success.

The Board accepted the committee's recommendation and approved its distribution for a 30-day comment period to Southern's constituencies. The Institutional Core Values will be placed on the Board's April meeting agenda for action.

Discussion Items (Continued)

Board of Governors Committee on Strategic Goals Report

On February 1, 2007, the Board of Governors Committee on Strategic Goals, under the direction of Board Chair, Linda Akers, conducted an open meeting to develop the 2006-2007 Goals for the Board. Along with Chair Akers, members of the committee are George Kostas, George Morrison, Kevin Fowler, David Pierce, and Jim Sheatsley. Dr. Pierce and Mr. Sheatsley participated by teleconference.

After discussion, the committee recommended the following for consideration by the full Board.

1. One hundred percent participation in the Vision 2020 Major Gifts Campaign.
2. Increase Board participation at College activities and events. Each Board member will try to attend a minimum of three events annually.
3. Finalize Strategic Goals for the College.
4. Board members will participate in professional development and training at the state and national levels when available.

The Board accepted the committee's recommendation and will place this item on its April meeting agenda for action.

Board of Governors Salary Planning Committee Report

Mr. Kevin Fowler, Committee Chair, informed Board members that he had conducted an open meeting of the Board of Governors Salary Planning Committee on February 9, 2007 with Southern's full-time faculty to share progress made to date in developing a recommendation for a salary plan and seek input from the faculty. Along with President Tomblin and Mr. Fowler, members of the committee present were George Morrison, Faculty Representative to the Board; Linda Akers, Board Chair; and Board of Governors members Shelly Huffman and Jim Sheatsley. Mr. Sheatsley participated by teleconference. Also present were staff member's Sam Litteral, Chief Financial Officer; Merle Dempsey, Executive Vice President; and Patricia Clay, Human Resources Administrator.

At the meeting, Ms. Clay provided faculty members with a brief overview of the process the committee had used to arrive at the current market for salaries among community colleges using data from a variety of sources. She also presented a comparison of current faculty salaries at Southern with those of the established market. A "draft" salary schedule with a minimum, mid-point, and maximum salary for each faculty rank was presented for consideration. Ms. Clay provided handouts and an oral explanation of the data contained in the draft. Mr. Fowler opened the floor for questions and comments from the faculty present. A number of comments and questions were submitted by the faculty.

President Tomblin concluded the meeting by requesting that faculty provide any suggestions, questions, and/or comments via e-mail or in writing to Mr. Morrison by February 28. Mr. Morrison will use the input from faculty to present a recommendation to the committee at its next meeting.

Mr. Fowler informed the group that funds are limited and developing a salary plan is challenging. The committee will conduct a meeting with classified and non-classified personnel in the near future to discuss progress and seek input.



Board Chair, Linda Akers, Past Chair, Shelley Huffman, and President Tomblin at the February 1, 2007 SPEED Legislative Reception held at the Charleston Marriott.



President's Report

President Joanne Tomblin updated the Board on relevant institutional developments:

1. President Tomblin introduced to the group Mr. Sam Litteral, Chief Financial Officer, and Mr. David Lord, Wyoming/McDowell Director of Campus Operations.
2. Senate Bill 442 is a new grievance procedure that has been introduced in the legislature. It reforms the procedure as it reduces the number of steps.
3. SCP-2125, *College-wide Employee/Personnel Policy* is on hold for review. The Human Resources department is developing a new employee handbook which will incorporate the information from the policy.
4. The final structure for academic reorganization was presented to all Southern employees at the January 8, 2007 All College Day assembly. The structural changes are designed to develop leaders within the faculty ranks and to better reflect our programs and mission. Position descriptions have been developed and new positions will be advertised in-house during February and March. The new structure is effective July 1, 2007.
5. President Tomblin received the final report from the President's Blue Ribbon Task Force on Recruitment, Retention and Graduation on January 31, 2007. She met with the entire committee on February 15 to discuss their findings and next steps. An Implementation Team will be created to address the issues that are barriers to student success.
6. High school visits continue this semester.
7. Harmony Week activities are ongoing. The culmination luncheon featuring *The Drum Café* will be held on March 2 beginning at 11:00 a.m. at the Earl Ray Tomblin Convention Center.
8. The Academy for Mine Training and Energy Technologies that officially opened on September 7, 2006 has become a focal point. To date the Academy has served 645 persons. President Tomblin plans to ask Carl Baisden, Academy Director, to speak at the June 19 Board meeting.
9. Vision 2020 Major Gifts Campaign is going extremely well. Our goal is to reach \$7,000,000 by 2010. Since the September 7, 2006 kickoff, contributions and pledges are approximately \$5,000,000. This is approximately 70% of our 2010 goal.
10. Higher Education Day at the Legislature was held on February 13, 2007.
11. Renovations are currently underway at Madison and Williamson to house new programs in Cosmetology and Respiratory Care. A new Survey Technology program will be provided in the Center for Allied Health and Technology currently under construction at Logan. The contractor for the new facility has requested a 45-day extension. Most likely, classes will be held in the facility Spring 2008.
12. The Committee on Faculty Responsibilities completed its work and submitted a recommendation. President Tomblin and Executive Vice President Dempsey will review the recommendation and determine the next steps.
13. The Beckley Higher Education Center is scheduled to open Fall 2007.
14. The Lincoln County Board of Education, Lincoln County Friends of the Arts, Tamarack Foundation, and Southern WV Community and Technical College are exploring an opportunity to create a crafts school in Lincoln County.

Other

As prescribed in West Virginia Code §18B-6-4b, the Classified Staff Council held its annual meeting with the Board to discuss matters affecting classified employees. Mr. Chris Gray, Advisory Council of Classified Employees Representative, introduced Classified Staff Council members Tina Kinser and Pete Parsons, and presented a PowerPoint Presentation to the Board on issues of concern that impact classified employees.

Next Meeting

The next Board of Governors meeting is scheduled for April 24, 2007, beginning at 6:00 p.m. in Room 111 at Southern's Logan Campus. For more information regarding Board activities, contact Emma Baisden at (304) 792-7160, extension 117 or Emmab@southern.wvnet.edu