

ACTION ITEMS:

Academic Program Review

To meet the West Virginia Higher Education Policy Commission (HEPC) policy on program review (Series 10), the Board of Governors (BOG) for Southern West Virginia Community and Technical College conducted a self-study of each of the academic programs scheduled for review during the 2002-2003 academic year. As required by Series 10, the results of the program review have been reported to Chancellor Michael Mullen. Board action for academic programs scheduled for review during the 2002-2003 academic year are as follows:

1. Continuation of the Secretarial Science, (Certificate) program and the Business Administration, A.A.S.; Business Accounting, A.A.S.; Office Information Technology, A.A.S.; and Information Technology, A.A.S. programs at the current level of activity without corrective action in accordance with provisions of the Higher Education Policy Commission policy on review of existing academic programs.
2. Continuation of the Applied Industrial Management, A.A.S. and Computer Information Systems, A.A.S. programs with corrective action specified in accordance with provisions of the Higher Education Policy Commission policy on review of existing academic programs.

Proposed Policy Approval

The Board approved the following draft policy for a 30-day comment period:

1. SCP-2220, Course Feedback Policy and SCP-2220.A, Course Feedback Form (New)

Third Party Waivers

Southern in collaboration with the community and technical colleges of West Virginia University Institute of Technology, West Virginia State College, and Marshall University is offering students preparatory courses to enable them to enter allied health programs. This program provides free tuition and books. It targets adult students age 25 or older and is offered at the Logan and Boone Campuses. The Board of Governors approved the third party waivers as presented for students in the Adult Advantage Program.

Tuition and Fees

After careful examination of existing economic conditions and recent natural disasters affecting the area, Southern's Board of Governors determined that they would not request a tuition increase for resident students for the 2003-2004 academic year. To maintain compliance with WV Code §18B-10-1 that requires non-resident students to pay the full cost of instruction, the Board approved a 12.9% tuition increase in non-resident fees.

FY 2004 Budget Increases/Mandated Reductions

The Board approved budget increases and mandated reductions in the amount of \$390,638 for FY 2004.

Severance Benefit Plan

The Board approved the Faculty/Staff Severance Benefit Plan as amended. The plan has been designed to help the College address its emerging programmatic needs as identified in its Master Plan. Eligible faculty and staff have an opportunity to participate in this plan during a specified period extending over twenty-four months. Participation in the plan is totally voluntary and no faculty or staff member will be discriminated against in any way or by any means if he or she elects not to participate. Except for "Plan Entry Dates," the plan is unchanged from the Fiscal Year 2002-2003 plan.

DISCUSSION ITEMS:

The Higher Learning Commission of the North Central Association Visit

Southern West Virginia Community and Technical College is scheduled for a comprehensive accreditation visit by The Higher Learning Commission of the North Central Association of College and Schools on April 28-30, 2003. To successfully evaluate our performance, the evaluation team will explore our efforts targeted toward meeting the educational, social, and economic needs in our campus communities. President Tomblin presented the comprehensive visit itinerary as approved by the evaluation team chair to Board members.

Blue Ribbon Committee Update

At their January 21, 2003, Southern's Board of Governors requested formation of a Blue Ribbon Committee comprised of faculty, staff, and administrators to review current and develop new policies related to workforce reduction.

To that end, President Tomblin formed a Blue Ribbon Committee that consists of two separate groups, faculty and staff. Each group is responsible for reviewing policies affecting them. Each of the two committees has an administrative representative who serves as the chair. The Executive Vice President and Chief Academic Officer oversees the process and is responsible for working with the Board Counsel for both groups. To date, they have developed and presented four proposals to President Tomblin for review. The Board's Counsel will review each proposal and draft policies will be prepared to present to the Board in early Fall 2003.

CD ROM View Book

The College pooled its promotional resources to develop a state-of-the-art method of linking potential students to the College. In keeping with technological advancements, Southern's latest view book is being provided through the technology of CD-

ROM. This method of distribution provides students with information in the way they are used to receiving it—now/quickly. It also incorporates several delivery methods—print, videos, audio and access to the web. Mr. James P. Owens, Vice President for Student Services, provided a brief demonstration for Board members.

Nursing Program Expansion to Eastern

On September 17, 2002, the Independently Accredited Community and Technical College Development Grant Review Committee recommended and the Higher Education Policy Commission approved \$210,000 in grant funds for Southern West Virginia Community and Technical College for expansion of the Associate Degree Nursing program in Eastern West Virginia.

By brokering this program, Eastern can provide the training needed by the health care agencies in the area for a fraction of the cost of developing a stand alone nursing program. We will offer the program's didactic courses through video distance learning, using existing faculty at Southern. Clinical and laboratory experiences will be provided locally. By brokering this program, the cost for providing this learning opportunity for students is greatly decreased by eliminating the need to duplicate classroom faculty, accreditation, and administrative costs.

PRESIDENT'S REPORT:

President Joanne Tomblin updated the Board on pertinent institutional developments.

1. Summary of Provisions of House Bill 2224:
 1. By July 1, 2005, Potomac State College will become a fully integrated division of WVU with all administrative and academic units assigned to WVU.
 2. Effective July 1, 2003, New River Community and Technical College will be established.
 3. If the Attorney General has not responded regarding a contract sent to him for approval within 15 days, it is deemed approved.
 4. Classified Staff Councils established at each institution.
 5. Abolished obsolete faculty salary schedule and requires each governing board to establish a faculty salary policy. Removes requirement of 10% salary increase upon faculty promotion.
 6. Governing boards may propose annual tuition and fee increases of up to 9.5% for resident undergraduates at 4-year institutions. Capped at 4.75% for 2-year institutions.
2. President Tomblin received official notification from the National League for Nursing Accrediting Commission that the Board of Commissioners approved the continuing accreditation of our Nursing program at their February 26, 2003 meeting. The program received the maximum years of accreditation—eight. The next program evaluation visit is schedule for Fall 2010.
3. The Surgical Technology Program received the 2002 National Merit Award for a 100% passage rate.
4. President Tomblin has completed 70 high school and middle school visits.

5. Chancellor Mullen of the Higher Education Policy Commission announced a reduction in workforce of 30% at the Central Office through December 2003.
6. As part of Southern's commitment to student academic achievement and continuous improvement of the institution, Assessment Day was held March 25, 2003, college-wide. We held no classes during this day so that students could participate in the assessment effort. Students meeting the specified criteria participated in either the CAAP or WorkKeys assessment tests. These tests are designed to measure academic progress in general education and in the major. The information obtained is helpful for advising students and for improving Southern's programs.
7. The Guyandotte Chapter of the International Association of Administrative Professionals (IAAP), in conjunction with Southern, will sponsor the annual Administrative Professional Seminar on Friday, April 25, 2003, at the Logan Campus.
8. Employee Recognition Day was held April 4, 2003 at the Logan Campus.
9. President Tomblin has held discussions with WVU personnel regarding the development of a 2+2 Dental Hygiene Program.
10. On April 8, 2003, Southern hosted an Allied Health luncheon with administrators from CAMC, Highlawn, St. Francis and Thomas Memorial Hospitals. These organizations have provided \$80,000 for faculty in allied health programs.
11. Architects Environmental Design Group will develop our 10-year Master Facilities Plan.
12. The Nursing Pinning Ceremony will be held on Friday, May 9 at 6:00 p.m. at the Chief Logan State Park Convention Center.
13. Commencement will be held on Saturday, May 10, 2003 at the Chief Logan State Park Convention Center.
14. We will provide on-line registration for Summer classes on a trial basis.
15. Currently, Southern's Spring enrollment figures show a 4.37% increase in FTE from Spring 2002. Final enrollment figures will be available May 28, 2003.
16. Our contract with Eastern WV Community and Technical College is under review. We will seek Board approval in June.
17. The Humanities Division will offer fast-track courses in Williamson to a cohort of students beginning Fall 2003 with financial support provided by the Southern West Virginia Community College Foundation. Beginning Spring 2004, the courses will be open to students college-wide.
18. General Registration for Summer School is June 12.
19. The Administrative Retreat is scheduled for June 18-20, 2003 at Stonewall Jackson Resort.

Next meeting: June 17, 2003, Logan Campus, Room 111, 6:00 p.m.
