

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
BOARD OF GOVERNORS**

APRIL 16, 2002

LOGAN CAMPUS — ROOM 111

OFFICIAL

APPROVED 06/24/02

PRESENT: Shelley Dan, George Kostas (via conference), Joanne Tomblin, Linda Akers, Leo McNeely, Rory Perry, James Sheatsley, David Pierce (via conference), Dennis Trader, Michael Baldwin, and Dean Lucas

ABSENT: Bill Grizzell, Jada Hunter

STAFF: Oretha Baker, Allyn Sue Barker, Merle Dempsey, James Owens, Ron Hamilton, Elizabeth Harter, Ron Thompson, Patricia Clay, Pam Alderman, Randy Skeens, Kim Holstein, Ron Lemon, Emma Baisden

GUESTS: Pauline Sturgill, Carol Howerton, Christopher Gray

1. WELCOME AND CALL TO ORDER:

Vice Chair, Shelley Dan called roll, declared a quorum present, and called the meeting to order at 6:05 p.m..

2. APPALREAD PRESENTATION:

Ms. Pauline Sturgill, APPALREAD Program Director, gave a presentation to the Board on the purpose of the APPALREAD program.

3. APPROVAL OF FEBRUARY 19 AND APRIL 1, 2002 MINUTES

MOTION: Rory Perry moved to accept the February 19 and April 1, 2002, minutes as presented. Dennis Trader seconded the motion.

ACTION: The motion carried unanimously.

4. PRESIDENT'S REPORT — JOANNE TOMBLIN

1. Southern was host to the West Virginia Higher Education Policy Commission on March 15th. Those attending left with a very different impression of southern West Virginia. We are the premier community and technical college of West Virginia.
2. The West Virginia Higher Education Policy Commission (HEPC) and the Kentucky Community and Technical College System (KCTCS) have entered into a memorandum of agreement whereby the HEPC is making available, to a limited number of WV students, access to online courses provided by the KCTCS for the Fall 2002 semester. These courses are created, taught and controlled by the KCTCS and cross-listed as credit courses by WV community and technical colleges. Southern is participating in this pilot project and will surcharge users a \$20 fee.

3. The Mobile Education Evaluation and Training Unit (MEET-U) is near completion. The bus will be available for adult basic education and workforce development training needs.
4. The Lincoln Campus project is near completion. President Tomblin and Bill Grizzell will soon present the proposal to the HEPC.
5. The WIA Mine Training program is nearing the end. We continue to work with mining companies in southern WV to develop a Heavy Equipment Operation program.
6. Governor Bob Wise convened a Tourism Working Group of industry and higher education leaders to ensure that West Virginia's colleges and universities expand learning opportunities and teach the skills required in the tourism industry. The forum was held April 4-5, 2002 at the Charleston Marriott Hotel.
7. The Nursing Department held their first statewide conference in Charleston on Friday, April 12th at the Charleston Civic Center. Approximately 400 individuals from across WV attended the conference. This included nursing faculty, administrators, students, faculty, hospital staff nurses, hospital administrators, members of the media, the Higher Education Policy Commission and other representatives. Senator Jay Rockefeller, Governor Bob Wise, and Dr. Sharon Bernier were guest speakers.
8. A decision will be made on May 15th regarding the Kanawha Valley Nursing Program. The Higher Education Policy Commission is pursuing the A.S. degree in Nursing for the Kanawha Valley.
9. The HEPC will conduct a special session for governing boards on April 18th at the Embassy Suites in Charleston. President Tomblin, Shelley Dan and Linda Akers will attend. Also, they scheduled an institutional Board of Governors Training Session for September 12-13, 2002 at the Embassy Suites.
10. The Beckley Higher Education facility is moving forward. When it comes to fruition, Southern will be a part of the educational facility.
11. The HEPC hired a workforce development consultant, Bill Short, North Carolina Department of Commerce, to visit community and technical colleges in West Virginia at no cost to the institution. He visited several area businesses and will prepare a report on methods to provide training.
12. The On the Job Training/Customized Training (OJT/CT) grant was renewed for fiscal year 2002-03.
13. We have an enrollment increase of 7.31% headcount – 5.10% full-time enrolled (FTE) from Spring 2001.
14. President Tomblin has made a total of 55 high school visits.
15. Adult Recruitment Workshop will be conducted May 7-8, 2002 in Charleston.
16. Our self-study report for the NCA comprehensive site visit continues.
17. NCHEMS will review institutional assessment reports May 8-10, 2002.
18. Delores Sumerall, Association of Community College Trustees, contacted

President Tomblin to recruit one of Southern's Board members to serve as ACCT State Chair. No member expressed interest in serving.

5. ACTION ITEM:

1. PROGRAM REVIEW — MERLE DEMPSEY AND CAROL HOWERTON

1. AUTOMOTIVE POWER TECHNOLOGY (A.A.S.)

MOTION: James Sheatsley moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the discontinuance of the Automotive Power Technology, Associate in Applied Science program in accordance with provisions of the Higher Education Policy Commission policy on approval and discontinuance of programs.

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

2. WELDING TECHNOLOGY (A.A.S.)

MOTION: Rory Perry moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the discontinuance of the Welding Technology, Associate in Applied Science program in accordance with provisions of the Higher Education Policy Commission policy on approval and discontinuance of programs.

ACTION: Dean Lucas seconded the motion. The motion carried unanimously.

3. ENVIRONMENTAL TECHNOLOGY (A.A.S.)

MOTION: Rory Perry moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the discontinuance of the Environmental Technology, Associate in Applied Science program in accordance with provisions of the Higher Education Policy Commission policy on approval and discontinuance of programs.

ACTION: Dennis Trader seconded the motion. The motion carried unanimously.

4. **DRAFTING AND DESIGN TECHNOLOGY (CERTIFICATE)**

MOTION: Linda Akers moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the discontinuance of the Drafting and Design Technology, Certificate program in accordance with provisions of the Higher Education Policy Commission policy on approval and discontinuance of programs.

ACTION: Dean Lucas seconded the motion. The motion carried unanimously.

5. **ELECTRICAL ENGINEERING TECHNOLOGY (A.A.S)**

MOTION: Dennis Trader moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the continuance of the Electrical Engineering Technology, Associate in Applied Science program with corrective action as specified in accordance with provisions of the Higher Education Policy Commission policy on the review of existing academic programs.

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

6. **TECHNICAL STUDIES (A.A.S)**

MOTION: Rory Perry moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the continuance of the Technical Studies—Information Studies, Associate in Applied Science program at the current level of activity without corrective action in accordance with provisions of the Higher Education Policy Commission policy on the review of existing academic programs.

ACTION: Dennis Trader seconded the motion. The motion carried unanimously.

7. **TECHNICAL STUDIES (CERTIFICATE)**

MOTION: Michael Baldwin moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the continuance of the Technical Studies, Certificate program at the current level of activity without corrective action in accordance with provisions of the Higher Education Policy Commission policy on the review of existing academic programs.

ACTION: Dennis Trader seconded the motion. The motion carried unanimously.

2. ESTABLISH EXECUTIVE COMMITTEE

Dr. David Pierce recommended that President Tomblin develop a policy with authority and bylaws for an Executive Committee and bring it back to the June Board meeting for review and action.

3. EASTERN WV COMMUNITY AND TECHNICAL COLLEGE PROPOSAL

Dr. Linda Dunn, President of Eastern, submitted a proposal to Southern to serve as their institutional partner/sponsor during the period in which Eastern seeks regional accreditation. Presidents Tomblin and Dunn, Oretha Baker and Merle Dempsey met with Dr. Karen Kietzman, our North Central Association liaison, during their recent visit to Chicago to discuss the details of the partnership.

MOTION: David Pierce moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve Eastern WV Community and Technical College's proposal to Southern that Southern serve as the official oversight institution for Eastern as presented.

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

4. LAND ACQUISITION

MOTION: James Sheatsley moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the purchase of real property located at Lot #5 Town of Holt, Mount Gay, West Virginia, in the amount of \$25,000.00 for future parking or building construction.

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

5. SALARY GUIDELINES AND INCREASES FOR FY 2003

MOTION: James Sheatsley moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the salary increases for the faculty, classified and non-classified employees for FY 2003 in compliance with the salary plan submitted with the institutional Master Plan and Compact, effective July 1, 2002.

ACTION: Dennis Trader seconded the motion. The motion carried unanimously.

6. AMENDMENT OF SCP-8600.A, SECTION 4, OPERATIONAL GUIDELINES

MOTION: James Sheatsley moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors amend its current Operational Guidelines, SCP-8600.A, Section 4, Meeting Protocol, to comply with West Virginia Code §6-9A-3.

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

7. FINAL APPROVAL OF PROPOSED POLICIES

- 1. SCP-3705, STUDENT ACADEMIC RIGHTS**
- 2. SCP-4770, STUDENT RIGHTS AND RESPONSIBILITIES**

MOTION: Dennis Trader moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the policies, *SCP-3705, Student Academic Rights* and *SCP-4770, Student Rights and Responsibilities*, effective upon passage.

ACTION: Michael Baldwin seconded the motion. The motion carried unanimously.

8. APPROVAL OF PROPOSED POLICIES FOR 30-DAY COMMENT

MOTION: James Sheatsley moved to accept the following resolution:

Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the following policies to be sent to Southern's constituent groups and the Chancellor for a 30-day comment period:

1. *SCP-3201, Challenging A Course/Credit By Examination, and SCP-*

- 3201.A, *Challenge Examination Form* (Revised Institutional Policy)
2. SCP-3780, *Textbook Selection Policy* (Revised Institutional Policy)
3. SCP-1467, *Maps, Announcements and Policies (MAP) Development System* (Revised Institutional Policy)

6. DISCUSSION ITEMS:

1. FUNDING ESTIMATES AND POTENTIAL TUITION IMPACT – FY 2003

Oretha Baker discussed the allocation of peer equity and minimum funding based on 2000-01 unrestricted revenue and Fall 2000 FTE.

7. ADJOURNMENT:

There being no further business, upon a motion and second (Kostas/Akers) the meeting adjourned at 7:55 p.m.

George Kostas

Chair

Shelley Dan

Vice Chair

Linda Q. Akers

Secretary