

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE**  
**BOARD OF GOVERNORS MEETING**  
**JUNE 24, 2002 MINUTES**  
**LOGAN CAMPUS — ROOM 111**

*OFFICIAL*  
*SEPTEMBER 12, 2002*

---

**PRESENT:** George Kostas, Joanne Tomblin, Shelley Dan, Linda Akers, David Pierce, Bill Grizzell, Dennis Trader, Leo McNeely, Mike Baldwin, Dean Lucas, Jada Hunter, and Rory Perry

**ABSENT:** James Sheatsley

**STAFF:** Howard Seufer, Oretha Baker, Ron Hamilton, James P. Owens, Randy Skeens, Allyn Sue Barker, Pam Alderman, Kim Holstein, Ron Lemon, Patricia Clay, Mike McGraw, Rita Roberson and Emma Baisden

**GUEST:** Christopher Gray, Robert Copley (incoming Student Government Association representative)

**1. WELCOME AND CALL TO ORDER**

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

**2. INTRODUCTION OF DR. DAVID PIERCE AND ROBERT COPLEY**

Chair Kostas formally introduced David Pierce and Robert Copley to the group.

**3. ELECTION OF OFFICERS 2002-2003**

Chair Kostas opened the floor for nominations:

**MOTION:** Dennis Trader motioned to retain the current officers. Jada Hunter seconded the motion. David Pierce motioned nominations closed. Mike Baldwin seconded the motion.

**ACTION:** The motion carried unanimously.

**4. BOARD MEETING SCHEDULE 2002-2003**

Chair Kostas presented a schedule of meetings and agenda deadlines for July 1, 2002 through June 30, 2003 to the Board for review and adoption.

**MOTION:** Shelley Dan moved the adoption of the schedule. Dennis Trader seconded the motion.

**ACTION:** The motion carried unanimously.

**5. APPROVAL OF APRIL 16, 2002, MINUTES**

**MOTION:** Shelley Dan moved to accept the April 16, 2002, minutes as presented. Dennis Trader seconded the motion.

**ACTION:** The motion carried unanimously.

**6. PRESIDENT'S REPORT — JOANNE TOMBLIN**

1. Enrollment figures, as of June 21, 2002, show an increased Headcount of 37.09% and 42.36% in FTE over June 2001.
2. We will receive the Mobile Evaluation, Education and Training Unit (MEET-U) by June 30<sup>th</sup>. The Higher Education Policy Commission (HEPC) approved a grant to conduct basic skills training on the bus. An official ribbon-cutting ceremony is being planned for September.
3. President Tomblin held her annual Administrative Retreat June 19-21, 2002 in Kingsport, TN.
4. The Legislative Oversight Commission on Education Accountability (LOCEA) sent a request to the HEPC to formulate recommendations on certain higher education policy issues and report to the Legislature at its regular session in 2003.
5. President Tomblin attended a meeting at the Tamarack on June 17<sup>th</sup> to continue discussion on the Beckley Higher Education facility. She informed the Board that it is anticipated that Senator Robert Byrd will provide 16 million dollars over the next two years to build an educational mall in Beckley. A need's analysis is currently underway in that area. The institutions have been discussing possible programs to be delivered at the site as well as an equipment list. Delegate Robert Kiss has asked for this information to be provided to him by mid-August. Also, it was determined that input was needed from each institution's Board of Governors. President Tomblin requested the Board to designate a member to participate in discussions.

**MOTION:** Shelley Dan motioned that James Sheatsley be Southern's Board representative for this purpose. David Pierce seconded the motion.

**ACTION:** The motion carried unanimously.

President Tomblin will submit his name to the HEPC.

6. The North Central Association Self-Study is ongoing.
7. A CD Rom is being developed to market the College which will also include our View Book. We will continue to place brochures at community businesses and on the MEET-U bus. We anticipate that it will be completed in the Fall.

8. Teaching/Learning Centers will be developed at the Logan and Williamson Campus in FY 2002-03.
  9. Renovations are near completion at the mercantile. We anticipate offices to be moved into during the second week of July.
  10. At the request of the HEPC, the National Center for Higher Education Management Systems (NCHEMS) recently conducted a review of assessment of student academic achievement in West Virginia's colleges and universities. Southern received the highest ranking possible from the team. They believe that Southern has vigorous leadership at the institutional level and for the assessment effort itself. The campus submitted a solid and frank report, and exhibits many exemplary assessment practices.
  11. Received transfer data from Marshall University on Southern students who transferred to that institution Fall 2000 and 2001.
  12. An institutional calendar has been placed on our website where persons may obtain information regarding Southern events.
  13. The Supreme Court released its decision in the McGraw suit where she sought to ban agencies from hiring legal counsel. Summarizing briefly, the relief McGraw requested was denied. The Supreme Court asks the Executive, Legislature, and Attorney General to study the issue and try to resolve it among themselves. Statutes allowing institutions to hire their own legal counsel found not to be per se unconstitutional. The Attorney General cannot be stripped of all his powers and his office must be adequately funded. The AG must appear as an attorney of record on pleadings in litigation, but other counsel are not barred from appearing. The AG can also intervene in any suit where he believes state interests are involved and he wishes his vision of the state interest.
- 7. SUNSHINE LAW PRESENTATION — HOWARD SEUFER**  
Mr. Howard Seufer, Bowles, Rice, McDavid, Graff and Love, gave a PowerPoint Presentation to the Board of Governors concerning West Virginia's Open Governmental Proceedings Act that was enacted in 1975.
- 8. WORKFORCE DEVELOPMENT REPORT — ALLYN SUE BARKER**  
Ms. Allyn Sue Barker, Vice President for Economic and Community Development, provided for the Board an overview presentation of the End-of-the-Year activities completed by her unit.

9. ACTION ITEMS:

1. AMENDMENT OF SCP-8600.A, SECTION 4.3.1, OPERATIONAL GUIDELINES

**MOTION:** Rory Perry 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 4.3.1, Regular Meeting, to establish an Agenda Committee.

**ACTION:** David Pierce seconded the motion. The motion carried unanimously.

2. EASTERN MEMORANDUM OF AGREEMENT, FUNDS ANALYSIS AND NCA APPROVAL OF EASTERN WV COMMUNITY AND TECHNICAL COLLEGE PROPOSAL

**MOTION:** Bill Grizzell moved to accept the following resolution:

*Resolved*, that the Southern West Virginia Community and Technical College Board of Governors approve the Memorandum of Agreement between Southern West Virginia Community and Technical College and Eastern West Virginia Community and Technical College.

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

3. LINCOLN CAMPUS APPLICATION FOR FUNDING

**MOTION:** Shelley Dan moved to accept the following resolution:

*Resolved*, that the Southern West Virginia Community and Technical College Board of Governors approve the submission of an application for funding to the West Virginia Economic Development Grant Committee to construct a campus as part of the new Lincoln County Comprehensive High School located in Hamlin, WV.

**ACTION:** Dennis Trader seconded the motion. Bill Grizzell abstained due to conflict of interest. The motion carried.

4. ADDENDUM TO TEN-YEAR FACILITY PLAN (BOONE/LINCOLN CAMPUS)

**MOTION:** Shelley Dan moved to accept the following resolution:

*Resolved*, that the Southern West Virginia Community and Technical College Board of Governors approve the modification to Southern West Virginia Community and Technical College's 1994 Ten-Year Facilities Master Plan to incorporate the institution's plan to expand to the new Lincoln County Comprehensive High School located in Hamlin, WV.

**ACTION:** David Pierce seconded the motion. The motion carried unanimously.

**5. FINAL APPROVAL OF PROPOSED POLICIES;**

**1. SCP-1467, Maps, Announcements and Policies (MAP) Development System (Revised Institutional Policy)**

**MOTION:** Shelley Dan moved to accept the following resolution:

*Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the policy, SCP-1467, Maps Announcements and Polices (MAP) Development System.*

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

**2. SCP-3201, Challenging A Course/Credit By Examination (Revised Institutional Policy)**

**MOTION:** Rory Perry moved to accept the following resolution:

*Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the policy, SCP-3201, Challenging A Course/Credit By Examination, and SCP-3201.A, Challenge Examination Form, as amended.*

**ACTION:** Bill Grizzell seconded the motion. The motion carried unanimously.

**3. SCP-3780, Textbook Selection Policy (Revised Institutional Policy)**

**MOTION:** Shelley Dan moved to accept the following resolution:

*Resolved, that the Southern West Virginia Community and Technical College Board of Governors approve the policy, SCP-3780, Textbook Selection Policy, as amended.*

**ACTION:** Bill Grizzell seconded the motion. The motion carried unanimously.

**6. APPROVAL OF PROPOSED POLICIES FOR 30-DAY COMMENT**

**MOTION:** Bill Grizzell moved to accept the following resolution:

*Resolved*, that the Southern West Virginia Community and Technical College Board of Governors approve the policy, SCP-2843, *Sexual Harassment Policy*, and the *Operating Agreement between Southern West Virginia Community and Technical College and Southern West Virginia Community College Foundation, Inc.*, to be sent to Southern's constituent groups and the Chancellor for a 30-day comment period.

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

**10. DISCUSSION ITEMS:**

**1. Board of Governors Retreat**

The group discussed possible dates and locations to hold a retreat. They decided to hold the regular Board meeting on the evening of October 15<sup>th</sup> followed by a full-day Board meeting on October 16. Ms. Baisden will compile a list of possible locations and circulate them to the Board for preference.

**11. EXECUTIVE SESSION:**

It was moved and seconded (Grizzell/Hunter) that the Board go into an executive session to discuss a personnel matter as provided in WV Code §6-9-A4. The motion carried unanimously.

At the conclusion of executive session, the Board reconvened in open session and the following action was taken:

**1. Presidential Contract and Compensation Package**

**MOTION:** Jada Hunter moved to approve the Presidential Contract and Compensation Package and to submit it to the Higher Education Policy Commission for approval at its August 2, 2002, meeting.

**ACTION:** Bill Grizzell seconded the motion. The motion carried unanimously.

**2. Presidential Goals and Evaluation 2001-2002**

**MOTION:** Rory Perry motioned to accept the President's Self-Evaluation and goals as presented.

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

**3. Naming of the Williamson Campus Library**

**MOTION:** Shelley Dan motioned to defer action on this item .

**ACTION:** Bill Grizzell seconded the motion. The motion carried unanimously.

**12. OTHER:**

Mr. Perry requested a financial report from the Southern West Virginia Community College Foundation that validates sources of income and allocations distributed.

**13. ADJOURNMENT:**

There being no further business, upon a motion and second (Perry/Trader) the meeting was adjourned at 8:40 p.m.

\_\_\_\_\_  
George Kostas

Chair

\_\_\_\_\_  
Shelley T. Dan

Vice Chair

\_\_\_\_\_  
Linda Q. Akers

Secretary