

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE**  
**BOARD OF GOVERNORS**  
**LOGAN CAMPUS—ROOM 111**  
**NOVEMBER 16, 2004**

**OFFICIAL**  
**APPROVED 02/15/05**

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- BOARD MEMBERS PRESENT:** Shelley Huffman, Linda Akers, Rory Perry, George Kostas, Dennis Trader, Jada Hunter, Julia Goad, Dean Lucas, David Pierce, James Sheatsley
- BOARD MEMBERS ABSENT:** William Grizzell, Michael Baldwin
- ADMINISTRATIVE STAFF:** President Joanne Jaeger Tomblin, Merle Dempsey, Cathy Smith, Fred Scott, Allyn Sue Barker, James Owens, Pam Alderman, Ron Lemon, Cindy Crigger, Ron Thompson, Patricia Clay, Beth Harter (Board Counsel), Emma Baisden
- CLASSIFIED STAFF COUNCIL:** Debbie Dingess, Chair, Karen Carlton, Glenna Layne, Pete Parsons, Kelli Cline, Mary Hamilton, and Chris Gray (Advisory Council of Classified Employees Representative).

1. **WELCOME AND CALL TO ORDER:**  
Chair, Shelley T. Huffman, called roll, declared a quorum present, and convened the meeting at 6:00 p.m.
2. **EXECUTIVE SESSION:**  
Chair Huffman moved that the Southern West Virginia Community and Technical College Board of Governors go into an executive session pursuant to West Virginia Code §6-9A-4(2)(A) to discuss personnel and management issues. The motion was seconded and passed, and the Board thereupon met in executive session. Following the discussion, Chair Huffman moved that the Board rise from executive session. The motion was seconded and passed.
3. **CLASSIFIED STAFF COUNCIL ANNUAL PRESENTATION:**  
As prescribed in West Virginia Code §18B-6-4b, the Classified Staff Council held their annual meeting with the Governing Board to discuss matters affecting classified employees. Ms. Debbie Dingess, Chair, introduced Council members present. Mr. Chris Gray, Advisory Council of Classified Employees Representative, presented a PowerPoint Presentation to the Board on issues of concern that impact classified employees.
4. **PRESIDENT'S REPORT:**  
Before updating the Board on pertinent institutional developments, President Joanne Jaeger Tomblin commended the Classified Staff Council for a great job.

**President's Update**

1. The Major Gifts Campaign continues to move forward in the silent phase. President Tomblin and Terry Purdy (Cargill Associates Consultant) are developing individual proposals for a group of potential donor's. A meeting is scheduled with James 'Buck' Harless on Thursday, November 18, 2004.
2. Final student enrollment figures show a slight increase over Fall 2003.
3. President Tomblin and a team of individuals from the College have completed 98

- high school and middle school visits to date. The most recent include visits to Burch, Logan, and Liberty High Schools. Chapmanville High School is scheduled for Friday, November 19. President Tomblin is also providing the students with a complimentary publication entitled *Movin' On, A Guide to Life After High School*, which contains a customized section on programs and services offered at Southern.
4. An architectural rendering has been developed for the Williamson National Guard Armory facility. The Williamson detachment is scheduled for consolidation with the Logan detachment and will be moved to a new facility in 2007-2008. Southern has received a commitment from the National Guard Commander that the College may purchase this property. Plans call for converting this facility into a showcase for the area. Initial plans are for the Armory building to be renovated with possible space allocated for a Fine Arts / Appalachian Arts Craft Center, Business Center, and Administrative Office Complex.
  5. Approximately 100 individuals attended the annual Business Appreciation Dinner held on November 28, 2004, at the Earl Ray Tomblin Convention Center.
  6. Chair Huffman, President Tomblin, Executive Vice President, Merle Dempsey, and Vice President for Finance, Fred Scott, attended a higher education financing conference that examined recent state-level initiatives on higher education financing, tuition policy, and administrative reorganization. The conference was held November 9-10, 2004, in Charleston, WV.
  7. Dr. Dean Lucas spearheaded the *Kennedy Reunion Day* held in downtown Logan, November 16, 2004, at Kennedy Square and the Logan Downtown Annex. Activities included exhibits and presentations honoring President John F. Kennedy. President Tomblin commended Dr. Lucas on a successful event.
  8. The annual Christmas Reception for current and former employees will be held Friday, December 3, 2004, beginning at 12:30 p.m. at the Logan Campus. President Tomblin extended an invitation to the Board.
  9. President requested Board consideration of holding a special teleconference session in December to discuss acquisition of property and adoption of policies.

5. **ACTION ITEMS:**

1. **Approval of September 21, 2004, Minutes**

**MOTION:** George Kostas moved to accept the September 21, 2004 minutes as presented.

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

2. **Appointment of Committee on Tuition and Fees**

Chair Huffman established a committee to evaluate student tuition and fees. She appointed Rory Perry, Chair; Jada Hunter, Dennis Trader, and Julia Goad to the committee. Chair Huffman will serve as ex-officio.

3. **Appointment of Committee on New Board Member Orientation**

In response to the results of the Board's self-evaluation, Chair Huffman established a committee to develop a process for orientation of new Board members. She appointed Linda Akers, Chair; George Kostas, Dean Lucas, and David Pierce to the committee.

**4. Ratification of Board Goals**

At its October 22, 2004 meeting, the Board of Governors established six goals for the Board to accomplish during the 2004-2005 fiscal year. Chair Huffman respectfully requested the Board ratify the goals as set forth.

**MOTION:** David Pierce moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the 2004-2005 Board Goals established by the full Board.

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

**5. Approval of 10-Year Financial Plan**

At its October 22, 2004 meeting, the Vice President for Finance, Fred Scott, presented Southern's ten-year Financial Plan to the Board for review. The financial plan, along with the recently completed ten-year Master Facilities Plan and the new six-year *Compact for the Future of West Virginia*, becomes an integral component of the institution's overall Strategic Plan.

**MOTION:** Rory Perry moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the ten-year Financial Plan as presented.

**ACTION:** James Sheatsley seconded the motion. The motion carried unanimously.

**6. Approval of Logan Downtown Annex Building Payoff**

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the final payment of \$141,000.00 to Chief Logan Authority, Incorporated, for the purchase of the Logan Downtown Annex building.

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

**7. Proposed Policy for 30-day Comment**

**MOTION:** Dennis Trader moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the revised policy and attachment, SCP-3201, Challenging a Course / Credit by Examination, and SCP-3201.A, Challenge Exam Form, for distribution to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day comment period.

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

6. **DISCUSSION ITEMS:**

1. **Academic Affairs Compact Action Plan**

As charged by President Joanne Tomblin and the Board of Governors of Southern West Virginia Community and Technical College, the Department of Academic Affairs developed an action plan for implementation of the *Compact for West Virginia 2010*. Ms. Cathy Smith, Vice President for Academic Affairs, presented the department's goals, strategies, and plans of action for achievement of the Compact to the Board. She used the entire Compact as a template with the goals and strategies of Academic Affairs highlighted in tan. The action items follow each strategy, are denoted by lowercase alphabet, and are highlighted in yellow. Most action items are to be completed in the next academic year. If additional years are required for completion that is also noted. As always, this is a living document that is only a paradigm for change. Additional items or actions will be added as needed.

7. **OTHER:**

1. Chair Huffman expressed concern regarding the 56% statewide college going rate statistic. She requested Board support in scheduling an appointment with Governor-elect Joe Manchin to request alternative funding for area residents.
2. Chair Huffman commended President Tomblin on her recent feature in *Marshall University Profiles of Prominence*, "**Joanne Tomblin, Energy and Verve**," by Pat Dickson. This is an annual publication celebrating the achievement and success of ten Marshall University alumni.

6. **ADJOURNMENT:**

There being no further business, Chair Huffman declared the meeting adjourned at 7:20 p.m. The next Board meeting is scheduled for February 15, 2005.

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Shelley T. Huffman

Chair

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Linda Q. Akers

Vice Chair

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Rory Perry

Secretary

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Emma L. Baisden

Assistant Secretary