

**Southern West Virginia Community and Technical College**  
**Board of Governors**  
**Meeting of April 19, 2005**  
**Logan Campus — Room 111**

**OFFICIAL**  
*Approved 06/21/05*

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**Members Present:** Shelley Huffman, Linda Akers, Rory Perry, George Kostas, Jada Hunter, Julia Goad, James Sheatsley, Dennis Trader, Michael Baldwin, F. Dean Lucas

**Members Absent:** William Grizzell, David Pierce

**Staff:** President Joanne Jaeger Tomblin, Merle Dempsey, Cathy Smith-Cox, Allyn Sue Barker, Ron Lemon, Patricia Clay, Fred Scott, James Owens, Pamela Alderman, Cindy Crigger, Randy Skeens, Patricia Cutlip, Emma Baisden

**Guests:** Patricia Miller, Chris Gray, Lisa Haddox-Heston, Vernon Elkins, Barbara Donahue

**1. Call to Order**

Board Chair, Shelley Huffman, called roll, declared a quorum present, and called the meeting to order at 6:00 p.m.

**2. President's Report**

1. President Tomblin introduced Mrs. Patricia Cutlip, Account for the Southern West Virginia Community College Foundation, to the group. Mrs. Cutlip gave a progress report of Foundation activities and informed the Board that S. R. Snodgrass, Certified Public Accountants and Consultants of Wheeling, WV, are preparing single-year audited financial statements for the Foundation that should be completed by April 30, 2005.
2. The Major Gifts Campaign remains in the quiet phase with employee donation solicitations currently underway. To date, employee commitment contributions total \$96,000. Chair Shelley Huffman is currently conducting solicitations of the Foundation Board, and Secretary Rory Perry is conducting solicitation of Southern's Board of Governors. Mr. Terry Purdy, Cargill Associates Consultant, will provide a Major Gifts Campaign report at the June 21 Board meeting.
3. Harmony Week culminated with a multi-cultural luncheon on Friday, March 4, 2005, at the Earl Ray Tomblin Convention Center in Chapmanville. Dr. Nelson B. Rivers, III, Chief Operating Officer of the NAACP, was the guest speaker. More than 300 persons attended the event.
4. High school and middle school visits are complete for the year and will resume Fall 2005.
5. President Tomblin created a task force for the Williamson Campus due to low student enrollment. The groups first meeting is scheduled for April 21. Ms. Jada Hunter will represent the Board on the task force, and Ms. Patricia Clay will serve as group facilitator.
6. President Tomblin, Merle Dempsey, and Fred Scott met with General Major Allen E Tackett on March 30, 2005, to discuss acquisition of the Williamson

- National Guard Armory building located beside the Williamson Campus. General Major Tackett indicated that Southern will be able to purchase the building for approximately one-third of the property appraisal value.
7. President Tomblin established a Blue Ribbon Committee on Recruitment, Retention and Graduation to determine the barriers for our students. Co-chairs are Ms. Cathy Smith-Cox and Roy Simmons. The group will develop a plan by the end of next year.
  8. The Regional Educational Service Agency (RESA) Region II Math Field Day competition was held at the Logan Campus on Friday, March 11, 2005, to determine the top students to advance to the state level. The event is for students in grades 4-12 who have qualified by scoring high enough on math tests at the county level. RESA Region II includes schools in Cabell, Lincoln, Logan, Mason, Mingo, and Wayne counties. For the state competition, each of eight Regional Educational Service Areas (RESAs) sends three students in each grade level 4-9 to represent their region, and ten students per RESA take part in the 10-12 competition.
  9. Higher Education Day at the Legislature was March 15, 2005. The annual event salutes West Virginia's higher education public and independent colleges and universities, and provides potential students, legislators, and others with an opportunity to learn more about postsecondary opportunities.
  10. Nurses Unity Day at the Legislature was held March 31, 2005.
  11. The Dental Hygiene Program accreditation visit was held April 12-13, 2005.
  12. The West Virginia Small Business Development Center accreditation visit was conducted March 29, 2005.
  12. Early registration for the fall 2005 semester began April 1.
  13. As prescribed in West Virginia Code §18B-6-6(f), the President's quarterly meeting with the Classified Staff Council was held April 1, 2005, to discuss matters affecting classified employees.
  14. President Tomblin held an open forum for employees at the Wyoming Campus on April 18.
  15. Facilities update:
    1. Mr. Bill Grizzell is moving along with construction of the Lincoln County High School project which should be ready by fall.
    2. The snack bar and elevator installation has been completed at the Williamson Campus.
    3. Based on recommendations from the Wyoming Campus Task Force, facility renovations are taking place at the campus, and three new complete programs will be offered at the campus Fall 2005.
    4. The ground breaking ceremony for the Allied Health and Technology Center was held today, Tuesday, April 19, 2005, at the Logan Campus.
  16. Commencement will be held May 14, 2005 at 10:00 a.m. at the Earl Ray Tomblin Convention Center, Chapmanville, WV.
  17. The U. S. Department of Education awarded Southern \$253,858 in grant funds for continuation of the Student Support Services Program.

18. We have submitted a GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) grant proposal to the U. S. Department of Education for consideration. The GEAR UP program is a discretionary grant program designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education.

**3. Action Items**

**1. Approval of Minutes**

**MOTION:** Michael Baldwin moved to accept the February 15, 2005, minutes as amended:

Page 3, 10-5: To read "EKG instead of Paramedic Science ..."

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

**2. Appointment of Nominating Committee**

Chair Huffman appointed Dennis Trader, James Sheatsley, and Michael Baldwin to serve on a Nominating Committee for election of officers at the June 21, 2005 Board meeting. Mr. Trader will serve as committee chair and provide a report at the June Board meeting.

**3. Program Review**

Ms. Pamela Alderman, Associate Vice President/Dean of Allied Health Programs, presented the following review of existing academic programs for the Board's consideration for approval:

**1. Nursing (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 Nursing, Associate in Applied Science degree program at the current level of activity without corrective action in accordance with the provisions of the West Virginia Council for Community and Technical College Education (Community and Technical College System Council), and the West Virginia Higher Education Policy Commission (HEPC), Joint Procedural Rule, Series 10, *Policy Regarding Program Review*.

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

**2. Medical Laboratory 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 Medical Laboratory Technology, Associate in Applied Science degree program at the current level of activity without corrective action in accordance with the provisions of the West Virginia Council for Community and Technical College Education (Community and Technical College System Council), and the West Virginia Higher Education Policy Commission (HEPC), Joint Procedural Rule, Series 10, *Policy Regarding Program Review*.

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

**3. Radiologic Technology (A.A.S.)**

**MOTION:** George Kostas moved to accept the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuance of the Radiologic Technology, Associate in Applied Science degree program at the current level of activity without corrective action in accordance with the provisions of the West Virginia Council for Community and Technical College Education (Community and Technical College System Council), and the West Virginia Higher Education Policy Commission (HEPC), Joint Procedural Rule, Series 10, *Policy Regarding Program Review*.

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

**4. Final Approval of Proposed Policies**

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grants final approval following the public comment period of the following policies and attachments:

1. SCP-2005, Catastrophic Leave
2. SCP-2825, Salary Administration
3. SCP-3637, General Education Philosophy and Goals
4. SCP-5100, Disposition and Sale of Surplus/Excess Property

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

**5. Approval of Tuition and Fees**

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the proposed resident tuition increase of 4.53% and attached special course-related fees; and a nonresident tuition and

fee increase of 5.18% for fiscal year 2005-2006 effective July 1, 2005.

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

Secretary Perry recommended the review process for tuition and fees begin Fall 2005 so information can be made available to students early in the spring semester.

**6. Approval of FY 2006 Budget**

**MOTION:** Jada Hunter moved to accept the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the filing of the budget for fiscal year 2005-2006, beginning July 1, 2005.

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

**7. Approval of Acquisition of Property**

**1. Parcel #56-0088-000**

**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 purchase of real property known as "Part of Lot #2, Town of Holt," Mount Gay, WV, in the County of Logan, WV, Logan County Assessor's Parcel #56-0088-000 for the amount of \$60,000.00 for future development.

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

**4. Discussion Items**

**1. Report on Finance Unit Action Plan for Achievement of the *Compact for West Virginia 2010***

As charged by President Tomblin and the Board of Governors of Southern West Virginia Community and Technical College, the Finance Unit has developed an action plan for implementation of the *Compact for West Virginia 2010*. Mr. Fred Scott, Vice President for Finance, presented the unit's goals, strategies and target dates for completion

**2. Report on Dental Hygiene Program**

Ms. Pamela Alderman provided an overview of the accreditation site visit that took place April 12-13, 2005. The visiting team made some recommendations to work on prior to the July meeting of the American Dental Association. Fourteen applicants for the Dental Hygiene Program were accepted for the Fall 2005 semester.

**3. Legislative Bills**

1. Senate Bill 603 will provide flexibility measures for certain state institutions of higher education.
2. The West Virginia Legislature is likely to return to Charleston for a third special session in September to discuss pay raises and equity for state employees.

**4. Board of Governors Retreat**

The Board will hold its annual planning retreat October 20-21, 2005. The group would like to hold the retreat at Snowshoe Mountain, Lakeview, or The General Lewis Inn. Ms. Emma Baisden will check on availability for the group.

**5. Adjournment**

There being no further business, Chair Huffman declared the meeting adjourned at 7:10 p.m. The next Board meeting is scheduled for Tuesday, June 21, 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