

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

JUNE 21, 2005

APPROVED

09/20/05

**PRESENT:** Linda Akers, Rory Perry, George Kostas, David Pierce, Jada Hunter, Dennis Trader, James Sheatsley, Michael Baldwin, Julia Goad, Dean Lucas

**ABSENT:** Shelley Huffman, William Grizzell

**STAFF:** Joanne Tomblin, Merle Dempsey, James P. Owens, Katie Smith-Cox, Allyn Sue Barker, Fred Scott, Pamela Alderman, Patricia Clay, Patricia Cutlip, Emma Baisden

**GUEST:** George Morrison, Terry Purdy, Patricia Miller, Christopher Gray

**1. WELCOME AND CALL TO ORDER:**

Vice Chair, Linda Akers, called roll, declared a quorum present and convened the meeting at 6:05 p.m.

1. President Tomblin introduced the new Board of Governors faculty representative, Mr. George Morrison, to the group. Mr. Morrison will assume the position on July 1.
2. Mrs. Patricia Cutlip administered the *Oath of Office* to new Board member, Mr. George Morrison, and returning Board members, Mr. R. Michael Baldwin, and Ms. Julia Roberts Goad, Classified Staff and Student Representatives, respectively.
3. President Joanne Tomblin honored outgoing Board faculty representative, Dr. F. Dean Lucas, with the *Octavia Tree Service Award*. A stalwart oak tree is acid etched into the back of this jade-tinted glass award acting as a backdrop for the following inscription: "The foundation of any great organization is rooted in service. It is the nurturing force which fuels all growth." Dr. Lucas joined the meeting via conference call.

**2. PRESIDENT'S REPORT:**

President Joanne Tomblin updated the Board on pertinent institutional developments.

1. Mr. George Morrison will replace Dr. F. Dean Lucas as the faculty representative to the Board of Governors for a two-year term beginning July 1.
2. President Tomblin held the initial meeting of the Williamson Campus Task Force on April 21, 2005. She established a broad-based committee to assess the needs of the Williamson Campus service district and make recommendations for the future direction of the campus. Ms. Patricia Clay, Task Force Administrative Liaison, plans to complete the project in three phases: Phase 1, Educate and Inform; Phase 2, Research and Survey; Phase 3, Analyze and Recommend. Ms. Jada Hunter serves as the Board of Governors representative to the committee. Also, internal constituent representatives include Ms. Glenna Hatfield, faculty representative; Mr. Michael Baldwin, classified staff representative; Ms. Rita Roberson, administration representative. Progress reports will be provided periodically.
3. On April 28, 2005, President Tomblin held a joint meeting with District School Superintendents and the District Consortia. The focus of discussion was requirements of Senate Bill 448, continuation of our interactive classroom project, and new programs and initiatives.
4. To conduct planning for fiscal year 2006, President Tomblin held her annual Administrative Retreat June 15-17, at Meadow View Conference, Resort, and Convention Center in Kingsport, TN. Guests from Mountain Empire Community College, Big Stone Gap, Virginia, gave a presentation on their efforts to address recruitment and retention issues as part of a pilot project funded by the Lumina Foundation and the American Association of Community Colleges.
5. The Wyoming Campus Task Force recommendations will be completed by the Fall 2005 semester. Three new programs will be initiated and all renovations to the facility will be completed. More than \$8,000 in marketing has been provided to promote the campus and its programs in the Raleigh, Wyoming, and McDowell county areas. Facility renovations include

- three new classrooms and offices created from the former library and multipurpose space, and the creation of a Snack Bar/Food Services operation for the campus.
6. The annual Employee Recognition Day was held on April 29<sup>th</sup> at the Logan Campus of Southern.
  7. Southern's Allied Health Associate Degree Pinning and Commencement ceremonies were conducted May 13 and 14, respectively, at the Earl Ray Tomblin Convention Center at Chapmanville. Approximately 1,200 persons attended each event.
  8. The new comprehensive Lincoln County High School will be completed in 2006.
  9. President Tomblin provided the Board with events/meetings/conferences in which she has participated since February, keeping the College in high profile throughout the district:
    1. Education Alliance, April 26, 2005
    2. Higher Education Series 8 Statewide Committee
    3. *Forward Southern West Virginia*, April 26, 2005
    4. West Virginia Community and Technical College Council on Education and Finance, May 4, 2005
    5. Logan Regional Medical Center Board meetings, May 4, May 25, and June 5, 2005
    6. Corridor G Regional Development Authority meetings, May 5 and June 3, 2005
    7. Meeting with Congressman Nick J. Rahall's staff, May 5, 2005
    8. Regional Contracting Assistance Center meeting, May 19, 2005
    9. PIA Trucking, May 11, 2005
    10. Logan County Chamber of Commerce, May 10 and June 14, 2005
    11. Beth Haven Christian School Commencement Speaker, May 26, 2005
    12. Educational Summit, May 26, 2005
    13. Personnel Law Conference, May 27, 2005
    14. New Chapmanville Regional High School Groundbreaking ceremony, June 3, 2005
    15. Logan Regional Medical Center New Emergency Room and Women's Center groundbreaking ceremony, June 20, 2005
    16. Mountain Laurel Complex Open House and Mine Tour, June 9, 2005.
  10. A total of 15 high schools and middle schools were visited during the Fall 2004 and Spring 2005 semesters. President Tomblin's high school and middle school visiting team talked with approximately 1,858 students.
  11. The Beckley Higher Education Center is scheduled to open in 2007.
  12. Since January 2005, more than 2,500 senior citizens throughout Southern West Virginia have received prescription drug training on Southern's Mobile Education and Evaluation Training Unit (MEET-U). The training was provided through a partnership with the American Association of Retired Persons (AARP) Prescription Drug Outreach Program.
  13. In partnership with the West Virginia Coal Association and WVU Mine Extension Service, the Vice President for Economic, Workforce and Community Development, Ms. Allyn Sue Barker, submitted an Employment and Training Administration (ETA) grant to the U. S. Department of Labor for coal mine and related technology training programs. The partnership will create an *Academy for Mine Training and Energy Technologies* that addresses coal and energy needs in Southern West Virginia.
  14. Southern received \$2,477,788 in grant funds for the 2004-2005 academic year.
  15. Surveillance cameras are being installed at all of Southern's campuses to address security issues.
  16. New programs/initiatives to be launched at Southern include
    1. Technical Studies in Applied Technology Certificate, West Virginia Gas and Oil Well Tender Option
    2. Expanded EKG Program to the Wyoming Campus
    3. Health Care Technology Certificate, Fall 2005
    4. Dental Hygiene, Fall 2005; January 2006 Dental Hygiene Clinic to open
    5. CDL in cooperation with the Boone Career Truck Driving School
    6. Expanded Nursing Program to 87 students through Attorney General Scholarship

7. Water and Waste Water Treatment, January 2006
8. LPN to RN Program, January 2006
9. Expanded Criminal Justice Program to McDowell County (industry demand)
10. Additional dual credit enrollment classes to be offered at Chapmanville, Belfry, Phelps, and Sheldon Clark High Schools
11. Project SAIL (Specialty Asynchronous Industry Training) through the League for Innovation
12. Board of Governors Associate in Applied Science Degree, Mining Option
13. Medical Billing and Coding, July 2005
14. Cosmetology and Mortuary Science
17. Fast Track Jobs are training programs that provide participants with quick, convenient training that represents the job areas that are currently in demand in West Virginia. The programs are delivered in 90 days or less. Three Fast Track programs were launched by Southern's Economic, Workforce, and Community Development Unit—Underground Mine Apprenticeship Training (80-hour); Surface Mine Apprenticeship Training (40-hour); and Bank Teller.

**3. MAJOR GIFTS CAMPAIGN REPORT:**

Mr. Terry Purdy, Cargill Associates Consultant, informed Board members that the Major Gifts Campaign remains in the quiet phase. Since the last report in October, the campaign has been organized into constituent groups. Mr. James H. 'Buck' Harless, serves as the Honorary Chair, and General Chairs include Mr. and Mrs. Willie (Linda) Akers, and Mr. George Kostas. Serving as Board Co-chairs are Ms. Shelley Huffman and Mr. Rory Perry.

The Faculty/Staff Campaign has exceeded its \$100,000 goal. To date, the faculty, staff, and administration have pledged \$105,000. The Board of Governors Campaign has met approximately 75% of its \$1.1 million-dollar goal. To date, approximately \$4,000,000 of the \$6,000,000 goal has been met. The Major Gifts Campaign kickoff to the public is planned for late October 2005.

It is the intent of the Major Gifts Campaign Team to raise \$20,000,000 by the year 2020, with approximately six to nine million raised during the next five years. Contributions will be invested in Southern's Foundation to provide stability for the institution in the years ahead, and will be tax deductible.

**4. ACTION ITEMS:**

**1. Approval of April 19, 2005, Minutes:**

Vice Chair, Linda Akers, declared the minutes approved as presented.

**2. Nominating Committee Report and Election of Officers 2005-2006**

Mr. Dennis Trader, Nominating Committee Chair, presented the committee's report and recommendation of Linda Akers, Chair; Rory Perry, Vice Chair and Ceremonial Representative; and Dennis Trader, Secretary.

Vice Chair Akers opened the floor for nominations for chair, vice chair, and secretary. Hearing none, Vice Chair Akers declared nominations closed.

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors elect Linda Akers as Chair, Rory Perry as Vice Chair and Ceremonial Representative, and Dennis Trader as Secretary for fiscal year 2006.

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

**3. New Board Member Orientation Committee Report**

Vice Chair, Linda Akers, reporting for the New Board Member Orientation Committee, discussed the process the committee developed for orienting new Board members. A manual was developed to present to each new member to help acclimate the individual to both the College and Board operations.

**4. Approval of Board Meeting Schedule**

Vice Chair Akers presented a schedule of meetings and agenda deadlines for July 1, 2005 through June 30, 2006 to the Board for adoption.

**MOTION:** Dennis Trader moved the adoption of the schedule.

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

**5. Lincoln County High School Project Site**

**MOTION:** James Sheatsley moved to accept the following resolution.

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors authorize the Board Chair, along with the President, to act on the Board's behalf in accepting the 1/20th interest in the Lincoln County property and signing the *Real Estate Repurchase Agreement* and the *Possession and Use Agreement*.

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

**6. Acceptance of Donated Real Estate from Foundation**

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors accept from the Southern West Virginia Community College Foundation the donation of real estate known as "Lot 3 and part of Lot 2, Parcel 83 and 87, of Thompson's First Addition to the Town of Holt," on Mud Fork of Island Creek District, Logan County, West Virginia.

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

**7. Tuition Committee Reactivation**

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors reactivate the Tuition Remission Committee as the Tuition Committee, and make recommendations to the Board of Governors on tuition and fee increases for FY 2006-2007 and a Tuition Remission Program for Southern employees at the November 2005 Board meeting.

**ACTION:** Jada Hunter seconded the motion. The motion carried unanimously. Members are: Rory Perry, Chair; Jada Hunter, Dennis Trader, and Julia Goad. Linda Akers will serve as ex-officio.

**5 DISCUSSION ITEMS:**

**1. Report on Economic, Workforce and Community Development 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 Economic, Workforce, and Community Development Unit has developed an action plan for implementation of the *Compact for West Virginia 2010*. Ms. Allyn Sue Barker, Vice President for Economic, Workforce, and Community Development, presented the unit's goals, strategies and target dates for completion to the Board.

**2 Strategic Planning Committee Recommendation**

The Higher Learning Commission of the North Central Association of Colleges and Schools recommends that institutional vision and mission statements be reviewed periodically and adjusted accordingly. For the purpose of accreditation, in January 2005, President Tomblin charged the Strategic Planning Committee with review of the College's Mission and Vision Statements to determine if adjustments were necessary and requested a formal recommendation from the group. On April 1, 2005, the President received a formal letter from the Committee Chair indicating the review had taken place and the Strategic Planning Committee recommended no changes at this time. A copy of the recommendation was provided for the Board's review.

**3 West Virginia Council for Community and Technical College Education Action on Tuition Increase**

President Tomblin informed Board members that the West Virginia Council for Community and Technical College Education at its May 5, 2005 meeting, voted not to grant resident tuition increases for the 2005-06 academic year. The action was based on the fact that community and technical college budgets were not reduced and does not reflect any dissatisfaction with the delivery of community and technical college education by Southern. The Council, however, approved Southern's request for an increase in course fees. President Tomblin informed the group that Council intends to address the tuition differential between free-standing and administratively linked community and technical colleges.

**4 Board of Governors Retreat**

The Board of Governors annual planning retreat will be held October 21, 2005 at Snowshoe Resort, Snowshoe, West Virginia.

**6. EXECUTIVE SESSION:**

Vice Chair Akers moved that the Board of Governors go into an executive session pursuant to West Virginia Code §6-9A-4(2)(A) to discuss personnel and management issues. Vice Chair Akers invited Joanne Tomblin and Emma Baisden to attend the executive session. George Kostas seconded the motion that carried unanimously, and the Board thereupon met in an executive session. At the conclusion of the discussion, Vice Chair Akers moved that the Board rise from executive session. Mr. Kostas seconded the motion which passed unanimously.

**FURTHER ACTION ITEMS:**

Based on discussion in Executive Session, the Board reconvened in an open session and took the following action:

**1. President's 2005-2006 Goals**

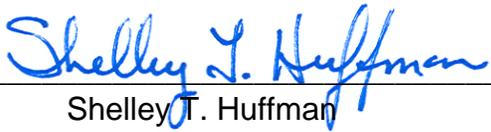
**MOTION:** Rory Perry moved to accept the proposed Goals for the President of Southern West Virginia Community and Technical College for 2005-2006.

**ACTION:** Jada Hunter seconded the motion. James Sheatsley abstained. The motion carried. They will discuss this item further at the Board Retreat. The goals are attached and made a part of the minutes. (See Addendum 1).

Vice Chair Akers commended President Tomblin on the exemplary job that she has done during her presidential tenure.

7. **Adjournment:**

There being no further business, the meeting adjourned at 7:40 p.m. upon a motion and second by James Sheatsley and George Kostas. The next Board meeting is scheduled for September 20, 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