

Southern West Virginia Community and Technical College
Board of Governors
Logan Campus—Room 111
June 20, 2006

OFFICIAL
Approved 09/26/06

Board Members Present: Linda Akers, Dennis Trader, George Kostas, Jada Hunter, James Sheatsley, Michael Baldwin, George Morrison, Julia Goad

Board Members Absent: William Grizzell, Shelley Huffman, Rory Perry, David Pierce

Administrative Staff: President Joanne Jaeger Tomblin, Merle Dempsey, Allyn Sue Barker, Cathy Smith-Cox, James Owens, Cindy Crigger, James Cope, Randy Skeens, Patricia Clay, Ron Hamilton, Cindy McCoy, Guy Lowes, Kimberly Lusk (representing Fred Scott), Emma Baisden

1. Call to Order:

Chair, Linda Akers, declared a quorum present and convened the meeting at 6:30 p.m.

2. Presentation to Outgoing Board Members

President Joanne Tomblin honored outgoing Board of Governors members, Dennis R. Trader and Julia Robert Goad, student representative, with a *Dedicated to Excellence* Award. The elegant functional crystal bowl award was deep etched with the following inscription: "Dedication is a personal commitment. It is an attitude which separates excellence from mediocrity" and personalized for each recipient.

3. President's Report:

1. Completed Dialogue Days on May 2 at the Wyoming/McDowell Campus. Since the last Board of Governors meeting the President has met individually with 17 employees. The personal conferences provide an avenue for employees to discuss any issues, ideas and/or concerns they may have with President Tomblin.
2. Southern's annual Employee Recognition Awards Ceremony was held on May 5, 2006 at the Logan Campus.
3. On May 12, 2006, Southern conducted its annual Allied Health Pinning Ceremony at the Earl Ray Tomblin Convention Center in Chapmanville, WV. Graduates from Nursing, Medical Laboratory Technology, Radiologic Technology, and Emergency Medical Services received individual program pins and recited professional oaths.
4. Ms. Jeannette Walls, award-winning author of "The Glass Castle" was the keynote speaker for Southern's Commencement Ceremony held May 13, 2006 at the Earl Ray Tomblin Convention Center in Chapmanville, WV.
5. On May 31, 2006, a 2+2 Agreement was signed with Marshall University to

deliver locally a full baccalaureate degree in Elementary Education K-6 Comprehensive Program for students in our service district. Courses will be delivered at the Williamson Campus.

6. President Tomblin held the annual Administrative Retreat June 14-16, 2006 in Kingsport, Tennessee.
7. Discussions are currently underway with Midway College to develop a 2+2 Agreement in Homeland Security.
8. Beginning August 2006, Lindsey Wilson College will deliver an on-site Bachelor's Degree in Human Services, and a Master's Degree in Counseling and Human Development for eligible residents in Southern's service district who wish to pursue this degree option. This program will be delivered at the Williamson Campus.
9. President Tomblin created an Ad-hoc Committee on Faculty Responsibilities to review and make recommendations on several faculty responsibilities including student load, enrollment-based incentives, release time, college service, class caps, and review of current policies concerning these topics. Merle Dempsey will serve as the committee facilitator throughout its tenure. Recommendations are expected to be received by President Tomblin in January 2007.
10. The Williamson Campus Task Force mailed business surveys to 800 businesses in Mingo and Wayne Counties in West Virginia, and Martin and Pike Counties in Kentucky. A student survey was also delivered to elementary, middle and high school students in these communities. Currently, survey responses are being collected and results tabulated.
11. The Vision 2020 Major Gifts Campaign kick-off is scheduled for September 7, 2006.
12. Southern received more than two million dollars in grant funds for fiscal year 2005-2006.
13. The Recruitment, Retention, and Graduation Task Force report is due by September 2006.
14. Accreditation site visits are scheduled for the following Allied Health programs:
 1. Medical Laboratory Technology, October 2006
 2. Dental Hygiene, April 2007
15. Construction is scheduled to soon begin on the Beckley Higher Education facility which is targeted to open for business in fall 2007.
16. Additional new credit programs scheduled to begin at Southern include
 1. Water-Wastewater (On-line)
 2. Forestry Technician (Williamson)
 3. Cosmetology (Boone)
 4. Auto Technician (Lincoln Vocational School)
 5. Medical Billing and Coding (Williamson)
 6. Diesel Mechanic (Wyoming and Lincoln)

7. Respiratory Therapy/Care (Williamson)
8. Mortuary Science (Kanawha Site)
9. Surgery Technician Program Expansion
10. Physical/Occupational Therapy (Long-term goal)
17. Additional new non-credit programs scheduled to begin at Southern include
 1. Mine Training and Energy Technologies
 2. Small Engine Repair
 3. ATV Repair
 4. Hospitality Program Upgrade
 5. Security Guard Certificate
 6. EMT/M Certificate

4. Action Items:

1. Approval of April 18, 2006, Minutes

MOTION: James Sheatsley moved to accept the April 18, 2006 minutes as presented.

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

2. Nominating Committee Report and Election of Officers

Ms. Jada Hunter, Nominating Committee Chair, presented the committee's report and proposed recommendation of officers for fiscal year 2006-2007. Chair Akers opened the floor for nominations for chair, vice chair, and secretary. There being no additional nominations from the floor, James Sheatsley moved to close nominations. George Kostas seconded the motion. Chair Akers declared nominations closed.

MOTION: Dennis Trader 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 Jada Hunter as Secretary for fiscal year 2006-2007.

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

3. Approval of 2006-2007 Board Meeting Schedule

MOTION: George Kostas moved to adopt the following resolution with the understanding that additional meetings may be necessary for emergency or time-sensitive issues:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors adopt the recommended schedule of meetings for fiscal year 2006-2007 as presented.

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

4. Approval to Transfer Bonds

MOTION: James Sheatsley moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors authorize the transfer of \$157,579.26 from the Logan Downtown Annex project to the Allied Health and Technology Center project contained in the Lottery Bond Revenue Issue of 2004.

ACTION: Jada Hunter seconded the motion. The motion carried unanimously.

5. Discussion Items:

1. Follow-up on Program Review

At its April 18, 2006 meeting, the Board of Governors approved the continuance of the University Parallel Associate in Arts and Associate in Science degree programs at the current level of activity with corrective action and that the academic leadership be provided an opportunity to address identified weaknesses and the recommendations offered by the Division Chairpersons. Mr. Merle Dempsey, Executive Vice President, informed the Board of Governors that several meetings had occurred since the April 18 meeting. It has been determined that the institution's program review process needs to be reviewed and its data collection process customized. At this time, there is no new data to present to the Board.

2. Review of Institutional Mission and Vision Statements

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. During its Strategic Planning process in October 2006, the Board of Governors will review the College's Mission and Vision Statements to determine if adjustments are necessary and make a formal recommendation.

3. The 21st Century Community College, Board of Governors Self-Assessment, Board Administration and Evaluation Surveys

President Tomblin distributed to Board members a three-volume series entitled,

The 21st-Century Community College, published by the U. S. Department of Education, Office of Vocational and Adult Education, and requested they read the publication before the Strategic Planning Workshop scheduled for September 26, 2006.

The annual Board of Governors Self-Assessment and Board Administration and Evaluation Surveys were distributed. These forms are to be completed and returned to the Office of the President by July 15.

4. Needs Agenda Technology Acquisition Plan

Chief Technology Officer, Ronald Hamilton, addressed the Board regarding priorities for the implementation of technology at the institution for the next five years. The Media-Technology Governance Committee developed a *Needs Agenda Technology Acquisition Plan* to address the rapid changes in technology to be managed through planned equipment acquisition cycles and ongoing software maintenance. Mr. Hamilton reviewed and discussed ongoing projects and priorities contained in the document.

6. Executive Session

Chair Akers moved that the Board of Governors enters an executive session pursuant to West Virginia Code §6-9A-4(2)(A) to discuss personnel and management issues. Dennis Trader seconded the motion that carried unanimously, and the Board then met in an executive session. At the conclusion of discussions, Chair Akers moved that the Board rises from executive session.

Further Action:

Based upon discussion in the executive session, the Board reconvened in an open session and the following action was taken:

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 submission of the written annual presidential evaluation for the president of Southern West Virginia Community and Technical College for the 2005-2006 review period to the Chancellor of the West Virginia Council for Community and Technical College Education.

ACTION: Julia Goad seconded the motion. The motion carried unanimously.

MOTION: Jada Hunter moved to accept the proposed Goals for the President of Southern West Virginia Community and Technical College for 2006-2007.

ACTION: James Sheatsley seconded the motion. The motion carried unanimously. The goals are attached and made a part of the minutes. (See Addendum 1).

7. Adjournment:

There being no further business, Chair Akers declared the meeting adjourned at 7:30 p.m. The next Board of Governors business meeting is scheduled for September 26, 2006.

_____	Chair
Linda Q. Akers	
_____	Vice Chair
Rory Perry	
_____	Secretary
Dennis R. Trader	
_____	Assistant Secretary
Emma L. Baisden	

ADDENDUM 1

**Joanne Jaeger Tomblin
President
Southern West Virginia Community and Technical College
Goals for 2006-2007**

1. Continue the Major Gifts Campaign efforts in friend-raising and fund-raising. Launch the public campaign during the fall 2006.
2. Continue high school, middle school, and adult recruitment activities.
3. Oversee the construction of the new Allied Health and Technology Center.
4. Review the recommendations submitted by the Williamson Campus Task Force during the summer 2006. Based on the group's recommendations, establish an Implementation Team. Provide oversight and assistance to the Implementation Team in developing strategies and a time-line to accomplish recommendations.
5. Continue the development of new programs, both credit and non-credit, as well as the expansion of two-plus-two programs with four-year colleges and universities, both in- and out-of-state.
6. Review the College's governance and organizational structures. Determine if changes are needed and design an organizational structure to implement changes if necessary.
7. Continue to serve on external boards and committees, promoting and representing Southern, and actively participate in community events.
8. Review recommendations provided by the President's Task Force on Recruitment, Retention and Graduation. Determine what strategies and organizational structure will be needed to implement those recommendations.
9. Develop and implement a monthly "President's Newsletter" which will be distributed to all Southern employees via e-mail and the web site. This will be used to strengthen communication and information about College activities and issues directly to employees.
10. Attend at least two national higher education conventions or conferences.