

Southern West Virginia Community and Technical College
Board of Governors
Logan Campus—Room 111
September 18, 2007

OFFICIAL
Approved 10/18/2007

Board Members Present: Kevin Fowler, James Sheatsley, Linda Akers, George Kostas, Terry Sammons, Wilma Zigmond, Glenn Yost, Michael Baldwin, George Morrison, Shelley Huffman, Elston Johnson

Board Members Absent: David Pierce

Administrative Staff: President Joanne Jaeger Tomblin, Merle Dempsey, Allyn Sue Barker, Cathy Smith-Cox, James Owens, Cindy Crigger, Ron Lemon, Sam Litteral, Ron Hamilton, Cindy McCoy, Pam Alderman, Patricia Clay, Melissa Creakman, Emma Baisden

Faculty Senate: Martha Maynard, Chuck Puckett, Jeff Hanichen

1. Call to Order:

Chair, Kevin Fowler, declared a quorum present and convened the meeting at 6:10 p.m.

2. Oath of Office

Ms. Melissa Creakman administered the *Oath of Office* to new Board members Terry Sammons, Wilma Zigmond, and Glenn Yost, appointed to the Board by West Virginia Governor Joe Manchin.

3. Faculty Senate Annual Presentation

As prescribed in West Virginia Code §18B-6-3(g), the Faculty Senate held its annual meeting with the Board of Governors to discuss matters affecting the faculty. Ms. Martha Maynard, Faculty Senate Chair, introduced Senate members Chuck Puckett and Jeff Hanichen to the group. Ms. Maynard presented the Board with an overview of the Senate's composition, discussed policies that the group has been working on, and outlined the Senate's plans for the academic year.

4. President's Report:

1. Southern announced its Rapid Response Mobile Communications Unit, Task Force 1, which is equipped to assist in mine rescue, at a press conference held today in the Savas-Kostas Theater. The Academy for Mine Training and Energy Technologies received \$500,000 from the State of West Virginia to assist the effort. Additionally, Southern officially entered an agreement with the Kentucky Coal Academy to share resources, equipment and curriculum to further the development of a National Mine Safety Rescue Training Center devoted to the advancement of training and technology of mine rescue in the United States.
2. The Allied Health and Technology facility was completed at the end of May 2007, but ownership was not turned over to Southern until recently. The first floor of the facility was flooded on July 19 and again during the first week of August. Southern officials have been working with attorneys to resolve the issues. The bid for paving around the facility ends today, telephone lines are to be installed beginning tomorrow (September 19), and the first installment of furniture is to be delivered on October 2. It is anticipated that offices will begin to be moved the first week of November.
3. Southern received written notification from the Commission on Dental Accreditation

that they have granted our Dental Hygiene program the accreditation status of "approved with reporting requirements."

4. The fall student enrollment looks good to date. We are showing a slight increase in FTE (full-time enrollment).
5. President Tomblin will provide a presentation about the Academy for Mine Training and Energy Technology to the West Virginia Oil and Gas Association at its annual meeting on September 20. The conference will be held at Stonewall Resort and Conference Center in Roanoke, WV.
6. Thus far, Southern has received a total of \$453,000 in grant funds.
7. The Beckley Public Higher Education Center is complete and a dedication ceremony is scheduled for October 8. Southern has office space in the facility. However, they installed no water supply in the laboratory for our Surgical Technology Program. Naturally, we will not offer the program there this fall.
8. Approximately 200 people turned out for the annual Williamson Community Appreciation Day held September 16 at the Williamson Campus. Live coverage of the event was provided by WVKM/WHJC radio of Matewan, WV.
9. President Tomblin will be holding community meetings at various campuses throughout the academic year. Plans are to hold two each semester.
10. Approximately \$5.6 million of the five-year \$7,000,000 goal has been raised for the Major Gifts Campaign.

5. Action Items:

1. Approval of Minutes

MOTION: Shelley Huffman moved to accept the June 19, 2007 minutes as presented.

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

2. Policies Scheduled for Review

1. SCP-2125, College-wide Employee Personnel Policy

MOTION: Shelley Huffman moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors table review of this policy pending completion of an Employee Handbook, at which time SCP-2125 will be recommended for rescission.

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

3. Approval of Policies for 30-day Comment

1. SCP-2156, Drugs in the Workplace

MOTION: Shelley Huffman moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors defer action on the distribution of SCP-2156 until the administration conducts a meeting with the faculty assembly to review and discuss

the provisions of the revised policy, and

BE IT FURTHER RESOLVED, that the meeting is held at a time that would allow Wilma Zigmond, Board member and Superintendent of Logan County Schools, to attend.

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

2. SCP-3201, Challenging a Course/Credit by Examination

MOTION: Shelley Huffman moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of the aforementioned revised policy 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.

3. SCP-3401, Independent Study

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of the aforementioned revised policy to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day comment period.

ACTION: Elston Johnson seconded the motion. The motion carried unanimously.

4. SCP-8600, Board of Governors Operational Guidelines

MOTION: Linda Akers moved the adoption of the following resolution:

RESOLVED, That the Southern WV Community and Technical College Board of Governors defer action related to any revisions to and/or submitting for the required 30-day comment period on institutional policy SCP-8600, Board of Governors Operational Guidelines until the next regularly scheduled meeting of the Board.

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

3. Flex-E Grant Application Approval

MOTION: Shelley Huffman moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board

of Governors grant formal approval for the submission of a Flex-E Grant application to the West Virginia Development Office in the amount of \$10,000 to be used to support the Rural Leaders Initiative, and

BE IT RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors authorize the President of Southern West Virginia Community and Technical College to act on its behalf to enter into a contractual agreement with the West Virginia Development Office to receive and administer grant funds pursuant to the provisions of the Flex-E Grant Program, if awarded, and

BE IT FURTHER RESOLVED, that the Southern West Virginia Community and Technical College Board of Governors pledges an in-kind contribution of \$4,500 in unencumbered matching funds for this project.

ACTION: Terry Sammons seconded the motion. The motion carried unanimously.

6. Discussion Items:

1. Board of Governors Agenda Book Distribution

As a cost-saving measuring for the College, the Board decided each member would print the meeting agenda book from Southern's website beginning with the October 18 meeting. The Board agreed that if any member had difficulty printing the materials, he or she would contact the President's office to have an agenda book printed and mailed.

2. SCP-2686, Promotion in Rank and Tenure Policy

President Tomblin informed the group that policy SCP-2686, Promotion-in-Rank and Tenure, should have been presented at today's meeting for approval for a 30-day comment period, but it had been placed on hold until some mis-communication issues were resolved. Since the issuance of the Board Agenda Book those issues have been resolved and the policy will be advanced for consideration at the October meeting.

3. October Board of Governors Meeting and Retreat

The Southern WV Community and Technical College Board of Governors will hold its October 18 business meeting and annual planning retreat scheduled for October 19 at the Stonewall Resort Conference Center in Roanoke, West Virginia. The Board will focus on development of a Strategic Plan during the retreat that Mr. Tom Heywood will facilitate. All persons attending the retreat are to bring a copy of "Taking Career and Technical Education to the Next Level in West Virginia"; a summary by Nancy Laprade.

4. "Taking Career and Technical Education to the Next Level in West Virginia" Summary by Nancy Laprade

President Tomblin asked Board members to read the document before the October Board Retreat.

7. Adjournment:

There being no further business, Vice Chair Sheatsley declared the meeting adjourned at 7:10 p.m. The next Board of Governors business meeting is scheduled for October 18, 2007.

_____ Kevin N. Fowler	Chair
_____ James R. Sheatsley	Vice Chair
_____ George Kostas	Secretary
_____ Emma L. Baisden	Assistant to the Governing Board