

**Southern West Virginia Community and Technical College
Board of Governors Meeting of February 19, 2008
Center for Allied Health and Technology, Room 428
2900 Dempsey Branch Road, Mount Gay, West Virginia**

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

Board Members Absent: Wilma Zigmond

Administrative Staff: President Joanne Jaeger Tomblin, Merle Dempsey, Samuel Litteral, James P. Owens, Allyn Sue Barker, Cathy Smith-Cox, Cindy Crigger, Ron Lemon, Ron Hamilton, Patricia Clay, Pam Alderman, Cindy McCoy, Chris Cobb, Pauline Sturgill, Emma Baisden

Classified Staff: Chris Gray, Patricia Miller, Juanita Topping

1. Call to Order:

Chair, Kevin Fowler, declared a quorum present and convened the meeting at 6:05 p.m.

2. Classified Staff Council Annual Presentation

As prescribed in West Virginia Code §18B-6-4b, the Classified Staff Council held its annual meeting with the Governing Board to discuss matters affecting classified employees. Mr. Chris Gray, Advisory Council of Classified Employees Representative, introduced Classified Staff members present, Patricia Miller and Juanita Topping, then presented a PowerPoint Presentation to the Board on issues of concern which have an impact on classified employees.

3. President's Report:

1. The Appalachian Leadership Academy, Cotiga Chapter, held a press conference and induction ceremony at the Williamson Campus on December 17, 2008. General Robert "Doc" Foglesong, a former resident of Williamson and founder of the leadership program, participated in the ceremony honoring the first members of the Leadership Academy. President Tomblin added that it is only fitting to have a chapter of the academy in his hometown.
2. The Williamson Branch of the NAACP celebrated its 60th birthday on December 1 with a ceremony held at Williamson High School. President Tomblin participated in the event announcing the establishment of the Willene Moore, Woman of Inspiration Scholarship, which will be awarded annually to a Williamson area student.
3. Southern's annual Harmony Week festivities are scheduled for February 25-29, 2008. The Drum Cafe' will again be featured at the culmination luncheon on Friday, February 29th at the Chief Logan Convention Center.
4. The President's High School and Middle School Team will continue this semester. The group is scheduled to visit Tug Valley High School on February 20.
5. The annual Tug Valley Chamber of Commerce and Southern West Virginia Community and Technical College Legislative Luncheon was held at the Williamson Campus on December 13.

6. President Tomblin was a guest speaker at the Eastern West Virginia Community and Technical College Board of Governors December 19 meeting.
7. Governor Manchin presented a good 2009 budget for the Community and Technical College System:
 1. To heal the critical shortage of Nurses and Allied Health personnel, he has proposed a one-time million-dollar fund allocation;
 2. Thirty million dollar allotment to create Technical Program Development Centers in West Virginia;
 3. A 3% salary increase for higher education employees; and
 4. 75-80 million dollars in bonds.
8. The Beckley President's Advisory group is meeting regularly.
9. The new Student Services reorganization places emphasis on adult students.
10. The Major Gifts Campaign has reached 84% of its \$7,000,000 goal; 91% of Southern employees have participated in the campaign.
11. Allyn Sue Barker, Carl Baisden, and President Tomblin met with Governor Manchin and his Chief of Staff regarding funding for the Academy for Mine Training and Energy Technologies.
12. Personnel offices have been moved to the new Center for Allied Health and Technology. A dedication ceremony will be held in September 2008 for the new facility.
13. Community roundtables have been held at the Williamson and Wyoming/McDowell Campuses.
14. Lindsey Wilson College is expected to expand its baccalaureate and master's degree program to the Wyoming/McDowell Campus. The campus has had another enrollment increase this semester.
15. Commencement exercises will be held at the Coalfield Jamboree building in downtown Logan at 10:00 a.m. on May 10th. Mr. Bob Pruett, former head football coach for Marshall University, will serve as guest speaker for the event.

4. Action Items:

1. Approval of Minutes

MOTION: Shelley Huffman moved to accept the November 20, 2007 minutes as presented.

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

2. Approval of The Greater Kanawha Valley Foundation Grant Application

MOTION: James Sheatsley 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 grant application to The Greater Kanawha Valley Foundation Office in the amount of \$30,000 to be used to support APPALREAD, and

BE IT FURTHER 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 Greater Kanawha Valley Foundation Office to receive and administer grant funds pursuant to the provisions of The Greater Kanawha Valley Foundation, if awarded.

ACTION: Shelley Huffman seconded the motion. The motion carried unanimously

3. Approval of the Southern West Virginia Community and Technical College Strategic Goals

MOTION: Glenn Yost moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the proposed 2008-2010 Strategic Goal statements, and

BE IT FURTHER RESOLVED, that the Strategic Goals remain effective until June 30, 2010 or until such time when a new Institutional Compact is required by the West Virginia Council for Community and Technical College Education.

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

4. Institutional Policies for Final Approval

1. SCP-2171, Professional and Educational Requirements for Faculty

MOTION: Mike Baldwin moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant final approval following the public comment period of the aforementioned policy.

ACTION: Shelley Huffman seconded the motion. The motion carried unanimously.

2. SCP-3637, General Education Philosophy and Goals

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant final approval following the public comment period of the aforementioned policy.

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

3. SCP-2156, Drugs in the Workplace

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

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

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

4. SCP-2575, Overtime and Compensatory Time

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

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

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

5. SCP-2580, Part-time Employees: Classified Staff and Adjunct Faculty

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

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

ACTION: Glenn Yost seconded the motion. The motion carried unanimously.

6. SCP-2700, Reduction in Workforce, Classified Personnel

MOTION: Terry Sammons moved the adoption of the following resolution:

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

ACTION: Shelley Huffman seconded the motion. The motion carried unanimously.

7. SCP-2701, Reduction in Workforce, Faculty Personnel

MOTION: Elston Johnson moved the adoption of the following resolution:

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

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

8. SCP-2825, Salary Administration

MOTION: Glenn Yost moved the adoption of the following resolution:

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

ACTION: Shelley Huffman seconded the motion. The motion carried unanimously.

5. Approval of Institutional Policies for 30-day Comment

1. SCP-1000, Manuals, Announcements and Policies (MAP) Development System

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 (with attachments) to Southern's constituencies and the Chancellor for Community and Technical College Education for a thirty-day comment period.

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

2. SCP-1435, Inclement Weather and Emergency Situation Policy

MOTION: Mike Baldwin 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 thirty-day comment period.

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

3. SCP-2005, Catastrophic Leave

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 thirty-day comment period.

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

4. SCP-2360, Holidays

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 thirty-day comment period.

ACTION: Glenn Yost seconded the motion. The motion carried unanimously.

5. SCP-8600.A, Board of Governors Operational Guidelines

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 policy to Southern's constituencies and the Chancellor for Community and Technical College Education for a thirty-day comment period.

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

5. Discussion Items:

1. Transfer of property from the West Virginia Higher Education Policy Commission to the Southern West Virginia Community and Technical College

All real property of Southern West Virginia Community and Technical College purchased before the creation of institutional Boards of Governors resides with the West Virginia Higher Education Policy Commission (HEPC). West Virginia Code §18B-1-3e provides for local Boards to request ownership of real property to be transferred to institutional Boards. According to Richard Donovan, Director of Finance and Facilities at the HEPC, most of the other institutions have requested the transfer. The Board of Governors must have title to the property before it may enter a lease agreement. The administration recommended the Board review and discuss the applicability of the specific sections of the West Virginia State Code concerning the ownership of all real property held for the benefit of Southern and under the jurisdiction of the institution's Board of Governors. The Board of Governors requested that Merle Dempsey review and determine ownership of all real property associated with the College and the Board's ability to lease and/or sell any real property that the Board should deem as surplus. Mr. Dempsey will bring a recommendation forward for action at the Board's April 15 meeting.

2. Governor's Proposed Budget to the Legislature

On January 9, 2008, Governor Manchin presented the budget for fiscal year ending June 30, 2009 to members of the State Legislature. It contains a plan for proposed expenditures and estimated revenue for the fiscal year.

3. 2008 Board of Governors Retreat

The Board discussed several dates in October to hold its annual planning retreat. They will hold the retreat at Stonewall Resort and Conference Center in Roanoke, West

Virginia. Chair Fowler requested that Emma Baisden poll Board members via e-mail to determine their availability for the retreat on either October 16-17 or October 23-24. When a date is determined, notify Board members via e-mail and reserve the facility for the event.

4. Board of Governors Legislative Ad Hoc Committee Report

The Southern West Virginia Community and Technical College Board of Governors Legislative Ad Hoc Committee met with key legislators on February 11, 2008 to advocate tuition parity between West Virginia's community and technical colleges. A legislative proposal has been sent forward providing flexibility to allow an increase of tuition to meet institutional needs.

6. Adjournment:

There being no further business, Chair Fowler declared the meeting adjourned at 7:30 p.m.

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

OFFICIAL
Approved 04/15/2008