

**Southern West Virginia Community and Technical College Board of Governors  
Board Conference Room, 428, Building C  
2900 Dempsey Branch Road, Mount Gay, WV  
Meeting of April 27, 2010**

**Board Members Present:** Kevin Fowler, Terry Sammons, Tom Heywood, George Kostas, Linda Akers, Jada Hunter, Glenn Yost, Wilma Zigmond, Debbie Dingess, George Morrison, Kimberly Irick

**Board Members Absent:** Shelley Huffman

**Administrative Staff:** President Joanne Jaeger Tomblin, Merle Dempsey, Samuel Litteral, Cathy Smith-Cox, Ron Hamilton, Ron Lemon, Cindy Crigger, Allyn Sue Barker, Pam Alderman, Cindy McCoy, Carol Howerton, Alyce Diaz, Eva Hallis, Vernon Elkins, Barbara Donahue, Joan Thompson, Darrell Taylor, Emma Baisden

**Guests:** Chris Gray, Tim Owens, Jackie Whitley, Scott Pritchard, Velva Pennington, Stella Estep, Mindy Saunders, Anne Olofson

**1. Call to Order:**

Vice Chair, Terry Sammons, declared a quorum present and convened the meeting at 6:05 p.m. Chair Fowler joined the meeting at 6:30.

**2. President's Report:**

1. President Tomblin introduced members of the President's Future Leaders Academy present and explained the Academy's purpose and progress thus far.
2. Accolades were given to members of Task Force 1 for their work during the mining disaster at Upper Big Branch Mines.
3. SREB Conference – The Southern Regional Education Board (SREB) is making recommendations on what colleges and universities need to be focused on in the next few years. While colleges and universities need to greatly increase their graduation rate, they need to raise the number of people with two-year and four-year college degrees and career certificates. The SREB will be issuing a full set of recommendations this summer that will help State leaders and policymakers make progress in these areas.
4. A scholarship reception was held on March 28 at the Logan Campus. This provided an opportunity for scholarship recipients to meet donors.
5. The National Symphony Orchestra Quintet which performed at the Savas-Kostas Performing Arts Theater on April 10, 2010 was well attended. The concert was underwritten by sponsors and free of charge to the public. The event is part of a program through the Office of the West Virginia Secretary of Arts and Education.
6. The President's Future Leaders Academy has selected 20 employees for its 2011 class. The 2010 Future Leaders Academy class will continue with projects in 2011.
7. President Tomblin completed classified staff roundtable discussions at the Logan and Williamson Campuses since the Board's March meeting.
8. Southern officials will select an architect for the new Williamson facility in May or June.
9. Preparations are underway for the President's Administrative Retreats scheduled for May 20 at

Chief Logan Convention Center and June 1-3, 2010 at Stonewall Resort and Conference Center.

10. The President's High School Visiting Team completed visits to Scott and Mount View High Schools during the Spring 2010 semester.
11. The President's Awards and Employee Recognition event was held during All Governance Day on April 9.
12. As a follow-up on Southern's Technology Report by Joanne Chabot from the League for Innovation, SunGard, which is an expert in the technology field, will hold interviews with numerous employees April 28-29, 2010 at the Logan Campus.
13. On April 14 Bluefield State College and Southern West Virginia Community and Technical College officially signed a Memorandum of Understanding for the delivery of a Baccalaureate Degree program in Criminal Justice. Bluefield will deliver the entire program beginning this fall at Southern's Wyoming/McDowell Campus. Courses in the collaborative program will be provided using flexible delivery modes including traditional on-site courses during evenings and on weekends.
14. A 2+2 program meeting is scheduled in Morgantown for May 3 between officials from West Virginia University and Southern West Virginia Community and Technical College.
15. Southern's draft Succession Plan, which will revolve around the President's Future Leadership Academy, will be ready by the end of April.
16. President Tomblin met with faculty during its Faculty Assembly on April 9.
17. Commencement will be held on Saturday, May 15, beginning at 10:00 a.m. at the Coalfield Jamboree in downtown Logan. West Virginia's First Lady, Gayle Manchin, is the featured speaker.
18. The Allied Health Pinning ceremony is scheduled to begin at 6:00 p.m. on Friday, May 14 at the same location.

**3. Financial Report**

Chief Financial Officer, Sam Litteral, provided the financial report dated March 31, 2010 to Board members. He reviewed restricted, unrestricted, and auxiliary revenues and expenditures. These figures reflect the budgeted amount with actual year-to-date totals. Southern should receive its stimulus funding within two weeks.

**4. Action Items:**

**1. Appointment of Nominating Committee for Board Officers**

Chair Fowler appointed the following individuals to serve on its Nominating Committee: Glenn Yost, Chair; Wilma Zigmond, Joanne Tomblin and George Kostas. The Committee will provide a report to the full Board with a recommendation for the 2010-2011 Board officers at its June 22, 2010 meeting.

**2. Appointment of Presidential Evaluation Committee**

Chair Fowler appointed the following individuals to serve on its Presidential Review Committee: Linda Akers, Chair; Tom Heywood and Terry Sammons. The Committee will provide a report of its findings to the full Board at its June 22, 2010 meeting.

**3. Appointment of Board Ceremonial Representatives**

1. Terry Sammons will serve as the Board of Governors Ceremonial Representative for the Allied Health Pinning Ceremony scheduled for 6:00 p.m. on Friday, May 14, 2010.
2. Linda Akers will bring Greetings from the Board at the Commencement Ceremony scheduled for 10:00 a.m. on Saturday, May 15, 2010.
3. George Morrison will bring Greetings from the Board for Southern's GED Ceremony scheduled for 6:00 p.m. on Thursday, May 20, 2010 in the Savas-Kostas Theater, Logan Campus.

**4. Approval of March 2, 2010 Board Meeting Minutes**

**MOTION:** Tom Heywood moved to accept the meeting minutes as presented.

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

**5. Approval of Appointments to the Boone County Joint Administrative Board**

**MOTION:** George Kostas moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors appoint Samuel M. Litteral and Cathy Smith-Cox to represent the Board of Governors on the Joint Administrative Board established to facilitate the administration, operation, and financing of joint programs and facilities of Southern West Virginia Community and Technical College and the Boone County Board of Education; and

FURTHER RESOLVED, Samuel M. Litteral will serve a two (2) year term and Cathy Smith-Cox will serve a one (1) year term. By mutual consent of the Board of Governors and the Boone County Board of Education, Kevin Hill will serve as the at-large member and Chair of the Joint Administrative Board.

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

**6. Approval of Amendment to the Student Health and Wellness Fee**

**MOTION:** Tom Heywood moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval of a ten(10) dollar Health and Wellness fee, to be assessed to all students enrolled for three (3) or more credit hours per semester.

BE IT FURTHER RESOLVED that the Health and Wellness fee become effective with the fall 2010 semester.

**ACTION:** Wilma Zigmond seconded the motion. Both Chair Fowler and Vice Chair Sammons abstained from voting. The motion carried.

**7. Academic Program Review**

**1. Medical Laboratory Technician, Associate in Applied Science**

Ms. Alyce Patterson-Diaz, Allied Health Department Chair, presented the program review report and recommended resolution for the Medical Laboratory Technician program for the Board's consideration for approval:

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuance of the Associate in Applied Science in Medical Laboratory Technology 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, Title 135, Series 10, Policy Regarding Program Review.

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

**2. Nursing, Associate in Applied Science**

Ms. Barbara Donahue, Nursing Department Chair, presented the program review report and recommended resolution for the Nursing program for the Board's consideration for approval:

**MOTION:** Terry Sammons moved to accept the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuance of the Associate in Applied Science in Nursing degree program with corrective action, in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Series 10, Policy Regarding Program Review.

Executive Vice President, Merle Dempsey, asked that clarification be made to the recommendation and rationale listed on page 39 at paragraph three(3), number one (1) stating "Close the Moorefield Campus in May 2010 after graduation." This should read: "Close the Moorefield Campus Nursing Program in May 2010 after graduation." As well as the reference of closing the campus in the next item listed at number two (2). Southern is closing academic programs, not campuses. This error should be corrected throughout the document before it is submitted to Chancellor Skidmore. The Board noted these errors and requested that corrections be made prior to submitting its recommendation to the Chancellor.

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

**3. Radiologic Technology, Associate in Applied Science**

Ms. Alyce Patterson-Diaz, Allied Health Department Chair, presented the program review report and recommended resolution for the Radiologic Technology program for the Board's consideration for approval:

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuance of the Associate in Applied Science in Radiologic Technology 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, Title 135, Series 10, Policy Regarding Program Review.

**ACTION:** Tom Heywood seconded the motion. The motion carried unanimously.

**4. Three-year Post Audit Review**

To meet the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Procedural Rule, Series 37, Increased Flexibility for Community and Technical Colleges, programs started under the provisions of the rule must undergo a post audit review three years following the initial offering of the course of study. The following academic programs underwent this review:

**1. Health Care Professional, Associate in Applied Science**

Ms. Alyce Patterson-Diaz, Chair, Department of Allied Health, presented the post audit review report and recommended resolution for the Health Care Professionals program for the Board's consideration for approval:

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Associate in Applied Science in Health Care Professional program with corrective action, in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Series 10, Policy Regarding Program Review.

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

**2. Salon Management/Cosmetology, Associate in Applied Science**

Ms. Alyce Patterson-Diaz, Chair, Department of Allied Health, presented the post audit review report and recommended resolution for the Salon Management/Cosmetology program for the Board's consideration for approval:

**MOTION:** Tom Heywood moved to accept the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Associate in Applied Science in Health Care Professional program with corrective action, in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Series 10, Policy Regarding Program Review.

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

**3. Survey Technology, Associate in Applied Science**

Ms. Carol Howerton, Chair, Department of Technology, presented the post audit review report and recommended resolution for the Survey Technology, A.A.S. degree program for the Board's consideration for approval:

**MOTION:** Wilma Zigmond moved to accept the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Associate in Applied Science in Survey Technology degree program with corrective action, in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Series 10, Policy Regarding Program Review.

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

**4. Survey Technology, Certificate**

Ms. Carol Howerton, Chair, Department of Technology, presented the post audit review report and recommended resolution for the Survey Technology, Certificate program for the Board's consideration for approval:

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Certificate in Survey Technology program with corrective action, in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Series 10, Policy Regarding Program Review.

**ACTION:** Tom Heywood seconded the motion. The motion carried unanimously.

**8. Institutional Policies for Final Approval**

**1. SCP-1215, Use of Institutional Facilities**

**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 aforementioned policy, SCP-1215, following the 30-day public comment period.

**ACTION:** Wilma Zigmond seconded the motion. The motion carried unanimously.

**2. SCP-3625, General Studies (University Parallel) Program Evaluation Model**

**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 SCP-3625, *University Transfer Program Evaluation Model*, and SCP-3625.A, *University Transfer Program Evaluation Model Guidelines*, following the 30-day public comment period.

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

**3. SCP-3736, Student Standards for Academic Progress**

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant final approval for SCP-3736, *Student Standards of Academic Progress*, following the 30-day public comment period.

**ACTION:** Tom Heywood seconded the motion. The motion carried unanimously.

**4. SCP-5830, Use of Southern West Virginia Community College Vehicles**

**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 aforementioned policy, SCP-5830, following the 30-day public comment period.

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

**9. Approval of Items for 30-day Public Comment Period**

**1. SCP-4786, Transcript Evaluation**

**MOTION:** Tom Heywood 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 an additional 30-day public comment period.

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

**2. Southern West Virginia Community and Technical College Mission Statement**

**MOTION:** Jada Hunter 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 proposed Mission Statement to Southern's constituents for a 30-day public comment period.

**ACTION:** Wilma Zigmond seconded the motion. The motion carried unanimously.

**10. Approval of 2010-2011 Institutional Budget**

**MOTION:** Tom Heywood moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors accept the filing of the budget for the fiscal year beginning July 1, 2010.

**ACTION:** Wilma Zigmond seconded the motion. The motion carried unanimously.

**5. Informational Item**

1. Letter from *The Higher Education Foundation*

**6. Adjournment:**

There being no further business, Chair Fowler declared the meeting adjourned at 8:00PM.

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Kevin N. Fowler, Chair

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Emma L. Baisden, Governing Board Assistant

*OFFICIAL  
Approved 06/22/2010*