

ACTION ITEMS:

Capital Expenditure Projects

The Board unanimously approved the prioritization ranking of the Capital Expenditure Projects Funding Request FY 2004-2009 totaling \$5,878,000 for submission to the WV Higher Education Policy Commission.

Lincoln County Board of Education Contract of Lease

The Contract for Lease between Southern and the Lincoln County Board of Education to provide office space for the Rapid Response Program was unanimously endorsed by the Board.

Proposed Policy Approval

The Board approved the following draft policies for a 30-day comment period:

1. SCP-2165, Educational Release Time and SCP-2165.A, Educational Release Time Request (New); and
2. SCP-2575, Overtime and Compensatory Time Policy and SCP-2575.A, Request to Work Additional Hours (New)

Draft Memorandum on Community College Issues

At the request of Senator Robert Plymale and Delegate Jerry Mezzatesta, Board Chair, Shelley Dan, attended a meeting in Charleston in June to discuss issues and concerns of local governing boards. To that end, Southern's Board of Governors developed a list of issues for community and technical college advancement for submission to the legislators.

Kanawha Valley Nursing Program

The WV Rehabilitation Center at Institute, WV, invited Southern to use its facility to offer the Associate Degree Nursing program to individuals in the Kanawha Valley. Therefore, Southern entered into an agreement with the WV Rehabilitation Center for that purpose. The Board of Governors unanimously endorsed this initiative scheduled to begin January 2004.

Dental Hygiene Program Intent to Plan

The Board approved the establishment of an Associate of Applied Science Degree in Dental Hygiene at Southern. Members of the West Virginia dental community approached Southern regarding the need for development of a Dental Hygiene program. Currently there are two institutions in West Virginia that offer Dental Hygiene A.A.S. programs—West Virginia Institute of Technology and West Liberty State College. West Virginia University's Dean of the School of Dentistry has taken the lead in this endeavor. Southern's Division of Allied Health is currently in the process of exploring the Dental Hygiene program and various funding sources.

Naming of the Williamson Campus Library

The Board deferred action until their October meeting.

DISCUSSION ITEMS:

BRIM Loss Prevention Reports

The Board of Risk Management (BRIM) for years has been using Schirmer Engineering Corporation to periodically survey state buildings and prepare loss prevention reports. These reports identify hazards and safety issues, major and minor, observed by Schirmer and provide recommendations to the institutions for correction. After each survey of a higher education institution, a report is provided to that institution with a request that the institution provide BRIM a plan of action for compliance with each recommendation in the report within 60 days. Southern's Board reviewed the summary by institution on the status of compliances as reported by Schirmer. The report shows that Southern has very few problems.

PROMISE Scholarship

Southern has a total of 84 PROMISE Scholarship recipients enrolled this semester.

Annual Board Training Session

The West Virginia Higher Education Policy Commission will hold its annual institutional boards of governors training session on October 10, 2003, at the India Center on U. S. 119 South of Charleston.

Board of Governors Retreat

The Board will hold their annual planning retreat on October 22, 2003, at Stonewall Resort, Roanoke, WV.

PRESIDENT'S REPORT:

President Joanne Tomblin updated the Board on pertinent institutional developments.

1. Fall 2003 enrollment figures show an increase in FTE of 2.78% and 1.10% in headcount from Fall 2002.
2. Mr. Fred Scott from Shreveport, LA, has been hired as the Vice President for Finance and is scheduled to begin September 29, 2003.
3. The Beckley Higher Education Center is expected to open Fall 2005. Five higher education institutions will have offices in the Center.
4. The West Virginia Development Office grant committee did not fund the Lincoln County consolidated high school project. President Tomblin and Bill Grizzell will continue to work on this project.
5. Southern continues offering the Associate Degree Nursing program in the Eastern Panhandle via video distance learning. The Board will be provided with a demonstration of the new distance learning camera at their November meeting.
6. CENfuel asked Southern to provide training for technicians. The U.S. Department of Energy will donate

- equipment for training purposes that will be housed at the Harless Wood Products Park. Discussions continue between Southern and CENfuel officials.
7. The Workforce Development Unit is providing training for more than 600 personnel at Logan Regional Medical Center.
 8. Southern will be featured on the Discovery Channel in December 2003. Mike Baldwin was instrumental in providing footage of the campuses for the production.
 9. Southern received \$138,508 from the HEPC as an incentive for obtaining an excellent performance rating, and a special allocation from the legislature of \$50,000 for Nursing program expansion into the Kanawha Valley.
 10. LEASA donated an ambulance valued at \$8,500, and 8 cots, a \$9,600 value, to our Paramedic program.
 11. Notification was received from the National Health Career Association that all of Southern's Medical Laboratory Assistant students passed the national certification exam. This gave the program a 100% passage for the sixth consecutive year.
 12. The Accreditation Review Committee for Surgical Technology (CAAHEP) announced that Southern's Surgical Technology Program received a full 10 years of accreditation. This accreditation allows our students to take the national certification exam for surgical technologists.
 13. Southern is currently undergoing four audits:
 1. Annual full audit by Deloitte and Touche
 2. Purchasing Card audit by the State Auditors Office
 3. Financial Aid audit by Ernst and Young—Year audit on a five-year cycle
 4. Purchasing Practices audit including the Purchasing Card by the Legislative Auditors Office
 14. At their August 22, 2003 meeting, the Higher Education Policy Commission determined their budget requests for 2004 would be as follows:
 1. Restoration of the base budgets
 2. Need-based financial aid
 3. Roll budget digest funds into the base budget of institutions that annually receive digest funds.

4. Increase of PROMISE scholarship funds.
5. Request that governing boards pass a resolution in support of the HEPC request for a unified budget request.

HEPC Annual Training Session with Governing

Boards: October 10, 2003, India Center, South Charleston, 9:30 a.m.

Next meeting: October 21, 2003, Stonewall Resort, Roanoke, WV, 6:00 p.m.

Annual Board of Governors Retreat:

October 22, 2003, Stonewall Resort, Roanoke, WV

For more information about Board activities, contact Emma Baisden at (304) 792-7160, X117.