

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
BOARD OF GOVERNORS
ROOM 111—LOGAN CAMPUS
FEBRUARY 17, 2004**

**OFFICIAL
APPROVED 04/20/04**

PRESENT: Shelley Huffman, Joanne Tomblin, George Kostas, Jada Hunter, Rory Perry, James Sheatsley, Michael Baldwin, and Dean Lucas

ABSENT: Linda Akers, David Pierce, Dennis Trader, Sherry Adkins, William Grizzell

STAFF: Merle Dempsey, Ron Lemon, Rita Roberson, Mike McGraw, Fred Scott, Patricia Clay, Ron Hamilton, Allyn Sue Barker, Pam Alderman, Patricia Cutlip, Emma Baisden, and Elizabeth Harter, Board Counsel

GUEST: David Kaiser, Greg Eller (Environmental Design Group), Patricia Miller, and Chris Gray

1. WELCOME AND CALL TO ORDER:

Chair, Shelley Huffman, convened the meeting at 6:00 p.m.

2. FINANCIAL AUDIT PRESENTATION:

The national accounting firm of Deloitte and Touche LLP, conducted the financial audit for Southern West Virginia Community and Technical College for fiscal year 2002-03. Deloitte and Touche representative, Dennis Juran, joined the meeting telephonically to discuss details of their findings with respect to financial reporting. Copies of the audited financial statements were provided to the Board for review prior to the meeting. The report was intended solely for the information and use of the College's Governing Board, managements of the College and the West Virginia Higher Education Policy Commission, and was not intended to be and should not be used by anyone other than these specified parties.

MOTION: George Kostas moved to accept the financial statements as presented.

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

3. TEN-YEAR MASTER FACILITIES PLAN PRESENTATION:

As provided in Series 12, *Capital Project Management*, of the West Virginia Higher Education Policy Commission's Procedural Rules, each higher education institution is required to update its campus facilities plan at least every ten years. The purpose of this process is to keep its governing board and the HEPC informed of institutional capital needs and institutional progress in meeting those needs. Environmental Design Group representatives, Dave Kaiser and Greg Eller, presented Southern's new 10-year Master Facilities Plan to the Board for approval. It includes a development plan for each campus, along with an overall institutional plan that deals with the interrelationship between the campuses. Upon completion of the presentation, Jada Hunter moved to adopt the plan as presented, George Kostas seconded the motion, and it passed unanimously. The Board will request similar approval from the Higher Education Policy Commission at their April 23, 2004 meeting.

4. PRESIDENT'S REPORT:

President Joanne Tomblin updated the Board on pertinent institutional developments.

1. The College's spring semester enrollment has increased over spring 2003.
2. Southern West Virginia Community and Technical College participated in Higher Education Day at the Legislature on Tuesday, February 3rd.

3. The Southern Partners for Education and Economic Development (SPEED) hosted its 9th annual Southern West Virginia Legislative Reception on February 3, 2004, at the Embassy Suites in Charleston. SPEED represents Boone, Lincoln, Logan, McDowell, Mingo, Raleigh, Wayne and Wyoming counties.
4. Southern's second year nursing students won first place for their presentation entitled "*Who Will Fill These Shoes*" at Nurses Unity Day held at the Capitol on Thursday, February 5, 2004. Both associate and bachelor's degree nursing program students gave presentations. The West Virginia Nurses Association conducted judging.
5. President Tomblin is scheduled to visit students at nine high schools and four middle schools this semester.
6. The Southern West Virginia Community College Foundation donated scientific equipment valued at \$366,000 to the College for use in its math and science programs. The Foundation received the equipment through a program from the federal government which encourages agencies to donate surplus equipment to educational institutions. Plans are to house the equipment at the Wood Products Industrial Park to train technicians for CENfuel. CENfuel will donate \$30,000.00 cash match for equipment maintenance.
7. Harmony Week activities have been scheduled at all campuses. President Tomblin distributed a schedule of events to Board members.
8. The 2020 Vision was presented to Southern employees by President Tomblin during the All College Day assembly held January 12, 2004.
9. President Tomblin serves on a Leadership Group of the Collaborative Project for Public Policy. Their second meeting was held on February 9, at the Clay Center in Charleston. The group intends to identify 8-9 regions of the state to hold policy audit meetings.
10. Southern's commencement ceremony is scheduled for Saturday, May 15, 2004. Former Governor Gaston Caperton will be the guest speaker.
11. The Kanawha Valley Nursing Program began this semester. There were more than 200 applicants for the 24 available slots.
12. President Tomblin received an update on the Beckley Higher Educational Center from Jim Skidmore. Father Tom Aker has reported that the Center will not open by fall of 2005 as scheduled. The group has reset the target date for opening the Center to fall 2006.
13. Bids have opened for construction of the new Lincoln County Comprehensive High School. Southern will have a wing attached to the facility.

5. **ACTION ITEMS:**

1. **Approval of Minutes**

MOTION: Rory Perry moved to approve the minutes of the November 18, 2003, meeting of the Board as presented.

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

2. Approval of Resolution to Renew Commitment to Equal Access to Higher Education

In recognition of the anniversary, both the American Association of Community Colleges (AACC) and the Association of Community College Trustees (ACCT) Boards have passed resolutions renewing their commitment to access and equity to higher education. By doing so, each Board has recognized its impact on the closely held community college values of access and equity in education.

By ratification of this resolution, the Southern West Virginia Community and Technical College Board of Governors choose to make the commitment to recognize the important role that the Brown V. Board of Education decision played in the history of American public education and in the advancement of community college's service to students and community. A copy of the resolution will be sent to the Presidents of both the AACC and ACCT.

MOTION: Rory Perry moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors ratify the resolution renewing their commitment to access and equity to higher education in recognition of the 50th anniversary of the landmark Brown V. Board of Education Supreme Court decision.

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

3. Request for Approval of Tuition Increase

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve an increase in Tuition and Fees for fiscal year 2005 for Southern West Virginia Community and Technical College as follows: Resident—\$37.00 per semester and nonresident—\$148.00 per semester.

BE IT FURTHER RESOLVED, That the Board of Governors approves to establish a new Capital Fee to be assessed at \$1.08 per credit hour of enrollment.

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

Southern West Virginia Community and Technical College will request approval of the Tuition and Fees increase from the Higher Education Policy Commission at their April 23, 2004 meeting.

Board Secretary, Rory Perry, will conduct research and work with the Vice President for Finance, Fred Scott, on methods that will enable the College to not increase tuition next year.

4. Request to Amend Capital Projects

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the modification of potential Capital Projects for Bond Funding for fiscal year 2004-2005 from \$4,283,000.00 to \$9,600,000.00.

ACTION: Rory Perry seconded the motion. The motion carried unanimously.

5. Final Approval of Proposed Policies

MOTION: George Kostas moved the adoption of the following policies as presented:

1. SCP-2165, *Educational Release Time Policy* and SCP-2165.A, *Educational Release Time Request*
2. SCP-2701, *Reduction in Work Force—Faculty Personnel*
3. SCP-5260, *Meeting Financial Exigencies*

ACTION: Rory Perry seconded the motion. The motion carried unanimously.

MOTION: Rory Perry moved the adoption of the following policy with corrections as noted:

1. SCP-2575, *Overtime and Compensatory Time Policy* and SCP-2575.A, *Request to Work Additional Hours*

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

6. Approval of Proposed Policy for Additional 30-day Comment

At their October 21, 2003 meeting, the Board of Governors approved the proposed policy SCP-2700, *Reduction in Work Force—Classified Personnel*, for distribution to various constituencies for a 30-day public comment period that expired November 22, 2003. Due to significant changes made to the proposal as a result of comments received, it was recommended that the draft policy be advanced for an additional 30-day comment period.

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the proposed policy SCP-2700, *Reduction in Work Force—Classified Personnel*, to be distributed to Southern's constituencies and the Chancellor for an additional 30-day comment period.

ACTION: Rory Perry seconded the motion. The motion carried unanimously.

6. DISCUSSION ITEMS:

1. Presidential Evaluation Committee Update

Board Chair, Shelley Huffman, informed the group that governing boards of West Virginia's higher education institutions are to conduct a written performance evaluation

of their institutional president every four years as provided in West Virginia Code §18B-1B-6c. Ms. Joanne Jaeger Tomblin completed her fourth year as president of Southern West Virginia Community and Technical College on November 16, 2003. Ms. Huffman announced that the Presidential Review Committee will be conducting President Tomblin's evaluation over the next several months. The Committee will receive views from the president, governing board members, administrators, faculty, classified staff, students, alumni and community leaders. They have developed and adopted an itinerary for interviews, meetings, and open forums that will assure a careful assessment of leadership and conditions of the College. The on-site review is scheduled for April 8, 2004 at the Logan Campus. Faculty, classified staff, students and community leaders will be invited to attend forums. Ms. Huffman will present the Review Committee's proposal and recommendation to the Board at their June meeting.

2. Teaching/Learning Center Update

President Tomblin reported that a faculty committee which she appointed has worked on the development of a Teaching/Learning Center for the past year. As reported at the November 2003 Board of Governors meeting, the committee submitted a proposal for review and consideration. President Tomblin is scheduled to meet with the faculty assembly in March 2004 to discuss specifics of the proposal. She intends to designate space at the Logan and Williamson Campuses for the Centers that will be faculty operated. President Tomblin also announced that the Teaching/Learning Center Committee will become part of Southern's institutional governance system for faculty professional development. Pam Alderman is researching grant opportunities for this project.

3. Endowment Plan RFP Update

President Tomblin presented the 2020 Vision to the Southern West Virginia Community College Foundation on January 29th. They unanimously endorsed the plan and selected two Foundation members to serve on the RFP Committee established to review proposals submitted by consultant firms. Requests for Proposals were mailed to a select group of vendors the last week of January. Once proposals are received, the committee will convene to select vendors for interview. President Tomblin anticipates the public kick-off for the endowment campaign will occur in approximately one year.

4. Legislation

The House Education Committee has amended into a Senate Bill a proposal to create a comprehensive system of community and technical colleges. The legislation would remove control of the community college's from the HEPC, which oversees four-year institutions, and establish an independent governing council to oversee the community and technical colleges. The proposed WV Council for Community and Technical College Education, currently an advisory board to the HEPC, would be elevated to a 12-member, policy-making board. The Council would be the sole entity focusing on community and technical college education in the state. As proposed, this legislation should not cost the state any additional funds because governing authority over the schools would be shifted rather than established under a new bureaucracy. The proposed legislation would allow community and technical college administrators the freedom to quickly adjust their curriculum to accommodate changing economic factors.

7. EXECUTIVE SESSION:

It was moved and seconded (Shelley Huffman/George Kostas) that the Board move into an executive session under authority of WV Code §6-9A-4—Personnel Items. The motion carried unanimously. At the conclusion of the executive session, the Board reconvened in an open session.

8. ADJOURNMENT:

There being no further business, the meeting adjourned at 7:35 p.m. upon a motion by George Kostas, seconded by Rory Perry.

Shelley T. Huffman

Chair

Linda Q. Akers

Vice Chair

Rory Perry

Secretary