

SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
BOARD OF GOVERNORS
LOGAN CAMPUS—ROOM 111
APRIL 24, 2007

OFFICIAL
APPROVED JUNE 19, 2007

Board Members Present: Linda Akers, Jada Hunter, James Sheatsley, David Pierce (teleconference), Kevin Fowler (teleconference), Michael Baldwin, George Morrison, Elston Johnson

Board Members Absent: Shelley Huffman, George Kostas, Anne Seaver

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

1. Call to Order:

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

2. President's Report:

1. At its April 20, 2007 meeting, the West Virginia Council for Community and Technical College Education approved a tuition increase for Southern WV Community and Technical College of \$72.00 per year for FY 2008, which results in the new resident rate of \$1,776.00. Tuition and fee increases were based on the national average tuition rate for community and technical colleges, which is \$2,272 as listed by the American Association of Community Colleges Fast Facts 2007. In an effort to reduce the differential of tuition charged by freestanding community and technical colleges and administratively-linked community and technical colleges, the Council approved tuition and fee increases for those freestanding community and technical colleges with current tuition rates below the national average.
2. The chancellors for the West Virginia Higher Education Policy Commission and West Virginia Council for Community and Technical College Education have requested crisis plans from West Virginia colleges and universities for review by Governor Manchin. Considering the tragedy on April 16 at Virginia Tech in Blacksburg, Virginia, Southern's Emergency Plan needs to be revised.
3. The Student Government Association held a candle light service at the Logan Campus on Monday, April 23rd to honor those killed in the tragic event at Virginia Tech on Monday, April 16. The event was held to show support for the families of those who lost their loved ones and to show respect for Virginia Tech and the community.
4. Dean of Allied Health, Pamela Alderman, is still having difficulty finding a Nursing Coordinator for Southern's Nursing Program provided at Eastern West Virginia Community and Technical College. If Southern does not offer the program in Fall 2008, we must notify both currently enrolled students and the National League for Nursing. The program outcome is unclear at this time. Eastern WV Community and Technical College is located in a very rural area and finding a qualified individual for the vacant coordinator position is difficult.

5. The final structure for academic reorganization was presented to all Southern employees at the January 8, 2007 All College Day assembly. The structural changes are designed to develop leaders within the faculty ranks and to better reflect our programs and mission. Position descriptions have been developed and new positions will be advertised in-house during February and March. The new structure is effective July 1, 2007.
6. The West Virginia Automobile Association approached President Tomblin with a request to develop a program for service technicians. There is a need to provide training for approximately 200 service technicians across the state. President Tomblin will attend a conference at the Earl Ray Tomblin Convention Center tomorrow, April 25, to address specific needs of the West Virginia Automobile Association.
7. More than 500 persons attended the Harmony Week multi-cultural luncheon held at the Earl Ray Tomblin Convention Center on March 2 featuring the Drum Café.
8. General Robert Foglesong, President of Mississippi State University and former Williamson resident, wants to establish a Leadership Academy in the Williamson community to develop young leaders. General Foglesong invited Southern to participate in the Leadership Academy. Ms. Pauline Sturgill, Community Development Director, will be working on the project. She anticipates opening the Academy in Fall 2007 at the Williamson Campus and hopes the Southern WV Community College Foundation will be able to provide participants with scholarships for books and supplies.
9. Senate Bill 442 establishes a new grievance procedure for West Virginia public employees, and creates the WV Public Employees Grievance Board. The new board will consist of five members who are to be appointed by the Governor. It also gives the board new powers, duties, rule-making authority and data collection responsibilities in an effort to make the grievance process more fair, efficient, cost effective and consistent.
10. Chancellor James Skidmore notified the Economic Workforce and Community Development Unit they are the recipients of a West Virginia Advance Grant for \$38,000. The grant will provide funding for training in small engine repair and ATV/Motorcycle repair in cooperation with Wyoming County Schools. Thirty-seven people are on a waiting list for the program.
11. The Allied Health and Technology Center is near completion. President Tomblin is working on a moving schedule for the Summer 2007.
12. The Department of Administration will assume the Rehabilitation Center at Institute. Southern officials will be meeting with officials of the Department of Administration to discuss the College's space at the facility that is currently rent-free. The administration hopes to continue the current arrangement.
13. On April 17, Attorney General Darrell McGraw announced the distribution of \$60,000

to Southern West Virginia Community and Technical College from the Perdue Pharma Settlement Funds, the manufacturer of the drug Oxycontin. The funding is in support of the Nursing Program and is the second of three annual installments of \$60,000. The contribution will help expand the Nursing Program's drug abuse prevention and rehabilitation education program.

14. The Vision 2020 Major Gifts Campaign is going well and President Tomblin is currently working on two major donors.
15. Southern's Academy for Mine Training and Energy Technologies received \$500,000 from the Mine Safety and Health Administration to be used for a specific project that cannot be released at this time.

3. Action Items:

1. Appointment of Board of Governors Nominating Committee

Chair Akers appointed the following Board members to serve as the Nomination Committee: Chair Akers, George Kostas, Shelley Huffman, and Elston Johnson. The Nominating Committee will provide a report to the Board of Governors with a recommendation for 2007-2008 Board officers at the June 19, 2007 meeting.

2. Approval of February 20, 2007, Minutes

MOTION: Shelley Huffman moved to accept the meeting minutes as presented.

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

3. Program Review – Cathy Smith-Cox, Cindy McCoy, Carol Howerton

Dr. Cindy McCoy, Division Chair of Humanities and Social Sciences, presented the program review report for the Early Childhood Development program and recommended resolution for the Board's consideration for approval with corrective action.

1. Early Childhood Development, Associate in Applied Science

MOTION: Mike Baldwin moved to accept the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the continuance of the Early Childhood Development Associate in Applied Science degree program with corrective action in accordance with the provisions of the West Virginia Council for Community and Technical College Education and the West Virginia Higher Education Policy Commission, Joint Procedural Rule, Series 10, Policy Regarding Program Review.

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

Ms. Carol Howerton presented the following review of existing academic programs for the Board's consideration for approval:

2. Computer Information Systems, Associate in Applied Science

MOTION: Jada Hunter moved to accept the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the discontinuance of the Computer Information Systems, A.A.S. degree program as a stand-alone program in accordance with the provisions of the West Virginia Council for Community and Technical College Education joint policy on approval and discontinuance of programs. The Computer Information Systems (CIS) program will be combined with the Information Technology (IT) program title and Classification of Instructional Programs (CIP) code.

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

3. Technical Studies, Information Systems, Associate in Applied Science

MOTION: Jada Hunter moved to accept the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the discontinuance of the Technical Studies, Information Systems, A.A.S. degree program as a stand-alone program in accordance with the provisions of the West Virginia Council for Community and Technical College Education joint policy on approval and discontinuance of programs.

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

4. Information Technology, Associate in Applied Science

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 Information Technology, A.A.S. degree program with corrective action specified in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Joint Procedural Rule, Series 10, on review of existing academic programs.

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

5. Electrical Engineering Technology, Associate in Applied Science

MOTION: Mike Baldwin moved to accept the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Electrical Engineering Technology, A.A.S. 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, Joint Procedural Rule, Series 10, on review of existing academic programs.

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

6. Technical Studies, Applied Technology, Associate in Applied Science

MOTION: James Sheatsley moved to accept the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Technical Studies, Applied Technology, A.A.S. 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, Joint Procedural Rule, Series 10, on review of existing academic programs.

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

7. Technical Studies, Applied Technology, Certificate

MOTION: James Sheatsley moved to accept the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Technical Studies, Applied Technology, Certificate 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, Joint Procedural Rule, Series 10, on review of existing academic programs.

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

4. Approval to Terminate Pharmacy Technology Program

MOTION: James Sheatsley moved to accept the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval to terminate the Pharmacy Technology Associate in Applied Science program at Southern West Virginia Community and Technical College.

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

5. Approval of Fees for Salon Management/Cosmetology, Respiratory Care Technology, and Surveying Technology Programs

MOTION: Jada Hunter moved to accept the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for special course-related fees for the new Salon Management/Cosmetology, Respiratory Care Technology, and Surveying Technology programs to be effective July 1, 2007.

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

6. Final Approval of Proposed Policies:

1. SCP-1735, Solicitation Policy

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 of the aforementioned policy as presented following a 30-day comment period.

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

2. SCP-2250, Hiring Adjunct Faculty

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 of the aforementioned policy as presented following a 30-day comment period.

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

3. SCP-2254, Hiring Process

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 to rescind the aforementioned policy following a 30-day comment period.

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

4. SCP-3100, Full-time Faculty Responsibilities for Academic Advising of Students

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

RESOLVED, That the Southern WV Community and Technical College Board of Governors grant final approval of the aforementioned policy as presented following a 30-day comment period.

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

5. SCP-3551, Meeting Scheduled Classes

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 of the aforementioned policy as presented following a 30-day comment period.

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

7. 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 approval for the aforementioned policy to be resubmitted at its September 2007 Board of Governors meeting following additional revision for an additional 30-day comment period.

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

8. Approval of Faculty Salary Schedule

MOTION: George Morrison moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval of the Faculty Salary Schedule as amended to reflect the market salary for the professor rank at \$57,615 rather than \$61,150 on the schedule.

BE IT FURTHER RESOLVED, that the Faculty Salary Schedule is effective July 1, 2007; and that all current faculty be brought to entry in rank on the salary schedule; and all current faculty will be placed on step on the salary schedule; and for fiscal year 2007-2008, remaining funds will be used to provide increases for faculty with 15 or more years of service to Southern West Virginia Community and Technical College.

ACTION: Kevin Fowler seconded the motion. The motion carried unanimously.

9. Approval of Board of Governors Strategic Goals

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors adopt the Board of Governors goals as presented by the Committee on Strategic Goals.

1. One hundred percent participation in the Vision 2020 Major Gifts Campaign.
2. Increase Board participation at College activities and events. Each Board member will try to attend a minimum of three events annually.
3. Finalize Strategic Goals for the College.
4. Board members will participate in professional development and training at the state and national levels when available.

ACTION: Kevin Fowler seconded the motion. The motion carried unanimously.

10. Approval of Institutional Core Values

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 of the proposed Institutional Core Values as recommended by the Board appointed Core Values Review Committee.

We will accomplish our mission by:

- Achieving excellence in education and service.
- Exhibiting integrity in all that we do.
- Collaborating and communicating actively with others.
- Being committed, in word and deed.
- Bringing passion and compassion to our every task.
- Being leaders by encouraging and supporting lifelong learning.
- Embracing change through bold actions.
- Being creative and innovative at all levels.
- Creating opportunities for the community.
- Celebrating success.

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

11. Executive Session

Chair Akers moved that the Board of Governors enters an executive session pursuant to West Virginia Code §6-9A-4(2)(A) to discuss personnel and management issues. James Sheatsley seconded the motion that carried unanimously, and the Board then met in an executive session. At the conclusion of discussions, Chair Akers moved that the Board rises from executive session.

Further Action:

Based upon discussion in the executive session, the Board reconvened in an open session and the following action was taken:

1. Approval of Fiscal Year 2007-2008 Budget

MOTION: Kevin Fowler moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve the filing of the budget and recommended salary increases for fiscal year 2007-2008, beginning July 1, 2007.

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

2. Approval to Transfer Bond Funds

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

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors authorize the transfer of \$339,340.34 from the Logan Campus project to the Allied Health and Technology Center project contained in the Lottery Bond Revenue Issue of 2004.

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

3. Approval of Resolution Supporting Submission of a Local Economic Development 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 Local Economic Development Grant application to the West Virginia Development Office in the amount of \$800,000 to be used to support the construction of the new Allied Health and Technology Center.

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

4. Other:

1. Board Secretary, Jada Hunter, will serve as the Board of Governors Ceremonial Representative for the Allied Health Pinning Ceremony scheduled for 6:00 p.m. on Friday, May 11, 2007.
2. Board Chair, Linda Akers, will bring Greetings from the Board at the Commencement Ceremony scheduled for 10:00 a.m. on Saturday, May 12, 2007.

5. Adjournment:

There being no further business, Chair Akers declared the meeting adjourned at 7:55 p.m. The next Board meeting is scheduled for June 19, 2007 at the Wyoming/McDowell Campus.

James R. Sheatsley Vice Chair

Jada Hunter Secretary

Emma L. Baisden Professional Board Staff