

**Southern West Virginia Community and Technical College
Board of Governors
Logan Campus—Room 111
September 26, 2006**

OFFICIAL
Approved 10/19/2006

Board Members Present: Linda Akers, Jada Hunter, George Kostas, David Pierce, Kevin Fowler, James Sheatsley, Michael Baldwin, George Morrison, Shelley Huffman

Board Members Absent: Rory Perry, Anne Seavers

Administrative Staff: President Joanne Jaeger Tomblin, Merle Dempsey, Allyn Sue Barker, Cathy Smith-Cox, James Owens, Cindy Crigger, Ron Lemon, Patricia Cutlip, Roy Simmons, Emma Baisden

Faculty Senate: Martha Maynard, Chair; Charles Wood, Kathy Deskins

Guest: Tom Heywood

1. **Call to Order:**
Chair, Linda Akers, declared a quorum present and convened the meeting at 6:30 p.m.
2. **Oath of Office**
Ms. Patricia Cutlip administered the *Oath of Office* to new Board member Kevin N. Fowler, CEO of Logan Regional Medical Center, whom West Virginia Governor Joe Manchin appointed to a four-year term on the Board.
3. **Faculty Senate Annual Presentation**
As prescribed in West Virginia Code §18B-6-3(g), the Faculty Senate held its annual meeting with the Board of Governors to discuss matters affecting the faculty. Ms. Martha Maynard, Faculty Senate Chair, introduced Senate members Dr. Charles Wood and Ms. Kathy Deskins to the group. Ms. Maynard presented a PowerPoint Presentation to the Board on the issues of concern that impact Southern's faculty.
4. **Citation**
Board of Governors Chair, Linda Akers, issued a citation honoring Mr. Fred Scott for his service and dedication to Southern West Virginia Community and Technical College during the past three years. Chair Akers presented Mr. Scott with a plaque and thanked him for his service to the Board of Governors and the College. (See Addendum 1).
5. **President's Report:**
 1. Mr. Fred Scott, Vice President for Finance, has taken a new position at Brazosport College in Lake Jackson, Texas. His last day at Southern will be Friday, September 29, 2006. President Tomblin extended an invitation to the Board to attend his "Farewell Luncheon" which will begin at noon in Room 111 at the Logan Campus. This will be an opportunity for Mr. Scott to be closer to his children and grandchildren.
 2. Mr. Carl Baisden was named Director of the Academy for Mine Training and Energy Technologies. Mining classes began September 24. The Surface Mine Simulator has been delivered and training for personnel on the Simulator will be provided October 23-26 in Room 116 at the District Office.

3. The new Lincoln County High School provided an Open House for students, parents and area residents on August 24th, which included a tour of Southern's new wing. We have hired a Site Coordinator and are working with officials at the Lincoln County Board of Education and the new high school to determine what programs can be offered.
4. The VISION 2020 Major Gifts Campaign kick-off celebration was held on September 7, 2006 at the Earl Ray Tomblin Convention Center. It was a huge success with approximately 200 persons in attendance and media coverage by WSAZ, WCHS/FOX 11, WV Public Broadcasting, Network West Virginia, WVOW Radio, WXCC/WBTH Radio, Williamson Daily News (front page), Logan Banner (front page), Appalachian News Express (front page), and Coal Valley News (feature article). As part of the Major Gifts event, we have raised private matching funds to enable us to begin a new Respiratory Care Technician program which will be housed at the Williamson Campus. We will hold a live press conference at 2:30 p.m. on Wednesday, October 4th in the lower lobby of the Williamson Campus.
5. On October 2, 2006 the Mine Office and Bathhouse Facility Celebration will be held at the Mountain Laurel Complex in Sharples, West Virginia with Steve Leer, President and CEO of Arch Coal, Incorporated, and Governor Joe Manchin officiating. President Tomblin received a telephone call today requesting that she attend the event as a large gift will be presented to the VISION 2020 Campaign.
6. The Williamson Campus Task Force report is complete. The summary of recommendations will be sent with the Board's October agenda book. President Tomblin also plans to send the recommendations to personnel at the Williamson Campus for review and comment.
7. President Tomblin expects to receive a preliminary report from the Presidents Task Force on Recruitment, Retention and Graduation on Friday, September 29th. A summary of the report will also be sent with the Board's October agenda book materials.
8. The projected completion date for the new Allied Health and Technology Center is May 2007.
9. The National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) Site Visit for continuing accreditation of the Medical Laboratory Technology (MLT) program will be conducted October 3-4, 2006 at the Logan Campus.

6. Action Items:

1. Approval of Minutes

MOTION: Shelley Huffman moved to accept the June 20, 2006 and September 6, 2006 minutes as presented.

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

2. Approval of Policies for 30-day Comment

1. SCP-2165, Educational Release Time for Classified Employees

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 to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day comment period.

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

2. SCP-2748, Request for Release Time for Full-time 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 approval for the distribution of the aforementioned revised policy to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day comment period.

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

3. SCP-2218, Evaluation Process for Full-time Faculty

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 for the distribution of the aforementioned revised policy to Southern's constituencies and the Chancellor for Community and Technical College Education for a 30-day comment period.

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

3. Approval to Consolidate College Bank Accounts

MOTION: George Kostas moved that the Southern West Virginia Community and Technical College Board of Governors authorize the following actions concerning institutional bank accounts:

1. Transfer of the State of West Virginia's depository accounts from Chase Bank to Branch Bank and Trust (BB&T). This action relates only to the Logan and Boone/Lincoln campuses.
2. Opening of an outside bank account named Department of Education Financial Aid Financing System (DEFASF) at Branch Bank and Trust (BB&T) to allow federal funds to be deposited.
3. Opening of an outside bank account named Student Emergency Loans at Branch Bank and Trust (BB&T).
4. Opening of an outside bank account named Insurance Escrow Account at Branch Bank and Trust (BB&T).

5. Opening of an outside bank account named PELL/SEOG Account at Branch Bank and Trust (BB&T).
6. Opening of an outside bank account named Refund Account at Branch Bank and Trust (BB&T).

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

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

BE IT FURTHER RESOLVED, that the Southern West Virginia Community and Technical College Board of Governors approve authorization of appropriate officers of the Board of Governors or other duly authorized individuals to execute any bank pro forma resolutions requested by the financial institutions to open and/or close accounts as referenced in the preceding resolutions.

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

7. Discussion Items:

1. October Board of Governors Meeting and Retreat

The Southern WV Community and Technical College Board of Governors will hold its October 19 business meeting and annual planning retreat scheduled for October 20 at the Embassy Suites Hotel in Charleston, West Virginia. The Board will focus on development of a Strategic Plan during the Retreat which will be facilitated by Mr. Tom Heywood.

2. Salary Plan Committee Appointments

Chair Akers appointed a committee to develop a salary plan for Southern West Virginia Community and Technical College to provide annual salary increases for its employees. The group will develop several scenarios for the full Board's review. The Salary Plan Committee is comprised of James Sheatsley, Shelley Huffman, Kevin Fowler, Joanne Tomblin, Merle Dempsey, Patricia Clay, and Carol Trent; Michael Baldwin and George Morrison will serve as ex-officio members.

3. SCP-2686, Promotion in Rank and Tenure Policy

President Tomblin informed the group that policy SCP-2686, Promotion in Rank and Tenure, which should have been presented at today's meeting for approval for a 30-day comment period, has been placed on hold until current issues are resolved.

4. Legislative Priorities

President Tomblin presented the Board with information she obtained at the August 24, 2006 meeting of the West Virginia Council for Community and Technical College Education (Council). On September 1, 2006, the Council submitted its FY 2008 appropriation request to the West Virginia Higher Education Policy Commission (HEPC), which in turn will submit a consolidated higher education appropriation request to the West Virginia Budget Office. Consistent with past practice, Council staff has worked with the Council's Legislative Committee to develop this proposal.

The most important documents in an appropriation request are for improvement packages (additional funding for next fiscal year) and supplemental appropriations (additional funding for the current fiscal year). The total proposed improvement request for FY 2008 is \$15,776,135. The following is a summary of FY 2008 improvement package requests and supplemental appropriation requests proposed by the Legislative Committee and categorized consistent with the funding categories outlined in Senate Bill 653 (2000):

1. Peer Equity Funding—\$5,000,000. Southern is at 90% of Peers and Allocation Formula.
2. Allied Health Program Expansion—\$4,210,051. Funding would allow community and technical colleges to expand allied health programs at their institutions and increase enrollments in these programs by almost 60%.
3. Technical Program Development—\$1,000,000. Funding would provide ongoing additional assistance to community and technical colleges in developing new technical programs.
4. Faculty/Staff Salary Enhancement—\$1,329,697. Ongoing funding to address faculty and staff salaries. Both faculty and classified employees are paid less than their counterparts, nationally, regionally, and locally.
5. Laboratory Equipment Upgrades—\$3,236,387. Will assist community and technical colleges in providing laboratory and equipment upgrades.

5. Child Advocacy Program

Mr. Merle Dempsey, Executive Vice President, informed the Board that Southern recently became involved in the development of a Child Advocacy Center for Logan County. The College has agreed to provide space for the Center in the basement area of the Logan Downtown Annex which is currently being renovated. Logan County officials are currently seeking grants to fund the program.

The Child Advocacy Center is a coordinated team approach and humane way of handling child abuse cases. While some services can be provided without a separate facility, a freestanding Center is essential to a comprehensive team approach. This should be a facility that provides safety, both real and symbolic, for children and families.

Southern supports this effort to provide services to the community. Both Merle Dempsey and Pamela Alderman have been instrumental in the development of this program. Mr. Dempsey will serve on the Board of Directors for the Center.

6. SCORE Program

Mr. Roy Simmons, Registrar, informed the group that Southern West Virginia Community and Technical College's Student Connected On-Line Retention Environment (SCORE) program provides web-based student assessments, 24-hour access to student and intervention resources, and a mentoring forum designed to engage students from new student orientation throughout their freshman year. This program was funded through a mini-grant from the Higher Education Policy Commission and the West Virginia Community and Technical College Council.

The proposed pilot program has three goals with the outlined objectives:

1. Engage students early and often during first year to improve retention through an effective mentoring system.
2. Foster faculty/staff and student interaction through an online mentoring system.
3. Gather mentoring data to improve retention.

The SCORE Program involves:

1. 33 new students participating from all four campuses.
2. A CS 100 course pilot with 36 students.
3. A CS 100 high school course with 20 students.


The SCORE Program totals include:

1. 89 total students.
2. 20 faculty/staff volunteers.
3. 1 coordinator.

Chair Akers requested that Mr. Simmons provide the Board with an update after the program ends.

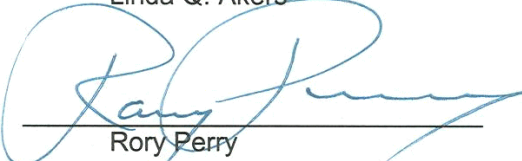
8. Adjournment:

There being no further business, Chair Akers declared the meeting adjourned at 7:20 p.m. The next Board of Governors business meeting is scheduled for October 19, 2006.



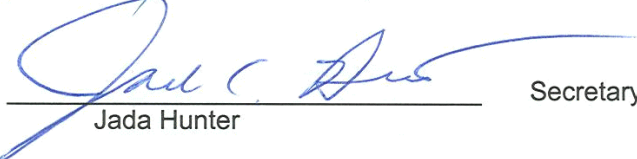
Linda Q. Akers

Chair



Rory Perry

Vice Chair



Jada Hunter

Secretary



Emma L. Baisden

Assistant Secretary

ADDENDUM 1

*Southern West Virginia Community and Technical College
Board of Governors Proclamation Honoring
Fred J. Scott*

Whereas, Fred J. Scott, Vice President for Finance, has served Southern West Virginia Community and Technical College since September 29, 2003; and

Whereas, During the period of September 29, 2003 through September 29, 2006, his service was marked by a remarkable degree of professionalism and dedication; therefore, be it

Resolved by the Board of Governors:

That the Board of Governors of Southern West Virginia Community and Technical College wishes to express its thanks and appreciation to Fred J. Scott for his service and dedication to Southern West Virginia Community and Technical College; and, be it

Further Resolved, That this proclamation becomes a part of the minutes of the Board of Governors of Southern West Virginia Community and Technical College this 26th day of September in the 2006th year of our Lord.



Linda Q. Akers, Chair
Board of Governors
September 26, 2006