

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – June 16, 2021

c. Enrollment – live data (including demographic data)

d. Student Information

Full-time vs. part-time students
Traditionnel vs. non-traditionnel (adult) students
Degree-seeking vs. certificate only students
Transfer vs. transient students
First-time vs. first-generation college students
Students with low socio-economic status
High school students who have completed Dual and/or Edge credits with Mountwest

4. Argos Workshop – show staff/faculty how to access dashboards

Other Projects

1. At-A-Glance Numbers for New Website

a. Will update in fall after census

2. Updated Consumer Information Page for New Website

3. Branding – Focus Groups/Surveys (working with Morgan)

4. HLC kick off meeting (Curtis, Dominic, Joe, Deb, Monica

a. Identify00000912 0 612 792 reW*n0.00000912 0 612 792 reW*nBT0 g0 G/F1 (y)30(00000912 0

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – June 16, 2021

Finance & Facilities-John Galatic –

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – June 16, 2021

FY2022 Early Entrance Contracts Completed

Tucker County High School: English 101 – 15 Students
No interest in Art Appreciation Course

Potomac Highlands Scholarship for Traditional Students Awarded to Zanna Parker – Moorefield High School

Thursday, June 10th @ 2:00 PM
Admissions and Financial Aid Sessions also being planned

Thursday, June 10th @ 7:00 PM

Sent All Employee Email requesting assistance with community activities in all 6 counties.

The Student Services Department will be looking for volunteers to help promote Eastern. Please encourage your team to identify and volunteer to help with these college promotion opportunities.

May 25th ESL day at the park recruitment event; Taylor, Ed and Chip
June 5th PHG day at the park recruitment event; Taylor, John and Monica
June 12th RESA day at the park recruitment event; Debi and Ann

Marketing and Public Relations

- New website draft
- CRM (Element451) – weekly meetings for core users implementation. Soft launch: June/July with full launch mid-September
- Virtual tour – finishing up final touches to launch July 1.
- Verification of current Articulation Agreements (attached)
- Implementing LucidPress, templating software to streamline requests
- Created marketing@easternwv.edu email for all marketing requests
- Advertising is running or will begin running now until August 20.
 - Radio, newspaper, Spotify, Google, Facebook/Instagram, YouTube, etc.
- WDM will be recording commercial on campus June 23, recruiting students to participate in filming for photos and videos.

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – June 16, 2021

MS and I are meeting in June to recreate WFE orientation procedures
FERPA form to now be included

- Assessment Procedures
Tom, Missy and I have scheduled meetings to develop a plan to Deb,
Dominic and Joe for review prior to assessment committee.
- WORC3 Application, Due July 21st – need to confirm by Wednesday, July 26th
Employment partner grant; mainly to support under or unemployed, not
much funding for program growth
- CDL
Truck Enterprises Corporate
1st training in FY21; All 3 students passed exam
- Assessment Development
TF/MS – Meeting May 27th for planning

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – June 16, 2021

- Ag WFE Training Buildout Complete, working on CRN with Ann
Forms; processes; reporting and management
- Ag Showcase meeting Thursday at 1pm – continued fall development
- AFRI sponsors, collecting annual sponsorships
- Meat Cutter & Clerk additions to WFE
- JR – preparing information for promotions
Fair promotions in region
Ag Workforce Trainings & Food Co-op opportunities
MW – 4 factors that affect meat quality
- JR – Poultry Festival in July (week of July 12th) will have booth and collaborate
with Extension
- Non-Credit Training by Food Co-op
Financing Your Farm Operation: 4/28/21 – 23 registrants
How to Price Your Product: 3/10/21 – 20 registrants
SNAP and SNAP Stretch Payments: 4/14/21 – 16 registrants
Crop Production Planning: 2/10/21 – 29 registrants
Total attendees: 88 (to be submitted to IPEDS)

V

Resources

Technology, Human Resources & Safety & Security

Finances/Business Office

Met with Ron and Diana 06/01/21 to plan for Summer 2021 automatic refunds, summer financial aid to be processed this week
WVHEPC/WVCTCS Spring CFO Conference 06/08/21
Waiting on approval for digital signatures
Updated QuickBooks to 2021 Version
Departmental Budgets distributed to cabinet
Development of 3-5 year budget in progress
Mandatory Real Property Reporting due 06/15/21
Interim Audit Scheduled for week of 07/12/21
BRIM Loss Control Questionnaire due 08/01/21

Facilities

MC Backup Generator – in the process of grant application. Meeting with Rich Donovan and Scheeser Buckley Mayfield on 06/10/21 to discuss options
2021 Ford Mustang Mach E - Weimer's graphic designers to work with Morgan on wrap.
We can use vehicle after wrap is complete

MC Fence – WVDOH to be in contact with us regarding fencing options
Bird problem at TC – Scott Construction LLC provided quote for \$1,000

Grants

Title III Application Deadline – Tuesday, July 13th

Technology

June 8-9 Data Policy Advisory Council Annual Meeting
June 30 Data Files: Student, Course, Teaching Workload, Registration, and Schedule File
Only collection of Spring 2020-21 data
July 10 Data File: Graduation (Include all students receiving degrees or awards from June 2020 through May 2021)

Human Resources

Program Assistant I – WF Department – Amanda Gross - Start date 06/15/21
Working on Orientation Schedule for Ms. Gross
Two interviews scheduled for Natural Science Faculty/BET Coordinator – 06/08/21 and 06/09/21
Executive Dean of Administrative Services job description approved and posting to all venues
Employee Handbook is with Morgan for Eastern branding and formatting
Fleet Management Monthly Meetings – 06/09/21 – 10:00 am
CHRO Monthly Meeting – 06/09/21 – 11:00 am

Safety and Security

Safety Committee met on May 5, 2021. Next meeting in early August to plan for late-August Safety Training Workshop for all employees.

Important Calendar Dates

New Business/Miscellaneous

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – June 16, 2021

Next Scheduled Meeting: Informal meeting on Wednesday, June 30 at 12:00 noon to welcome Dr. Striplin. Next regularly scheduled meeting is July 21, 2021.

Adjournment