Eastern West Virginia Community and Technical College
Board of Governors Meeting
Agenda – August 19, 2020

Call to Order

Presentation/Discussion/Professional Development

x   Board of Governors Challenge Update – Chip Bolyard, Director of Institutional and Student Advancement

*Action Items:

x   Approval of the Minutes: Meetings of July 23 and August 3, 2020
x   Appointment of the Presidential Search Committee
x   Budget amendment to increase Federal Grants Fund (8840) expenditure schedule by $454,000 for CARES Act
x   Budget amendment to increase FY21 4827 Capital Tuition expenditure budget by $67,000 – unspent settlement funds from FY20 for the purpose of HVAC improvements

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Committee Reports

Board Chair-Greg Greenwalt
Committees
        Presidential Search –
Finance & Facilities-John Galatic

College Representatives Reports

Staff-Ann Degnan
Faculty-Sherry Michael
Student-Kaleb Davis

Strategic Plan 2015 – 2020 Reports

Dr. Chuck Terrell, President

- x Fall Enrollment Winter Session
- x Fall Semester-WIFI initiative, CARES Act funding, COVID-19 protocols
- x Strategic Plan 2020-2021
- x Institutional Research
- x Work weeks
    - o September 14-18 Strategic Plan
    - o October 19-23
    - o November 9-13 HLC Progress Report Visit, Dr. William Tammone
    - o December TBA
- x Weimer Ford
- x President's Car
- x Pilgrim's Pride Sponsorship Henrietta
- x Solar Lanterns

I
Student Access and Success

- x Recruiting
- x Extended application and registration process
- x Finishing up SAP and final grades from summer

- o Nursing Assistant (C.N.A.) was canceled due to inability to do clinicals at nursing home.

- o <u>Total enrollment from Fall, 2019 "for credit" was 76:</u>
- o Medical Assistant (Mfld) – 20
- o Medical Assistant (Tucker Co) – 3
- o Medical Assistant (Keyser) – 11
- o Phlebotomy – 10
- o Dental Assisting – 5
- o Nursing Assistant (C.N.A.) – 10
- o Pharmacy Tech – 6
- o Medical Billing & Coding – 11
- o Welding – 6
- o CDL – 11

IV
Advancement and Innovation

Grant Items:
- o Benedum Foundation & Maker Fellow, Deferment for 1 year approved
- o USDA-AFRI – due Sept. 24, up to 5 years & $500K
- o Strengthening Community Colleges Training Grants
    - ƒ Recommendation to form a "Focus Group" in preparation for the DOL webinar -- aim to identify local relevance of EMT Trainings/substance abuse trainings to fit into the larger CTC health focus submission Oct. 8.
- o Hardy CVB submitting proposals to WV Humanities Council & AmeriCorp nCCC – seeking support for program speaking engagements, if funded
- o Grants, Dept. of Health and Human Services, Program Support Center Indirect Cost Rate Proposal

Meetings:
- o MDRC with Workforce -Wednesday
- o WVDA- Therapy Garden Thursday
Foundation Historic Oa
- o Hardy Co. Community Foundation on 48-
- o

- x   HEPC Workforce Census due 10/1/2020
  - o   Student, Registration, and Course
- x   HEPC Fall First Collection 10/15/2020
  - o   Student, Course, Teaching Workload, Registration, Personnel, and Applicant
- x   IPEDS Fall Collection due by 10/14/2020
  - o   Institutional Characteristics
  - o   Completions
  - o   12 Month Enrollment

Human Resources

- x   RTO Addendum for Fall Schedule – Needs to be uploaded to website
- x   Employees working from home update:
  - ƒ   Michael O'Leary – Proposed End Date: TBD
  - ƒ   Barbara See – Proposed End Date: TBD
  - ƒ   Nikki Chandler – Proposed End Date: TBD
  - ƒ   Shirley Murphy – Proposed End date: TBD

- x   IET Meeting scheduled for later this month – will review updates/revisions for the following:

  - ƒ   BP 6.6 – Equal Opportunity, Non-Discrimination, and Affirmative Action (To include SOCIAL JUSTICE language per Kristin Boggs guidance)
  - ƒ   BP X.X New Policy for Social Media
  - ƒ   BP 5.1 – Sexual Harassment Due to Title IX Final Rule, effective 08/14/20
  - ƒ   AR 5.17 – Harassment/Discrimination Due to Title IX Final Rule, effective 08/14/20

- x   Community Computer Lab Advisor position update
- x   Creating a more user-friendly performance appraisal form
- x   Completed P-Card training (as Trina's backup) on August 8th 2020
- x   Fleet Training (virtual) – will need to complete by the end of August
- x   CHRO meeting – 08/12/2020 11:00 am
- x   "Dealing with Difficult People" Online Seminar 08/20/20
- x   CUPA-HR Annual Conference – October 7-5 2020 (virtual)
- x   Employee Handbook
- x   Director of Ag interviews