

**MINUTES
WEST VIRGINIA COUNCIL FOR
COMMUNITY AND TECHNICAL COLLEGE EDUCATION**

April 26 – 27, 2006

April 26, 2006

A work session of the West Virginia Council for Community and Technical College Education was held on April 26, 2007 beginning at 3:00 p.m. at West Virginia Northern Community College, Wheeling, West Virginia. The purpose of the work session was to discuss tuition and fees at the community and technical colleges. Council members present were: Robert Brown, James Cole, Clarence Pennington, Nelson Robinson, and Gregory Smith. Council members absent were: Stan Cavendish, Jason Cuomo, Mary Clare Eros, Stanley Hopkins, John Panza, Ronald Radcliff, and Ruth Thompson Scott.

April 27, 2006

A meeting of the West Virginia Council for Community and Technical College Education was held on April 27, 2006 beginning at 9:00 a.m. at West Virginia Northern Community College, Wheeling, West Virginia. Council members present were: Robert Brown, James Cole, Jason Cuomo, Stanley Hopkins, John Panza, Clarence Pennington, Nelson Robinson and Gregory Smith. Council members absent were: Stan Cavendish, Mary Clare Eros, Ronald Radcliff, and Ruth Thompson Scott. Also in attendance were Chancellor James Skidmore, institutional presidents, higher education staff, and others.

1. Call to Order

Chairman Robinson called the meeting to order and noted that a quorum was present.

Approval of Council Minutes

- 2.** Mr. Cole moved the adoption of the minutes of the January 18, 2006 meeting of the WV Council for Community and Technical College Education.

Mr. Panza seconded the motion. Motion carried.

- 3.** Mr. Brown moved the adoption of the minutes of the March 8, 2006 meeting of the WV Council for Community and Technical College Education.

Mr. Smith seconded the motion. Motion carried.

Academic Affairs

- 4. Approval of Faculty Instructional Workload Policy for New River Community and Technical College**

Mr. Pennington moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the faculty instructional workload policy at New River Community and Technical College.

Mr. Brown seconded the motion. Motion carried.

5. Approval of Amendment to Reciprocity Agreement between WVU at Parkersburg and Washington State Community College

Mr. Smith moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the programmatic revisions to the Tuition Reciprocity Agreement between Washington State Community College and West Virginia University at Parkersburg until July 2007.

Mr. Cole seconded the motion. Motion carried.

6. Approval of Post Audit Report for Occupational Programs at WV State Community and Technical College

Mr. Brown moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education receives the post-audit report for occupational programs at West Virginia State Community and Technical College and recommends that the programs be continued with appropriate follow-up action as noted.

Mr. Panza seconded the motion. Motion carried.

7. Occupational Programs Implementation

Mark Stotler, Interim Director of Academic Affairs, presented a report to the Council on programs that have been implemented at each institution since the approval of Series 37, *Increased Flexibility for Community and Technical Colleges*.

Finance and Facilities

8. Approval of Eastern WV Community and Technical College Master Plan and Capital Expenditure schedule for New Facility

Mr. Brown moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves Eastern WV Community and Technical College's ten-year Campus Master Plan as provided in Series 12, *Capital Project Management*.

BE IT FURTHER RESOLVED, That the Council approves the project to build an academic and administrative building (Phase 1) on the proposed campus as presented in the Master Plan provided that if the additional funds requested are not secured, the project scope will be adjusted to fit the funds available prior to bidding.

Mr. Panza seconded the motion. Motion carried.

NOTE: The Council requested an update on the building project once bids for construction have been received.

9. Approval of TIAA-CREF Retirement Plan Revisions

Mr. Cole moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves changes to the TIAA-CREF plan document to permit the inclusion of lifecycle funds and use of Ibbotson Associates to provide independent investment advice to plan participants and directs staff to execute documents necessary to accomplish these changes.

Mr. Pennington seconded the motion. Motion carried.

10. Revised 2004(b) Bond Draws Schedule

Patricia Hunt, Director of Finance and Facilities, presented information to the Council requested at the Council's January meeting on institutional bond draw schedules and the institutions' progress in drawing down funds. She indicated that staff will continue to monitor progress and provide another report at the Council's August meeting.

Ms. Hunt also informed the Council that the WV Higher Education Policy Commission, at its April 7, 2006 meeting, approved WV Northern Community College's request to transfer \$24,120.93 in unspent funds from the completed B&O Building Window and Door Replacement Project to the Hazel-Atlas Building Replacement Project. Northern's Board of Governors approved the reallocation on January 26, 2006.

11. Approval of Tuition and Fees

Mr. Brown moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the maximum increase recommended based upon the Compact Review with the exception of Marshall Community and Technical College whose request was less than the amount permitted by the Compact Review.

Mr. Smith recommended that the Council reconsider the motion and approve tuition increases as presented and requested by each institution.

After further discussion of the requests, Mr. Smith moved that the resolution be amended to reflect that the Council approves tuition increases as presented and requested by each institution as follows:

Community and Technical College at WVU Tech	4.75 %
Eastern WV Community and Technical College	4.28 %
Fairmont State Community and Technical College	3.95 %
Marshall Community and Technical College	2.99 %
New River Community and Technical College	4.73 %
Southern WV Community and Technical College	4.28 %
WV Northern Community College	4.68 %
WV State Community and Technical College	4.69 %
WVU at Parkersburg	4.68 %

Motion carried as amended.

NOTE: The Community and Technical College of Shepherd did not request a tuition increase.

Information Items

12. Transfer of Real Property at New River Community and Technical College

Richard Donovan, Assistant Director of Facilities, informed the Council that the New River Community and Technical College Board of Governors has requested that the West Virginia Higher Education Policy Commission transfer property known as the Salisbury Farm currently held by the Policy Commission to the New River Community and Technical College Board of Governors. The item has been placed on the Commission's June meeting agenda.

13. Legislative Update

Bruce Walker, General Counsel, and Dennis Taylor, Vice Chancellor for Administration, provided an overview of bills passed during the 2006 regular legislative session and the budget bill passed during the special legislative session.

14. Report on Peer Selection Process

West Virginia Code requires the WV Higher Education Policy Commission in collaboration with the WV Council for Community and Technical College Education to review and make necessary adjustments to peer institutions at least every six years. Patricia Hunt reviewed the process by which institutional peers will be selected beginning with the selection of a peer consultant. In addition, she stated that the creation of peer equity rules is in process and that a notice of intent to promulgate these rules has been issued.

Additional Board Action and Comments

15. Appointment of Council Officer Nominating Committee

West Virginia Code requires the WV Council for Community and Technical College Education to select officers for the next two fiscal years. Chair Robinson appointed the following Council members to serve on the Officer Nominating Committee: Mr. Cole, Mr. Panza, and Mr. Smith.

16. Tech Prep Grant Review Committee

Chair Robinson appointed the following Council members to serve on the Tech Prep Grant Review Committee: Mr. Brown, Mr. Hopkins and Mr. Pennington.

17. Economic Development and Job Creation Initiative

Chair Nelson requested that institutions provide information on courses and funding for degree programs that are experiencing high job demand and where increased capacity will produce additional job placements in their respective regions of the state. Chair Robinson suggested that the information, once collected, should be presented to Governor Manchin. Chancellor Skidmore will prepare and send out an information request to the institutions.

Executive Session Items

18. Approval of Presidential Compensation

Mr. Brown moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves an increase in compensation for the president of Marshall Community and Technical College from \$114,950 to \$129,900, for the president of New River Community and Technical College from \$119,000 to \$120,000, and for the president of WV State Community and Technical College from \$99,261 to \$107,000 as proposed by their respective institutional boards of governors.

Mr. Pennington seconded the motion. Motion carried.

19. Approval of Appointment to WV State Community and Technical College Institutional Board of Advisors

Mr. Smith moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the nomination of and appoints Ms. Laquita Harris to the West Virginia State Community and Technical College Institutional Board of Advisors.

Mr. Pennington seconded the motion. Motion carried.

20. Next Meeting

The next meeting of the WV Council for Community and Technical College Education will be:

May 25, 2006
Southern WV Community and Technical College
Mount Gay, West Virginia

21. Adjournment

There being no further business, the meeting was adjourned.

Nelson B. Robinson, Jr. Chairman

Clarence B. Pennington Secretary