

## MINUTES

### WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION

June 16, 2005

A meeting of the West Virginia Council for Community and Technical College Education was held on June 16, 2005, at 9:30 A.M. at the Marshall University Graduate College, South Charleston, West Virginia. Present at the meeting were Council members: Judi Almond, Robert Brown, Stan Cavendish, James Cole, Stanley Hopkins, Clarence Pennington, Ronald Radcliff, and Nelson Robinson. Council members not attending were Mary Clare Eros and Ruth Thompson Scott. Chancellor James Skidmore, Dr. Kathy D'Antoni, Presidents and staff were present.

1. Chairman Robinson called the meeting to order.

2. **Minutes**

Mr. Brown moved for approval of the May 5, 2005, meeting minutes.

Ms. Almond seconded the motion. Motion carried.

3. **Consent Calendar**

The Marshall Community and Technical College faculty instructional load policy and the Council's meeting calendar were presented on the consent calendar.

Mr. Pennington moved for approval of the consent calendar.

Mr. Cavendish seconded the motion. Motion carried.

4. **Finance and Facilities**

- A. FY 2006 Chargeback Agreements for Administratively-Linked Community and Technical Colleges – Pat Hunt presented models and budgets for Marshall Community and Technical College, Fairmont State Community and Technical College and the Community and Technical College at WVU Tech. A common methodology and contract are now in place for each institution.

Mr. Pennington moved adoption of the following:

RESOLVED: That the WV Council for Community and Technical College Education approves Fiscal Year 2006 chargeback agreements, budgets and methodology for charges of services rendered by host baccalaureate institutions

to administratively-linked community and technical colleges as agreed upon by the two entities.

Mr. Radcliff seconded the motion. Motion carried.

**B. FY 2006 Budget**

1. WV Council for Community and Technical College Education– Chancellor Skidmore explained the proposed budget and answered questions regarding line items.

Mr. Pennington moved the following:

RESOLVED: That the West Virginia Council for Community and Technical College Education approves the Council's operating budget for Fiscal Year 2006.

Ms. Almond seconded the motion. Motion carried.

2. Higher Education Resource Allocation (HERA) – Mr. Brown moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves the FY 2006 HERA to the community and technical colleges as shown in Table 1, page eighty-one and Table 2, page eighty-two.

Mr. Pennington seconded the motion. Motion carried.

3. Institutional Capital Assessments – Mr. Pennington moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves the institutional capital assessments for FY 2006 as shown in the agenda materials, Table 1, page eighty-five.

**C. FY 2006 Carl D. Perkins Allocations**

Mr. Pennington moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves the FY 2006 allocation of Carl D. Perkins funding to eligible community and technical colleges.

Ms. Almond seconded the motion. Motion carried.

- D. FY 2006 Tech Prep Grant Awards – Dr. Kathy D'Antoni reviewed the competitive process for awarding the Tech Prep monies.

Ms. Almond moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves the recommendation of the grant proposal review team as presented.

Mr. Pennington seconded the motion. Motion carried.

- E. Division of Assets Report for Bluefield State College/New River Community and Technical College and Shepherd University/Community and Technical College of Shepherd - Mr. Brown moved the following:

RESOLVED, That the WV Council for Community and Technical College Education approves the methodology for allocating debt service payments between Bluefield State College and New River Community and Technical College, and

FURTHER RESOLVED: That the WV Council for Community and Technical College Education approves the methodology for allocating actual historic compensated absences liability between Bluefield State College and New River Community and Technical College and New River's payment of \$136,543.80 each year over a five-year period to offset Bluefield State College's compensated absences liability, and

BE IT FURTHER RESOLVED: That the WV Higher Education Policy Commission shall retain title to Salisbury Farm and treat it as a Commission asset for financial reporting purposes.

Mr. Pennington seconded the motion. Motion carried.

## 5. Academic

- A. Higher Education Adult Part-Time Students (HEAPS) In-Demand Programs – Chancellor Skidmore presented the HEAPS recommendations.

Mr. Brown moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves areas of training for skill development and demand occupations for the workforce development component of HEAPS for the 2005 2006 budget year.

Mr. Radcliff seconded the motion. Motion carried.

B. Reciprocity Agreements – Dr. Stotler presented the information.

1. WVU at Parkersburg and Washington State Community College – Mr. Pennington moved the following:

RESOLVED: That the WV Council for Community and Technical College Education, contingent upon approval of the Program Specific Tuition Reciprocity Agreement between Washington State Community College and West Virginia University at Parkersburg by WVU Board of Governors, approve the four year degree components of the agreement beginning July 1, 2005 through July 2009.

Ms. Almond seconded the motion. Motion carried.

2. Reciprocity Agreement Between Southern WV Community and Technical College and Ashland Community College – Mr. Brown moved the following:

RESOLVED: That the WV Council for Community and Technical College Education, approves the reciprocity agreement between Ashland Community College and Southern WV Community and Technical College beginning July 1, 2005 through June 30, 2007.

Mr. Cavendish seconded the motion. Motion carried.

3. Belmont Technical College, Jefferson Community College and WV Northern Community College Reciprocity Agreement – Mr. Pennington moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves the reciprocity agreement between Jefferson Community College, Belmont Technical College and WV Northern Community College beginning July 1, 2005, through June 30, 2007.

Mr. Cole seconded the motion. Motion carried.

6. Revisions of AAS in Occupational Development – Mr. Radcliff stated that this degree is a good tie to workforce development. Mr. Brown moved the following:

RESOLVED: That the WV Council for Community and Technical College Education approves revisions to the AAS in Occupational Development.

Ms. Almond seconded the motion. Motion carried.

## 6. Information Items

- A. Chancellor Skidmore presented his goals and reviewed the system goals for next year.
- B. Oil and Gas Well Tenders Project - Dr. D'Antoni provided an update on the work being done on the oil and gas well tenders curriculum. Fairmont State Community and Technical College, Southern WV Community and Technical College and WVU at Parkersburg are participating. Orientations have been held and potential enrollment is thirty-nine students. The classes will begin in fall of 2005.
- C. Medical Transcription Training/Medical Coding Course – Ms. Wagoner reviewed on-line instruction in medical transcription and medical coding programs.
- D. Classification System – Mr. Walker, Legal Counsel, outline the history on implementation of the employee classification system and status of the zero-step funding.

## 7. WV State Community and Technical College Institutional Board of Advisors –

Chairman Robinson asked for a motion to approve an appointment to the WV State Community and Technical College Institutional Board of Advisors.

Ms. Almond moved that the recommendation be accepted. Mr. Brown seconded the motion. Motion carried.

## 8. Executive Session Under the Authority of WV Code §6-9A-4 for Presidential Appointment and Compensation and Appointment to the WV State Community and Technical College Institutional Board of Advisors

Mr. Brown moved that Council go into executive session to discuss presidential appointments and compensation.

Ms. Almond seconded the motion. Motion carried.

At the conclusion of executive session, the Council reconvened in open session.

Mr. Brown moved the following:

RESOLVED: That the WV Council for Community and Technical College Education delegates authority to the Executive Committee for approval of presidential appointments and compensation packages at Eastern WV Community and Technical College and New River Community and Technical College.

Ms. Almond seconded the motion. Motion carried.

Mr. Brown moved to approve Dr. Martin Olshinsky's appointment and compensation package as president of WV Northern Community College as recommended by WV Northern Community College Board of Governors.

Mr. Radcliff seconded the motion. Motion carried.

8. **Next Meeting** - The next meeting is scheduled for July 21, 2005, at Stonewall Lake State Park.

9. **Adjournment**

There being no further business the meeting was properly adjourned.

\_\_\_\_\_, Chairman  
Nelson B. Robinson, Jr.

\_\_\_\_\_, Secretary  
Clarence B. Pennington