

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

September 21, 2006

A meeting of the West Virginia Council for Community and Technical College Education was held on September 21, 2006 beginning at 9:30 a.m. at Embassy Suites in Charleston, West Virginia and by conference call. Council members present were: Robert Brown, Stan Cavendish James Cole, Stanley Hopkins, John Panza, Clarence Pennington, Ronald Radcliff, Nelson Robinson, and Ruth Thompson Scott. Present by telephone was Michael Garrison. Council members absent were: Jason Cuomo and Gregory Smith.

Comments on Series 35, *Correspondence, Business, Occupational and Trade Schools*, by Philip Melick of Jackson Kelly, Attorneys at Law

Philip Melick addressed the Council regarding concerns related to Series 35. The public comment period ended on August 25, 2006 and the Council is in the process of finalizing the rule.

Call to Order

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

1. Approval of Minutes

Ms. Scott moved the adoption of the minutes of the August 24, 2006 conference call meeting of the West Virginia Council for Community and Technical College Education. Mr. Brown seconded the motion. Motion carried.

Academic Affairs

2. Approval of Post Audit Reports for Marshall Community and Technical College and 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 reports for occupational programs at Marshall Community and Technical College and West Virginia State Community and Technical College and recommends that the programs be continued with appropriate follow-up action as amended.

Mr. Panza seconded the motion. Motion carried.

Finance and Facilities

3. **Approval of Chargebacks for WV State Community and Technical College**

Mr. Radcliff moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the FY 2007 chargeback agreement for services between West Virginia State University and West Virginia State Community and Technical College with the understanding that chargeback agreement budgets be reviewed and adjusted during the middle of the current fiscal year.

Ms. Scott seconded the motion. Motion carried.

4. **Approval of Chargebacks for Blue Ridge 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 approves the FY 2007 chargeback agreement for services between Blue Ridge Community and Technical College and Shepherd University.

Mr. Panza seconded the motion. Motion carried.

5. **Approval of Amended FY 2008 Appropriation Request**

Mr. Radcliff moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves an amendment to the Council's FY 2008 appropriation request to incorporate a \$250,000 improvement package for community and technical college marketing.

Ms. Scott seconded the motion. Motion carried.

General

6. **Approval of Series 27, *Workforce Development Initiative Program*, for Public Comment**

Mr. Brown moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves Series 27, *Workforce Development Initiative Program*, for submission to the Secretary of State's Office for a thirty-day comment period and that if no substantive comments are received, the Council extends its final approval of the rule.

Mr. Panza seconded the motion. Motion carried.

Information Items

7. **Advisory Council of Classified Employees' Annual Presentation**

Mr. Robert (Zac) Wycherly, Chairperson, Advisory Council of Classified Employees, gave a presentation on behalf of the classified employees. Mr. Wycherly highlighted the following concerns and issues:

- Value of Classified Employees - highlighting the efforts of specific classified staff positions
- Education Levels of Classified Employees
- Compensation Concerns Regarding Under Funded Salary Schedule – leaves many classified employees at or below the federal poverty level
- Institutional Rule Development
- Adherence to Series 4
- Accountability
- Grievance Procedures
- Right to Adjudication
- Inconsistencies of Operation of Community and Technical Colleges Across the State
- Continued Progress on Review of Series 8
- Cyclical Job Family Reviews
- Staffing Levels
- Benefits
- Advancement Opportunities

8. **Report on Institutional Program Reviews**

Mr. Brown moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education receives the report on the summary of academic program review actions taken by the West Virginia community and technical colleges.

Ms. Scott seconded the motion. Motion carried.

9. **Transfer of 2004(b) Bond Proceeds Between Projects at Southern WV Community and Technical College**

Richard Donovan, Assistant Director of Facilities, reported that Southern West Virginia Community and Technical College requested to transfer \$157,579.26 from the Downtown Mercantile Building Project to the Technology Center Project to cover additional construction costs not previously anticipated. The request was approved by Southern's Board of Governors on June 20, 2006 and by the Higher Education Policy Commission on August 18, 2006.

10. Update on 2004(b) Excess Lottery Revenue Bond Draws

Richard Donovan presented to the Council a third report on project draws by institutions for Excess Lottery Revenue Bond Proceeds received by the Higher Education Policy Commission in 2004.

11. Retention and Earnings Report – 2005 Graduates

Jim Barton, Director of Research and Technology, presented a report to the Council tracking students graduating in 2005. The report demonstrated the number of graduates choosing to remain in-state for employment and/or continued education.

12. Peer Selection Update

Jim Barton updated the Council on the Peer Selection process. He reported that the Higher Education Policy Commission's draft legislative rule governing the process ends its thirty-day comment period on September 22, 2006. Due to changes in the Policy Commission's meeting schedule, the project outline is being revised.

Executive Session Items

It was noted for the record, that the Council elected to remain in Open Session.

13. Approval of Chancellor Skidmore's Employment Contract

Mr. Cavendish moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education continues to be satisfied with the performance of Chancellor James L. Skidmore and directs the Chairman to prepare a written performance evaluation reflecting the Council's satisfaction.

AND BE IT FURTHER RESOLVED, That the Council approves the extension of Chancellor James L. Skidmore's employment contract until August 31, 2009 and directs the Chairman to enter into a written agreement on behalf of the Council effectuating this change.

Mr. Pennington seconded the motion. Motion carried.

Additional Board Action and Comments

14. Comments by Higher Education Policy Commission Chancellor

Dr. Brian Noland, Chancellor of the Higher Education Policy Commission, made comments regarding his experience thus far with higher education in West Virginia and his goals and challenges over the coming years. Chancellor Noland specifically mentioned his excitement about the Twenty-first Century Jobs

Cabinet and its efforts. He also acknowledged the efforts of Dr. Kathy D'Antoni, Vice Chancellor for Community and Technical College Education, in her mission to increase the community college going rate.

15. Next Meeting

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

Date: October 19, 2006
Location: New River Community and Technical College
Beckley, West Virginia
Time: 9:30 a.m.

15. Adjournment

There being no further business, the meeting was adjourned.

Nelson B. Robinson, Jr. Chairman

Clarence B. Pennington Secretary