

MINUTES

WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION AND WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION

October 14, 2004

A joint meeting of the Higher Education Policy Commission and the Council for Community and Technical College Education was held at 1:30 P.M. on October 14, 2004, at the West Virginia State University Student Union at Institute, West Virginia. Present at the meeting were Commissioners John Hoblitzell, Terry Sammons, Elliot Hicks and Mary Clare Eros. Council members present were Judi Almond, Robert Brown, Stan Cavendish, David Lieving, Rebecca McClure, Fred Oelschlager and Nelson Robinson. Absent were Commissioners Michael Garrison, Kay Goodwin, R. Ken Hall, J. Thomas Jones and David Stewart. Council members absent were: James Cole and Clarence Pennington. Also in attendance were Chancellor James Skidmore and Chancellor J. Michael Mullen, legislative staff, institutional presidents, higher education staff and others.

The meeting was called to order by Co-Chairs Eros and Robinson.

1. Presentation: Advisory Council of Classified Employees

Ms. Stephanie Neal, Chair, Advisory Council of Classified Employees, gave a presentation on the classified employees. The advisory council recommends training for supervisors in the compensation system and requested an opportunity to address the Council and Commission when the Series 8 Rule is considered. Dennis Taylor, Vice Chancellor for Administration, is in the process of forming a work group on Series 8. The group's membership includes three administrators, three classified staff, one faculty member and one impartial person.

2. Presentation: Advisory Council of Faculty

Dr. Sylvia Shurbutt, Chair, Advisory Council of Faculty, presented the goals, issues and concerns from the faculty. Council membership would like to know how the administratively linked relationship with the baccalaureate institutions affects attracting faculty for community and technical colleges.

3. Joint Rules

a. Joint Rule on Purchasing

Mr. Richard Donovan, Assistant Director of Facilities, presented the Joint Purchasing Procedural Rule. The rule incorporates changes in the purchasing law and revisions to the purchasing card procedures.

b. Joint Rule on Finance

Mr. Dennis Taylor presented the Higher Education Finance Rule.

c. Joint Rule on Tuition and Fees

Ms. Pat Hunt, Director of Finance and Facilities, gave the status update on the Joint Rule on Tuition and Fees. A task force, which will include a representative group of presidents and chief financial officers, will be formed on tuition and fee policy.

4. Discussion of Capital Projects Management

There was discussion on capital projects management which revealed several challenges that need to be dealt with at both the institutional and systems levels. Chairman Robinson suggested that Vice Chancellor Taylor, Chancellor Mullen, and Chancellor Skidmore form a committee to deal with these challenges.

5. Budget Process

Dennis Taylor reported on the budget process timelines.

6. Measuring Up Report

Mr. Jim Barton, Director, Office of Research and Technology, made comments on the information contained in the "Measuring Up" report.

7. Executive Session

Mr. Elliot Hicks and Mrs. Rebecca McClure moved that the Commission and Council go into executive session pursuant to WV Code §6-9A-4 to discuss a legal matter.

The motion was seconded. Motion carried.

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

8. Additional Discussion and Comments

Mr. Fred Oelschlager suggested that the Commission and Council have a joint meeting after the legislative session.

9. Adjournment

There being no further business, the meeting was adjourned.

Mary Clare Eros, Chairman
Higher Education Policy Commission

Nelson B. Robinson, Jr., Chairman
Council for Community & Technical College Education