

## **MINUTES**

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

**October 23, 2009**

A meeting of the West Virginia Council for Community and Technical College Education was held on October 23, 2009, beginning at 9:00 a.m. at Pierpont Community and Technical College in Fairmont, West Virginia. Council members present were: Bob Brown, Jim Cava, Kelley Goes, David Hendrickson, Ralph Kelly, Mary McKinley, John Panza, Nelson Robinson and Greg Smith. Council members absent were: Jerry Berry, Stanley Hopkins, Clarence Pennington and Greg Wooten. Also in attendance were Chancellor James Skidmore, community and technical college presidents, faculty and staff.

#### **Call to Order**

Chairman Brown called the meeting to order and noted that a quorum was present. He also announced that due to unavoidable circumstances, the Advisory Council of Faculty and Advisory Council of Students would not be on the agenda today. The Advisory Council of Faculty will present at the December meeting and the Advisory Council of Students has requested to present at the Council's January meeting.

#### **Welcome by Pierpont Community and Technical College President**

President Blair Montgomery welcomed the Council and its guests to the campus of Pierpont Community and Technical College and gave a brief overview of current projects, programs and goals of the institution.

#### **1. Oath of Office**

The Oath of Office was administered to new Council members, Mary McKinley and David Hendrickson. Chairman Brown extended the Council's welcome and made introductions.

#### **2. Approval of Minutes**

Mr. Smith moved the adoption of the minutes of the August 19, 2009 meeting of the West Virginia Council for Community and Technical College Education. Mr. Cava seconded the motion. Motion carried.

## **Academic Affairs**

### **3. Post Audit Review of Academic Programs**

Mr. Smith moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education receives post-audit and follow-up reports for occupational programs at Bridgemont Community and Technical College, Marshall Community and Technical College, and Southern West Virginia Community and Technical College and recommends that the programs be subject to the recommended actions as noted.

Mr. Kelly seconded the motion. Motion carried.

### **4. Program Review**

In accordance with West Virginia Code and Council Policy Series 10, *Program Review*, Mark Stotler, Assistant Director of Academic Affairs, presented a summary of reports of academic program reviews for 2008-2009.

## **Finance and Facilities**

### **5. Bridgemont Community and Technical College Service Agreement**

Mr. Robinson moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the Fiscal Year 2009-10 service agreement between Bridgemont Community and Technical College and WVU Institute of Technology.

Mr. Kelly seconded the motion. Motion carried.

### **6. Technical Program Development Grant Awards**

Mr. Smith moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the Technical Program Development Grant award as proposed.

Mr. Cava seconded the motion. Motion carried.

## **Information Items**

### **7. Online Course Evaluation**

Mark Stotler provided a brief description of how online courses are evaluated at each of the community and technical college campuses.

Chairman Brown recommended that two Council members be added to the committee that is investigating issues surrounding online delivery of courses. He requested that a plan of action be developed for presentation at the Council's December meeting.

### **8. House Bill 3215 Implementation Report**

Patricia Hunt, Chief Administrative Officer, updated the Council on the requirements of House Bill 3215. The bill created separate boards of governors for the five previously administratively linked institutions and required each to decide upon college names, separate assets and liabilities, and negotiate new service agreements.

It was requested that an expense report related to the cost of separation agreements be provided to the Council at its December meeting.

### **9. American Recovery and Reinvestment Act of 2009 (ARRA) Funding**

Chancellor Jim Skidmore presented a detailed report on the Community and Technical College System's activity regarding ARRA funding. Chancellor Skidmore further reported on ARRA funding. He highlighted the development of new Weatherization programs and stated that \$1 million in grants through the West Virginia Division of Energy for Green Collar Job Training programs have been provided. He referenced other grants that the Chancellor's office has secured and stated that other grant opportunities are being sought.

### **10. Chancellor's Report**

Chancellor Skidmore discussed early reporting for community and technical college enrollment numbers. He stated that a final report would be released at a later date.

The Chancellor announced that his office has secured a FIPSE grant in the amount of \$635,000. The grant will focus on adult students and the sector-based workforce development initiative.

Chancellor Skidmore reported that the development of the Advanced Technology Centers is moving forward. Currently, architects are working on the

programmatic design phase and staff continues to work on finalizing property purchasing issues.

The Chancellor reported that in addition to Patricia Hunt's joint position as Chief Administration Officer through Kanawha Valley Community and Technical College, Bridgemont Community and Technical College and the Chancellor's Office, new joint positions in Communications and Financial Aid are in process.

## 11. Additional Board Action and Comments

Greg Smith indicated that at the Council's August meeting, additional information was requested from Pierpont Community and Technical College on their service agreement.

Mr. Kelly moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education request that a report be presented at the Council's December meeting regarding Peirpont Community and Technical College and its service agreement with Fairmont State University.

Mr. Cava seconded the motion. Motion carried.

## Next Meeting

Location: Charleston Town Center Marriott  
Charleston, WV  
Date: December 4, 2009  
Time: 9:00 a.m.

## Adjournment

There being no further business, the meeting was adjourned.

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Robert Brown

Chairman

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Gregory Smith

Secretary