

Status Update was approved with all in favor.

Election of the Board of Governors Vice Chair – *S. Arbaugh volunteered to serve as Vice Chair. On a Degnan/Blackwood motion, S. Arbaugh was nominated to serve as Vice Chair. S. Michael motioned to close the nominations, and both motions were approved with all in favor.*

BP 6.1 Change in the Organization of Administrative Units – Executive Dean of Administrative Services to Chief Financial Officer –

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Institutional Research

Eastern West Virginia Community and Technical College
College Wide Headcount/FTE

College Representatives Reports

Staff-Ann Degnan –

1. *The Fall 2021 Student Instructor Evaluation deployed on Monday, November 15th surveying 59 courses for a total of 844 recipients.*
- 2.

Strategic Plan 2015 2021 Reports

Dr. Thomas Striplin, President

Update on Title III Grant:

- *Met with the Federal Grant person who we work with (Don Crews) on the administration of the grant.*
- *We are making some adjustments to the grant positions, keeping all the goals the same. We are in the process of hopefully hiring a person to fill the position of Grant Project Director/Career Counselor.*
- *We currently have 5 applicants. We have no applicants to date for the foundation specialist.*
- *Lindsey Guinn will be filling the position of Director of Institutional Effectiveness which will be funded by the grant.*
- *We have modified classroom 111 to accommodate two new office spaces for the Project Director and Foundation specialist.*

Update on Strategic Plan:

- *All of the focus groups have completed their input.*
- *We will be working on a draft of the plan based on all of the feedback we have received.*
- *My hope is to have a draft for review in January and then any additional feedback moving towards full acceptance of the new 3-year strategic plan.*

Staffing Changes:

- *The position of Associate Dean of Teaching and Learning will be removed from the organizational structure as of Dec 31, 2021. The duties for that position are being re-assigned to others within the institution. Deb Backus was formerly in that position and was notified of the change.*
- *The position of Executive Dean of Administrative Services has been changed to Chief Financial Officer. We currently have 5 applicants for that position and will start*

Holiday Celebration & Awards Banquet:

- *The event is scheduled to be held on December 15th at Misty Mountain. Currently, we already have 45 people confirmed to attend the event. I will be providing all of the food for the event (my wife and I will be catering it) and plan to resource from local people (ham, desserts, beef, etc.). We will be presenting awards to faculty, staff and board members for service to the institution. It should be a wonderful night!*

Head Start Program:

- *Sherry and I met with the Program Director for Head Start. They are losing 10 staff members due to the vaccine requirement. Eastern is going to work with them on educational programming to help them recruit and retain new staff. I am working on a MOU similar to what we have with Pilgrims which would provide a special tuition pricing and Head Start would pay us directly for tuition and fees. This could help boost our enrollment some and also demonstrates how we partner with business and industry to help serve their needs.*

Nursing Program:

- ***Good news***
*two new nursing manikin simulators (adult and pediatric) and we have been notified of the award of \$80,000 to purchase these new simulators and bring the nursing lab up to date. The one birthing simulator they had was not functioning, we had that checked and repaired and it is now functioning. Our plan is to make a revised area of the nursing lab
three of our new manikins.*
- ***The Concerning News*** *is that our nursing program*
ACEN since being notified on October, 9 2020. The nursing program was notified that

Meeting with Grant County Commission/Paramedics/EMS/ Grant Hospital:

- *On October 26, 2021, myself and staff were invited to meet with the Grant County Commissioners, EMS/Paramedics from Grant County and the administrator from Grant Memorial Hospital to discuss the ongoing issue of lack of EMS and Paramedics in the region.*
- *We met again yesterday via Zoom to discuss how Eastern and the other partners could address this issue. It is a challenging and complicated issue to address. Paramedic programs like all other allied health programs are expensive to operate. We are going to investigate multiple avenues such as partnering with another college and being a satellite program for them, what it might take to establish a program through Eastern in cooperation with the other partners (i.e. funding, space, etc.).*
- *We plan to meet again in two*

New Flooring in Admissions/Registration Area:

- *Sometime over the break we will be replacing the old and damaged carpet in the admissions/registration area with new custom flooring. This is a very high traffic student/parent/visitor area and the carpet is stained and in very bad condition. I have approved use of capital replacement funds for the upgrade.*

HVAC:

- *A number of HVAC related work have started and will continue through at least the first of the year. I am working closely with Dan Kendra the consultant hired by the state to help advise us through this work. Riddleberger Brothers as well as Trinity Solutions have started initial work and this is all being coordinated by Dan through me. The new wing has been without working A/C for over a month. The cooler weather however has helped reduce this issue since we are moving to heating now and that seems to work OK.*
- *It is my hope that come next spring as the weather warms again that our HVAC issues will be fixed. The costs for all the fixes will be somewhere between \$50,000 - \$75,000.*

Vice Chancellor Visit:

- *The new Vice Chancellor (Chris Treadway) visited the Eastern campus along with Tiffany Ellis-Williams on October 26, 2021. It was an excellent visit and Chris and Tiffany are both great resources for Eastern. They are very supportive of the Eastern mission and we are fortunate to have leadership like this at the commission level.*

Hampshire County High School Visit:

- *On November 2, 2021 I visited Hampshire County High School & Career Center. Ms. Chambers arranged that visit for me and accompanied me on the tour. It was a wonderful visit as I had an opportunity to speak with faculty, staff, administrators and students and gain an understanding of the types of programs they offer and how Eastern may better partner with the school system on programs and articulation agreements.*
- *I will be working with Curtis and Megan to follow up on potential partnerships. I see an opportunity for Eastern with a number of their Career programs aligning with our programs (Auto tech, Ag tech etc.).*

CDL Program:

- *The CDL program is facing a number of challenges at the present time. First and foremost is the condition of our tractor trailer which we own. It is a Mercedes Benz and may need significant work to keep it on the road. We are currently leasing a tractor from a local company. This increases our overall costs. Additionally, Federal guidelines will be changing after the first of the year and will require some changes to our program. We have also been confronted with the Covid issue and vaccines. Our current*

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driver/instructor will not instruct unless people in the cab with him are vaccinated. We are requiring all students who want to enroll in the CDL program to show proof of vaccination. We asked for and received a legal opinion from the State of West Virginia general counsel Kristin Boggs regarding requiring the vaccine. Kristin said that we are in our right to require the vaccine.

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Chris Treadway, the Vice Chancellor, is aware of costs associated with CDL programs and we are seeking help (funding) to help offset the costs of a very high demand program. Megan has submitted a proposal for such funding/help. We will also have to increase our fees because of our increased costs and I have reached out to Chris asking to allow this to happen. Since HEAPS funding is available to this program, fees are set at the beginning of the year and approved by the state and you have to get a waiver to increase them mid-year.

Ag Innovation

V

Resources
Technology, Human Resources & Safety & Security

Finances/Business Office

Facilities

Grants

Technology

Human Resources

Safety and Security

Important Calendar Dates

New Business/Miscellaneous

Eastern West Virginia Community and Technical College
Board of Governors Meeting
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Next Scheduled Meeting: December 15, 2021 –

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Nov Business & Miscellaneous

Next Scheduled Meeting December 15, 2021. Unless an urgent need arises, the Board of Governors will meet on Thursday, December 15, 2021 at 1:00 PM.

Meeting of the Board of Governors on November 17, 2021. The meeting was held via Zoom. The meeting was held on November 17, 2021 at 1:00 PM.

1:58pm
Adjournment -
Respectfully,
D. J. [Signature]

[Signature]

Greg A. [Signature] Board Chair

Date: _____