

Presentation/Discussion/Professional Development

- x Shirley Murphy, Business Faculty ±Annual Faculty Report ±S. Murphy reported on the following:
 - o Faculty Friday dates have been established.
 - o The Blackboard to Brightspace transition has been successful, with thanks to K. Colebank.
 - o Two faculty members up for promotion are being reviewed by the Performance Evaluation Committee.
 - o Safety protocols were reviewed this month.
 - o SCARS report is complete with thanks to J. McGee.
 - o) D O O W U D L Q L Q J R Q 2 (5 ¶
 - o Faculty representative for WV Council of Faculty has been selected.
 - o Faculty annual contracts are being signed digitally via SignNow.

G. Greenwalt thanked S. Murphy for her report.

- x Megan Webb, Dean of Community Engagement and Partnerships ±Updates ±M. Webb, via a PPT presentation, provided Advancement and Continuing Education updates to the Board of Governors. G. Greenwalt thanked M. Webb for her presentation.

*Action Items:

- x Approval of the Minutes: Meeting of January 19, 2022 ±Onfi Tm b-6(e)7(e)m 0 / 0 V±nuing Edu OC

College Representatives Reports

Staff-Ann Degnan ±

1. Bright space is demonstrating capability comparable to Blackboard, with exceeding features that should provide improve course information because of its ability to measure specific assignments as an analysis of student success.
2. Tm1 q 0.00000912 0 612 4ng

help with a feasibility study. This is an exciting possibility for the college! There was a follow-up meeting yesterday with Chancellor Tucker, Delegate Howell, and Dr. Striplin. S. Arbaugh reported that he knows a retired United Airlines pilot living in Trout Pond and will put him in touch with Dr. Striplin. Greenwalt reported that M. Ward is a pilot who has a plane in Petersburg.

4. After consultation with my Deans I am recommending the following title change to better reflect their respective roles and duties and to be more current with other institutions.
 - ‡ ' HDQ RI 6 WXGHQW \$-Dean of Student Services FHVV WR
 - ‡ ' HDQ RI 7 H D F K L Q Dean of Academic Services
 - ‡ ' HDQ RI 8 Engagements & Partnerships to- Dean of Advancement & Continuing Education

5. HLC notification approved expansion of any of our programs can now be offered online. This can extend our reach and increase online degree enrollment. Dr. Striplin thanked K. Colebank for her hard work on this.
6. The Barn project that Dr. T was heading up has come to an end point. Dr. T and I met last week and he has expended every option to try and secure the funding for the Barn project (8 million dollars). However, I have discussed with cabinet the need for a new technology/workforce building that would be housed on the campus. I have added this project to the state of WV deferred maintenance program/list. I plan to send a letter to the Chancellor outlining why this project is critical for Eastern moving forward into the future.
7. MOU with region VII workforce development board to partner with them on career services and job placement. This also provides a annual stipend for the college for collaborating.
8. We have hired the Title III grant coordinator/career counselor. Dixie Heavener started on Monday, Feb 14. She was working at Frostburg State University, so we were very happy to steal her. She lives in Burlington, WV and has a strong background in higher education grants and K-12 school systems.
9. We are close to hiring an accountant position to replace Trina. Trina has carried the role RI WZR IXOO WLPH SRVLWLRQV IRU WKH SDVW PRQWK work!
10. We are also advertising for a full-time math and science faculty position. The Science teacher we had went to Blueridge and our Math instructor needs to resign for personal reasons.
11. We are also advertising for a graphic designer/marketing specialist to replace Morgan who left last summer. Morgan has been contracted with us but the Deans prefer to have a person onsite as compared to offsite if we can find a qualified applicant.
12. Good progress on nursing accreditation issue and warning status. We will submit our report to ACEN in March and we are hopeful that will remove us from warning.

- x Tiff and Ed attended Admissions and Records Committee Meeting (February 3rd)
- x Tiff, Barbara and I will meet to review of Fall 2022 Nursing Applications (February 28)
- x Admissions application: 35 New (Running total) for fall; 5 Summer
- x Tiff and I will meet to train on Financial Aid Verification (February 10th)
- x College Fair Moorefield High School (February 11th)
- x Brian attended Assessment committee w/ Joe McGee 1/28
- x Curtis, Brian and I attended Education Alliance; virtual tour scheduled for 2/16
- x Brian met with Sydney Riggler EE student 1/20
- x Brian attended the Student Affairs Advisory Committee w/ Amber Perry 1/26
- x " o "†
 - o TCHS check, 1/19, 1/24
 - o MHS 1/13, 1/27
 - o EHHS 1/13, 1/27
 - o PHS 1/17, 2/1
 - o Facilitate Sociology at PHS on Tuesdays and Thursdays
 - o South Branch 1/17, 2/1
 - o PCHS 1/17, 2/1
 - o UEC 1/24
- x Brian began recruitment for SGA Officers, still seeking nominations, 1 interested
- x Brian created and shared his EE Communication Plan with SS Committee
- x Brian met with 22 students and staff in regards to high school registration/brightspace/financial holds
- x Met with Lindsey regarding strategic enrollment and administrative unit review
- x Community Advertisements
 - o Tiff & Brian are working to establish flyers to hang in our surrounding counties (UP ENROLLMENT)
 - o Revisiting workplaces in the surrounding areas that offer tuition assistance to their employees

Eastern West Virginia Community and Technical College
Board of Governors Meeting
Minutes February 16, 2022

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- o American Woodmark Rescheduled Visit ±3/9 @ 2 pm
- o Annual reviews for RB (2/15)/ MS (4/8)
- o Creative Economy Meeting with Local EDAs/CVBs/and Small Businesses ±1/27
 - o Tourism summit in June
- o Dept. Meetings Continue in 2022, bi-weekly (1/31; 2/14)
- o College is a member of WVHTA
- o Workforce:
 - o May see increase in WFE enrollment this spring:
Gov. Justice approved (Feb. 1 ±Aug. 12, 2022) Job Jumpstart program, which issues \$1,500 to persons completed a WV Workforce approved training program
(<https://governor.wv.gov/News/pressreleases/2022/Pages/GovernorJusticeannouncesJobJumpstartProgramprovidingone-time-1500-paymentto-WestVirginiansgoingbackto-work.asp>)
 - o WFED Annual Survey Results in Formstack:
(<https://www.formstack.com/admin/submission/report/31571890?share=nf4saQ4XaA>)
- x Current classes:
 - CDL
 - Medical Assistant ±Moorefield and Camp Dawson
 - Grant Proposal Writing (zoom)
 - Recovery Coach (zoom)
 - Pharmacy Tech & Medical Billing/Coding (online)
 - Ed2Go ±Camp Dawson students enrolling
- x Upcoming classes:
 - Recovery Coach, classes begin Feb. 5, 7, and 21 (3 different classes)
 - Welding, begins Feb. 7

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Immediate Action: We need to create a subrecipient agreement for their new

- o MW - CWBF Agritourism Brochure Initiated from WORCS contractors, to be completed end of summer
 - o Ag Workforce: Looking for hands to help with registration (in-person/walk ins), Friday, June 17 Stockmanship & Stewardship training with Dr. Ron Gill @ Tri-County Fairgrounds (\$30 for full day attendee)
 - o MW ±National CASE training @ Eastern, Aug 9 & 10 ±WVDOE paying for up to 24 educators to attend (\$\$\$)
- x

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Resources

Technology, Human Resources & Safety & Security

Finances/Business Office

- o Ed McGee to discuss w/STA so many issues trying to get checks paid.
- o 1098Ts done. Thanks Ron!
- o 1099s done ±via SAO.
- o SPR22 refund checks processed. Process is running better this semester.
- o Cares remaining funds to be returned in G5 today; I will contact federal contact on next steps regarding penalty.
- o Will be closing the 17AP grant. Mason will be submitting the final report by the March 30 deadline.
- o IPEDS report is due in March.
- o Federal Barn Grant activity to end due to no other funding options.
- o Amanda West received notification of Indirect Cost Rate allowed for federal grants ± 66%; This is good for four years.
- o Working on 12/31/21 financial statements; due to BOG for 2/22 meeting.
- o Will begin working on FY23 Budget; looking at revising forms.
- o FY23 Tuition & Fee Schedule ±increasing/not increasing tuition?; Need input on changes to Fee Schedule.

Will be conducting interviews for Accountant position

Facilities

Grants

Technology

