

Call to Order

The meeting was called to order at 12:02pm. Present were G. Greenwalt, Dr. Striplin, M. Chambers, A. Blackwood, J. Kubeika, S. Alt, S. Michael, and A. Degnan. Guests present included T. Branson and T. Montgomery. Absent were S. Arbaugh, S. Van Meter, and T. Southerly

Presentation/Discussion/Professional Development

Finance – Trina Branson– Reviewed the Financial status Update and FY 2023 Financial Statements with the Board of Governors.

College Representatives Reports

Staff-Ann Degan

1. Submissions and revisions for the 2023-2024 College Catalog are due Tuesday, January 31, 2023
2. Lindsey Guinn and Dominic Phillips have assumed shared responsibility of Assessment Committee's lead role, Joe McGee's former position
3. Dominic Phillips, Curtis Hakala and I are facilitating the Early Education WVUP distance learning evening classes.
4. In Fall 2023 transitioning to Windows 11 is occurring to ensure textbook compatibility, however this transition lacks value for the institution and students since Windows 10 is available until 2025. Transitioning from Office 2019 to Office 2021 is occurring shortly because Office 2019 is expiring, and Office 2021 installation is only available through a long term service contract differing from office products current installation process.
5. Reduction of desk top computer units in room 204 and 206 to 10 computers per room because most students are bringing their own personal computers to class.

Faculty-Sherry Michael

Faculty Assembly met on December 16, 2022

Items discussed were:

- Updated Faculty Focus Items
 - A. New Yearly Work Plan Focused and based on the strategic goals identified in the new 2026 Strategic Plan:
 1. Goal 1: Stabilize and Increase Enrollment
 2. Goal 2: Increase Student Retention and Success
 3. Goal 3: Build Academic Quality
 4. Goal 4: Increase Number and Type of Strategic Partnerships
 5. Goal 5: Enhance Institutional Effectiveness
 - B. Develop goals that Faculty wish to achieve to address needs such as:
 1. Goal 1 – Generate ideas to increase enrollment and encourage students
 - i. Regarding recruitment strategies

- b. Office hour requirements – varied from college to college*
nothing dramatically different when what we use at Eastern

Student- Trevor Southerly – No report

Dr. Thomas Striplin, President

- Strategic Planning
- Facilities Master Plan – Being prepared and will add a stipulation that no new building/additions are being allowed by the state. The Facilities Master Plan will tie into Mission and Vision.

Organizational Restructure

- With C. Hakala announcing he will be stepping down as the Dean of Academic Services at the end of June, I am requesting a change in the organizational structure for several reasons. First, I examined models from some of the other WVCC's and New River, which is much larger than us, has a consolidated administrative position for Academics and Student Services. I am proposing and asking for your support to create a Vice President of Academics & Student Services (VPASS) and place M. Wilson in this position. C. Hakala will transition to full-time faculty teaching English and Speech online and take over all online student advising. C. Hakala will continue to work and support M. Wilson in this new role. This transition will also have a net zero impact on the budget and actually may save a few thousand dollars. Of course, M. Wilson will be taking on an expanded role and, as a Vice President, her pay will have to reflect those duties.

State Level Issues

- **Gun Bill.** I know everyone is aware of the gun bill that will allow concealed weapons on a college campus. I share with you my concerns and dissatisfaction with this move.
- **Finance Reporting.** The Chancellor mentioned they may request that all CC's follow a -2 (l)b1n C 96.84 ,MC 1nQB1 Tf -0.000 12 108 185.EdB2 (i)-2 (n)-4 (g.)JTJ-1 (y)4 (our)-1a()10

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programs, and if some programs need to be revised, closed, or significantly updated.

- *Adjunct Instruction.*

- **Grants.** We have applied for additional grants for hospitality and also for Ag Tech and food for hungry students and the community. Once I hear about where we stand I will share these exciting grant opportunities with you. The Title III grant is moving along smoothly.
- **Foundation.** At my all college meeting in December I asked all faculty and staff to consider donating through payroll deduction a small amount each pay period to the Foundation. The Foundation is making great progress and we have increased our scholarship offerings. I asked for even a \$5 or \$10 payroll deduction per pay. Even those small amounts could provide around \$5000 in scholarship money. Scholarships are a critical piece to attracting students, especially low income students.

Will purchase new cameras for outside of the building in FY 24.

Need a Commencement speaker. Send ideas to dr. Striplin. Commencement will be held at the Moorefield High School Auditorium.

Shared USDOE College Scorecard of WV CTC's.

Student Services

Title III

Academic Services

Advancement and Continuing Education

Resources

Technology, Human Resources & Safety & Security

Finances/Business Office

Facilities

Grants

Technology

Human Resources

Safety and Security

Important Calendar Dates

Wednesday, February 8 – Lunch and Learn Training Session at 12:00 noon

Tuesday, April 25 – Wednesday, April 26 – Board of Governors Summit at Stonewall Resort

New Business/Miscellaneous

March 15, 2023 BOG meeting will need to be rescheduled to either March 8 or March 22.

Next Scheduled Meeting: February 15, 2023

Adjournment – 1:57pm

Respectfully submitted by M. O’Leary, recorder.

Eastern West Virginia Community and Technical College League

