



**Board of Governors**

**Minutes, Regular Board Meeting**

<b>Location:</b> Beckley Campus		<b>Date/Time:</b> April 6, 2007; 6:45 p.m.	
<b>Members Present</b>	<b>Capacity</b>	<b>Guests/Presenters</b>	<b>Affiliation</b>
1. Edward D. Knight III 2. Leslie Baker 3. Robert Farley 4. Donretta Jo Marcy 5. Kay Carpenter 6. Marilyn Leftwich 7. Terri Baker 8. Gerald Hough 9. David Nalker	Chair Member Member Member-Student Member Member Member-Staff Member-Faculty Member	Lori Midkiff Elizabeth Belcher Sheila Johnson Libby Rogers Greg Shrewsberry Ted Spring Michael Palm Carolyn Browning Roger Griffith Carolyn Sizemore Harry Faulk John Mullens Bill Loope Rena McGinnis Nick Bassett Tracy Evans Brandy Toler	New River New River New River/BSC New River New River New River, President New River New River New River New River New River New River New River New River New River New River New River
		<b>Members Absent</b>	
		William Sherwood Vickie Nutter	Board Member Board Member

The meeting was called to order at 6:46 p.m. by Edward D. Knight III, Chairman.

Chairman Knight called to approve the minutes of March 1, 2007. Ms. Donretta Jo Marcy requested that the following information from the Financial Report of last meeting be included in the March 1 minutes. "Ms. Johnson stated that \$41,800 worth of unclaimed scholarship funds were re-deposited into government accounts. This process must be completed if the funds are not claimed after four days." Mr. Gerry Hough moved to approve the minutes as presented with Ms. Marcy's changes. Ms. Kay Carpenter seconded the motion. There was no further discussion and the motion carried unanimously.

**Chairman's Report:** Chairman Knight explained that additional funding (\$500,000) for the Lewisburg Library would "flow" through the college's budget. Mr. Nalker added that

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the Library Board was provided information that the Board would be able to secure their loan utilizing furniture and book collection for the collateral. The college would not have to provide collateral.

**Executive Committee Resolution:** Chairman Knight reviewed the Executive Committee resolution. Mr. Hough moved to discuss the resolution. Ms. Terri Baker seconded the motion. Mr. Hough stated that there was a typo in the 6<sup>th</sup> paragraph, it was improper for this committee to pass or defeat motions, and there was no explanation of the definition for emergency. Mr. Hough added that only the full board has the authority to make decisions on behalf of the college.

Mr. Hough moved to table this resolution until the issues were resolved. Chairman Knight asked that comments regarding the resolution be submitted in writing to him. All agreed to allow additional time to review the resolution.

**Board of Governors Committee Reports:** No report(s).

**Executive Session:** Mr. Hough made a motion to enter into Executive Session. Ms. Carpenter seconded the motion. The Board entered into Executive Session at 7:02 p.m.

Mr. Hough motioned to resume the regular meeting. Ms. Terri Baker seconded the motion. The Board meeting resumed at 7:40 pm.

Mr. Hough motioned recommending the New River Board of Governors encourage the New River Foundation to explore real estate commitments for promotion and growth opportunities through out the college's service region. Mr. Nalker seconded the motion. There was no further discussion and the motion carried unanimously.

Chairman Knight added the Executive Committee is charged to proceed with the Presidential review according to Policy No. 40.

Chairman Knight stated that the salary increase for the President would be tabled for this meeting pending his evaluation.

**Financial Report:** Ms. Shelia Johnson provided an update on the college's financial status. Mr. Hough moved to approve the financial report as presented. Mr. Farley seconded the motion. There was no further discussion and the motion carried unanimously.

**GASB:** Ms. Johnson provided additional information concerning GASB. Discussion followed.

**Tuition and Fees:** Ms. Johnson reviewed the information distributed concerning FY 08 proposed tuition and fees as well as recommended salary increases for faculty, staff and administration. Ms. Johnson entertained questions from Board members. Mr. Nalker motioned to accept the FY 08 tuition and fee, special fee schedule and increase as presented by Ms. Johnson. Mr. Hough seconded the motion. There was no further discussion and the motion carried unanimously.

Mr. Nalker moved to approve the recommended salary increases. Mr. Farley seconded the motion. There was no further discussion and the motion carried unanimously.

## Unfinished Business

**Follow-up on Library Funding:** Chairman Knight addressed this issue at the beginning of the meeting (see Chairman's Report).

**Follow-up on Potential Partnership with the Greenbrier County Recreation Committee:** Mr. Loope reported dialog continues between New River and the Greenbrier County Recreation Committee.

**Search Process/Procedures:** Ms. Belcher provided the Board members with a copy of the search procedures.

**Accident/Incident Report:** Ms. Belcher reported Ms. Phares and the Safety Committee have been developing a Safety/Loss Manual. The Board Members will receive a copy when completed. Ms. Belcher and Ms. Phares entertained questions.

## New Business

**Appointment of Board Representative to the Lewisburg Library Board:** Chairman Knight appointed Terri Baker the representative.

**Selection of Member for the Advisory Committee for the Lewisburg Library:** Mr. Nalker stated there should be a member from the Board to be placed on the Advisory Committee according to the Participation Agreement. Chairman Knight asked Ms. Terri Baker and Mr. Nalker to meet and recommend an appropriate individual(s) for this position to the Board Chair and College President.

**Memorandum of Agreement – The Foundation and the College:** Chairman Knight said several issues needed to be addressed in the proposed MOA. He has spoken to Mr. Loope and Dr. Spring about the revisions. Mr. Loope stated he would have the Foundation review the MOA document as well. Mr. Hough moved to continue this item at the next meeting.

**Policies for 30-Day Comment:** Ms. Belcher stated that Policy No. 42: Faculty Merit Pay Policy and Criteria and E. 700 Tobacco Free Environment need to be posted for thirty-day comment. Mr. Hough moved to send these two policies out for comment. Ms. Carpenter seconded the motion. There was no further discussion and the motion carried unanimously.

**Establishment of Divisions and Division Chairs:** Dr. Faulk explained that any change to the structure of the college has to be approved by the Board. Discussion ensued and it was determined that this information would be posted for a fifteen day comment period. Mr. Hough moved to send the information out for fifteen day comment. Mr. Farley seconded the motion. There was no further discussion and the motion carried unanimously.

## President's Report

Dr. Spring distributed his report to the Board members. He reported that the press conferences announcing the Facilities Master Plan were a success. Articles about the conferences were given out as well.

Chairman Knight suggested the group take a break at 8:56 p.m. The meeting resumed at 9:03 p.m.

**Contracted Services:** Ms. Belcher presented the contracted service information as requested by the Board members. She entertained questions.

**Staffing Needs; FY08:** Ms. Belcher presented a list of staffing needs for the college for FY 08. She noted that the first four positions on the list have been approved to hire; three faculty, and one full-time maintenance position. She entertained questions.

### **Campus-Wide Reports**

**Accreditation Update:** Ms. Libby Rogers reviewed the newsletter in the packets and reported on the progress of the accreditation work.

### **Campus/Division Reports**

Dr. Faulk distributed and discussed his report.

Dr. Carolyn Browning updated the Board members on the status of the Teacher Cadet Program.

Mr. Roger Griffith had no additional comments on his written report.

Dr. John Mullens reported the LPN students held a blood drive, receiving 46 units of blood. He presented a copy of the Nicholas Chronicle which published front page pictures from a New River photography class

Mr. Greg Shrewsbury had no additional comments.

Ms. Carolyn Sizemore reported the Easter Egg Hunt was successful. The Beckley campus also had a fundraiser to help the victims of the Ghent Tragedy.

**Student Services Presentation:** Dean Michael Palm, Ms. Brandy Toler, and Ms. Tracy Evans gave a presentation concerning recruiting and student retention. They entertained questions at the conclusion.

Mr. Hough moved to adjourn the meeting. Ms. Leftwich seconded the motion. There was no further discussion and the motion carried unanimously. The meeting adjourned at 9:52 pm.

The next Board of Governors meeting is scheduled for the Beckley Campus of New River Community and Technical College on Thursday, May 3, 2007.

Respectfully submitted,

Lori Midkiff