



Special Board Meeting Minutes  
New River Community and Technical College  
President's Office  
Thursday, December 5, 2013  
9:00 am

**Board Members Present**

David Nalker Chair; Leslie Baker, Vice Chair; Robert Farley, Edward Knight, Marilyn Leftwich, Al Martine; Shirley Runyon, Susie Atkins, Classified Staff Representative, and Tim Hofmann, Faculty Representative

**Board Member(s) Absent**

Deborah Hill, Secretary and Justin Rader, Student Representative

**College Employees Present**

Elizabeth Belcher, Stephen Benson, Melissa Craddock, Lori Midkiff, Leah Taylor, L. Marshall Washington, President

**Guest(s)**

The meeting was called to order at 9:01 am.

Mr. Nalker opened the meeting and welcomed everyone. Ms. Midkiff called roll. A quorum was established.

Mr. Nalker called for approval of the minutes for the November 14, 2013 meeting. Ms. Leftwich made the motion to approve the minutes as presented; Ms. Runyon seconded the motion. The motion carried.

**Financial Report**

Mr. Benson reviewed the Financial Report for October 2013.

Ms. Atkins made a motion to approve the October 2013 Financial Report; Ms. Leftwich seconded the motion. The motion carried.

**Unfinished Business**

Ms. Taylor reviewed information pertaining to Operating Rule No. 20: Personnel Development.

Ms. Baker made a motion to approve Operating Rule No. 20: Personnel Development as presented; Ms. Runyon seconded the motion. The motion carried.

Ms. Taylor reviewed information pertaining to Operating Rule No. 21: Travel.

Ms. Baker made a motion to approve Operating Rule No. 21: Travel as presented; Ms. Atkins seconded the motion. The motion carried.

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**New Business****Affirmative Action Training**

Ms. Taylor reviewed Board of Governors Policy No. 18: Employee Leave with the board members. She asked for approval to send it out for 30 day comment.

Mr. Knight made a motion to approve Board of Governors Policy No. 18: Employee Leave to be sent out for 30 day comment as presented; Mr. Farley seconded the motion. The motion carried.

**Resolution No. 41 – Request for code change to provide the option of a per credit hour tuition and fee schedule**

Dr. Washington review Resolution No. 41.

Ms. Runyon made a motion to approve Resolution No. 41 – Request for code change to provide the option of a per credit hour tuition and fee schedule; Mr. Knight seconded the motion. The motion carried.

Other items mentioned were reminders about the campus holiday celebrations. Dr. Washington reviewed the dates and locations of the events. Mr. Nalker reported he received positive feedback from community members concerning his letter to the editor in the West Virginia Daily News.

The next Board of Governors meeting is scheduled for Thursday, February 6, 2014 at 6:00 p.m. location to be determined in Beckley, WV.

Mr. Hofmann made a motion to adjourn the meeting; Ms. Atkins seconded the motion. The motion carried.

The meeting adjourned at 9:35 am.

Respectfully submitted,

Lori Midkiff  
Executive Secretary to the President