



NEW RIVER COMMUNITY AND TECHNICAL COLLEGE

**BOARD OF GOVERNORS
Minutes, Regular Board Meeting**

Location: Beckley Campus

Date/Time: May 5, 2005, 6:55 pm

Members Present	Capacity	Guests/Presenters	Affiliation
1. Leslie Baker	Member	Libby Belcher	NRCTC
2. Kay Carpenter	Member	Dr. Felica Blanks	NRCTC
3. Robert Farley	Member	Marcia Wilson-Cales	NRCTC
4. Gerald Hough	Member	Roger Griffith	NRCTC
5. Mary Igo	Faculty Rep	Rachel Kelly	NRCTC
6. Marilyn Kiddle	Student Rep	Dr. John Mullens	NRCTC
7. Edward Knight	Chair	Dr. Willis Nordlund	NRCTC
8. Marilyn Leftwich	Member	Michael Palm	NRCTC
9. David Nalker	Member	Dr. Lucie Refsland	NRCTC
10. Vickie Nutter	Member	Pat Swann	NRCTC
11. William Sherwood	Vice Chair	Mike Williams	NRCTC
		John Barnes (via conference call)	Chair, BSC BOG

Members Absent

. William Blake	Member
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Chairman Knight called the meeting to order at 6:55 pm. Dr. Blanks pointed out that an error was made on page 2 of the minutes, and requested that "4000" students be replaced with 3886. Kay Carpenter made a motion to suspend the reading of the minutes, but to approve them. Marilyn Kiddle seconded the motion, which carried unanimously. Dr. Blanks stated that she will be attending a meeting with Dr. Walker, BSC President, on the division of assets between NRCTC and BSC, and that she was in the process of putting together a document for the Board to review. She added that this may be cause for a special meeting to be held in order to circulate the document for approval. She also noted that she was given a deadline of June 10 from HEPC. Dr. Blanks further stated that the document must go to the BSC Board to be approved, and that she would like the NRCTC Board to approve it at the same time. A tentative draft was provided to Chairman Knight for circulation to the Board. Dr. Blanks also stated that she needed guidance from HEPC regarding guidelines to determine who would hold the future liability when a person retires. Dr. Blanks added that some of the items discussed in the agreement were capital assets and equipment.

Dr. Blanks reported that the Development Committee met in April and created an NRCTC Fund. She indicated that she had made the initial deposit in a special account at BB&T in Beckley and that the Research and Development Corporation of BSC will serve as accountants. She added that we needed to move ahead with fundraising. She also noted that with the 501-3c status, monies will be transferred to the new foundation. She requested the Board to consider making contributions. A solicitation letter will be prepared to go out with pledge cards.

Dr. Blanks noted that there will be a budget meeting on Friday, May 6, with the directors and staff who are involved in putting the budget together for the new fiscal year. She also stated that she is working with Shelia Johnson, BSC, and that an actual budget will go to the State Budget Office. She will be working on plans for chargeback agreements and contracts that New River would like to keep. She added that position vacancies will be announced for additional faculty and student support for the Beckley campus. Details will be provided at the next meeting.

Three versions of the college seal were distributed to the Board. The version that excluded the campus names was the most appealing to the Board. It was requested that the "West Virginia" be placed in a smaller font and that the "Founded" at the bottom be rounded. Kay Carpenter made a motion to adopt the seal, and Gerald Hough seconded the motion. The motion carried unanimously. Dr. Blanks then presented Marcia Wilson-Cales with a certificate of appreciation for designing the bridge on the college seal. She also recognized Ken Baker (who was not present) for his assistance. She noted that this was a momentous occasion in the history of the college.

Dr. Blanks also recognized the three members of the All WV Academic Team and their advisors, Mike Palm and Dr. Lucie Refsland. She added that it was a privilege and honor to present a certificate to New River's student representative to the Board, Marilyn Kiddle. She also noted that Ms. Kiddle was ranked Number 1 out of representatives from each state, and that she traveled to Boston as a 21st Century Scholar. Dr. Willis Nordlund introduced the two students from the Beckley Campus, Anita Barrett and Melissa Stanley.

Dr. Blanks presented each Board member with a New River pin, which the classified staff council is selling as a promotion for the college. Scott McClanahan presented a 30-second videotape commercial airing on WOAY, also in promotion of the college. Dr. Blanks acknowledged Mr. McClanahan for the great job. Mr. McClanahan noted that the commercial airs periodically throughout the year, and that he would provide a schedule to the Board. He also added that proposals have been made with Charter Communications, and that plans are being made to run the commercial on Channel 59 in the future.

Dr. Blanks presented a certificate to Rachel Kelly, who was inadvertently overlooked during the annual SGA Awards Ceremony, for her outstanding academic achievement.

Shelia Johnson provided a financial update for New River. She reported that the WVCCTCE met on May 5, and that an Agenda Book was distributed during the meeting. She noted that tuition fee increases were not approved, and that the 2004/2005 tuition rates would not change for administratively linked colleges. She also stated that the State CFO reported that Governor Manchin is planning to have a session to discuss statewide raises. She stressed to plan on giving pay raises some time after the fall, probably in January. She added that she had no idea what the process will be for funding, but that raises should be allowed for in budget planning. She also added that Dr. Albert Walker, President, BSC, reported that he had received a letter from the Department of Education and that New River would no longer be eligible to benefit from Title III funds. Dr. Blanks noted that with the division of assets, items purchased with

Title III funds will remain, and that even though they are owned by Bluefield State, New River will still be able to utilize them. Gerald Hough asked if the Bluefield State and New River agreement could be made available to the Board. Ms. Johnson said that she would provide the document to the Board. Further discussion regarding the division of assets took place. Ms. Johnson reported that the Council approved the format for chargeback agreements, and that it would enable better accountability for the administratively linked institutions. She added that the agreement must be approved in the next few weeks, and to Chancellor Skidmore's office by May 20. Ms. Johnson also reported on the bond issue. She stated that there are two different sets and that Nicholas County Campus was purchased with bonding funds. She asked for clarification to transfer NCC to New River, and that it would be okay. Chairman Knight pointed out that when the activities building and the farm are transferred to New River, that Bluefield State has the first right of refusal before offering for sale. He also stated that both NRCTC and BSC boards must approve the division of assets and chargebacks. Shelia Johnson concluded with stating that in regards to the concerns in the FOIA request to BSC that she assures that her staff is working very hard for New River as well as Bluefield State, and that they are dedicated to assisting all students.

Dr. Blanks reported that the Board retreat needs to be delayed to July because the new Board members will not be sworn in until the July meeting. She added that we need to identify a location and pinpoint a date for the retreat, and that Libby Belcher will be contacting each member for the month of July or August for 1 ½ - 2 days. She also noted that Leslie Baker's and Bill Blake's terms will expire soon and that she would like to submit their names to the Governor for another term.

Gerald Hough reported that he had spoken with Bruce Walker regarding the request for the name change to Greenbrier College Center as the name for the Greenbrier Valley Campus. He stated that Greenbrier College Center was acceptable, but not Greenbrier College. He added that once SB448 gave name or birth to New River, the name must never be confusing to the public by attaching a surname, but having center as a suffix would be acceptable. Mr. Hough made a motion to change Greenbrier Valley Campus to Greenbrier College Center, and the motion was seconded by Marilyn Leftwich. Chairman Knight put the matter up for discussion. It was decided to table the issue once again and to make sure that "college" is not used at the end. Mr. Knight proposed writing a letter to the Foundation and leaving it up to them to rename the Greenbrier Valley Campus, and then the Foundation should submit the change to the Board.

Michael Palm gave a presentation on the New River View Book and distributed copies to the Board.

Dr. Blanks requested that all Board members attend the upcoming graduation, and that the Board will be recognized.

Gerald Hough distributed the first reading of the promotion and tenure policy of New River, which will be acted on at the next Board meeting.

David Nalker and Robert Farley informed the Board that Margaret Buttrick will be meeting with the Presidential Search Committee all day on May 19 at 8:30 am on the Beckley Campus. All resumes must be brought to the meeting, and the two people who have withdrawn from the committee must be contacted. It was also noted that everything must be back by May 12.

Chairman Knight thanked Ms. Johnson for her presentation, and noted that there would be a special Board meeting tentatively scheduled for May 19 at 1:00pm.

Gerald Hough made a motion to adjourn, and Kay Carpenter seconded the motion. The meeting adjourned at 9:00pm.

Respectfully submitted,

Patricia Swann

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TO: BOARD MEMBERS

FROM: PAT SWANN

I APOLOGIZE FOR NOT HAVING THE MINUTES AVAILABLE IN YOUR
PACKETS. I WILL MAKE SURE THAT YOU RECEIVE THEM BY E-MAIL ON
MONDAY.