



**Board of Governors**

**Minutes, Regular Board Meeting**

<b>Location:</b> Beckley Campus		<b>Date/Time:</b> June 7, 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. Marilyn Leftwich 6. Terri Baker 7. Gerald Hough 8. David Nalker 9. William Sherwood	Chair Member Member Member-Student Member Member-Staff Member-Faculty Member Member	Lori Midkiff Elizabeth Belcher Libby Rogers Ted Spring Michael Palm Roger Griffith Carolyn Sizemore Harry Faulk Jeremy Ball Mike Williams Timothy Word Bill Loope David Ayersman Kara Bowling Pam Mendoza Susie Atkins Chris Mendoza	New River New River New River New River, President New River New River New River New River New River, New Member-Staff New River New River New River New River New River New River New River New River, New Member-Student
		<b>Members Absent</b>	
		Kay Carpenter Vickie Nutter	Board Member Board Member

The meeting was called to order at 6:48 p.m. by Edward D. Knight III, Chairman.

Chairman Knight called for approval of the May 3, 2007 minutes. Mr. Gerry Hough made a motion to approve the minutes as presented. Ms. Marilyn Leftwich seconded the motion. There was no further discussion and the motion carried unanimously.

Chairman Knight called for approval of the Emergency Budget Meeting minutes for May 21, 2007. Mr. Hough made a motion to approve the minutes as presented. Ms. Terri Baker seconded the motion. There was no further discussion and the motion carried unanimously.

**Chairman's Report:** Chairman Knight reported that Ms. Shelia Johnson was in an automobile accident. The Board members would like to send flowers to Ms. Johnson. Chairman Knight asked Ms. Elizabeth Belcher to send flowers.

**Board of Governors Committee Reports:** Mr. Farley reported on the completion of the President's Annual Review. The Executive Committee and the Faculty, Student, and Classified Staff Board Representatives participated in the review process.

**Executive Session:** There were no items for Executive Session.

**Financial Report:** Dr. Ted Spring gave a brief financial report from Ms. Johnson. The College is in good shape as the end of the fiscal year approaches. New River is also on target concerning revenue. The financial report will be submitted by Ms. Johnson for approval at the next meeting.

### **Unfinished Business**

**Policy E.700 – Tobacco-Free Work Environment:** Ms. Elizabeth Belcher provided comments received on this policy during the comment period and a discussion evolved. Chairman Knight asked to table this issue until the title is corrected. Ms. Donretta Jo Marcy moved to remove "free" from the Policy E.700 title and approve enforcement on all campuses. The motion died because there was not a second on the motion. Ms. Terri Baker motioned to have a tobacco-free campus. Ms. Leslie Baker seconded the motion. There was discussion. Mr. Roger Griffith stated there were a lot of students that smoke and this could negatively affect enrollment.

After final discussion concerning the policy, Ms. Terri Baker made the motion to accept Policy E. 700 as presented. Ms. Leslie Baker seconded the motion. There was no further discussion and the motion carried unanimously.

**Policy No. 42 – Faculty Merit Pay Policy and Criteria:** Ms. Belcher shared the one comment that she received.

Mr. Hough made the motion to accept Policy No. 42 as presented. Mr. David Nalker seconded the motion. Dr. Faulk stated Section Three's title should have Teaching Excellence. Mr. Hough amended to accept the policy with Dr. Faulk's changes, Ms. Leftwich seconded the motion. There was no further discussion and the motion carried unanimously.

**Resolution for the Executive Committee:** Ms. Belcher asked if a motion is needed to bring the item off of the table. Ms. Terri Baker made the motion to bring forward the resolution. Mr. Hough seconded the motion. Mr. Knight stepped down as Chairman in order to explain the Executive Committee's function in relation to an emergency. The resolution would give the Executive Committee the opportunity to act when an emergency arose.

Mr. Hough made the motion to accept the Resolution for the Executive Committee as presented. Ms. Donretta Jo Marcy seconded the motion. There was no further discussion and the motion carried unanimously.

**Memorandum of Agreement – The Foundation and New River Community and Technical College:** Mr. William Loope reported that the Foundation Board members approved the MOA with three changes. Chairman Knight explained that the Foundation requested the option not to accept donations that were not beneficial to the Foundation and/or the College.

Mr. Nalker made the motion to accept the Memorandum of Agreement as presented with changes. Ms. Terri Baker seconded the motion. There was no further discussion and the motion carried unanimously.

Mr. Knight stepped back up as Chairman and signed the Memorandum of Agreement. Dr. Spring also signed the document. Ms. Susie Atkins witnessed and notarized.

### **New Business**

Chairman Knight received a request to change the date of the June 7 meeting. He received feedback from other Board members and the decision was made not to change the date for Board members personal reasons. Ms. Kay Carpenter wanted it noted in the minutes that she did not like to miss the Board meetings.

**Election of Board Officers:** Chairman Knight called for nominations for the position of Chairman. Mr. Hough moved to open the floor for Chairman nominations. Ms. Leslie Baker seconded the motion. Mr. Hough moved to nominate Mr. Robert Farley. Ms. Leslie Baker made the motion to close nominations. Ms. Terri Baker seconded the motion. There was no further discussion and the motion carried unanimously. [The members cast their votes.] Mr. Robert Farley was elected as the new Board Chairman.

Chairman Knight called for nominations for the position of Vice Chair. Mr. Hough nominated Ms. Leslie Baker as Vice Chair. Ms. Leftwich seconded the motion. Ms. Terri Baker made the motion to close nominations. Mr. Robert Farley seconded the motion. There was no further discussion and the motion carried unanimously. [The members cast their votes.] Ms. Leslie Baker was elected as the new Board Vice Chair.

Chairman Knight called for nominations for the position of Secretary. Ms. Marcy nominated Ms. Kay Carpenter as Secretary. Ms. Terri Baker nominated Mr. Nalker. Mr. Nalker declined the nomination and motioned to close the nominations. Mr. Hough seconded the motion. There was no further discussion and the motion carried unanimously. [The members cast their votes.] Ms. Kay Carpenter was elected as the new Board Secretary.

**Installation of New Board members:** Mr. Knight introduced Mr. Gerald Hough as the re-elected Faculty representative. Ms. Terri Baker introduced Mr. Jeremy Ball as the newly elected Classified Staff representative. Dean Michael Palm introduced Mr. Christopher Mendoza as the newly elected Student representative. Ms. Susie Atkins swore in the elected representatives to the Board. They joined the regular board members for the rest of the meeting.

**Recognition:** Chairman Knight presented resolutions for Ms. Terri Baker and Ms. Donretta Jo Marcy for their service as Board Members. Mr. Farley presented Chairman Edward D. Knight III a resolution recognizing him for service as the first Chairman of New River's Board of Advisors and Board of Governors. Mr. Knight was given a replica of the college seal.

**Resolution: Virginia Polytechnic Institute and State University Tragedy:** The Board of Governors created a resolution for the Virginia Tech Tragedy. Chairman Knight read the resolution aloud and asked for a copy to be sent to each of the Board members.

### **Policies for 30-Day Comment**

**Policy No. 41 – Structure of the Board of Governors:** This policy was left out of the packet but the Board members agreed for the policy to be sent out for 30-Day comment.

**Policy A.300 – Policies and Procedures for Submission of Grant Applications:** Ms. Belcher asked for this policy to be sent out for 30-day comment

**Policy A.400 – Fundraising Policies and Guidelines:** Ms. Belcher stated that the wrong policy had been inserted into the packet. She would put the correct version in the next meeting packet. Chairman Knight asked if Ms. Belcher would go over the policy and explain the difference. The Board members agreed to send the policy out for 30-Day comment.

**Policy A.700 – “Name” a Building or Other Facility:** Ms. Belcher reviewed this policy with the Board members.

Mr. Hough made the motion to send Policy No. 41, A.300, amended A.400 and A.700 out for a 30-day comment period. Ms. Leftwich seconded the motion. There was no further discussion and the motion carried unanimously. Mr. Nalker asked Ms. Belcher to correct the policies and email them to the Board members.

**President’s Report:** Dr. Spring distributed his report to the Board members for review

### **Campus Reports**

**Foundation:** Mr. Loope reported on last week’s Foundation meeting. Mr. William Sherwood asked to have a list of Foundation Chapter representatives and asked when the meetings will be held.

Mr. Farley asked if the Elderhostel funds are still in a Development Corporation Account. Mr. Loope said no.

**Accreditation Update:** Ms. Lizabeth Rogers reviewed the accreditation newsletter and reported on the progress of the accreditation work. Dr. Spring extended his appreciation for her dedication to this project.

### **Campus/Division Reports**

Dr. Faulk introduced Dr. David Ayersman, Director of Online and Educational Technology Services. Dr. Faulk also reported that Herman Keene was offered the position of Student Program Advisor at the Nicholas County Campus. He will be joining the College July 1.

Mr. Sherwood asked what new programs would be offered this fall. Ms. Rogers reviewed the list the curriculum committee approved. Ms. Marcy asked if we could have a global degree program. Ms. Rogers stated program suggestions should go through the Curriculum Committee for exploration.

Dr. Faulk also reported on the Civil Rights Review.

Dr. Faulk and Ms. Carolyn Sizemore reported on the progress at the Public Higher Education Center. She reviewed concerns of the new campus, i.e. financial aid and transportation.

Ms. Carolyn Sizemore also reported that the Beckley campus has a 25-member team for the Raleigh County Relay for Life on July 13 and 14. Mr. Tim Word reported on Student Government Activities, including the Relay for Life, recent endowment to the New River Foundation for a scholarship for the Beckley Campus, and the beginning of New River Week. The Student Government Retreat held on the Beckley Campus was a success as well.

Dr. John Mullens was absent, but Ms. Sizemore showed a commercial he provided for Kid's Kollege at the Summersville campus. It is hosted on the Summersville Community Television website.

Dr. Spring distributed a report by Nancy Laprade titled "Taking Career and Technical Education to the Next Level in West Virginia."

Written reports were submitted by each Dean and Director.

Mr. Roger Griffith held three Tech Prep days at the Greenbrier Valley campus regarding careers in the technical field. GVC hosted the battle re-enactment of Lewisburg. The Bridge to College program begins this week with 28 students. Summer school enrollments have increased.

Dean Michael Palm reported the College will hold eight summer orientation programs, two on each campus. Dean Palm stated an evening orientation will be held for the first time. Mr. Palm also reported that he was the speaker at the Federal Corrections Institution graduation in Beckley.

Chairman Knight asked if anyone would object to not having a July meeting. Mr. Farley asked Ms. Rogers if this would effect Accreditation by not having the July meeting. She stated that it would not reflect negatively at all. Dr. Spring suggested that the next meeting be held on the Greenbrier Valley Campus. The Board members agreed.

Mr. Hough motioned to adjourn the meeting. Ms. Terri Baker seconded the motion. There was no further discussion and the motion carried unanimously. The meeting adjourned at 9:02 p.m.

The next Board of Governors meeting is scheduled for the Greenbrier Valley Campus of New River Community and Technical College on August 2, 2007 6:45 p.m.

Respectfully submitted,

Lori Midkiff