



BOARD OF GOVERNORS

AGENDA

March 18, 2016

MEMBERS

Donna Atkinson

Gregory Barker

Mark Dempsey

Tom Dover

Jane Harkins

Rachel Harper

David Lewia

Karen Price

Don Stewart

Jan Vineyard

Judy Whipkey

Michelle Wicks

Beverly Jo Harris
President

BOARD OF GOVERNORS

BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE

BridgeValley Montgomery Campus | Room 406

619 2nd Avenue, Montgomery, WV 25136

March 18, 2016, 9:00 a.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
Minutes of January 29, 2016 1
- IV. President’s Report..... 7
- V. Administrative Items
 - a. Action Item: Approval of FY 2016-2017 Tuition and Fees 8
 - b. Information Item: Federal Grant Updates 15
- VI. Academic and Student Affairs
 - a. Action Item: Program Suspension 18
 - b. Information Item: Program Enrollment..... 19
- VII. Possible Executive Session—Personnel and Legal Contracts
- VIII. Additional Board Action and Comments
- IX. Announcements/Upcoming Events
 - March 21—Founder’s Day Events
 - March 22—State of the Institution Address, Montgomery Campus
 - March 22-24—Ability Fair
 - March 24—State of the Institution Address, South Charleston Campus

- April 7—Open House, South Charleston Campus
- April 12—Open House, Montgomery Campus
- April 12—Student Awards Convocation, Montgomery Campus
- April 13—Be the Match Bone Marrow Registry Event, South Charleston Campus
- April 14—Be the Match Bone Marrow Registry Event, Montgomery Campus
- April 14—Student Awards Convocation, South Charleston Campus
- April 19—Earth Day Activities
- April 19—Technology Open House, ATC
- May 6—Commencement, Charleston Civic Center

X. Next Meeting

Friday, April 22, 2016
9 a.m.
South Charleston Campus

XI. Adjournment

BOARD OF GOVERNORS

BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE

MINUTES

JANUARY 29, 2016

A meeting of the BridgeValley Community and Technical College Board of Governors (Board) was held on Friday, January 29, 2016, at 9:00 a.m. in Room 006 on BridgeValley's South Charleston campus.

Board members present: Greg Barker, Mark Dempsey, Tom Dover, Jane Harkins, Rachel Harper, David Lewia, Karen Price, Don Stewart, Jan Vineyard, Judy Whipkey, and Michelle Wicks. Board members absent: Donna Atkinson. Also in attendance were Representatives from Suttle and Stalknaker, BridgeValley Foundation Chair Rocky Hackworth, President Jo Harris, faculty, and staff from BridgeValley.

I. Call to Order

Chair Lewia called the meeting to order at 9:00 a.m.

II. Roll Call

Roll was taken by Alicia Syner noting that a quorum was present.

III. Approval of Minutes

Jan Vineyard moved to approve the meeting minutes of November 20, 2015. Don Stewart seconded the motion. Motion carried.

IV. Board Reports

a. Resolution and Recognition—Dr. Pat Hunt

President Harris, Chair Lewia, and Rocky Hackworth presented Dr. Pat Hunt with a resolution, attached as part of the minutes of the Board, thanked her for her years of service to the institution, and wished her a successful retirement.

b. Action Item: Approval of Revised Rule C-9

Mark Dempsey moved to approve the adoption of the following resolution:

Resolved, that the BridgeValley Community and Technical College Board of Governors approves the revision of BOG Rule C-9—Freshman Assessment and Placement Standards for distribution to constituencies and posting for a 30-day comment period and submission to the West Virginia Council at the conclusion of the period if no substantive comments are received.

Karen Price seconded. Motion passed unanimously.

V. President's Report

President Harris provided an update on recent activities since the November meeting. Highlights included the establishment of a \$700,000 gift for the endowed “BrickStreet Scholars” program by BrickStreet Foundation, Inc., a spotlight on the Gestamp Apprenticeship program during the Governor’s State of the State Address, and participation in the Workforce Development Institute.

VI. Administrative Items

a. Action Item: Approval of Audit Report

Representatives from Suttle and Stalnaker presented an overview of the audit to the Board noting that BridgeValley received an unqualified opinion for this audit and had no material weaknesses.

Mark Dempsey moved to approve the adoption of the following resolution:

Resolved, that the BridgeValley Community and Technical College Board of Governors approves the audit of the BridgeValley Community and Technical College Financial Statements for the fiscal year ending June 30, 2015.

Jan Vineyard seconded. Motion passed unanimously.

b. Action Item: Approval of 2015-2020 Master Plan

Jan Vineyard moved the adoption of the following resolution:

Resolved, that the BridgeValley Community and Technical College Board of Governors approves the 2015-2020 Master Plan, updated to reflect alignment with the 2015-2020 West Virginia Council for Community and Technical College Education Compact.

Karen Price seconded. Motion passed unanimously.

c. Information Item: FY 2015-2016 Budget Update for BridgeValley

Dr. Pat Hunt provided a budget update comparing year-to-date actual spending compared to budget for the first half of this fiscal year.

d. Information Item: Facility Cost Comparison for BridgeValley

As requested by the Board, Dr. Pat Hunt provided a facility cost comparison analysis between the Montgomery and South Charleston campuses.

e. Information Item: Holiday Calendar for BridgeValley

The holiday calendar for July 2016 through June 2017 was provided to the Board per WV Code 18B-26 and BOG Rule B-4.

f. Information Item: 2010-2015 State Compact Performance Summary for BridgeValley

Dr. Harris shared the most recent summary report for BridgeValley as provided by the West Virginia Council for Community and Technical College Education.

g. Information Item: Legislative Update

Dr. Harris summarized Council and college discussions for legislative consideration. The Board requested to be added to the legislative updates listserv.

VII. Academic and Student Affairs

a. Information Item: Program Inventory Evaluation

Dr. Mallory, Senior Vice President for Academic and Student Affairs, described the process used for program inventory evaluation. Each division dean was tasked with identifying programs based on costs, enrollment, and graduation rates, along with job opportunities and placement of graduates. The compiled data was distributed to the Board for review. Deans were available for questions.

VIII. Workforce and Economic Development Report

Jeff Wyco, Senior Vice President of Workforce and Economic Development, distributed a report detailing recent workforce and economic development training, meetings, and revenue received to date. He also noted that the Advanced Technology Center website is almost complete.

IX. Executive Session—Personnel and Legal Contracts

Mark Dempsey called for a motion to enter Executive Session in accordance with WV Code §6-9A-4 to discuss personnel matters and legal contracts.

Karen Price seconded the motion. Motion carried.

Upon conclusion of Executive Session, the Board reconvened in open session.

X. Additional Board Action and Comments

a. President Harris' Retirement

Chair Lewia announced that during Executive Session, President Harris announced her retirement effective July 5, 2016.

Mark Dempsey moved that the Board accept President Harris' retirement effective July 5, 2016.

Jane Harkins seconded. Motion passed unanimously.

b. Presidential Search Committee

Tom Dover moved the adoption of the following resolution:

Resolved, that Board Chair, David Lewia, be authorized to appoint the Presidential Search Committee to consist of the Board Chair, David Lewia; the Board Vice Chair, Jan Vineyard; Board Member, Mark Dempsey; Board Member, Karen Price; Faculty Senate Chair, Amanda McClellan; Classified Staff Chair, Carla Blankenbuehler; Student Government President, Rachel Harper; and one member from the BridgeValley Foundation Board.

Further Resolved, that the Presidential Search Committee be authorized to act on behalf of the Board in making determinations in order for the Board to move forward with the presidential search.

Further Resolved, that the Board approves Michelle Bissell, Chief Human Resources Officer for BridgeValley, as the point of contact and liaison to the WV Council during the presidential search.

Mark Dempsey seconded. Motion passed unanimously.

c. Legal Contracts

Mark Dempsey moved to approve the following resolution:

Resolved, that President Harris communicate with the WV Regional Technology Park that continued negotiations for the 2015-2016 facility agreement presented for Buildings 2000 and 704 are necessary. Additionally, the Board directs Dr. Harris to

provide Tech Park with an alternative agreement that provides for payment of central administrative costs for Buildings 2000 and 704 that is equivalent to ATC square footage costs, with paragraph noting the realization that further negotiations may ensue.

Don Stewart seconded. The motion passed unanimously.

XI. Announcements/Upcoming Events

- February 8-10—WV Board of Examiners for Registered Professional Nurses' Accreditation Site Visit
- February 20—Discover Engineering Family Fun Day at the Clay Center
- February 25—WV Introduce a Girl to Engineering Day
- March 7-11—Spring Break
- March 21—Founder's Day Event/Joint Advisory Committee Meeting (will plan donor appreciation recognition at dinner as well)

XII. Next Meeting

Friday, March 18, 2016
9 a.m.
Montgomery Campus

XIII. Adjournment

There being no further business, the meeting was adjourned.

_____, David Lewia, Chair

_____, Jane Harkins, Secretary

RESOLUTION FOR DR. PATRICIA W. HUNT

WHEREAS, DR. PATRICIA W. “PAT” HUNT began her dedicated service to BridgeValley Community and Technical College during 2008 as a consultant, leading the staff through the transitional period of establishing independent financial systems and offices; and

WHEREAS, DR. PAT HUNT became a “shared” Chief Financial Officer in 2009, splitting her time among the System Office, Bridgemont, and Kanawha Valley; and

WHEREAS, DR. PAT HUNT was named the Senior Financial Officer for the BridgeValley Community and Technical College in 2013; and

WHEREAS, DR. PAT HUNT served as the financial liaison between the college(s) and Foundation(s); and

WHEREAS, DR. PAT HUNT brought her extensive knowledge and expertise in higher education finance to each challenge presented, whether it be a separation or a consolidation; policy and process development, budget planning, tuition and fee determination, audits, capital projects, or foundation initiatives; and

WHEREAS, DR. PAT HUNT presented financial data clearly (“it is what it is”) to the Board of Governors, the Foundation Board of Directors, and employees in times of fiscal challenge; and

WHEREAS, DR. PAT HUNT, working as a telecommuter, managed to be connected and aware of all campus issues and activities constantly, never allowing distance to be a barrier to communication, meeting attendance, report preparation, and quality participation; and

WHEREAS, DR. PAT HUNT brought to the President, colleagues and Boards her wisdom, professionalism, attention to detail, accuracy, specificity, and promptness in all that she did;

NOW THEREFORE BE IT RESOLVED that DR. PAT HUNT has been an integral part of the development and successes of what is now known as BridgeValley Community and Technical College and will be missed by the Board, college administration, and staff as she retires; and

BE IT FURTHER RESOLVED that we convey our sincere appreciation to **PAT** for her dedicated years of service; and

BE IT ALSO RESOLVED that we wish **PAT** much personal happiness, good health, and prosperity as she enters this next chapter of her life.

ENTERED this 29th day of January, 2016

Jo Harris, President

David Lewia, Board of Governors Chair

Cathy Aquino, Chief Financial Officer

Rocky Hackworth, Foundation Chair

BRIDGEVALLEY BOARD OF GOVERNORS

President's Report—March 18, 2016

- **Legislative Session Update**

- Budget and Bill Outcomes to be presented as of BOG meeting date (pending at time of this report)

- **Federal Grants Update**

- **TechHire**—Application Submitted March 10—\$4 million request for Advanced Manufacturing and Information Technology programs (17- to 26-year-old population; industry credentials; work-based learning)
- **TAACCCT—Round 2—Multi-State Advanced Manufacturing Consortium**—February 2-4. Close-Out Meeting hosted by BridgeValley in February with Henry Ford College (lead) and all 13 community college partners from across the country.
- **TAACCCT—Round 3—Bridging the Gap** (BridgeValley lead)
 - Statewide Program Innovation Summit—February 1—ATC
 - Quarterly sector meetings in Manufacturing (February 24) and Chemical/Energy (February 18) sectors
 - Submission of Budget Modification for grant extension
 - Preparation for On-site DOL monitoring visit: April 25-29

- **Foundation Update**

- Donor Recognition—March 21
- Receipt of third installment of Toyota pledge—\$200,000
- Corporate Sponsorships for Introduce a Girl to Engineering Day—\$4,350

- **Highlighted Meetings/Events**

- West Virginia Registered Nurse Board Site Visit—February 8-10
- Statewide TANF Program Planning Meeting—February 18
- Columbia Pipeline Meeting—February 22
- PowerPlus Federal Grant Planning Meeting—Stonewall Resort—February 24
- Engineering Week Activities
 - Discover Engineering Family Fun Day at the Clay Center—February 20
 - Chick-fil-A Engineering Night—February 23
 - Introduce a Girl to Engineering Day—February 25
- Black History Month Symposium—February 23
- Fayette County Chamber Meeting—February 25
- Statewide CTCS Marketing Planning Meeting—February 29
- South Charleston Chamber Meeting—March 9
- Legislative Visits—2-3 times per week during February
- Advantage Valley East District Consortium Meeting—March 4
- Smart 529 Board Meeting—March 16

**BOARD OF GOVERNORS
BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE
MEETING OF MARCH 18, 2016**

ITEM: **Approval of Fiscal Year 2016-17 Tuition and Fees**

RECOMMENDED RESOLUTION: *Resolved*, that the BridgeValley Community and Technical College Board of Governors approves a \$270 (7%) annual increase for resident tuition and a \$642 (7%) annual increase for non-resident tuition.

Further Resolved, that the BridgeValley Community and Technical College Board of Governors approves a \$424 (11%) annual increase for resident tuition and a \$1,009 (11%) annual increase for non-resident tuition, if State Appropriations are reduced in FY 2017 by 4%. The combination of FY 2016 and FY 2017 reductions would equate to an 8% reduction.

Further Resolved, that the BridgeValley Community and Technical College Board of Governors approves the special fees and program fees as recommended.

STAFF MEMBER: Cathy Aquino/Jo Harris

BACKGROUND:

West Virginia State Code §18B-10-1(k)(1) allows the governing boards for community and technical colleges to approve annual tuition and fees increases up to five percent (5%) without further approval by the West Virginia Council for Community and Technical College Education (Council). Further, West Virginia State Code §18B-10-1 requires the local governing boards to approve changes in non-resident tuition and fees, program fees, and special or operational fees.

Any changes approved by the Board will be taken to the Council for reporting purposes only at the April 28, 2016 meeting.

Historical Tuition and Fees

This chart reflects the past five years of tuition and fees for all colleges. As the chart notes, the 5-year increase per year has been modest for BridgeValley using the higher tuition rate. However, this chart does not reflect the larger increase of \$324 in FY 2014 for the South Charleston campus when the then two colleges aligned their tuition in anticipation of the consolidation.

WV Council for Community and Technical College Education									
Average Five-Year Tuition Increases from 2010-11 through 2015-16									
Institution	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	Average Increase / 5 Year \$	5 Year %	5 Year Total \$
Blue Ridge CTC									
Resident	\$3,072	\$3,120	\$3,120	\$3,120	\$3,432	\$3,696	\$125	3.77%	\$624
Non-Resident	\$5,520	\$5,616	\$5,616	\$5,616	\$6,192	\$6,672	\$230	3.86%	\$1,152
BridgeValley CTC									
Resident	\$3,484	\$3,484	\$3,484	\$3,560	\$3,738	\$3,850	\$73	2.02%	\$366
Non-Resident	\$11,846	\$8,500	\$8,500	\$8,500	\$8,924	\$9,170	(\$535)	-4.99%	(\$2,676)
Eastern WV CTC									
Resident	\$2,064	\$2,184	\$2,424	\$2,688	\$2,880	\$3,000	\$187	7.77%	\$936
Non-Resident	\$6,816	\$6,816	\$6,816	\$6,816	\$6,816	\$6,816	\$0	0.00%	\$0
Mountwest CTC									
Resident	\$2,856	\$2,952	\$3,048	\$3,354	\$3,520	\$3,696	\$168	5.29%	\$840
Non-Resident	\$8,160	\$8,160	\$8,160	\$8,774	\$8,946	\$9,216	\$211	2.46%	\$1,056
New River CTC									
Resident	\$2,878	\$3,080	\$3,234	\$3,460	\$3,564	\$3,706	\$166	5.19%	\$828
Non-Resident	\$7,240	\$7,672	\$7,672	\$7,672	\$4,794	\$4,834	(\$481)	-7.76%	(\$2,406)
Pierpont CTC									
Resident	\$3,652	\$3,720	\$3,860	\$4,150	\$4,440	\$4,460	\$162	4.08%	\$808
Non-Resident	\$8,724	\$8,832	\$9,164	\$9,852	\$10,542	\$10,574	\$370	3.92%	\$1,850
Southern WV CTC									
Resident	\$2,102	\$2,304	\$2,520	\$2,904	\$3,048	\$3,192	\$218	8.71%	\$1,090
Non-Resident	\$6,816	\$6,816	\$4,102	\$4,344	\$4,676	\$4,858	(\$392)	-6.55%	(\$1,958)
WV Northern CC									
Resident	\$2,358	\$2,478	\$2,546	\$2,790	\$3,060	\$3,360	\$200	7.34%	\$1,002
Non-Resident	\$6,670	\$7,254	\$8,106	\$8,686	\$9,574	\$10,360	\$738	9.21%	\$3,690
WVU at Parkersburg									
Resident	\$2,076	\$2,276	\$2,496	\$2,712	\$2,928	\$3,216	\$228	9.15%	\$1,140
Non-Resident	\$7,347	\$8,054	\$8,856	\$9,648	\$10,416	\$11,436	\$818	9.25%	\$4,089
System Average									
Resident	\$2,727	\$2,844	\$2,970	\$3,193	\$3,401	\$3,575	\$170	5.57%	\$848
Non-Resident	\$7,682	\$7,524	\$7,444	\$7,768	\$7,876	\$8,215	\$107	1.35%	\$533

Tuition and Fees for Four-Year Surrounding Colleges

**BridgeValley Community and Technical College
Comparsion of Tuition & Fees to Surrounding Colleges**

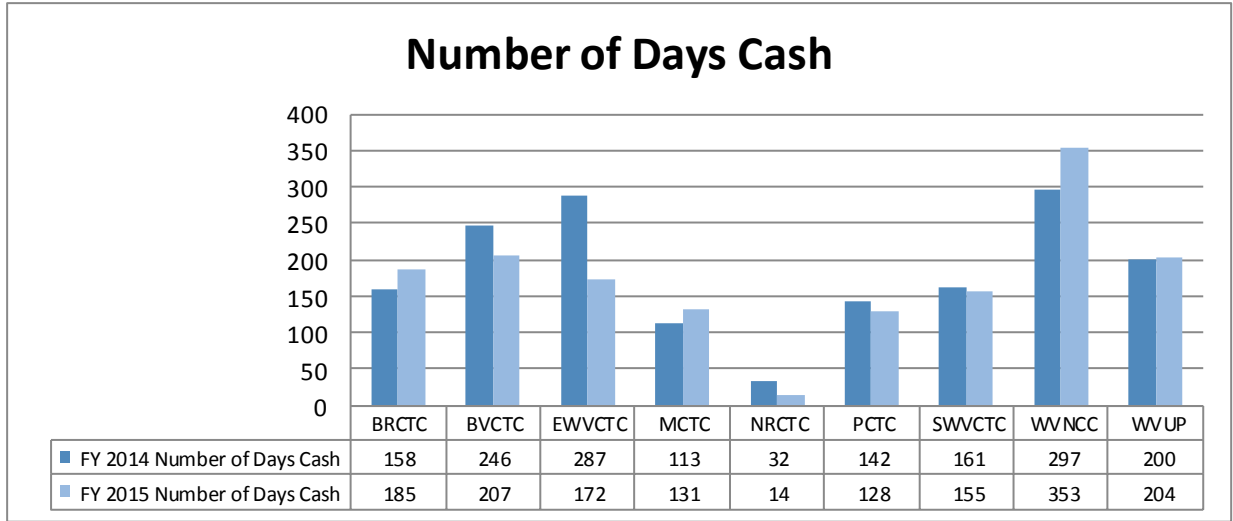
College	In-State FY2015-16	Out-of-State FY2015-16
BridgeValley CTC	\$ 3,850	\$ 9,170
WV State University	\$ 6,662	\$ 15,572
WVU Institute of Technology	\$ 6,336	\$ 15,936
Marshall University	\$ 6,814	\$ 15,602

Financial Health of BridgeValley

There are various ratios that the Council, as well as the Higher Learning Commission (HLC), uses to evaluate financial health. One of the most critical ones is the composite financial index or CFI which evaluates whether or not an institution has adequate financial resources. This ratio, as the name implies, is calculated by combining various other financial ratios – primary reserve, net operating, return on net assets, and viability. HLC has determined that when the CFI is below 1.0 for two consecutive years or below 0.0 in any given year, the institution is subject to a financial panel review. BridgeValley underwent this review for FY 2015 which has been submitted to HLC for approval. Factors that contributed to the negative ratio for FY2015 are the decrease in State Appropriations, decrease in Tuition and Fee revenue, increase in OPEB expense and the implementation of the new accounting principle, GASB 68, Financial Reporting for Pensions. The ratios for the last three years are as follows:

FY2013 -0.50 FY2014 -0.10 FY2015 -0.13

Another financial indicator used to evaluate financial health is the Number of Days of Cash available. The chart below was provided to the Council staff. BridgeValley ranks second highest among the CTCs by having 207 days of cash available.



State Appropriation Budget Reduction Projections

BridgeValley Community and Technical College			
State Appropriation Budget Reduction Projections FY2016-17			
State Appropriation	Revised FY2015-16 State Appropriation	Total \$ Decrease	Revised State Appropriation FY16-17
Current FY 2015-16 Appropriation	\$7,411,115		
Various Budget Reduction Scenarios:			
FY16 4% plus 1%		\$ 382,907	\$7,337,004
FY16 4% plus 2%		\$ 457,018	\$7,262,893
FY16 4% plus 3%		\$ 531,129	\$7,188,782
FY16 4% plus 4%		\$ 605,241	\$7,114,670
FY16 4% plus 5%		\$ 679,352	\$7,040,559
FY16 4% plus 6%		\$ 753,463	\$6,966,448
4% Reduction in FY16 \$308,796			

Proposed Tuition Increases

The recommendation to increase tuition and fees are for the following reasons:

- Three years of reductions in state appropriations - 7.5% reduction for FY 2014, 3.75% for FY 2015, and 4.45% reduction for FY 2016. FY 2017 appropriations will be \$7,411,115 or less as compared to FY 2013 appropriations of \$8,099,261 which also included a \$500,000 increase to partially fund operations for the Advanced Technology Center;
- The need to increase fund balances and improve the Composite Financial Index; and,
- The need to budget for a worse-case scenario of increased lease costs for the Tech Park leases.

This tuition increase is projected to generate revenues as the following charts reflects.

BridgeValley Community and Technical College Resident Rates - Academic Year 2016-17

Tuition Analysis	AY 2015-16 Total Tuition and Fees	Total \$ Increase	Proposed AY 2016-17 Tuition and Fees	Projected Revenue *
Current FY 2015-16 Tuition	\$3,850			
Various Tuition Increase Scenarios:				
4.935% Increase		\$190	\$4,040	\$264,450
7% Increase		\$270	\$4,120	\$375,106
11% Increase		\$424	\$4,274	\$589,453

* Using FY 2014-15 AFTEs

BridgeValley Community and Technical College Non-Resident Rates - Academic Year 2016-17

Tuition Analysis	AY 2015-16 Total Tuition and Fees	Total \$ Increase	Proposed AY 2016-17 Tuition and Fees	Projected Revenue *
Current FY 2015-16 Tuition	\$9,170			
Various Tuition Increase Scenarios:				
4.935% Increase		\$453	\$9,623	\$9,788
7% Increase		\$642	\$9,812	\$13,884
11% Increase		\$1,009	\$10,179	\$21,818

* Using FY 2014-15 AFTEs

A 7% increase would be the minimum amount needed to cover the 4% reduction from FY2016 plus a 1% reduction in FY2017.

Other Fees Review

The last two charts reflect changes to Special Fees and Program Fees. Any recommended changes to existing fees or new fees are highlighted in blue.

BridgeValley Community and Technical College Special Fees Recommendation for FY 2016-17

Special Fees and Charges	Rate Per Semester 2015-16	Proposed Rate Per Semester 2016-17	Increase/ (Decrease)	Estimated Number of Students Impacted by Fee Change *	Projected Revenue Due to Fee Change 2016-17 *
BridgeValley Community and Technical College					
Accuplacer Re-testing Fees per Test (first test free)	\$5	\$5	\$0		\$0
Board of Governor's Evaluation Fee	\$300	\$300	\$0		\$0
Board of Governor's Posting Fee (per credit hour)	\$10	\$10	\$0		\$0
CEU Fee	\$10	\$10	\$0		\$0
Credit by Exam (per credit hour)	\$25	\$25	\$0		\$0
Degree Verification Administrative Fee	\$0	\$5	\$5	150	\$750
Diploma Replacement Fee	\$25	\$25	\$0		\$0
Experiential Learning Portfolio Posting Fee (per credit hour)	\$10	\$10	\$0		\$0
Experiential Learning Portfolio Review Fee (per credit hour)	\$25	\$25	\$0		\$0
Graduation and Diploma Fee	\$50	\$50	\$0		\$0
ID Card Replacement Fee	\$20	\$20	\$0		\$0
International Student Application Fee	\$100	\$100	\$0		\$0
Late Application for Graduation Fee	\$25	\$25	\$0		\$0
Late Payment Fee	\$50	\$50	\$0		\$0
Parking Fee	\$60	\$60	\$0		\$0
Parking Fines	\$5	\$5	\$0		\$0
Returned Check Fee	\$25	\$25	\$0		\$0
Transcript Fee (after first transcript)	\$10	\$10	\$0		\$0
Web-based Course Fee (per credit hour)	\$35	\$35	\$0		\$0

BridgeValley Community and Technical College Program Fees Recommendation for FY 2016-17

Program Fees and Charges	Rate Per Semester 2015-16	Proposed Rate Per Semester 2016-17	Increase/ (Decrease)	Projected Revenue Due to Fee Change 2016-17
BridgeValley Community and Technical College				
Applied Technology Program Fee (per semester)	\$200	\$200	\$0	
Blasting Program Fee (per semester)	\$175	\$175	\$0	
Business and Legal Program Fee (per semester)	\$125	\$125	\$0	
Compressed Schedule Program Fee (per semester)	\$500	\$500	\$0	
Computer & Information Technology Program Fee (per semester)	\$175	\$175	\$0	
Dental Hygiene Instrument Fee Deposit (one time fee)	\$200	\$200	\$0	
Dental Hygiene Program Fee (per semester)	\$200	\$200	\$0	
Digital Design and Print Technology Program Fee (per semester)	\$175	\$175	\$0	
EMT Program Fee (per semester)	\$100	\$100	\$0	
Engineering Technology Program Fee (per semester)	\$225	\$225	\$0	
Health Sciences Program Fee (per semester)	\$50	\$50	\$0	
Medical Assistant Program Fee (per semester)	\$175	\$175	\$0	
MLT Entrance Fee (Charged one time upon acceptance into program)	\$325	\$325	\$0	
MOS Certification Access - ATEC 250	\$85	\$85	\$0	
MOS Certification Excel - ATEC 255	\$85	\$85	\$0	
MOS Certification PowerPoint - ATEC 260	\$85	\$85	\$0	
MOS Certification Word - ATEC 265	\$85	\$85	\$0	
MOS Certification Word - ATEC 265	\$85	\$85	\$0	
Allied Health Program Fee (rename Nuclear Medicine) (per semester)	\$50	\$50	\$0	
Nursing Non-refundable Deposit Fee (Charged one time upon acceptance into program)	\$125	\$125	\$0	
Nursing Entrance Fee (Charged one time upon acceptance into program)	\$475	\$475	\$0	
Nursing Program Fee (per semester)	\$250	\$250	\$0	
Paramedic Entrance Fee (Charged one time upon acceptance into program)	\$500	\$500	\$0	
Phlebotomy Program Fee (per semester)	\$175	\$175	\$0	
Process Technology Program Fee (per semester)	\$50	\$50	\$0	
Welding consumable materials fee (Courses WLDT 101 AND WLDT 102) - per course	\$100	\$100	\$0	
Proposed new fees:				
DMS Non-refundable Deposit Fee (Charged one time upon acceptance into program)	\$0	\$125	\$125	
DMS Entrance Fee (Charged one time upon acceptance into program)	\$0	\$475	\$475	
DMS Program Fee (per semester)	\$0	\$250	\$250	
Healthcare Management & Human Services Program Fee	\$0	\$100	\$100	
MLT Non-refundable Deposit Fee (Charged one time upon acceptance into program)	\$0	\$125	\$125	pending
MLT Entrance Fee (Charged one time upon acceptance into program)	\$0	\$475	\$475	pending
MLT Program Fee (per semester)	\$0	\$250	\$250	pending

**BOARD OF GOVERNORS
BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE
MEETING OF MARCH 18, 2016**

ITEM: **Federal Grant Updates**

RECOMMENDED RESOLUTION: Information Only

STAFF MEMBERS: Rebecca Prokity, TAACCCT
Carol Perry, TechHire

BACKGROUND:

TAACCCT "Bridging the Gap" Update

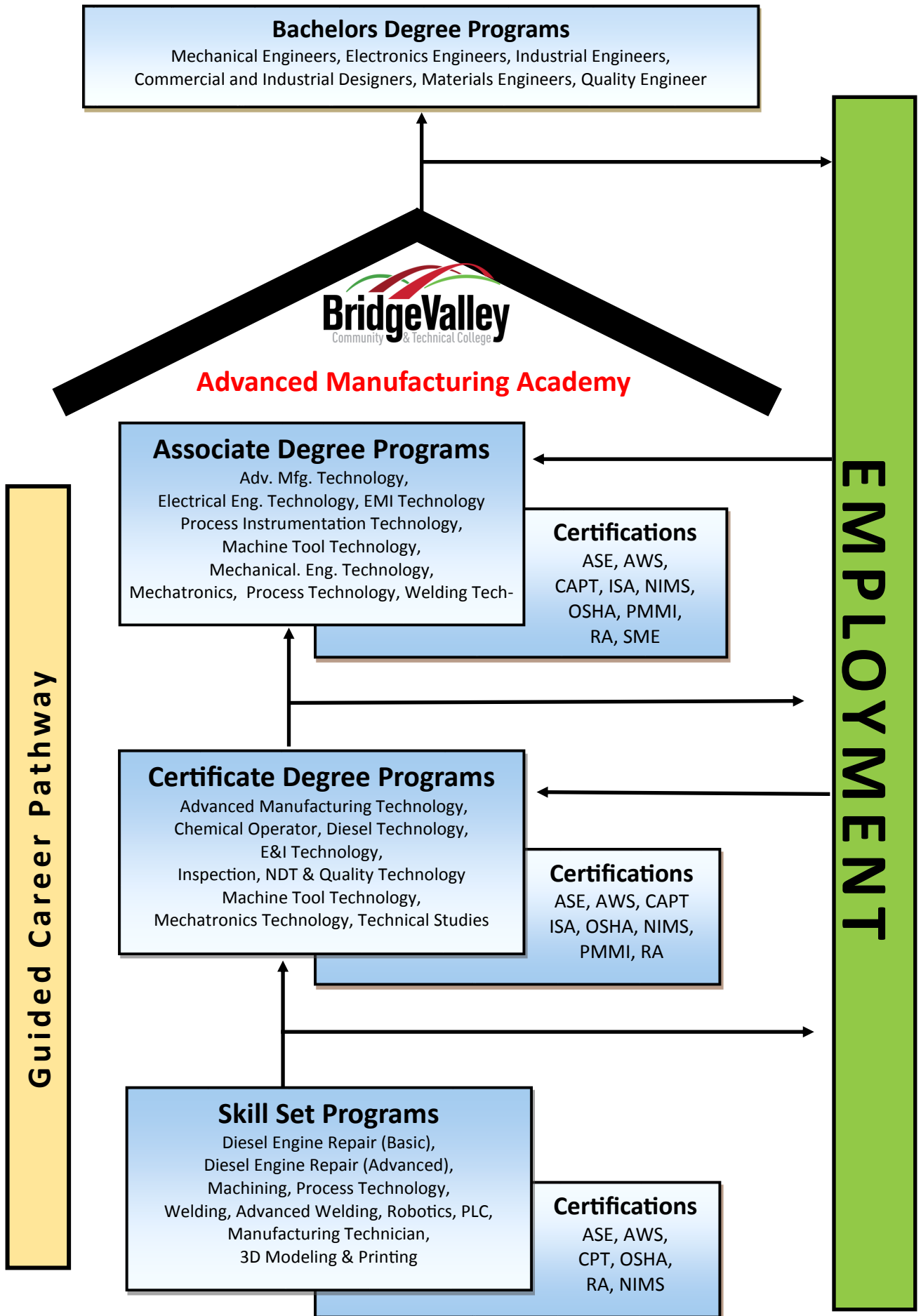
A Department of Labor TAACCCT grant was awarded in the amount of \$25 million for West Virginia community colleges. Bridgemont (now BridgeValley) was designated lead institution and fiscal agent for the "Bridging the Gap" grant. The college contracted with employees located in the Central Office for administering the statewide grant; each institution named an Institutional Transformation Leader (ITL) to guide initiatives on individual campuses.

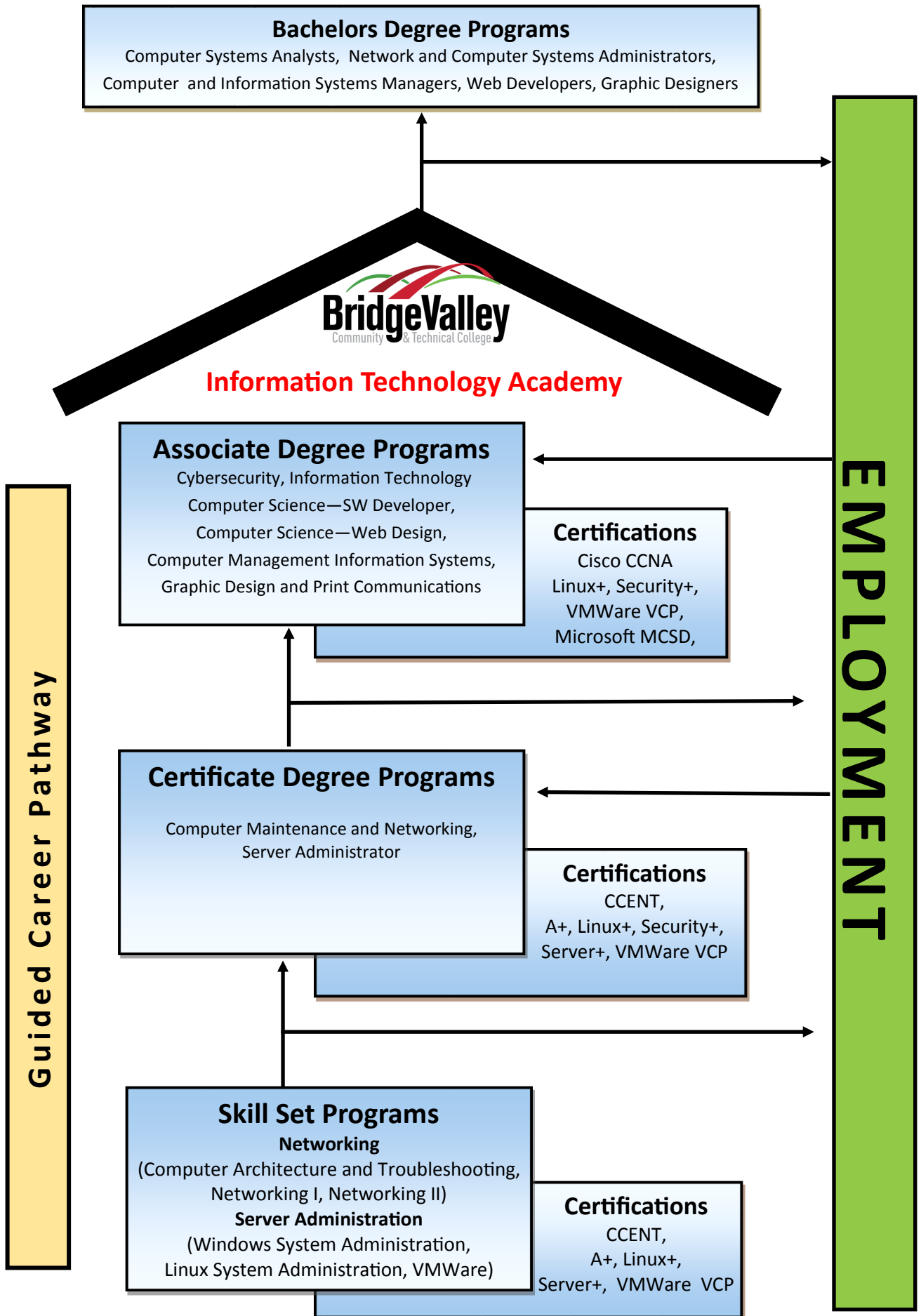
Rebecca Prokity, BridgeValley's ITL, will report on the progress to date and preparation for the April Core Monitoring Report Visit.

TechHire Grant Application Information

BridgeValley submitted on March 10 an application to the Department of Labor for a \$4 million TechHire project. This funding, if awarded, will assist in continuing the work of the Bridging the Gap award in the advanced manufacturing and information technology sectors.

Carol Perry will report on the objectives of this program.





**BOARD OF GOVERNORS
BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE
MEETING OF MARCH 18, 2016**

ITEM: **Program Suspension**

RECOMMENDED RESOLUTION: *Resolved*, that the BridgeValley Community and Technical College Board of Governors affirms the recommendation of the Department and Academic Standards Committee to suspend the Certificate program Paraprofessional Education and skill sets in Executive Office Advanced, Legal Office Advanced, Medical Office Advanced, Microsoft Office Access, Microsoft Office Excel, Microsoft Office PowerPoint, Microsoft Office Word, Records Clerk, Pre-K, and Early Childhood Education.

STAFF MEMBER: Kristin L. Mallory

BACKGROUND:

BridgeValley recognizes the need to increase efficiencies and offer relevant programs for the students. Each dean was tasked with identifying programs with low to no enrollment and recommending suspension. The skill sets and certificate program noted above were submitted for suspension during the December 4, 2015, and February 26, 2016, meeting of the Academic Standards Committee.

**BOARD OF GOVERNORS
BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE
MEETING OF MARCH 18, 2016**

ITEM: **Program Enrollment**

RECOMMENDED RESOLUTION: Information Only

STAFF MEMBER: Kristin L. Mallory

BACKGROUND:

The attached program inventory provides additional information on enrollment by major, by campus. The enrollment figures are included for Fall 2015, the retention of that major to Spring 2016 and the prospective major count for admitted students for the Fall 2016 semester. The highlighting on the program is a result of the earlier discussion on program retention. Please note, not all of the programs highlighted in red have been suspended at this time; departments will continue discussion with the advisory committee on March 21st. Recommendations for continuation or suspension from the Academic Standards Committee will be brought to the board in subsequent meetings.

Major	CIP	Fall 15 Mont	Fall 15 SC	Spring 16 Mont	Spring 16 SC	Fall 16 Admit M	Fall 16 Admit SC	Fall 16 Admit Either
Accounting, AAS, CAS	520302	0	38	0	25	0	6	0
Administrative Professional Tech: Executive Conc., AAS	520401	5	6	3	4	0	0	2
Advanced Manufacturing, AAS, CAS	150613	1	35	0	26	0	23	0
Advertising, CAS	090903	0	2	0	0			
Banking & Finance, CAS	520803	0	2	0	1	0	1	0
Blasting Management, AAS	151501	2	0	2	0	1	0	0
Board of Governors, AAS	240102	1	16	6	5			
Chemical Operations, CAS	410303	0	49	0	43	0	4	0
Civil Engineering Technology, AS	150201	14	0	13	0	3	0	0
Computer Maintenance and Networking, CAS	110901	4	0	2	0	2	0	0
Computer Management Information Systems, AAS	521201	10	30	4	27	0	0	4
Computer Science Technology, AAS	110201	1	23	0	18	0	4	0
Construction Management*, AAS	460415	1	4	1	4	0	1	0
Criminal Justice, AAS, CAS	430107	0	39	0	24	0	24	0
Cyber Security, AAS	111003	4	5	2	3	0	0	3
Dental Hygiene, AS**	510602	42	0	37	0			
Diagnostic Medical Sonography, AAS**	510910	0	12	0	12			
Diesel Technology, AAS, CAS	470605	34	18	30	15	0	0	25
Digital Imaging, CAS	100303					1	0	0
Drafting and Design Engineering Technology, AS	151301	13	0	6	0			
Early Childhood Education, AAS, CAS	131210	0	42	0	32	0	12	0
Electrical Engineering Technology, AS	150303	47	0	38	1	12	0	0
Emergency Medical Services- Paramedic/ EMT AAS, CAS	510904	0	16	0	7			
EMI, AAS	470105	0	9	0	9	0	1	0
Entrepreneurship, CAS	520701	1	1	0	0	0	0	1
Finance, AAS	520801	0	9	0	6	0	3	0
General Studies, AA, AS, CAS	240101	15	133	9	58	0	12	7
Gerontology, AAS	301101	0	7	0	7			
Graphic Design & Print Communication*, AS	100305	9	1	5	4	4	0	0

Major	CIP	Fall 15 Mont	Fall 15 SC	Spring 16 Mont	Spring 16 SC	Fall 16 Admit M	Fall 16 Admit SC	Fall 16 Admit Either
Health Sciences, AAS, CAS	510000	48	401	35	245	0	0	355
Healthcare Management, AAS	510701	6	18	4	16	0	0	4
Highway Engineering Tech - Bridge Inspection, AAS	460403	17	0	14	0			
Highways Engineering Technology, AAS	151001	133	0	98	0	4	0	0
HSRS- Peer Support Specialists Conc. , AAS, CAS	511508	0	11	0	12			
HSRS-Addictions Concentration, AAS, CAS	511501	1	35	0	29	0	5	0
HSRS-Autism Concentration, AAS, CAS	511599	0	16	0	14	0	1	0
HSRS-Youth Concentration, AAS, CAS	511505	0	15	0	12	0	2	0
Human Services and Rehabilitation Studies, AAS, CAS	511504	0	20	0	10	0	10	0
Industrial Piping Design Technology , AAS, CAS	151199	1	2	1	2	0	0	1
Information Technology, AS	110103	10	14	4	13			
Instrumentation Technology, AAS	150404	0	1	0	1			
Machine Tool Technology, AAS, CAS	480501	0	22	0	13	0	1	0
Management, AAS	520201	4	46	4	30	0	1	3
Marketing, AAS	521801	0	10	0	5			
Mechanical Engineering Technology, AS	150805	14	0	12	0	6	0	0
Mechatronics, CAS	470105							
Medical Assisting, AAS	510801	15	1	10	0	18	0	0
Medical Coding, CAS	510713	0	13	0	8	0	7	0
Medical Laboratory Technology, AAS**	510802	0	15	0	11			
Nuclear Medicine Tech, AAS**	510905	0	10	0	10			
Nursing, AAS**	513801	0	169	0	136			
Occupational Development, AAS, CAS	309999	0	2	0	2			
Paralegal Studies, AAS	220302	0	32	0	26	0	12	0
Paraprofessional Education, CAS	131501							
Pre Engineering, CAS	140102					0	0	2
Press Technology, CAS	100307							
Process Technology, AAS	410303	47	0	41	0			
Respiratory Therapy, AS**	510908	28	2	20	1			

Major	CIP	Fall 15 Mont	Fall 15 SC	Spring 16 Mont	Spring 16 SC	Fall 16 Admit M	Fall 16 Admit SC	Fall 16 Admit Either
Sales, CAS	521804							
Simulation, Gaming & Apps Development, CAS	100304	1	1	0	0	0	0	1
Technical Studies, AAS, CAS	419999	1	3	1	3			
Veterinary Technology, AAS**	510808	23	0	19	0	1	0	0
Web Design & Development Technology, AAS	110801	1	5	1	4			
Welding Technology, AAS	480508	17	3	15	3	0	0	11

* closer to red than green

** select admission, major not identified until end of semester