

# BOARD OF GOVERNORS

## BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE

### MINUTES

NOVEMBER 21, 2014

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A meeting of the BridgeValley Community and Technical College Board of Governors (BOG) was held on Friday, November 21, 2014, at 9:00 a.m. at the Montgomery Campus in Room 305.

Board members present: Donna Atkinson, Tom Dover, Jane Harkins, David Lewia, Deb McDaniel, Karen Price, Michelle Wicks, and Jan Vineyard. Board members absent: Greg Barker, Hannah Cole, and Mark Dempsey. Also in attendance were Representatives from Suttle and Stalnaker, President Jo Harris, faculty and staff from BridgeValley.

#### **I. Call to Order**

Vice Chair Lewia called the meeting to order at 9:05 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 September 26, 2014. David Lewia seconded the motion. Motion carried.

#### **IV. Oath of Office for New Member**

Deb McDaniel, BridgeValley Faculty Representative, was sworn into office by Alicia Syner, Notary for the State of West Virginia.

#### **V. Board Report**

President Harris asked for volunteers to serve on the BridgeValley Master Plan Steering Committee. Tom Dover and David Lewia agreed to serve on this committee.

#### **VI. President's Report**

President Harris presented the Board with a list of activities and meetings since the September meeting. Highlighted activities included hosting three accreditation visits—

Higher Learning Commission focus visit follow-up—September 29-30; Engineering Technology (ABET)—October 6-7; and Medical Laboratory Technology—November 6-7.

## **VII. Administrative Items**

### **a. Action Item: Approval of the Audit Reports for Bridgemont and Kanawha Valley**

Deb McDaniel moved the adoption of the following resolution:

**Resolved**, that the BridgeValley Community and Technical College Board of Governors approves the audits of the Bridgemont and Kanawha Valley Community and Technical Colleges Financial Statements for the Fiscal Year ending June 30, 2014.

Tom Dover seconded the motion. Motion carried.

### **b. Information Item: 2013-2014 Presidential Goal Report**

President Harris shared the goal attainment report with the full Board as prepared during the Executive Committee meeting in July. She will meet with the Executive Committee prior to the January Board meeting to set goals for the upcoming year.

### **c. Information Item: Strategic Plan Update**

The Board approved the campus 2014-2019 Strategic Plan in September. President Harris provided an updated version showing quarterly progress to date on tasks and activities outlined in this plan.

### **d. Information Item: Faculty Evaluation Process**

As faculty evaluation expectations, procedures, and timelines differed between Bridgemont and Kanawha Valley, Faculty Senate committees provided input to the administrative staff regarding the BridgeValley process. President Harris shared the newly prepared Faculty Handbook clarifying new expectations, procedures, and timelines.

## **VIII. Academic Affairs**

### **a. Information Item: Program Inventory Update**

Dr. Kristin Mallory announced that the following programs have been added to BridgeValley's degree inventory: Diagnostic Medical Sonography, A.A.S.; Health Care Management, A.A.S.; Industrial Piping and Design Technology, A.A.S.; and Machine Tool Technology, A.A.S. and C.A.S.

**b. Information Item: Textbook Affordability Report**

Dr. Kristin Mallory provided the Board with a copy of the Textbook Affordability report. The report reflected data from the electronic bookstore and was submitted to the Central Office by the November 1 deadline. She also noted that a Textbook Affordability Committee is being reconstituted to continue to meet the requirements of the BOG Rule and Series 51.

**IX. Possible Executive Session—Legal Matters**

Vice Chair Lewia called for a motion to enter into Executive Session to discuss legal matters. Tom Dover seconded the motion. Motion carried. Executive Session began at 10:10 a.m.

No action was taken during Executive Session.

The regular meeting resumed at 10:54 a.m.

**X. Announcements**


- a. December 2, 2014—South Charleston Campus Forum, 12:30 p.m.
- b. December 4, 2014—Montgomery Campus Forum, 12:30 p.m.
- c. December 5, 2014—Holiday Dinner, 6 p.m., ATC
- d. December 11, 2014—Donor Appreciation Reception, 5 p.m., ATC
- e. December 17, 2014—BOG Advisory Group Dinner Meeting, 6 p.m., ATC

**XI. Next Meeting**

The next Board of Governors' meeting is scheduled for Friday, January 16, 2015, at 9 a.m.

**XII. Adjournment**

There being no further business, the meeting was adjourned.

 \_\_\_\_\_, Mark Dempsey, Chair

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