

# **BOARD OF GOVERNORS**

## **BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE**

### **MINUTES**

**NOVEMBER 10, 2017**

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A meeting of the BridgeValley Community and Technical College Board of Governors (BOG) was held on Friday, November 10, 2017, at 9:00 a.m. at BridgeValley's South Charleston campus, Room 006.

Board members present: Sally Cline, Barry Crist, Julia Fournier, Jane Harkins, Shellie Oden, Kent Wilson, and Daniel Wright. Board members absent: Greg Barker, Tom Dover, and Don Stewart. Also in attendance were President Eunice Bellinger, Kristin Moody from Suttle and Stalnaker, PLLC, and faculty and staff from BridgeValley.

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

Chair Harkins called the meeting to order at 9:02 a.m. She announced the recent resignation of Mark Dempsey and stated that Victor Grigoraci would no longer be serving as a member of the BridgeValley Community and Technical College Board of Governors.

#### **II. Roll Call**

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

#### **III. Approval of Minutes**

Sally Cline moved to approve the meeting minutes of September 8, 2017. Kent Wilson seconded the motion. Motion carried.

Sally Cline moved to approve the meeting minutes of October 25, 2017. Shellie Oden seconded the motion. Motion carried.

#### **IV. Administrative Items**

##### **a. Action Item: Approval of the FY 2017 Audit Report**

Sally Cline moved 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, 2017.

Julia Fournier seconded. Motion carried.

Cathy Aquino thanked Kristin Moody and her team for their work in preparing the audit.

**b. Information Item: Fiscal Year 2017-18 Budget Update**

Cathy Aquino provided a first quarter budget update. She noted that enrollment is slightly down, salary and benefits are right on target, non-payroll is still below target, the settlement to the West Virginia Regional Technology Park has been paid, and fifty percent of operating budgets have been released to departments. The College is still taking a conservative approach to meet revenue estimates. Earlier in the week, the State issued a notice that a mid-year budget cut would not be necessary this year.

**V. Academic Affairs**

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

Pete Soscia provided the Board with a copy of the most recent Textbook Affordability Report as required by BOG Rule C-6 and WVCTCE Series 51.

**VI. Reports**

**a. Community Education Report**

Laura McCullough, Vice President of Community Education, presented the Board with a list of recent accomplishments, an overview of the division's mission statement, current and future goals, and announced grant awards.

**b. Enrollment Management and Student Services Report**

John Berry, Vice President of Student Services and Enrollment Management, thanked our veterans and provided an enrollment overview and interpretation. He noted that enrollment has dropped slightly over the past year; however, only 29 of those individuals are from the two most important subcategories of first-time freshman and continuing students. The College's full-time equivalent (FTE) number is down under 4.5%.

The Division is in the process of hiring an off-site program coordinator to recruit in the local high schools, governmental agencies, and other potential partnering groups.

**c. President's Report**

President Bellinger provided an update of recent activities, including the signing of articulation agreements with Marshall University and West Virginia State University. She also noted that the College is exploring the possibility of relocating the South Charleston campus to the West Side of Charleston.

**VII. Possible Executive Session Under the Authority of WV Code §6-9A-4**

Jane Harkins called for a motion to enter Executive Session in accordance with WV Code §6-9A-4 to discuss the purchase, sale or lease of property, specifically the West Virginia Regional Technology Park service agreements. Sally Cline seconded the motion. Motion carried.

Following Executive Session, the Board reconvened in open session, and the following action was taken:

Jane Harkins moved the adoption of the following resolution:

**RESOLVED**, that once the proposed West Virginia Regional Technology Park service agreements have been reviewed by the WV Attorney General's Office, the Board authorizes President Bellinger to execute those service agreements on the College's behalf.

Kent Wilson seconded, and the motion passed unanimously.

**VIII. Additional Board Action and Comments**

Kent Wilson asked about faculty equity pay. Cathy Aquino stated that the third and final installments will begin in 2018.

**IX. Announcements/Upcoming Events**

- a. November 14—STEM Scholars Scholarship Reception
- b. November 22-24—Campus Closed for Thanksgiving Recess
- c. December 4—AEP Grant Announcement
- d. December 15—Nursing Pinning Ceremony
- e. December 25-January 1—Campus Closed for Holiday Recess


**X. Next Meeting**

Friday, January 19, 2018  
9 a.m.  
Montgomery Campus

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**XI. Adjournment**

There being no further business, the meeting was adjourned.

 \_\_\_\_\_, Jane Harkins, Chair

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