

Minutes
Eastern WV Community & Technical College
GOVERNANCE COUNCIL MEETING
HARCO Conference Room
9:00 AM

A meeting of the Governance Council of Eastern West Virginia Community and Technical College was held on Tuesday, January 24, 2006 in the HARCO Complex in Moorefield, West Virginia. Members present were: Dr. Alfred Hoffmann, Sharon Bungard, Tammy Carr, Robert Eagle, Angela Piccirilli, and Tim Riggelman. Also present was Ellyn Alt who recorded the minutes for the meeting.

1. Call to Order

Dr. Hoffmann called the meeting to order at 9:34 AM.

2. Minutes of the Meeting of December 12, 2005, Approved

Upon a motion by Sharon Bungard with a second from Robert Eagle the minutes of the December 12, 2005 meeting were approved as presented in the agenda.

3. Travel Management Policy Revision Approved

Upon a motion by Angela Piccirilli with a second by Tammy Carr, the recommended revisions to the policy, Travel Management, were approved as presented in the agenda for inclusion in the February 8, 2006 Board of Governors agenda. This policy will also return to the ILOT for additional changes that will come forward in the coming months. The Governance Council agreed to move forward with the recommended revision to be in compliance with State rules.

4. Assessment, Payment and Refund of Fees Policy Revision Approved

Upon a motion by Sharon Bungard with a second from Tim Riggelman, the recommended revisions to the policy, Assessment, Payment and Refund of Fees, were approved as presented in the agenda for inclusion in the February 8, 2006 Board of Governors agenda.

5. Compliance with the Revised Series 4 Discussed

The Governance Council agreed to participate in the review of the existing Board Policies and Administrative Regulations for compliance with the revised Series 4. For the next Governance Council Meeting, it was suggested that a sampling of the existing Board Policies be presented with any related Administrative Regulations as appendices. The Council will agree to a plan for addressing the new Series 4, and will administer a plan for compliance by June 30, 2006.

6. Next Meeting

The next meeting was set for Wednesday, February 22, 2006, at 9 AM, in the HARCO Room.

7. Adjournment

With no further business to come before the Council, the meeting was adjourned at 10:00 AM by Dr. Alfred R. Hoffmann.

Alfred R. Hoffmann, Ph.D.
President