

Minutes
EASTERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
Governance Council
Learner Outcomes Team
Institutional Learning Outcomes Team

February 17, 2004

An organizational and orientation meeting of the Governance Council, Learner Outcomes Team and Institutional Learning Outcomes Team of Eastern West Virginia Community and Technical College was held on February 16, 2004, at 10:00 am at the HARCO Complex in Moorefield, West Virginia. Members present were: Mrs. Debra Backus, Mr. Mark Brantner, Ms. Sharon Bungard, Mrs. Tammy Carr, Dr. Linda S. Dunn, Mr. Bob MacPhail, Mrs. Celesta Miller, Mrs. Lisa Reel, Mr. Tim Riggelman, Mrs. Valerie Sasso, Mrs. Dreama Taylor, Mr. Tom Tucker, and Mrs. Michele Wetherald. Also present were: Mrs. Ellyn Alt and Mrs. Melissa Davey. Absent were: Mrs. Trina Branson, Ms. Angela Piccirilli, and Mr. Eddie Swain.

1. Welcome and Introductions

President Dunn conducted the meeting. She welcomed the members. A student will be assigned to the Learner Outcomes Team (LOT).

2. Governance Structure Reviewed

President Dunn reviewed the Governance Structure with the Committee. Discussion followed regarding the responsibilities of the Governance Teams and the Governance and Administrative Structure Flowchart. President Dunn used the following diagram for illustration.

Policy System Constituencies	Administrative Operational/Executive “What Is”	Governance Legislative “What Should Be”		Adjudicative Judicial “Evaluative/interpretive”
Students	Major/Degree Program	SGA	L O T I L O T G O V E R N A N C E	Judicial Board
Classified Staff	Operational Team/ Work unit	CS Council		Grievance Process
Faculty	Operational Team/ Work unit	Faculty Senate Assembly		Grievance Process
Non-Classified Staff	Operational Team/ Work unit			

3. Calendar of Meeting Dates

The Council accepted the calendar of meeting dates including meetings of all College related teams and councils as distributed.

4. Discussion of Policy Development

- a. Policy BP-2.1, Prime Policy. There is possibly a need to include definition for Governance Teams under Section 2.
- b. Policy BP-2.7, President's Cabinet needs to be changed to Governance Council
- c. The Policy Formulation flow chart to be revised to include the LOT and ILOT in the process. The term "Governance Team" is to be changed to "Governance Council".
- d. Discussed Policy Adoption process flow chart
- e. President Dunn distributed a print-out of all current HEPC Rules and Eastern policies. The plan for Policies through June 30, 2004, will be available at a later date.

5. Discussion of Regulations

President Dunn and Michele Wetherald led the discussion of the process of regulations.

President Dunn adjourned the meeting at 12:15 p.m., as there was no further discussion.