

Minutes
Eastern West Virginia Community & Technical College
Governance Council
September 28, 2004
9:00 AM

A meeting of the Governance Council of Eastern West Virginia Community and Technical College was held on September 28, 2004, at 9:00 am at the HARCO Complex in Moorefield, West Virginia. Members present were: Dr. Linda Dunn, Sharon Bungard, Tammy Carr, Robert Eagle, John Kelly, Bob MacPhail, Angela Piccirilli, and Eddie Swain. Absent from the meeting were: Tim Riggelman, Celesta Miller, and Kathy Paul-Mauzy (new student representative). Also present was Ellyn Alt and Becca Lewis. Minutes for the meeting were recorded by Becca Lewis.

1. Call to Order

Dr. Dunn conducted the meeting, and welcomed the members of the Council and Staff.

2. Minutes of the August 24, 2004 meeting approved

Upon a motion from Sharon Bungard with a second from Robert Eagle, the minutes of the August 24, 2004 meeting, were approved as presented in the agenda.

3. Orientation to Governance Council and the Governance Teams

Dr. Dunn discussed the governance processes, policies, and structure with the Council. Section 1.6.3, titled "Governance Teams," was reviewed, including revised membership for LOT and ILOT.

Sharon Bungard proposed that on Page 12 of the Agenda, in the section entitled "Institutional Learning Outcomes Team (ILOT)," under "Membership," the following bulleted entry should be added: **"Student technical advisors may also be included on specific agenda items."** This would allow a student to sit in on student-related meeting issues as necessary. Another recommendation was made to amend Page 12 of the Agenda, in the section entitled "Institutional Learning Outcomes Team (ILOT)," under "Selection." The second sentence of the paragraph should read, "Representatives of Educational Management Team appointed by the **Programming** Deans." Eddie Swain motioned to approve the proposed revisions to the Governance Structure, as discussed. The new structure would become effective on January 1, 2005, to be posted for additional comments. Bob MacPhail seconded. Motion carried.

4. Revision to Prime Policy to Include State Council CTCE Processes

Upon a motion by Angela Piccirilli, with a second by Tammy Carr, the Council adopted the technical revisions indicated by Chancellor Skidmore of the West Virginia Council for Community and Technical Education, as presented on Page 23 of the agenda (to be forwarded to the Board of Governors). The motion was carried.

Bob MacPhail also noted that the date entered on the "date line" of page 27 should be removed, so there would be no confusion. All were in agreement. This did not need a motion to pass.

5. President Dunn asked the Council to identify policies and regulations that will be moving forward through LOT and ILOT to Governance in the coming months. They included: sufficient leave balances, external employment, student accounts @ WVNET, cancellation of classes policy, facilities use, other forms of leave (jury, military, catastrophic), adjusted schedules, student conduct code 4.3, student grievances 4.2, academic/student rights, student right to know/campus crime, financial aid/scholarship selection, tutoring selection, records retention and management.
6. The next meeting of the Governance Council will be held on Tuesday, October 26, 2004, beginning at 9:00 am.

With no other business to come before the Council, the meeting was adjourned at 10:34 a.m.

Dr. Linda S. Dunn, President