

## MINUTES

### WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION

January 29, 2015

A meeting of the West Virginia Council for Community and Technical College Education was held on January 29, 2015, beginning at 9:00 a.m. at the Advanced Technology Center-South Central West Virginia in South Charleston, West Virginia. Council members present were: Bill Baker, Robert Brown, Keith Burdette, Christina Cameron, Clarence Pennington, Steve Roberts, John Sorrenti, and John Walker. Council members absent were: John Panza, Bruce Berry and Kathy D'Antoni. Also in attendance were Chancellor James Skidmore, Council staff, community and technical college presidents, faculty, staff, students and guests.

#### Call to Order

Chairman Pennington called the meeting to order and noted that a quorum was present.

#### 1. Advisory Council of Faculty Briefing

Luci Refsland, Advisory Council of Faculty Chair, presented an interim report to the Council. She reported that the Advisory Council was appreciative of being included on the state-level committee to revise Series 17, *Transferability of Credits and Grades at West Virginia Public Colleges and Universities*, which ensures that students may transfer and apply toward the requirement for a degree, the maximum number of credits earned at a regionally accredited institution with as few requirements to repeat courses or to take additional courses as is consistent with sound academic policy.

#### 2. Approval of Minutes

Christina Cameron moved the adoption of minutes from the December 18, 2014, meeting of the West Virginia Council for Community and Technical College Education.

Steve Roberts seconded the motion. Motion carried.

#### Academic Affairs

#### 3. Post Audit Review of Occupational Programs

Bill Baker moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education receives post-audit and follow-up reports for occupational programs at Blue Ridge Community and Technical College and New River Community and

Technical College and recommends that the programs be subject to the recommended actions as noted.

Christina Cameron seconded the motion. Motion carried.

#### **4. Program Review Follow-up Graduation Hours**

Mark Stotler, Director of Academic Programming, presented follow-up reports for institutional programs that exceeded 30 hours for certificate programs and 60 hours for associate programs.

### **Finance and Facilities**

#### **5. Revisions to Series 25, *Residency Classification for Admission and Fee Purposes***

Bill Baker moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the proposed revisions to Series 25, *Residency Classification for Admission and Fee Purposes*, for submission to the secretary of State for a thirty-day public comment period.

FURTHER RESOLVED, That staff is instructed to final file the procedural rule with the Secretary of State at the conclusion of the comment period if no substantive comments are received.

John Sorrenti seconded the motion. Motion carried.

### **General**

#### **6. Technical Program Development Grant Awards**

John Sorrenti moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves the Technical Program Development grant awards as proposed.

John Walker seconded the motion. Motion carried.

#### **7. Request to Increase Percentage of Non-classified Employees to Twenty-five Percent**

Bill Baker moved the adoption of the following resolution:

RESOLVED, That the West Virginia Council for Community and Technical College Education approves Blue Ridge Community and Technical College's request to

increase their percentage of non-classified employees to twenty-five percent (25%), with approval expiring on July 1, 2016.

Steve Roberts seconded the motion. Motion carried.

## **Information Items**

### **8. Annual Personnel Report**

Patricia Clay, Vice Chancellor of Human Resources, presented the Annual Personnel Report as required by West Virginia Code. The report also included progress made by institutions toward achieving full funding of the Temporary Classified Employees Salary Schedule.

### **9. SB 330 Progress Report**

Patricia Clay, Vice Chancellor of Human Resources, presented a report on the progress of the implementation of directives in Senate Bill 330. The report summarized activities of the Human Resources Division for the preceding three months. Those activities included publication of a Request for Information (RFI) addressed three major aspects: compensation for classified, non-classified and faculty employees; relative market equity; and a central system of human resources administration. The report also included an update of the progress of WVOASIS; training provided for institutional human resources employees; and system communication efforts.

### **10. Higher Education Report Card Presentation**

The 2014 West Virginia Higher Education Report Card was submitted to the Legislative Oversight Commission on Education Accountability on December 22, 2014. Dr. Neal Holly, Interim Vice Chancellor for Research and Policy, presented report highlights.

### **11. Master Plan Development Update**

Chancellor Skidmore gave an update on the Master Plan 2015-2020 development process and the remaining steps to be taken on targets.

## **Executive Session**

Robert Brown moved that the Council go into Executive Session in accordance with WV Code §6-9A-4 to discuss personnel matters.

John Sorrenti seconded the motion. Motion carried.

Following Executive Session, the Council reconvened in open session.

## **Additional Board Action and Comments**

### **12. Chancellor Skidmore's Resignation**

Chairman Pennington announced that during Executive Session Chancellor Skidmore tendered his resignation effective June 30, 2015.

John Sorrenti moved that the Council accept Chancellor Skidmore's resignation to be effective June 30, 2015.

Christina Cameron seconded the motion. Motion carried.

### **13. Development of Search Committee**

Chairman Pennington asked Council members for the authority to form a search committee for Chancellor of the West Virginia Council for Community and Technical College Education.

Bill Baker moved that the Council accept the recommendation.

Steve Roberts seconded the motion. Motion Carried.

## **Adjournment**

There being no further business the meeting was adjourned.

## **Next Meeting**

Location: New River Community and Technical College, Beckley, WV  
Date: Thursday, April 16, 2015  
Time: 9:00 a.m.

---

Clarence Pennington, Chairman

---

William Baker, Secretary