

Community & Technical College of Shepherd  
BOARD OF GOVERNORS

*Meeting Minutes, October 5, 2005*

**Attendees:** Dave Blythe, Peter Checkovich, Bill Clark, Vicki Douglas, Laurie Johnston, Maria Lorensen, Bill Lucht, Taylor Perry, Jane Peters, Jim Rodgers, John Sherwood, Shirley Tolbert, Margie Ways

**Guests:** Diana Bell, Trudie Holder, Marcyanna Millet, Rebecca Moore, Carol Plautz, Leslie See, Ann Shipway, Sandra Sponaugle.

**Special Guests:** Paula Mills and Nancy Smeltzer, daughters of Betty Pugh, in addition to: Dr. Beverly Malmstad, Mrs. Gladys Jones, Mrs. Barbara Beckwith, Ms. Barbara Maxwell, Dr. & Mrs. Richard McCune, Mrs. Becky Ramsay, Mrs. Kay Fix, Mrs. Eva Woolridge, Ms. Lynn Kirch, Ms. Carolyn Mason, Mrs. Vicki Douglas

**Extra Special Guests:** Shirley Moore Capito, John Risenweber, Howard Strauss. Congresswoman Capito was in the Panhandle and came through to thank the Berkeley County and Martinsburg for stepping up and doing so much with the building and offering all that we do for the community.

**1) Call to order** – Meeting was called to order 12:00 pm. Dave Blythe asked everyone to help themselves to the lunch.

**2) Approval of minutes** – Vicki Douglas moved that the minutes be approved as submitted, Margie Ways seconded, motion passed unanimously.

**3) Betty Pugh Memorial Scholarship** - Ann Shipway welcomed the family, friends and distinguished guests of Betty Pugh for the announcement of the Betty Pugh Memorial Scholarship. A biography of her life was distributed and Dr. Beverly Malmstad outlined the criteria for non traditional women with the first recipient to be the Spring semester which will be our very first scholarship since our independent accreditation.

Dave Blythe thanked all the people for their amazing dedication.

**4) Enrollment Report** - Leslie See presented the Enrollment Report and thanked Marie Carter from Shepherd University in her help and as of that morning, our FTE head count was 1,711.

**5) Salary Increases** – Trudie Holder and Dr. Checkovich presented the figures for the salary increase and explained how the requirements from the State mandated the amount based on the Mercer schedule so they would be equitable across the board. Some faculty salaries are funded by grants and must be kept as such. The increases are effective November 1 and should be in the paychecks of November 15<sup>th</sup>. Bill Clark questioned if this raise was factored in the budget and yes, it was! Dr. Checkovich mentioned that CTC

had a very short time frame for the matrix to be submitted to Charleston. Jim Rodgers made the motion that the salary increases be approved, Dave Blythe seconded, it was passed with two abstaining, Margie Ways and Bill Lucht because they are faculty members.

**6) Graduation Date and Site** – Dr. Carol Plautz reported that our very first independent graduation date will be May 19, 2006 at 7 pm at Musselman High School.

**7) Name Change Process** – Sandy Sponaugle from PlatinumPR reported on the progress of the name change process. As of this morning, the 10 names culled by the Advisory Group from the surveys have been put on the website for voting. There was much discussion about certain names being too geographic and not dealing with our mission statement. Jim Rodgers suggested and Taylor Perry agreed that the Board deal with the situation now and make the decisions about deleting some names and added others before too much voting on the website takes place. Dr. Checkovich explained about the three categories - geographic, historical, goal oriented. Jim Rodgers moved that all the names be kept as is, Vicki Douglas seconded, motion passed with three “nays”. Jane Peters, Bill Clark and John Sherwood. Afterwards, John Sherwood realized he is not eligible to cast a vote. **(Diana Bell reported in the newspaper that Maria Lorensen SECONDED???** **Also, she said Bill Lucht and Jane Peters voted against where I had Jane Peters, Bill Clark and John Sherwood??) What did you have?** ) Shirley Tolbert mentioned that the region must be considered.

**8) Addition/Deletion of programs** – Rebecca Moore presented a new certificate program for an “Independent Maintenance Certificate” on behalf of Dr. Billie Unger, who could not be present. It will be a 32 hour course that will need no additional funding or faculty for Spring of 2006. It will benefit about 25 current students and perhaps encourage others to work towards an associate degree. Bill Lucht made the motion, Vicki Douglas seconded, motion was unanimously approved.

**9) Migration Plan** – this is where I had to leave! ☹ mm