

**MOUNTWEST COMMUNITY & TECHNICAL COLLEGE
INSTITUTIONAL BOARD OF GOVERNORS**

MINUTES

Friday, September 9, 2011

8:00 a.m.

**Pullman Plaza Hotel
Cam Henderson Room
1001 Third Avenue
Huntington, WV**

PRESENT: Bob Bailey, Mark Bugher, Ruth Cline, Rachael Fricke, Mark George, Jim Hale, Mike Herron, Jason Moses, Jeffrey Porter, Sue Richardson, Christopher Stevens, and Linda Vinson.

ABSENT: None.

ALSO ATTENDING: President Keith J. Cotroneo, Billie Brooks, Steven Brown, Jean Chappell, Steve Crandall, Herb Karlet, Stephanie A. Neal, Carol Perry, Cam Siegrist, Sheanna Spence, Elizabeth Stearns-Sims, and Terri Tomblin-Byrd.

AGENDA ITEMS:

I. Call to Order and Determination of Quorum:

Ms. Richardson called the meeting to order at 8:02 a.m. A quorum was established.

II. Consent Agenda:

A motion was made by Jason Moses and seconded by Mark Bugher to approve the consent agenda which included approval of the minutes of the August 19, 2011 IBOG meeting. The motion was approved.

III. Revenue Bonds – Dr. Cotroneo:

Dr. Cotroneo reported it was determined by the Higher Education Policy Commission that the best way to secure the additional funding needed to complete the renovations to the new college headquarters building was to sell revenue bonds rather than enter into a lease agreement with the Mountwest CTC Foundation. Cam Siegrist, an attorney with Bowles Rice McDavid Graff & Love LLP spoke to the Board about the proposal for the bonds and answered questions. A motion was made by Jim Hale and seconded by Chris Stevens to approve a resolution authorizing the issuance of the bonds. The motion was approved. President Cotroneo indicated the Higher Education Policy Commission had scheduled a special called meeting for September 13, 2011 to move forward with approval to issue the bonds. Indications were that Governor Tomblin was supportive and would sign the appropriate documents.

IV. IBOG By-Laws – Sue Richardson:

Proposed revisions to the IBOG By-Laws were presented to Board members as a discussion item. The proposed revised By-Laws will be sent to Steve Crandall, the Board's consultant on Policy Governance, to ensure the By-Laws are in compliance with the concept of Policy Governance. The revised By-Laws will be presented to the Board for approval at an upcoming meeting.

V. President's Report – Dr. Cotroneo:

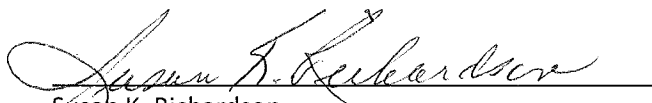
- President Cotroneo introduced Elizabeth Stearns-Sims as the recently hired Associate Dean for Student Success.
- Neighborgall Construction is currently conducting the demolition phase in renovating the new Campus Headquarters Building. Mike Meadows was been hired by the College as the Construction Project Manager. Dr. Cotroneo, Herb Karlet and Mike Meadows will be meeting twice per month with Neighborgall Construction representatives relating to the progress being made. If funding for the complete renovations is secured by September 30, 2011, Neighborgall officials have indicated construction will be complete by July 15, 2012.
- It is anticipated that Fall 2011 enrollment will be similar to Fall 2010.

VI. Announcements:

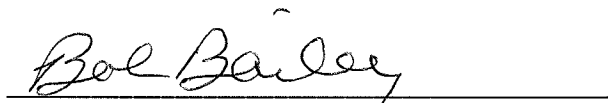
- Ms. Richardson announced the next meeting of the Community & Technical College Trustees is scheduled for September 14, 2011 at Braxton County High School in Sutton, WV. Officers are to be elected and By-Laws for the organization are to be approved.
- The next regularly scheduled meeting of the IBOG is October 21, 2011 at the Mountwest CTC Cooking & Culinary Institute, 917 Third Avenue, Huntington, WV. Breakfast will be available beginning at 7:30 a.m. and the IBOG meeting will begin at 8:00 a.m.

VII. Adjournment:

There being no other agenda items, the meeting was adjourned at 8:47 a.m.


Susan K. Richardson

Chairman


Bob Bailey

Secretary