

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

**MINUTES**

**Friday, December 17, 2010**

**8:00 a.m.**

**MCTC Cooking & Culinary Institute  
917 Third Avenue  
Huntington, WV**

**PRESENT:** Bob Bailey, Mark Bugher, Ruth Cline, Donna Donathan, Mark George, Jim Hale, Mike Herron, Jason Moses, Susan Richardson, Monica Shafer, and Cheryl Thompson.

**ABSENT:** Jeffrey Porter.

**ALSO ATTENDING:** President Keith J. Cotroneo, Billie Brooks, Rick Brown, Herb Karlet, Tommie Kelley, Stephanie A. Neal, Carol Perry, and Terri Tomblin-Byrd.

**AGENDA ITEMS:**

I. Call to Order and Determination of Quorum:

Ms. Richardson called the meeting to order at 8:00 a.m. A quorum was established.

II. Approval of Minutes – November 19, 2010:

A motion was made by Monica Shafer and seconded by Jason Moses to accept the November 19, 2010 minutes as presented. The motion was approved.

III. President's Report – Dr. Cotroneo:

President Cotroneo reported on the following items:

- A very successful Holiday Reception for Board members, faculty and staff was held December 7, 2010 at the Cooking & Culinary Institute.
- On November 24, 2010, Ralph Kelly, a member of the WV Council for Community and Technical College Education, visited Huntington and toured the new college campus. Mr. Kelly also met with President Cotroneo and Corey Payne concerning the college's program for veterans.
- Dr. Cotroneo and Dean Steven Brown met with Gary Adkins, Steve Queen and Sandra Pertee, all with the Wayne County Board of Education, and discussed the further development of the Spring Valley Technical Center. Another meeting will be held following the holidays.

- Professor Randall Jones is spearheading the development of a Transportation Technology program for the college. A Community Advisory Committee has been formed. A grant in the amount of \$225,000 has been secured for this purpose.
- The Community & Technical College Advisory Committee met earlier this week at the Governor's mansion. A productive discussion on the community and technical college system as a whole occurred. During the months of January and February 2011, First Lady Joanne Tomblin will be visiting all community and technical colleges in the state.
- President Cotroneo is chairing a state committee on the development of an Open Admissions rule for the community and technical colleges.

IV. Advocacy Training Report:

Ms. Richardson reported that she, Jason Moses, Ruth Cline and Dr. Cotroneo recently attended a meeting of IBOG Officers and CTC Presidents sponsored by Chancellor Skidmore's office. The purpose of the meeting was to stress the importance of Boards working collectively to support community and technical colleges with the legislature.

V. Policy Governance Training, January 13 – 14, 2011:

Steven Crandall will be providing the Board with training related to Policy Governance January 13 – 14, 2011. The training will be held from 8:30 a.m. – 4:00 p.m. each day.

VI. Update on Mountwest's Campus Project:

Neighborgall Construction has been awarded the contract to complete the build-out of the former Ames building, which will be the new location of Direct TV. Bastian-Harris Architects is ready to move forward with the bids for the renovation of the new Mountwest campus once dates for completion and financing of the Direct TV construction are available.

VII. Quarterly Financial Report for the period ending September 30, 2010:

Herb Karlet, CFO, provided the Board with an overview of the quarterly financial report for the period ending September 30, 2010. Following discussion, a motion was made by Mark Bugher and seconded by Mark George that the Board of Governors received the Financial/Budget Report for the quarter ending September 30, 2010. The motion was approved.

VIII. Executive Session Under the Authority of WV Code §6-9A-4 Relating to a Personnel Issue – President's Contract:

A motion was made by Jason Moses and seconded by Mark George that the Board go into Executive Session relating to the President's Contract under the authority of WV Code §6-9A-4. The motion was approved.

Following the Executive Session, a motion was made by Bob Bailey and seconded by Ruth Cline that a new contract for President Cotroneo be approved. The motion was approved. The contract must also be approved by the WV Council for Community and Technical College Education.

IX. Future Board Agenda Items:


- Update on Mountwest's Campus Project
- Marketing Campaign Review and Update

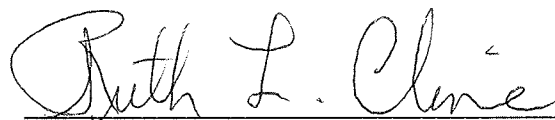
X. Announcements:

- Next regularly scheduled meeting of the IBOG – January 21, 2011 @ the Mountwest Cooking & Culinary Institute, Breakfast at 7:30 a.m. with meeting to begin at 8:00 a.m.

XI. Adjournment:

There being no other agenda items, the meeting was adjourned at 9:15 a.m.

  
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Susan K. Richardson Chairman

  
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Ruth Cline Secretary