

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

**AGENDA**

Friday, October 19, 2012

8:00 a.m.

Mountwest CTC Headquarters Building

Room G07-B

One Mountwest Way

Huntington, WV

1. Call to Order and Determination of Quorum – Jason Moses, Chairman
2. Guest Speaker – Senator Plymale
3. Consent Agenda – Jason Moses, Chairman
  - Approval of Minutes – September 21, 2012\*
4. Legislative Reception – Discussion
5. IBOG Retreat – Discussion
6. WVU Classified Staff Salary Schedule – Stephanie Neal
7. President’s Report – Dr. Keith J. Cotroneo
8. Other
9. Future Board Agenda Items – Jason Moses, Chairman
10. Announcements:
  - Next regularly scheduled meeting of the IBOG – November 16, 2012 @ Mountwest Community & Technical College, One Mountwest Way, Huntington, WV. Breakfast will be available beginning at 7:30 a.m. with the meeting scheduled to begin at 8:00 a.m.
  - 2012 WV Community College Association (WVCCA) and WV Association for Developmental Education (WVADE) Conference to be held at the Canaan Valley Resort & Conference Center October 24 – 26, 2012. A meeting of the WV Community & Technical College Association of Institutional Boards of Governors will be held during the afternoon of October 24. This meeting and the conference are training opportunities for IBOG members.
  - Other

11. Possible Executive Session Under the Authority of WV Code §6-9A-4 Relating Property Acquisitions, Leases and/or Personnel Issues

12. Adjournment

\* Action Items

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

**MINUTES**

**Friday, September 21, 2012**

**8:00 a.m.**

**Mountwest Community & Technical College  
2205 Fifth Street Rd  
Huntington, WV**

**PRESENT:** Bob Bailey, Ruth Cline, Mark George, Thomas Gibson, Jim Hale, Mark Herron, Jason Moses, Kimberly Patrick, Sue Richardson, Christopher Stevens, and Linda Vinson

**ABSENT:** Mark Bugher

**ALSO ATTENDING:** President Keith J. Cotroneo, Luanne Bowman, Steven Brown, Jean Chappell, Michael McComas, Stephanie Neal, Bethany Perry, Carol Perry, Latrenda Sanders, Monica Shafer, Sheanna Spence, Terri Tomblin-Byrd, Buckey Walters and the media

**AGENDA ITEMS:**

**I. Call to order and determination of Quorum – Jason Moses, Chairman:**

Jason Moses, IBOG Chairman, called the meeting to order at 8:00 am. A quorum was established.

**II. Consent Agenda – Jason Moses, Chairman:**

A motion to accept the minutes of the July 20, 2012 IBOG meeting was made by Bob Bailey and seconded by Sue Richardson. The motion was approved.

**III. Progress toward ENDS – Dr. Keith Cotroneo:**

President Cotroneo made a presentation relating to progress that has been made to date in addressing ENDS statements as approved by the Board. Topics included:

- Board Ends
- College Ends
- Completion Degrees Conferred
- Beacon Project
- Career Development

#### **IV. President's Report – Dr. Keith Cotroneo:**

a. Campus Update:

Buckey Walters was introduced as the college's recently hired Director of Public Safety. It was also noted that the college has a contract with the Cabell County Sheriff's Office for safety which includes having Sergeant Bob McQuaid on campus through June 2013.

b. FY 2014:

It was reported that the Community & Technical College Presidents in WV have been given notice to plan for a 7.5% reduction in state appropriations FY 2013-2014. For Mountwest, this amounts to approximately \$460,000. The College will need to identify a long-term strategy for addressing such a loss.

c. Other:

- Senate Bill 436 – President Cotroneo met with the superintendents of public schools from Cabell County, Bill Smith; Wayne County, Gary Adkins; Mason County, Suzanne Dickens and Putnam County, Chuck Hatfield to discuss a compact for developing strategies related to SB 436. An additional meeting with the superintendents is forthcoming.
- Replacement of CFO – Due to the upcoming retirement of Herb Karlet, Vice-President and CFO, a CFO and Dean of Business Services position has been advertised and the College is currently conducting a search for this position.
- Budget Reports – The College's annual finance audit is currently in process. The first quarter of FY2013 budget report should be available soon after the audit is completed.

#### **V. Guest Speaker at Future IBOG Meeting – Jason Moses, Chairman:**

Jason Moses proposed that guest speakers attend monthly IBOG meetings. All IBOG members agreed with this concept and discussed some possible guests for future meetings such as Chancellor Jim Skidmore, Senator Robert "Bob" Plymale, representatives from local manufacturers, local employers, medical groups, etc.

#### **VI. IBOG Reception with Local Leaders – Tom Gibson:**

Tom Gibson discussed possible dates and times for a Board reception with local leaders. October 15, 2012 @ 5pm was identified as a possible date and time. Mr. Gibson will consult with local legislative members concerning their availability. Plans may include a small reception and tour of the new campus facility.

#### **VII. IBOG Retreat – Jason Moses, Chairman**

Jason Moses, Chairman discussed the possibility of an IBOG Retreat. All IBOG Members agreed to a two-day IBOG Retreat at Glade Springs. Stephanie Neal will check dates of availability at Glade Springs.

#### **VIII. Future Board Agenda Items:**

- Board Retreat
- IBOG Reception
- Presidential Evaluation

- Mr. Moses asked each Board member to bring a possible agenda item with them to each future Board meeting.
- Ms. Vinson indicated a General Education outcomes will be forthcoming for IBOG approval.
- Mr. Stephens requested that classified staff salaries be addressed at a future IBOG meeting.

**IX. Announcements:**

- Next regularly scheduled meeting of the IBOG – October 19, 2012 @ Mountwest Community & Technical College, 2205 Fifth Street Road/ One Mountwest Way, Huntington, WV. Breakfast will be available beginning at 7:30 a.m. and the IBOG meeting will begin at 8 a.m.
- 2012 WV Community College Association (WVCCA) and WV Association for Developmental Education (WVADE) Conference to held at the Canaan Valley Resort & Conference Center October 24 – 26, 2012. A meeting of the WV Community & Technical College Association of Institutional Boards of Governors will be held during the afternoon of October 24. This meeting and the conference are training opportunities for IBOG members.
- Ms. Richardson reported that the President’s Annual Evaluation was temporarily on hold.

**X. Adjournment:**

There being no other agenda items, the meeting was adjourned.

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Jason Moses Chairman

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Bob Bailey Secretary