

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

AGENDA

Thursday, August 20, 2015

8:00 a.m.

Mountwest Community & Technical College

Room G07A

Huntington, WV

1. Call to Order and Determination of Quorum – Jason Moses, Chairman
2. Consent Agenda – Jason Moses, Chairman
 - Approval of Minutes – June 26, 2015*
3. President’s Report – Dr. Keith J. Cotroneo, President
4. Revisions to the FY 2016 IBOG Meeting Calendar – Jason Moses, Chairman*
5. Ends Statement Discussion – Jason Moses, Chairman
6. Future Board Agenda Items – Jason Moses, Chairman
 - Presentation on Recruitment Efforts in the High Schools – Billie Brooks, Vice President for Student Services, September 17, 2015
 - Presentation on Library Services – Jamie Bayne, Assistant Professor – Librarian
 - Tour of EMT Simulator
 - Bridging the Gap Initiatives
 - Other
7. Announcements:
 - IBOG Meeting, Thursday, September 17, 2015 at Heritage Farm, Huntington, WV. Breakfast will be available beginning at 7:30 a.m. and the meeting will begin at 8:00 a.m.
 - ACCT Leadership Congress October 14 - 17, 2015, San Diego, CA
 - WVCCA/WVADE Joint Annual Conference November 11 - 13, 2015 at the Embassy Suites Hotel, Charleston, WV
 - Other
8. Possible Executive Session under the Authority of WV Code §6-9A-4 Relating to Property Acquisitions, Leases and/or Personnel Issues
9. Adjournment

* *Action Items*

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

MINUTES

Friday, June 26, 2015

9:00 a.m.

Glade Springs Resort

The Senators Room

2400 Ritter Drive

Daniels, WV

PRESENT: Cathy Burns (telephone), Ruth Cline, Matthew Deerfield, Thomas Gibson, Jeffrey Goad, Jim Hale, Jason Moses, Christopher Stevens (telephone)

ABSENT: Kelva Ferrell, Mark George, Mike Herron and Linda Vinson

ALSO ATTENDING: President Keith J. Cotroneo, Mike Dunn, Dan Figler, and Stephanie A. Neal

AGENDA ITEMS:

1. Call to Order and Determination of Quorum – Jason Moses, Chairman:

Jason Moses, IBOG Chairman, called the meeting to order at 9:01 a.m. A quorum was established.

2. Consent Agenda – Jason Moses, Chairman:

A motion to approve the minutes of the May 21, 2015 meeting of the Board was made Jeffrey Goad and seconded by Jim Hale. The motion was approved.

3. President's Report – Dr. Keith J. Cotroneo, President:

There was no President's Report given.

4. IBOG Monitoring Schedule – June 2015 – Dr. Keith J. Cotroneo President:

Dr. Cotroneo distributed copies of the ENDS Progress Indicators Report dated June 24, 2015. Following a brief discussion, a motion was made by Jeffrey Goad and seconded by Thomas Gibson that the Institutional Board of Governors accepts the All College ENDS – Annual Ends Measures Report for 2014-2015. The motion was approved.

Dr. Cotroneo distributed copies of the results of the Annual Staff Survey Report. Following a brief discussion, a motion was made by Matthew Deerfield and seconded by Jeffrey Goad that the Institutional Board of Governors accepts the Annual Staff Survey Report, as administered by Human Resources. The motion was approved.

5. Approval of Fiscal Year 2016 Budget – Dan Figler, Vice President for Business Services/CFO:

Dan Figler presented the Board with the Fiscal Year 2016 operating and capital budgets for the college. Following discussion, a motion was made by Jim Hale and seconded by Thomas Gibson

that the Institutional Board of Governors approves the Fiscal Year 2016 operating and capital budgets. The motion was approved.

6. Report of the Nominating Committee and Election of Officers – Matthew Deerfield:

As a member of the Nominating Committee, Matthew Deerfield made a report on behalf of the committee recommending that Jason Moses serve as Chairman, Mark George serve as Vice Chairman and Jim Hale serve as Secretary for the 2015-2016 fiscal year. Mr. Deerfield made the recommendation in the form of a motion that was seconded by Jeffrey Goad. The motion was approved.

7. Approval of FY 2016 IBOG Meeting Calendar – Jason Moses, Chairman::

A proposed meeting schedule for the Board for the 2015-2016 fiscal year was discussed. It was noted that although the Board is required to meet six times per year, the schedule tentatively listed a schedule similar to previous years providing for meetings to be held the third Thursday of each month beginning in August 2015. Jim Hale and Jeffrey Goad suggested that for those meeting times when the Board was not required to take action on any items, that the time might be used to work on the Board ENDS statements. Additionally, it was recommended that the June meeting be a Wednesday and Thursday or Thursday and Friday retreat to be held at Glade Springs, depending on the availability of space. A motion was made by Matthew Deerfield and seconded by Jeffrey Goad to approve the meeting calendar and the recommendations related to it. The motion was approved.

8. Announcements::

- ACCT Leadership Congress October 14 – 17, 2015, San Diego, CA
- WVCCA/WVADE Joint Annual Conference November 11 – 13, 2015 at the Embassy Suites Hotel, Charleston, WV. There will be a reception for the WVCTC BOG A on November 11 and the organization will meet on November 12. Board members were encouraged to attend.
- A conference call for the WVCTC BOG A is scheduled to be held July 21, 2015.

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

None.

10. Adjournment:

There being no other agenda items, the meeting was adjourned at 9:35 a.m.

Jason Moses

Chairman

Jim Hale

Secretary



Institutional Board of Governors

Revised Meeting Schedule for Consideration

Fiscal Year 2015-2106

(Third Thursday of each month)

Thursday, August 20, 2015

Thursday, September 17, 2015

Thursday, October 15, 2015*

Thursday, November 19, 2015*

Thursday, January 21, 2016

Thursday, February 18, 2016*

Thursday, March 17, 2016

Thursday, April 21, 2016*

Thursday, May 19, 2016*

Thursday, June 8 - 9, 2016*

*required monthly meetings