

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

AGENDA

Friday, January 18, 2013

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. Consent Agenda – Jason Moses, Chairman
 - Approval of Minutes – November 16, 2012*
3. President’s Report – Dr. Keith J. Cotroneo
 - Progress on Strategic Planning
 - Other
4. Review of IBOG Policy Governance Monitoring Schedule – Jason Moses, Chairman
5. Future Board Agenda Items – Jason Moses, Chairman
6. Announcements:
 - Next regularly scheduled meeting of the IBOG – February 15, 2013 @ 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.
 - Other
7. Executive Session Under the Authority of WV Code §6-9A-4 Relating Property Acquisitions, Leases and/or Personnel Issues
8. Adjournment

* Action Items

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

MINUTES

Friday, November 16, 2012

8:00 a.m.

**Mountwest Community & Technical College
One Mountwest Way, Room G07-B
Huntington, WV**

PRESENT: Mark George, Jim Hale, Jason Moses, Kimberley Patrick, Sue Richardson, Christopher Stevens, and Linda Vinson

ABSENT: Bob Bailey, Mark Bugher, Ruth Cline, Thomas Gibson, and Mike Herron

ALSO ATTENDING: President Keith J. Cotroneo, Luanne Bowman, Billie Brooks, Christie Chaffin, Jean Chappell, Richard Gross, Mike Hager, Beth Hendricks, Tommie Kelley, Matthew Kinkead, Jason Lovejoy, Bob McClain, Stephanie Neal, Cory Payne, Bethany Perry, Carol Perry, Latrenda Sanders, Monica Shafer, and Sheanna Spence

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 a.m. A quorum was established.

II. Consent Agenda – Jason Moses, Chairman:

A motion to approve the minutes of the October 19, 2012 Board meeting was made by Linda Vinson, seconded by Chris Stevens and approved. A motion to make revisions to IBOG Policy No. H-21 on Faculty Evaluation, Promotion, Tenure, Sabbatical (Part of Faculty Personnel Policy) Section 5.4.a was made by Linda Vinson, seconded by Sue Richardson and approved. The revised rule will be available to the public for a 30-day comment period. Providing no substantive comments are received, the final policy is approved.

III. Audited Financial Report for FY 2012 – Dr. Cotroneo:

Mike Hager, Manager – Assurance, Accounting and Business Taxation for Hayflich Grigoraci, presented the Board copies of the College's audited Financial Statements as of and for the years ended June 30, 2012 and 2011 and Independent Auditors' Reports along with a October 29, 2012 letter from the auditors. A schedule of Key Financial measures was also discussed. Following discussion, a motion to officially receive the documents was made by Sue Richardson, seconded by Mark George and approved.

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

Dr. Cotroneo made the following announcements:

- Due to the efforts of Cory Payne, Military and Veterans Program Manager at Mountwest, the college has just been named the Best Two-Year College for Veterans in the Nation by *Military Times*.
- Beacon Grant – President Cotroneo is pleased with the progress of the grant and the number of students involved in the program.
- Enrollment for the Fall 2012 semester appeared to have dropped due to a number of students being documented during the Summer term rather than the Fall term, as was the case in previous years.
- Jean Chappell, Dean of Allied Health & Life Sciences, will be leaving the college in January 2013 for a new position at Cincinnati State Technical & Community College.
- Consortium – A meeting with the public school superintendents was held and progress has been made.
- The College was successful in securing a \$110,000 grant from the WV Community & Technical College System for the Mountwest Café'.
- Facilities Update - The outside of the headquarters building will be painted Spring 2013. The Café' is now in a position to begin offering hot food choices in January 2013. The lease on Third Avenue which formerly housed the CCI will end in January 2013.
- Jason Moses provided the Board with an update related to the Board of Governors Association.
- Kimberley Patrick provided the Board with an update related to activities of the Advisory Council of Students and the Student Government Association.

V. Future Board Agenda Items:

- IBOG Reception with local leaders
- President's Annual Evaluation

VI. Announcements:

- Next regularly scheduled meeting of the IBOG – January 18, 2013 @ Mountwest Community & Technical College, One Mountwest Way, Huntington, WV. Breakfast will be available beginning at 7:30 a.m. and the Board meeting will begin at 8 a.m.

VII. Adjournment:

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

Jason Moses

Chairman

Bob Bailey

Secretary