

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

MINUTES

Thursday, April 16, 2015

8:00 a.m.

Mountwest Community & Technical College

Room G07A

One Mountwest Way

Huntington, WV 25701

PRESENT: Cathy Burns, Jordan Chapman, Matthew Deerfield, Mark George, Thomas Gibson, Jeffrey Goad, Jim Hale, Mike Herron (telephone), Jason Moses, Christopher Stevens, and Linda Vinson

ABSENT: Ruth Cline

ALSO ATTENDING: President Keith J. Cotroneo, Ed Bays, Lisa Beckett, Billie Brooks, Dr. Steven Brown, Donna Donathan, Mike Dunn, Adam Edens, Dr. Harry Faulk, Tommie Kelley, Jason Lovejoy, Michael McComas, Ainslie McKinney, Dr. Natalie Mills, Lisa Penix, Bethany Perry, Stephanie A. Neal, Lacie Pierson, Daniel Sadler, Janet Smith, and Pat Young

AGENDA ITEMS:

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

Jason Moses, IBOG Chairman, called the meeting to order at 8:05 a.m. A quorum was established.

2. Consent Agenda – Jason Moses, Chairman:

A motion to approve the minutes of the March 19, 2015 meeting of the Board was made by Jim Hale and seconded by Chris Stevens. The motion was approved. Mr. Moses asked that the agenda item related to the Notice of Intent to Revise IBOG Policy No. F-4: Policy on Use of Institutional Facilities be removed from the consent agenda. Mr. Moses made note that the proposed revised policy contained references to Marshall University. Dr. Cotroneo explained that the policy was one that was originally approved by the Marshall University Institutional Board of Governors prior to the establishment of the Mountwest Institutional Board of Governors and was transferred to the Mountwest Board when established. A motion was made by Tom Gibson and seconded by Linda Vinson that the references to Marshall University be changed to be Mountwest, that all of the proposed revisions be noticed with a 30-day comment period and that if no substantive comments are received, the Board extends its final approval of the revised policy/rule. The motion was approved.

3. Annual Classified Staff Presentation – Chris Stevens, IBOG Classified Employee Representative:

Mr. Stevens made a presentation to the Board providing a summary of Senate Bill 439, which relates to higher education personnel passed during the 2015 regular legislative session, gave a description of who classified staff employees at Mountwest are, the impact classified employees have on students, the impact the classified staff have on the community, and a number of classified staff concerns. Mr. Moses commended the classified staff on their work well done.

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

President Cotroneo reported to the Board on the following items:

- The College has seen a 10% increase in retention due largely to the initiatives of the BEACON grant.
- An invitation has been extended to all middle school counselors in the Western Advantage Valley Consortium to come to Mountwest on April 23, 2015.
- Representatives from South Texas College will be coming to campus June 3, 2015 for a presentation relating to dual credit and the success of the program at this institution. High school principals, legislative members, and Institutional Board of Governors members will be given an invitation to attend this event. Chancellor Skidmore will be hosting a similar event for the Community & Technical College Presidents June 4, 2015 in Charleston, WV.
- The legislature approved of returning \$123,000 in state appropriations FY 2014 to the college, which will be used to fund a number of facilities enhancements at Mountwest.
- Of all Community & Technical Colleges in West Virginia, Mountwest is the third lowest funded school in state appropriations.
- Recommendations relating to salary enhancements for fiscal year 2016 will be presented to the Board at the May 21, 2015 meeting. These recommendations will be in line with the Salary Philosophy approved by the Board in August 2014.
- Some changes are being made in the institutional marketing plan. *Career Focus* will continue to be distributed in the fall but the distribution of the Spring publication will be limited. Savings from this change will be put toward the Fall and Spring marketing campaigns. The College will be contracting with Blackboard to conduct a marketing campaign encouraging former students in good standing to re-enroll. A similar initiative at Pierpont Community & Technical College proved to be very successful.
- Notice was received from the Department of Education that after a review of the college's loan servicing appeal, the information provided in the appeal warranted a revision to the college's FY 2011 3-year cohort default rate. This resulted in positive results for Mountwest.
- Expressions of sympathy were expressed to Chancellor Skidmore's family for the recent loss of their son.
- Commencement will be held May 8, 2015 at Christ Temple Church. 701 students will be graduating. All Board members were encouraged to attend.
- A handout providing a summary of the 2015 legislation related to higher education was distributed.

5. WVCTC BOGA Update – Jason Moses, Chairman:

Jason Moses reported on the April 14, 2015 conference call of the WV CTC BOGA. It was suggested that the group explore the possibility of hiring a lobbyist to work on behalf of the community and technical colleges. The next conference call of the group will be held on July 21, 2015.

6. Review of the IBOG Monitoring Schedule – Jason Moses, Chairman:

The Board briefly reviewed their monitoring schedule. Jason Moses suggested that review of the schedule be added to the agenda for the IBOG retreat in June and that the first item on the agenda be the President's report of the progress toward implementing and meeting the college ends established by the Board.

7. Future Board Agenda Items – Jason Moses, Chairman:

- Annual Faculty Presentation – May 21, 2015
- Annual Student Presentation – May 21, 2015
- Linda Vinson requested the continuation of presentations on academic programs and services. Dr. Cotroneo suggested presentations might include initiatives of the Bridging the Gap grant given by Dr. Randall Jones and a tour of the EMT simulator.

8. Announcements:

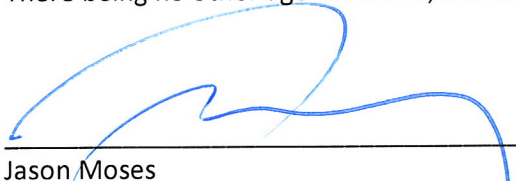
- Commencement, Friday, May 8, 2015 at Christ Temple Church, 2400 Johnstown Road, Huntington, WV. Please arrive no later than 6:45 p.m. Commencement will begin at 7:00 p.m.
- IBOG Meeting, Thursday, May 21, 2015 in Room G07A. Breakfast will be available beginning at 7:30 a.m. and the meeting will begin at 8:00 a.m.
- IBOG Retreat at Glade Springs, Wednesday, June 24, 2015 beginning at 12:00 noon and ending Friday, June 26, 2015 at 12:00 noon
- 2015 ACCT Leadership Congress, Wednesday, October 14, 2015 – Saturday, October 17, 2015, San Diego, CA

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

A motion was made by Linda Vinson, seconded by Cathy Burns and approved that the Board go into executive session to consider a personnel matter. Following discussion, the Board came out of executive session with a motion made by Linda Vinson, seconded by Chris Stevens and approved. No action was taken.

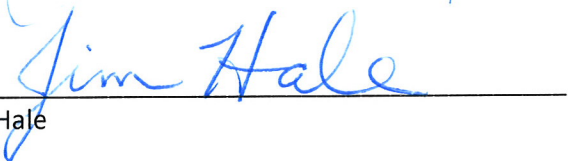
10. Adjournment:

There being no other agenda items, the meeting was adjourned at 9:42 a.m.



Jason Moses

Chairman



Jim Hale

Secretary