

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

**MINUTES**

**Friday, August 16, 2013**

**8:00 a.m.**

**Mountwest CTC Headquarters Building**

**Room G07-A**

**One Mountwest Way**

**Huntington, WV**

**PRESENT:** Bob Bailey, Mark Bugher, Ruth Cline, Mark George, Thomas Gibson, Mike Herron (by telephone), Jason Moses, Kimberley Patrick, Sue Richardson, Christopher Stevens, and Linda Vinson

**ABSENT:** Jim Hale

**ALSO ATTENDING:** President Keith J. Cotroneo, Billie Brooks, Steven Brown, Latrenda Clay, Harry Faulk, Dan Figler, Tommie Kelley, Matthew Kinkead, Jason Lovejoy, Michael McComas, Stephanie A. Neal, Carol Parry, Bethany Perry, Rhonda Scragg, Sheanna Spence, and Terri Tomblin-Byrd

**AGENDA ITEMS:**

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

Jason Moses, IBOG Chairman, called the meeting at 8:11 a.m. A quorum was established.

2. **Possible Policy Governance Ends – Focus Session – Guest Speaker: Mayor Williams:**

Unfortunately Mayor Williams was not available to attend the meeting.

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

Approval of Minutes – June 20, 2013: A motion to revise the third item of the President's Report to read "Higher Learning Commission Campus Report – The Higher Learning Commission reviewers will forward their recommendation for review and consideration" was made by Sue Richardson, seconded by Kimberley Patrick and approved.

A motion was then made by Sue Richardson and seconded by Kimberley Patrick to approve the consent agenda with the revised minutes and the Memorandum of Understanding with WVNET for Data Analytics was approved.

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

- Dr. Harry Faulk was introduced as the Vice President for Academic Affairs
- The painting of the exterior of the Headquarters Building is nearly complete. A new Mountwest sign is to be mounted on the side of the building facing I-64 next week.

- A proposal will be considered by College Council following the IBOG meeting today for the campus to operate on a modified schedule beginning with the Spring 2014 term. Results of the proposal include potential cost savings on utilities and security.
- Michael McComas was acknowledged for his efforts in revising the Math curriculum to better meet the needs of students.
- The College has been notified that public higher education institutions should plan for a 7.5% decrease in state appropriations FY 2015.
- Financial Aid – The distribution of loans for new students who apply will not occur until mid-term with the student having a minimum GPA of 1.75. Faculty have the ability to withdraw students who are not attending at least 85% of their classes. The federal government has invited ACS, the organization previously providing the loan servicing for Mountwest, to not participate in the future.
- The Institutional Strategic Plan is currently in Phase II. Team leaders will be putting their data into Microsoft project for monitoring.

5. **Policy Governance Ends – Focus Session – Jason Moses, Chairman – Discussion of Monitoring Schedule:**

Board members reviewed the Board Monitoring Schedule. Discussion suggested that possible reports include a Cash Flow Report and a Functional Distribution Report.

6. **Future Board Agenda Items – Jason Moses, Chairman:**

None

7. **Announcements:**


- Next regularly scheduled meeting of the IBOG – September 20, 2013 @ Mountwest Community & Technical College, 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.
- Mark Bugher announced his retirement from the Huntington Regional Chamber of Commerce and indicated that he would be moving from the Huntington area.
- Kimberley Patrick announced the Student Government Association will be having an election for officers in September 2013.


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

None.

9. **Adjournment:**

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

  
 \_\_\_\_\_ Chairman  
 Jason Moses

  
 \_\_\_\_\_ Secretary  
 Bob Bailey