

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

MINUTES

Thursday, February 18, 2016

8:00 a.m.

**Mountwest Community & Technical College
One Mountwest Way
Huntington, WV 25701**

PRESENT: Ed Bays, Cathy Burns, Ruth Cline, Jeffrey Goad, Jim Hale, Mark George, and Jason Moses

ABSENT: Matthew Deerfield, Mike Dunn, Thomas Gibson, Adam Hayden, and Mike Herron

ALSO ATTENDING: President Keith J. Cotroneo, Stacy Arthur, Jamie Bayne, Jake Bolen, Billie Brooks, Dr. Steven Brown, Donna Donathan, Adam Edens, Dr. Harry Faulk, Dan Figler, Tommie Kelley, Michael McComas, Dr. Natalie Mills, Stephanie A. Neal, Jenna Parker, Kimberly Russell, Dr. Daniel Sadler, Terri Tomblin-Byrd, Rebecca White, Jim Wilkerson, 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 8:13 a.m. A quorum was established.

2. Consent Agenda – Jason Moses, Chairman:

A motion was made by Jim Hale and seconded by Ruth Cline to approve the minutes of the January 21, 2016 meeting of the Institutional Board of Governors. The motion was approved.

3. Presentation on Library Services – Jamie Bayne, Assistant Professor – Librarian:

Jamie Bayne made a presentation related to library services available at Mountwest. Current classroom instruction services include information literacy, source recognition and database instruction. Ms. Bayne currently attends student orientation sessions to show students where to find library resources, she presents to every College 101 class and she provides tailored classroom instruction to any instructor who requests it. The library provides books/ebooks, periodicals and databases for use by students and employees.

4. Mid-Year Financial Reports FY 2016 – Dan Figler, Vice President for Finance and Business Services/CFO:

Dan Figler presented the college's Mid-Year Financial Report FY 2016, as required by the IBOG monitoring schedule. The report showed that as of December 31, 2015, the college was in

sound financial standing. A motion was made by Ed Bays, seconded by Jeffrey Goad and approved to accept the Mid-Year Financial Report FY 2016 as presented.

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

- Workforce WV has rented space on the second floor of the Headquarters Building for the purpose of providing instruction in an excellent format. Many of these individuals are enrolling in EZ Start courses at Mountwest, the majority of who have declared majors. The partnership is working well.
- Registrations are currently being accepted for the Spring II term at Mountwest, which is a compressed 8-weeks term where the full-time course load is reduced due to the compressed schedule. Twenty students are currently enrolled. The term begins March 14, 2016.
- There is approximately a \$400 million deficit in the state budget that has to be addressed for next fiscal year. Higher education is planning for a 6.5% reduction in state allocations for fiscal year 2017. Tuition increases will need to be considered. Mountwest has lost over \$600,000 in state appropriations over recent years.
- The dual credit initiative with Career and Technical Centers in our geographic region is progressing. A meeting was held with all of our partners just prior to the holiday break. All partners have agreed to send forward classes suggested for dual credit offerings, which will be in alignment with the college's programming. Teachers in the local area high schools teaching dual credit courses will be considered to be adjunct faculty of Mountwest. Our dual credit focus will be career and technical programming. A list of the courses under consideration will be emailed to Board members. The grant being pursued for this initiative will be asking for support in hiring help to move the initiative forward.
- Mountwest has a very strong initiative with the Marshall University College of Health Professions that provides Mountwest students a pathway to a four-year degree in health related programs.
- The College has a new partnership with Valley Health beginning February 23, 2016. Valley Health will be on campus on Tuesdays and Thursdays providing medical services to students and employees.
- A handout from the annual higher education report card at the state level was distributed. The document indicated Mountwest became one of the largest providers of all certificates and degrees awarded by Community & Technical College's in the state. The numbers represent approximately 26% of our students in an academic year.
- The College's recently hired Executive Director for Corporate and Foundation Relations, Jim Wilkerson, is working on grant initiatives to engage business and industry with training needs in our geographic region.

6. WVCTC BOGA Update – Jason Moses, Chairman:

Jason Moses reported a special meeting has called for the WVCTC BOGA for the purpose of discussing the tuition bill. A compromise was made in the bill to allow community and technical colleges to charge for the 13th, 14th and 15th credit hours but capped at 15 with IBOG approval.

The revised bill was sent to Delegate Rohrbach earlier in the week but as of now, it appears the bill hasn't been introduced yet.

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

Jason Moses asked that the Board's monitoring schedule be on the March 17, 2016 or April 21, 2016 IBOG agenda for discussion. It was noted that the 30-day comment period for the revisions to the Board's policy governance rules has passed with no comments being received. The final revised rules will be sent to IBOG members and posted on the college's website. State code mandates that the Board meet on an annual basis with the students, faculty and classified staff. Accordingly, annual presentations are scheduled are follows:

- Annual Presentation by the Students – March 17, 2016
- Annual Presentation by the Faculty – April 21, 2016
- Annual Presentation by the Classified Staff – May 19, 2016

Additional requests for future Board agenda items included:

- Changing the update on Bridging the Gap Initiatives only to instead be a report on overall grant initiatives.

8. Announcements:

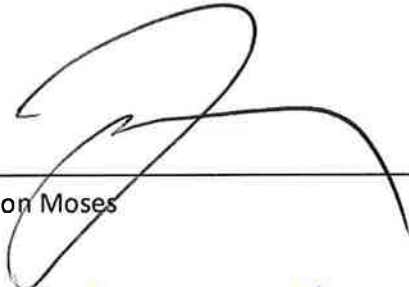
- IBOG Meeting, Thursday, March 17, 2016 at Mountwest Community & Technical College, Huntington, WV. Breakfast will be available beginning at 7:30 a.m. and the meeting will begin at 8:00 a.m.
- IBOG Retreat at Glade Springs, June 8 – 9, 2016

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

None


10. Adjournment:

The meeting was adjourned at 9:22 a.m.



Jason Moses

Chairman



Jim Hale

Secretary