

MOUNTWEST COMMUNITY & TECHNICAL COLLEGE  
INSTITUTIONAL BOARD OF GOVERNORS

MINUTES

Friday, June 20, 2013

8:00 a.m.

Mountwest Community & Technical College  
One Mountwest Way - Room G07A  
Huntington, WV 25701

**PRESENT:** Bob Bailey, Mark Bugher, Ruth Cline, Thomas Gibson, Mike Herron, Jason Moses, Kimberley Patrick, Christopher Stevens, and Linda Vinson

**ABSENT:** Mark George, Jim Hale, and Sue Richardson

**ALSO ATTENDING:** President Keith J. Cotroneo, Stacey Arthur, Luanne Bowman, Steven Brown, Christie Chaffin, Sara Chapman, Latrenda Clay, Mike Dunn, Adam Edens, Dan Figler, Richard Gross, Tommie Kelley, Matthew Kinkead, Susan Levering, Jason Lovejoy, Lisa Penix, Bethany Perry, Sheanna Spence, and Terri Tomblin-Byrd

**AGENDA ITEMS:**

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

Jason Moses, IBOG Chairman, called the meeting at 8:08 a.m. A quorum was established.

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

A motion to approve the following items listed on the consent agenda was made by Christopher Stevens, seconded by Kimberley Patrick and approved without discussion:

- Approval of Minutes - May 17, 2013
- Mountwest Mission Statement
- Program Reviews
- Intent to Revise IBOG Policy H-21 – Faculty Evaluation, Promotion, Tenure, Sabbatical (Part of Faculty Personnel Policy) relating to Eligibility for Promotion
- Fiscal Year 2013-2014 Institutional Budget

**III. Recommendations of the Nominating Committee FY 2013-2014 IBOG Officers and Elections – Mark Bugher:**

On behalf of the Nominating Committee, a motion was made by Mark Bugher for Jason Moses to continue as Chairman of the Board, Mark George to service as Vice-Chairman and Bob Bailey, to serve as Secretary. The motion was seconded by Linda Vinson and approved.

**IV. Annual Presentation by the Mountwest Students - Kimberley Patrick:**

Kimberley Patrick, Student Representative to the IBOG, made an annual presentation on behalf of the students. Areas of interest included a student lounge area, a daycare and a wellness center/program.

**V. Annual Presentation by the Mountwest Classified Employees -- Chris Stevens:**

Chris Stevens, Classified Employee Representative to the IBOG, introduced Mike Dunn who made the annual presentation of the classified employees to the Board. Mr. Dunn noted that WVU Parkersburg had opted to give classified employees an across-the-board raise of \$500. Board members asked for the cost of Professional Development and certifications as noted on slide number 14.

**VI. President's Report -- Dr. Keith J. Cotroneo:**

- A handout was distributed relating to Phase 1 of the college's Strategic Plan as of April 29, 2013. A discussion was held related to college completion. President Cotroneo noted the faculty are heavily involved in these processes and will not be back on contract until August 2013.
- Building Paint Job Update -- Gaskets and channels on the headquarters building are being repaired, caulked and painted. The painting of the exterior of the building is underway.
- Higher Learning Commission Campus Report -- The initial report of the HLC reviewers was good.
- Department of Labor Evaluation for Beacon Update -- Representatives from the Department of Labor were recently on campus to review the BEACON grant.
- Financial Aid WV System Plan -- Chancellor Skidmore has committed to obtaining a loan default management service for the Community & Technical College System as this is a problem for any institutions.
- Grants - TAACCT & Title III: The College has applied for two additional federal grants: "Attendance Pays -- A Comprehensive Plan to Improve Attendance, Retention and Completion" (TAACCT) and "Heroes for Hire" (Title III).

**VII. Future Board Agenda Items -- Jason Moses, Chairman:**

Mark Bugher suggested Congresswoman Shelley Moore Capito be invited to attend the August 2013 meeting of the Board as she is running for the U.S. Senate.

**VIII. Policy Governance Ends -- Focus Session -- Jason Moses, Chairman:**

None.

**IX. Announcements:**


- Next regularly scheduled meeting of the IBOG -- August 16, 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

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

None.

XI. Adjournment:

There being no other agenda items, the meeting was adjourned at 9:26 a.m.

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

Chairman

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

Secretary