

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

**MINUTES**

**Thursday, May 19, 2016**

**8:00 a.m.**

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

**PRESENT:** Ed Bays, Ruth Cline (telephone), Matthew Deerfield, Mike Dunn, Thomas Gibson, Jeffrey Goad, Jim Hale, Jason Moses, and Tyler Triplett

**ABSENT:** Cathy Burns, Mark George and Mike Herron

**ALSO ATTENDING:** President Keith J. Cotroneo, Derek Adkins, Teresa Blankenship, Angela Bradshaw, Billie Brooks, Dr. Steven Brown, Donna Donathan, Carey Dunfee, Dr. Harry Faulk, Veella Grooms, Tommie Kelley, Jason Lovejoy, Michael McComas, Ainslie McKinney, Dr. Natalie Mills, Stephanie A. Neal, Jenna Parker, Jennifer Porter, Dr. Daniel Sadler, Chris Stevens, Terri Tomblin-Byrd, Ted Triplett, Rebecca White, and Jim Wilkerson

**AGENDA ITEMS:**

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

Jason Moses, IBOG Chairman, called the meeting to order at 8:02 a.m. A quorum was established.

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

A motion was made by Jeffrey Goad and seconded by Mike Dunn to approve the minutes of the April 21, 2016 meeting of the Institutional Board of Governors. The motion was approved.

**3. IBOG Retreat June 8 – 9, 2016:**

Ed Bays expressed concerns of the faculty related to the expense of the IBOG retreat in light of the current state budget. Following discussion, a motion was made by Ed Bays, seconded by Jeffrey Goad and approved to cancel going to Glade Springs for the June IBOG retreat unless there was a penalty for cancelling. President Cotroneo indicated local options would be explored.

**4. Annual Presentation by the Classified Staff – Mike Dunn, IBOG Classified Staff Representative:**

Mike Dunn introduced Chris Stevens, the Classified Staff Council Chair, who made the annual presentation on behalf of the Classified Staff. Mr. Stevens explained the role of classified staff in

fulfilling the mission of the college. Additionally, he reported on service projects the classified staff are involved in including the Campus Recycling Initiative, Pink Out, College Goal Sunday, the Classified Employee Discretionary Fund, Amazon Smile, Kroger Rewards and the Mountwest Food Pantry. Mr. Stevens encouraged Board members to reach out to members of the WV Legislature on behalf of the College noting concerns about funding for higher education.

**5. Engineering Design Presentation – Ted Triplett, Instructor:**

At the request of the Board, Ted Triplett, Instructor at Mountwest, gave a presentation on the Engineering Design program and a number of the projects that Mountwest students are participating in.

**6. Introduction of New Student Representative on the IBOG – Jason Moses, Chairman:**

The Student Government Association recently elected new officers. Tyler Triplett was introduced as the newly elected representative who will serve on the Institutional Board of Governors.

**7. President’s Report – Dr. Keith J. Cotroneo, President:**

President Cotroneo indicated the Academic Affairs monthly report was emailed earlier in the week to Board members. Additionally, he reported the following:

- The College celebrated the success of our students during the Commencement Ceremony held May 12, 2016 at Christ Temple Church. 186 students participated in the ceremony.
- The uncertainty of the state budget situation is of concern to everyone. The College is planning on a significant reduction to occur.
- Representatives from the WV Ethics Commission held ethics training on the use of college funds for faculty and staff at the College on May 9, 2016. As a result of the training, the College will be seeking further clarification on some issues.
- As a result of recent changes in the WV State Code relating to the rights of individuals to carry weapons, the College will be implementing an administrative procedure related to weapons on campus. The procedure will be going forward to the Board for consideration and approval as an institutional rule.
- An off-site Title IV review is being conducted by the Department of Education, which is beginning to conduct more reviews nationwide. A conference call relating to the review is scheduled to be held next week.
- President Cotroneo introduced Jim Wilkerson, Executive Director for Corporate and Foundation Relations, who updated the Board on the work he has been doing related to employer outreach. Jim reported he has personally visited 48 employers in the College’s service area recently.

**8. Report of the Presidential Evaluation Committee – Jeffrey Goad, Chairman:**

Mr. Goad reported the Presidential Evaluation Committee met and collected data from the classified staff and faculty related to the President's annual evaluation. Student and community input is needed. It's possible surveys may be sent to members of the Huntington Area Regional Chamber of Commerce and an electronic survey to students. The evaluation is to be completed prior to July 1, 2016.

**9. WVCTC BOGA Update – Jason Moses, Chairman:**

Mr. Moses reported the next meeting of the WVCTC BOGA has not been scheduled at this time as the group is waiting for the state budget to be finalized. Once this occurs, a meeting will be scheduled when Chancellor Tucker can be available.

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

None.

**11. Announcements:**

- IBOG Work Session and Meeting, June 8 – 9, 2016 at a local location to be announced later.

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

None.

**13. Adjournment:**

There being no other agenda items, the meeting was adjourned at 9:23 a.m.

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Jason Moses

Chairman

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Jim Hale

Secretary