

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

Friday, August 19, 2011

8:00 a.m.

**Mountwest CTC Cooking & Culinary Institute
917 Third Avenue
Huntington, WV**

- I. Consent Agenda:
 - Approval of Minutes – July 15, 2011*
- II. Campus Update
- III. Revenue Bonds*
- IV. Update on Trustee's Organization
- V. Preparation for Policy Governance Training on September 9, 2011 – Outcomes and Expectations
- VI. President's Report – Dr. Cotroneo
- VII. Future Board Agenda Items
- VIII. Adjournment

* Action Items

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

MINUTES

Friday, July 15, 2011

8:30 a.m.

**Mountwest CTC Center for Culinary Arts
1648 Eighth Avenue
Huntington, WV**

PRESENT: Bob Bailey, Mark Bugher, Rachael Fricke, Mike Herron, Jason Moses, Jeffrey Porter, Sue Richardson, Chris Stevens, and Linda Vinson.

ABSENT: Ruth Cline, Mark George and Jim Hale.

ALSO ATTENDING: President Keith J. Cotroneo, Billie Brooks, Steven Brown, Bob Childers, Herb Karlet, Stephanie A. Neal, Lee Oxley, Carol Perry, Pete Peters, Sheanna Spence, and Terri Tomblin-Byrd.

AGENDA ITEMS:

I. Call to Order and Determination of Quorum:

Ms. Richardson called the meeting to order at 8:44 a.m.

II. Consent Agenda:

A motion was made by Jason Moses and seconded by Mark Bugher that the minutes of the June 17, 2011 meeting be approved. The motion was approved.

III. Discussion with the Mountwest Foundation Board:

Ms. Richardson welcomed members of the Mountwest Foundation Board. Lee Oxley, President of the Foundation, updated the Boards on the history of the Foundation. The Foundation was formed approximately one year ago. Sheanna Spence, Director of Development, was hired in October 2010. The Board has been working on policies, an institutional fundraising plan and naming opportunities for the new College campus.

IV. President's Report – Dr. Cotroneo:

President Cotroneo gave the Board a report on the following items:

- Steven Crandall has confirmed that he will be available to provide Policy Governance Training for IBOG members on Friday, September 9, 2011 from 8:00 a.m. – 4:00 p.m. The September 2011 IBOG meeting will be held on this date as well. Training will be held in the Huntington area with the exact location to be determined.
- The Summer 2011 enrollment is up by almost 100 FTE. A number of changes are being made by the Federal Government relating to Financial Aid. In the future, federal financial aid will now longer be available to students during the summer terms.

- Mountwest has received a state grant in the amount of \$220,000 for the development of an Occupational Therapist Assistant degree program. Additionally, verbal confirmation has been received that an Institute of Museum and Library Services grant has been awarded to Mountwest in a partnership with Northern Kentucky University. Although no additional news has been received concerning the federal grants the College has applied for relating to Student Success, the notification dates have been changed from July to September 2011. The college is currently recruiting students for the Wastewater program being funded from a previously received federal grant.
- A progress report to the Higher Learning Commission was submitted as required by the site visit in 2008. The next progress report focusing on Legislative Changes is due June 1, 2013.
- Bids for the construction and renovations to the new campus facility are being submitted to the WV Higher Education Policy Commission. The opening of the bids will take place August 3, 2011 at 3:00 p.m.

V. Update on IBOG Trustee Meeting – Sue Richardson:

Ms. Richardson reported that the IBOG Chairs of the WV Community & Technical College System met with Governor Tomblin. The group had lots of enthusiasm and information was shared about the importance of the Boards working collectively on behalf of Community and Technical Colleges in West Virginia. The group may meet prior to a meeting on October 26, 2011 with the WV Community College Association at Glade Springs.

VI. Future Board Agenda Items:

- Update on Mountwest Campus Projects.

VII. Adjournment:

There being no other agenda items, the meeting was adjourned at 9:05 a.m.

Susan K. Richardson Chairman

Bob Bailey Secretary

**Mountwest Community & Technical College
Institutional Board of Governors
Meeting of August 19, 2011**

ITEM:

Revenue Bonds

RECOMMENDED RESOLUTION:

Resolved, that consideration of and final action on a resolution authorizing the issuance by the Mountwest Community & Technical College Institutional Board of Governors of not to exceed \$3,500,000 in aggregate principal amount of Mountwest Community & Technical College Institutional Board of Governors revenue bonds (Mountwest Community & Technical College Community & Technical College Campus Renovation Project), Series 2011, payable from certain student fees and other amounts payable to Mountwest Community & Technical College; Authorizing the execution and delivery of a bond trust indenture or bond purchase agreement with respect to the bonds; authorizing the sale of the bonds to First Sentry Bank and the execution and delivery of a purchase agreement in connection therewith; authorizing the execution and delivery of other documents and agreements in connection with the bonds including but not limited to a tax regulatory agreement; delegating to the Chair and Secretary of Mountwest Community & Technical College Institutional Board Of Governors and the President and Chief Financial Officer of Mountwest Community & Technical College certain responsibilities in connection with the sale and issuance of the bonds; and taking other actions in connection with the sale and issuance of the bonds be approved.

STAFF MEMBER:

Keith J. Cotroneo
President