

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

MINUTES

Friday, May 18, 2012

8:00 a.m.

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

PRESENT: Mark Bugher, Rachael Fricke, Jim Hale, Mike Herron, Jason Moses, Sue Richardson, Christopher Stevens, and Linda Vinson

ABSENT: Bob Bailey, Ruth Cline, Mark George and Thomas Gibson

ALSO ATTENDING: President Keith J. Cotroneo, Chancellor Jim Skidmore, Kendra Bolen, Rick Brown, Jean Chappell, Kim Nisky, Herb Karlet, Jean Chappell, Tommie Kelley, Stephanie A. Neal, Bethany Perry, Carol Perry, Latrenda Sanders, Monica Shafer, Terri Tomblin-Byrd, John Whitley, and the media.

AGENDA ITEMS:

I. Call to Order and Determination of Quorum:

Sue Richardson, IBOG President, called the meeting to order at 8:05 a.m. A quorum was established.

II. Special Presentation – Jim Skidmore, Chancellor of the Community & Technical College System of WV:

Chancellor Skidmore distributed information packets to the Board and proceeded to discuss the information provided: Higher Education Organization, the Council – Local Board Relationship and Local Board Responsibilities. Chancellor Skidmore noted Mountwest has fully-funded the 2001 Classified Employee Salary Schedule and indicated a letter of certification from the Council verifying this is forthcoming.

III. Consent Agenda – Sue Richardson:

A motion was made by Mike Herron and seconded by Chris Stevens to approve the consent agenda, which included approval of the minutes of the April 20, 2012. The motion was approved.

IV. President's Report – Dr. Keith Cotroneo:

President Cotroneo made the following announcements:

- Progress continues to be made with renovations to the new campus and with a schedule for the move. Both the renovations and the moving schedule are on track.

- With 465 graduates, the 2012 graduating class at Mountwest was the largest graduating class in the history of the college.
- The Workforce Development Institute held a graduation ceremony May 17 with Marathon recognizing nine employees who had just graduated.
- Easy Start has been assigned to a BEACON Counselor.
- Herb Karlet hosted a faculty/staff tour of the new campus on May 14, 2012.
- Dr. Cotroneo is working on a Strategic Plan for the College with the Deans and with the Academic Council on a governing structure that will include a College Council that will meet monthly.

V. Quarterly Financial Report as of March 31, 2012 – Herb Karlet:

The Quarterly Financial Report as of March 31, 2012 was provided for review to all IBOG members. Herb Karlet discussed and reviewed the document. Sue asked for clarification of the dates on the header of the report. A motion to accept the Quarterly Report was made by Mark Bugher and seconded by Linda Vinson. The motion was approved.

VI. FY 2013 Proposed Budget – Herb Karlet:

Board members received a copy of the proposed FY 2013 Budget to review. Herb Karlet discussed the proposed budget. A motion to accept the proposed FY 2013 Budget was made by Jason Moses and seconded by Jim Hale. The motion was approved.

VII. Annual Presentation to the Board by the Students - Rachael Fricke:

Rachael Fricke, the Student Representative to the IBOG, made an annual presentation to the Board on behalf of the students. Ms. Fricke discussed both the excitement and concerns of the students relating to the move to the new campus. She expressed the excitement of the students about Mountwest being able to have its own identity.

VIII. Annual Presentation to the Board by the Faculty – Rick Brown:

Rick Brown, Faculty Council President, gave an annual presentation on behalf of the faculty and discussed yearly successes. Two faculty have announced their retirement: Nedra Lowe and Mildred Battle. The first Faculty Member of the Year award was presented to Rebecca White.

IX. Future Board Agenda Items:


- Election of IBOG Officers – June 15, 2012
- Consideration of an IBOG retreat.

X. Announcements:

- Next regularly scheduled meeting of the IBOG – June 15, 2012 @ Mountwest Cooking & Culinary Institute, 917 3rd Ave, Huntington, WV. Breakfast will be available beginning at 7:30 am and the IBOG meeting will begin at 8 a.m.
- Three Board members were appointed to serve on a work group relating to the new campus: Sue Richardson, Jim Hale and Chris Stevens.

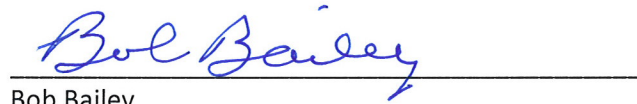
XI. Adjournment:

There being no other agenda items, the meeting was adjourned at 10:30 a.m.



Susan K. Richardson

Chairman



Bob Bailey

Secretary