

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

MINUTES

Friday, May 20, 2011

8:00 a.m.

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

PRESENT: Bob Bailey, Donna Donathan, Mark George, Jim Hale, Mike Herron, Sue Richardson, and Cheryl Thompson.

ABSENT: Mark Bugher, Ruth Cline, Jason Moses, Jeffrey Porter, and Monica Shafer.

ALSO ATTENDING: President Keith J. Cotroneo, Billie Brooks, Rick Brown, Jean Chappell, Curtis Johnson, Herb Karlet, Tommie Kelley, Michael McComas, Stephanie A. Neal, Carol Perry, Terri Tomblin-Byrd, Chris Stevens, and Linda Vinson.

AGENDA ITEMS:

I. Call to Order and Determination of Quorum:

Ms. Richardson called the meeting to order at 8:05 a.m.

II. Presentation Addressing the Workforce Employment Needs of American Electric Power – Robert Osborne, American Electric Power – Managing Director of Field Services:

Robert Osborne, Managing Director of Field Services with American Electric Power (AEP) gave a presentation concerning transferable skills. When hiring new employees, AEP looks for individuals with transferable skills such as a commitment to safety, human performance certifications, analytical thought processes, basic business aptitudes, teamwork basics, communication skills, leadership skills, and individuals who possess a process based approach to work.

III. Consent Agenda:

Due to the lack of a quorum, items requiring approval by the Board were not considered. A special conference call will be arranged for next week to consider the agenda items.

IV. President's Report – Dr. Cotroneo:

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

- Progress has been made on the financing of the Mountwest CTC facility construction with viable options. A recommendation will be presented to the IBOG for approval. It is anticipated that the WV Council for Community & Technical College Education will consider the financing at the June 10, 2011 Council meeting.

- The College has submitted grant requests totaling \$6.9 million focusing on Student Success.
- Due to the lack of a quorum the Policy Governance training scheduled to be held immediately following the IBOG meeting was postponed. The Board requested that President Cotroneo contact Steve Crandall concerning his availability to come to Huntington for a day of additional Board training on Policy Governance.
- A special conference call will be scheduled next week to consider agenda items requiring IBOG approval.
- The next regularly scheduled meeting of the IBOG will be June 17, 2011 at the Mountwest Cooking & Culinary Institute. Breakfast will be available beginning at 7:30 a.m. and the IBOG meeting will begin at 8:00 a.m.

V. Executive Session Under the Authority of WV Code §6-9A-4 Relating to Personnel Issue – Presidential Compensation:


Due to the lack of a quorum, no executive session was held.

VI. Future Board Agenda Items:

- Update on Mountwest Campus Projects.
- Election of IBOG Chair – June 17, 2011. Ruth Cline, Mark George and Jim Hale will serve as the Nominating Committee.

VII. Adjournment:

There being no other agenda items, the meeting was adjourned at 9:14 a.m.



 Susan K. Richardson

Chairman



 Ruth Cline

Secretary