

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

**MINUTES**

**Friday, June 15, 2012**

**8:00 a.m.**

**Mountwest CTC Cooking & Culinary Institute**

**917 Third Avenue**

**Huntington, WV**

**PRESENT:** Bob Bailey, Mark Bugher, Mark George, Mike Herron, Rachael Fricke, Jason Moses, Sue Richardson, Christopher Stevens, and by phone, Ruth Cline.

**ABSENT:** Thomas Gibson, Jim Hale, and Linda Vinson

**ALSO ATTENDING:** President Keith J. Cotroneo, Luanne Bowman, Billie Brooks, Steven Brown, Mike Dunn, Herb Karlet, Bethany Perry, Carol Perry, Kimberly Patrick, Latrenda Sanders, Monica Shafer, Sheanna Spence, Terri Tomblin-Byrd, John Whiteley, and media.

**AGENDA ITEMS:**

**I. Call to Order and Determination of Quorum:**

Sue Richardson, IBOG Chairman, called the meeting to order at 8:00 a.m. A quorum was established.

**II. Consent Agenda:**

A motion was made by Chris Stevens and seconded by Bob Bailey to approve the consent agenda, which included approval of the minutes of the May 18, 2012 IBOG meeting. The motion was approved.

**III. Election of IBOG Officers for July 1, 2012 – June 30, 2013 – Mike Herron :**

Mike Herron presented to the IBOG the recommended officers for July 1, 2012 – June 30, 2013: Jason Moses, Chairman; Mark Bugher, Vice-Chairman and Bob Bailey, Secretary. The floor was opened and then closed for other nominations - no other nominations were made. A motion to accept the Officers as presented was made by Mike Herron and seconded by Ruth Cline. The motion was approved.

Mark Bugher recognized Sue Richardson during the meeting for her leadership as the Chairman of the Board. She was applauded for her service and contributions by all Board members and by those in attendance at the meeting.

**IV. Proposed Revisions to IBOG Policy No. F-7: Amendment, Assessment, Collection and Refund of Student Tuition and Fees – Herb Karlet :**

A motion to approve changes as presented to the Board to IBOG Policy No. F-7: Amendment, Assessment, Collection and Refund of Student Tuition and Fees beginning fall 2012 was made by Mike Herron and seconded by Mark George. The motion was approved.

**V. President's Report – Dr. Cotroneo:**

- President Cotroneo introduced to the IBOG Kimberly Patrick, Student IBOG Member FY 2012/2013 and Mike Dunn, Director of Plant Operations.
- An update on construction at the new campus was given. It was noted that 95% of the renovations are complete – the construction project is on schedule. Mike Meadows, the college's Construction Project Manager, will stay with the project until September 1, 2012.
- Dr. Cotroneo reported that he met with Bill Smith, Superintendent of Cabell County Schools, regarding Senate Bill 436. He also noted that he is planning to meet with Superintendents from Wayne County, Mason County and Putnam County as well.
- Dr. Cotroneo discussed the AACC Bulletin / Department of Labor. A great resource is the College Navigator.

**VI. Future Board Agenda Items:**

- The IBOG Special Task Force plans to schedule an upcoming meeting to make plans for a VIP Tour of the new college campus for members of the local legislative delegation.
- The Presidential Evaluation Committee plans to schedule an upcoming meeting.

**VII. Announcements:**

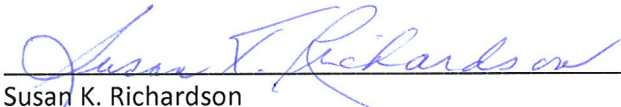
- The next regularly scheduled meeting of the IBOG is July 20, 2012 and will be held at the Mountwest Community & Technical College Headquarters Building located at 2205 Fifth Street Road, Huntington, WV. A light breakfast will be available beginning at 7:30 a.m. and the IBOG meeting will begin at 8 a.m.

**VIII. Executive Session – Relating to Property Acquisitions, Leases, and /or Personnel Issues – Sue Richardson:**

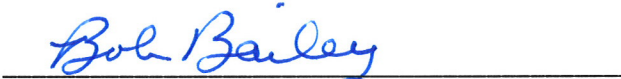
A motion to go into executive session was made by Jason Moses, seconded by Mike Herron and approved. Following the executive session, a motion to close the executive session was made by Mark Bugher, seconded by Ruth Cline and approved. No action was taken.

**IX. Adjournment:**

There being no other agenda items, the meeting was adjourned.

  
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Susan K. Richardson

Chairman

  
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Bob Bailey

Secretary