

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

MINUTES

Friday, August 19, 2011

8:00 a.m.

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

PRESENT: Bob Bailey, Mark Bugher, Ruth Cline, Rachael Fricke, Mark George, Jim Hale, Mike Herron, Jason Moses, Jeffrey Porter, Sue Richardson, Christopher Stevens, and Linda Vinson.

ABSENT: None.

ALSO ATTENDING: President Keith J. Cotroneo, Mary Beth Dickerson, Shirley Dyer, Herb Karlet, Stephanie A. Neal, Carol Perry, Sheanna Spence, and Terri Tomblin-Byrd.

AGENDA ITEMS:

I. Call to Order and Determination of Quorum:

Ms. Richardson called the meeting to order at 8:01 a.m. A quorum was established.

II. Consent Agenda - Approval of Minutes – July 15, 2011:

A motion was made by Linda Vinson and seconded by Jason Moses that the minutes of the July 15, 2011 meeting of the Institutional Board of Governors be approved. The motion was approved.

III. Campus Update:

President Cotroneo announced the base bid for the renovations to the new Mountwest CTC Headquarters Building was awarded to Neighborgall Construction. The contract for the top two floors of the building will be awarded after the funding approach has been approved by the WV Higher Education Policy Commission (HEPC). A final document relating to the revenue bonds will be available for IBOG approval on September 9, 2011. The HEPC will then call a special meeting for the purpose of giving final approval to proceed with the bonds.

IV. Revenue Bonds:

Following discussion, a motion was made by Mark Bugher and seconded by Linda Vinson that the agenda item relating to the revenue bonds be approved. The motion was approved.

V. Update on Trustee's Organization:

Ms. Richardson reported that the Trustee's Organization plans to have an organizational meeting in Flatwoods, WV in late August or early September in order to prepare for the October 2011 WVCCA conference. Additional information will be shared as it becomes available.

VI. Preparation for Policy Governance Training on September 9, 2011 – Outcomes and Expectations:

Steve Crandall will be coming to Huntington, WV on September 9, 2011 to work with the Board in advancing Policy Governance. A brief IBOG meeting will be held at 8:00 a.m. on September 9 with the Policy Governance training to follow. The Board requested that the President determine the venue.

VII. President's Report – President Cotroneo:

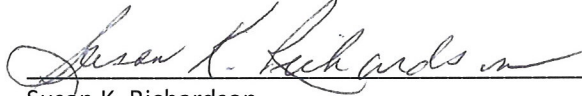
- Sheanna Spence was recognized as the Director of Development for Mountwest CTC. Ms. Spence addressed the Board and provided an update relating to the progress the Foundation has made within the past six months.
- A lease termination letter has been received from DirecTV with an effective date of August 31, 2011. DirecTV has moved to their new location.
- A Block Party was held the evening of August 18, 2011 in downtown Huntington as a way of welcoming Mountwest students to school for the Fall semester. This was a joint venture with Ohio University. The first initial class with Ohio University as a result of a partnership Mountwest has with OU will begin in September. Christopher Stevens, the classified employee representative on the Institutional Board of Governors, will be part of the initial class.
- Fall 2011 enrollment as of August 15, 2011 continues to look strong. There are currently increases in student enrollment for all types of students. To date, over \$1.4 million has been awarded to students in Financial Aid.

VIII. Future Board Agenda Items:

- Campus Update
- Revisions to IBOG By-Laws
- Linda Vinson requested that the IBOG consider recognizing faculty and staff who may retire from Mountwest.

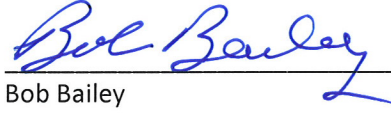
IX. Adjournment:

There being no other agenda items, the meeting was adjourned at 9:00 a.m.



Susan K. Richardson

Chairman



Bob Bailey

Secretary