

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

**MINUTES**

**Friday, October 19, 2012**

**8:00 a.m.**

**Mountwest Community & Technical College**

**Room G07-B**

**One Mountwest Way**

**Huntington, WV**

**PRESENT:** Bob Bailey, Mark Bugher, Ruth Cline, Thomas Gibson, Jim Hale, Mark Herron, Jason Moses, Kimberly Patrick, Sue Richardson, Christopher Stevens, and Linda Vinson

**ABSENT:** Mark George

**ALSO ATTENDING:** President Keith J. Cotroneo, Luanne Bowman, Billie Brooks, Jean Chappell, Donna Donathan, Mike Dunn, Tommie Kelley, Matthew Kinkead, Jason Lovejoy, Michael McComas, Stephanie Neal, Bethany Perry, Carol Perry, Latrenda Sanders, Sheanna Spence, Terri Tomblin-Byrd, and the media

**AGENDA ITEMS:**

**I. Call to order and determination of Quorum – Jason Moses, Chairman:**

Jason Moses, IBOG Chairman, called the meeting to order at 8:00 am. A quorum was established.

**II. Guest Speaker – Senator Plymale:**

Senator Robert H. Plymale, Chairman of the Senate Education Committee, addressed the Board discussing issues related to community and technical colleges.

**III. Consent Agenda – Jason Moses, Chairman:**

A motion was made by Sue Richardson and seconded by Linda Vinson that the minutes of the September 21, 2012 meeting of the Institutional Board of Governors be approved. The motion was approved.

**IV. Legislative Reception - Discussion:**

The Legislative Reception that was previously planned for the month of October had to be postponed due to last minute conflicts with individual's schedules. The Board discussed future possibilities for such a reception and proceeded to ask Tom Gibson to explore dates in January 2013 for such an event.

**V. IBOG Retreat - Discussion:**

Potential dates for the Board retreat based on the availability of facilities during October and November were discussed. The dates suggested were not feasible. The Board requested that additional dates in January and February be considered. Additionally, the Board decided to work on Policy Governance issues following the November 16, 2012 IBOG meeting at the college.

**VI. WVU Classified Staff Salary Schedule – Stephanie Neal:**

Stephanie Neal, Director of Human Resources & Employee Development at Mountwest, gave a presentation relating to a new salary schedule for classified employees recently adopted by the Board of Governors at West Virginia University. The schedule increases entry level salaries by 6.5% over the 2001 Classified Employee Salary Schedule in state code, which helps significantly in the recruitment and retention of well qualified staff. Additionally, years of state service steps and pay grades 1 – 3 on the 2001 schedule were eliminated. Wider pay grade ranges were established benefiting long-term employees.

**VII. President’s Report – Dr. Keith J. Cotroneo:**

- Copies of handouts were distributed relating to capped versus flat credit hour tuition rates for community and technical colleges. The Council for Community and Technical College Education will be asking the legislature to approve of CTC’s being able to charge for any credit hours over twelve as part of their annual legislative agenda.
- SB436 – Work continues on meeting the mandates of SB 436. Funding for the consortiums and articulations provided for in the bill were eliminated so meeting the mandates becomes more challenging.

**VIII. Other:**

- A survey relating to the President’s annual evaluation was distributed to Board members prior to the meeting. Surveys were to be completed and returned to Jason Moses.
- The Board indicated they would like to continue with having a guest speaker at each Board meeting. Suggestions for future speakers included Bob Childers, Ruth Lemmon and Jorea Marple.
- The College will be participating in the first annual Pink Out in an effort to raise funds for a scholarship in honor of breast cancer survivors. The scholarship is in memory of Karen Johnson, a former employee of Mountwest who courageously fought breast cancer but passed away last summer.

**IX. Future Board Agenda Items – Jason Moses, Chairman:**

1. Mark Bugher requested that the Board be given an update relating to facilities.
2. FY 2011 Audit

**X. Announcements:**

- Next regularly scheduled meeting of the IBOG – November 16, 2012 @ Mountwest Community & Technical College, 2205 Fifth Street Road / One Mountwest Way,

Huntington, WV. Breakfast will be available beginning at 7:30 a.m. and the IBOG meeting will begin at 8 a.m.

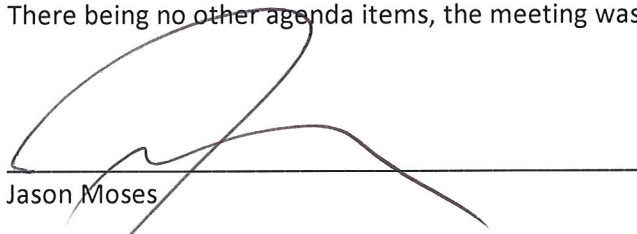
- 2012 WV Community College Association (WVCCA) and WV Association for Developmental Education (WVADE) Conference to held at the Canaan Valley Resort & Conference Center October 24 – 26, 2012. A meeting of the WV Community & Technical College Association of Institutional Boards of Governors will be held during the afternoon of October 24. This meeting and the conference are training opportunities for IBOG members.

**XI. Possible Executive Session Under the Authority of WV Code §6-9A-4 Relating to Property Acquisitions, Leases and/or Personnel Issues:**

None.

**XII. Adjournment:**

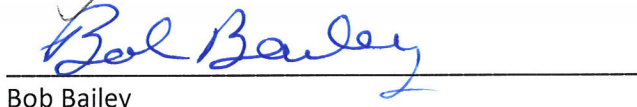
There being no other agenda items, the meeting was adjourned at 10:14 a.m.



A large, stylized handwritten signature in black ink, appearing to read 'Jason Moses', is written over a horizontal line.

Jason Moses

Chairman



A handwritten signature in blue ink, appearing to read 'Bob Bailey', is written over a horizontal line.

Bob Bailey

Secretary