

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

MINUTES

**Thursday, March 15, 2018
8:00 a.m.
Mountwest Community & Technical College
One Mountwest Way
Huntington, WV**

PRESENT: Robert Barker, Jeremy Blackshire, Matthew Deerfield, Thomas Gibson, Jeffrey Goad, Melvin Miller and Mark Morgan

ABSENT: Ed Bays, Cathy Burns, David Earl, Tony Martin and Rodney Wiles

ALSO ATTENDING: President Keith J. Cotroneo, Derek Adkins, Brad Bowen, Billie Brooks, Dr. Steven Brown, Amanda Clark, Debra Elliotte, Jeff Faucette, Dr. Harry Faulk, Angela Howell, Stephanie A. Neal, Bethany Perry, Jennifer Porter, Dr. Dan Sadler, Janet Smith, Terri Tomblin-Byrd, Rebecca White, and Jim Wilkerson

AGENDA ITEMS:

1. Call to Order and Determination of Quorum – Jeffrey Goad, Chairman:

Jeffrey Goad, IBOG Chairman, called the meeting order at 8:03 a.m. A quorum was established.

2. Mountwest Foundation Update:

On behalf of the Mountwest Foundation, Jeff Faucette provided the IBOG with an update on Foundation activities. The Foundation was established in 2009 as an independent 501(C)(3) organization to generate, administer, invest and disburse charitable contributions given by individuals, corporations and philanthropic foundations in support of Mountwest. The start-up fund for the Foundation included four endowed scholarships from the Marshall University Foundation and funds transferred from the Marshall University Research Corporation. The Foundation Board is comprised of nine members and is currently recruiting three additional members. Jeff Goad, IBOG Chairman, serves as a permanent voting, ex-officio member of the Board.

The Foundation manages 25 endowed and funded scholarships with an asset base of \$738,267.00. The scholarship application process occurs twice a year – in the Spring (March/April) and then again in the Fall (October/November). In the last two years, the Mountwest Foundation awarded 76 scholarships, totaling \$63,450.00.

A copy of the Foundation's calendar of events was provided. It was noted that the Foundation raises private funds to address the needs of the College such as "Pink Out," "Read Aloud," "The Food Bank," "Student Bus Passes," "EMS Program," "Plasticized Cadavers" for classroom training

and study, and the "American Sign Language Program." The Foundation also recently accepted a \$30,000.00 gift from Marathon Petroleum, which provided computer, and simulator software updates to the Maritime Academy.

Mr. Faucette indicated the Foundation is currently raising funds for a scholarship in honor of Sue Richardson, former Foundation and IBOG member. He challenged all Board members to contribute to the scholarship.

3. Consent Agenda – Jeffrey Goad, Chairman:

A motion was made by Matthew Deerfield and seconded by Jeremy Blackshire to approve the minutes submitted for the February 15, 2018 meeting. The motion was approved.

4. Tuition & Fees for Fiscal Year 2019 – Dr. Keith J. Cotroneo, President and S. Derek Adkins, CFO:

S. Derek Adkins, CFO, presented recommendations for a 7% increase in tuition and fees for the 2018-2019 academic year in addition to changes in a number of fees. Jeffrey Goad requested that in the future proposals related to tuition and fees be sent to Board members well in advance of the Board meeting when they would be taking action on the proposals, giving Board members time to analyze the proposal. Melvin Miller requested that the Board be able to start looking at tuition and fee proposals as early as February each year. Following discussion, a motion was made by Bob Barker, seconded by Jeremy Blackshire and approved to increase tuition and fees for 2018-2019, as presented by Mr. Adkins.

5. Special Presentation – "Impact of the 2018 Legislation on WV Community & Technical College" – Dr. Sarah Armstrong Tucker, Chancellor for Community and Technical College Education:

Dr. Sarah Armstrong Tucker, Chancellor for WV Community and Technical College Education, addressed the Board providing an update on recent legislative action relating to Community & Technical College's in West Virginia:

- Budget Bill: The budget bill had not been signed yet by the Governor but it was anticipated that the Governor would sign the bill. Funding for salary increases amounted to \$2,160 a year on average for public employees. The funding for salary increases was based upon the salaries of employees paid with general revenue. Institutions will have to look at their budgets and determine what increases will be made at the institutional level. Increases are to be effective July 1, 2018.
- There was a provision in one bill to eliminate faculty tenure but the bill did not pass.
- HB4187 did pass and it allows employees to have guns on campus provided the guns are locked in the employees cars. There are lots of gray areas in the bill.
- Legislation passed providing a major change in the Board of Nursing.
- HB4251 did pass and effects the composition of the Institutional Board of Governors. Board members who reside out-of-state can now be associated with higher education. Additionally, for institutions where there are no longer classified staff, a non-classified staff member can be elected to serve as one of the constituency representatives on the IBOG.
- A bill passed making changes related to the state audit. The Department of Administration will be hiring employees to assist agencies in submitting audits in a timely manner.
- The free Community & Technical College education bill did not pass. The bill passed unanimously in the Senate but the House did not take the bill up.

- It is believed that in the future the Legislature may consider a hold-harmless situation performance based funding model for higher education.

Jeffrey Goad asked how Mountwest compared in relation to other Community & Technical Colleges in the state. Chancellor Tucker indicated the IT program at Mountwest is touted across the state and that she would like to see it promoted more. This program is considered to be the best in the state. She indicated Mountwest is considered to be a good school although there is some concern about the elimination of the Workforce Division.

6. President's Report – Dr. Keith J. Cotroneo, President:

- Dr. Cotroneo indicated both the IBOG and the Community & Technical College Council are scheduled to meet April 19, 2018. In order for Dr. Cotroneo to be able to attend the Council meeting, a motion was made by Tom Gibson, seconded by Melvin Miller and approved to change the IBOG meeting date to be Wednesday, April 18, 2018 beginning at 9:00 a.m.
- Dr. Cotroneo indicated the annual Employee Satisfaction Survey conducted by HR is scheduled to be administered during Celebrate Learning Week, which is April 16 – 19 this year. It is likely that the survey results won't be back in time for the Board's annual retreat in June but the results will be shared when available.
- Derek Adkins provided the Board with the first draft of a facility start-up cost analysis for the Vet Tech program. A facility is needed in order to meet accreditation standards. Additional information related to the projected facility costs will be provided to the Board in the near future.

7. Future Board Agenda Items – Jeffrey Goad, Chairman:

- Annual President by the Students – April 18, 2018
- Annual Presentation by the Faculty – May 17, 2018
- Annual Presentation by the Classified Staff – May 17, 2018
- IBOG Training with Bruce Walker and Patricia Humphries on the 2017 and 2018 Personnel Legislation confirmed for the June 2018 IBOG Retreat. President Cotroneo and Stephanie Neal will confirm a location for the retreat and will report back at the April 18, 2018 IBOG meeting.

8. Announcement:

- IBOG Meeting, Thursday, April 18, 2018 beginning at 9:00 a.m. at Mountwest in Room G07A
- Commencement, Friday, May 11, 2018 at Christ Temple Church beginning at 7:00 p.m. WV State Senator Joe Manchin is going to be the Commencement speaker.

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


A motion was made by Mark Morgan, seconded by Mel Miller and approved to go into Executive Session under the authority of WV Code §6-9A-4. Following discussion, Jeffrey Goad announced the Board came out of Executive Session. No action was taken.

10. **Adjournment:** There being no other agenda items, the meeting was adjourned at 10:24 a.m.



Jeffrey Goan

Chairman



Thomas Gibson

Secretary