

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

MINUTES

Thursday, November 15, 2018

8:00 a.m.

Room G07A

Huntington, WV

PRESENT: Heather Ashworth, Ed Bays, Cathy Burns, Matthew Deerfield, David Earl (by telephone), Thomas Gibson, Jeffrey Goad, Tony Martin, Mel Miller, Mark Morgan, and Rodney Wiles (by telephone)

ABSENT: None

ALSO ATTENDING: President Keith J. Cotroneo, Derek Adkins, Jamie Bayne, Jason Black, Jake Bolen, Brad Bowen, Billie Brooks, Rick Brown, Dr. Steven Brown, Sarah Dick, Adam Edens, Deb Elliotte, Rick Eskins, Kelli Hall, Katie Hopkins, Tommie Kelley, Michael McComas, Stephanie A. Neal, Heather Pack, Larry Perry, Jennifer Porter, Rebecca Settle, Janet Smith, Terri Tomblin-Byrd, Linda Vinson, Rebecca White and Pat Young

AGENDA ITEMS:

1. **Call to Order and Determination of Quorum – Jeffrey Goad, Chairman:**
Jeffrey Goad, IBOG Chairman, called the meeting order at 8:00 a.m. A quorum was established.
2. **Consent Agenda – Jeffrey Goad, Chairman:**
A motion was made by Matthew Deerfield and seconded by Tony Martin to approve the minutes of the October 18, 2018 meeting. The motion was approved.
3. **Annual Audited Financial Statements FY 2018 – S. Derek Adkins, Chief Financial Officer:**
Hayflich CPAs conducted the annual financial audit of the College FY 2018. Rick Eskins, representing Hayflich, reviewed the audit process and shared their findings verbally and in writing. There were no significant findings. A motion to accept the FY 2018 Annual Audited Financial Statements was made by Tony Martin, seconded by Mark Morgan and approved.
4. **President's Report – Dr. Keith J. Cotroneo, President:**
President Cotroneo presented the following items:
 - 180 applications have been received for the first Newforce WV class, which begins January 14, 2019. Eighteen applicants will be selected and notifications will be sent soon.
 - The College is in the process of developing guided pathways for students. Guided Pathways is a national initiative for which the WV Community & Technical College System has endorsed. The concept is to create simple and focused pathways for students in completing academic programs.
 - The WV legislative audit is progressing. Information requested has largely focused on inventory. There has been no feedback from the auditors to date.

- Congratulations to Ed Bays, Associate Professor and Faculty Representative to the IBOG, for his heroic efforts in recently helping to save the life of a gentlemen who was stricken with sudden cardiac arrest aboard an Allegiant Air flight.
5. **Future Board Agenda Items – Jeffrey Goad, IBOG Chairman:**
- Annual Presentation by the Students – April 25, 2019
 - Annual Presentation by the Classified Staff – May 16, 2019
 - Annual Presentation by the Faculty – May 16, 2019
 - Review of the IBOG governance process – June 20, 2019
6. **Revised IBOG Policy No. A – 10, General Education Curriculum – Dr. Keith J. Cotroneo, President:**
 Dr. Cotroneo indicated no comments had been received on the proposed revisions to IBOG Policy No. A – 10 and the public comment period was to end November 17, 2018. A motion was made by Mark Morgan, seconded by Mel Miller and approved that provided no comments are received during the public comment period that the revised policy be made effective as of November 18, 2018.
7. **Announcements:**
- IBOG Meeting, December 2018. Date and Time TBD.
 - IBOG Meeting, Thursday, January 17, 2019 at Mountwest in Room G07A at 8:00 a.m.
 - Annual Holiday Reception, Monday, December 10, 2018 at Mountwest in Room G07A from 5:00 p.m. – 7:00 p.m.
 - Commencement, Friday, May 10, 2019 at Christ Temple Church beginning at 7:00 p.m. Tony Martin encouraged all IBOG members to attend this event.
 - WV CTCS Training for Institutional Board of Governors Members, June 12, 2019. Location and Time TBD.
 - IBOG Retreat, June 20, 2019. Location and Time TBD.
8. **Possible 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 Matthew Deerfield, seconded by Tony Martin and approved for the Board to go into Executive Session under the Authority of WV Code §6-9A-4 relating to personnel issues. Following discussion, a motion was made by Cathy Burns, seconded by Matthew Deerfield and approved to return to regular session. No action was taken.
9. **Adjournment:** There being no other agenda items, the meeting was adjourned at 9:39 a.m.


 _____ Chairman
 Jeffrey Goad


 _____ Secretary
 Thomas Gibson