

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

MINUTES

Thursday, October 18, 2018

8:00 a.m.

Room G07A

Huntington, WV 25701

PRESENT: Heather Ashworth, Ed Bays, David Earl, Thomas Gibson, Jeffrey Goad, Mel Miller, Mark Morgan, and Rodney Wiles

ABSENT: Cathy Burns, Matthew Deerfield and Tony Martin

ALSO ATTENDING: President Keith J. Cotroneo, Derek Adkins, Billie Brooks, Dr. Steven Brown, Sarah Dick, Donna Donathan, Deb Elliotte, Michael McComas, Stephanie A. Neal, Larry Perry, Jennifer Porter, Dee Preston, Rhonda Scragg, Rebecca Settle, Janet Smith, Julie Terry, Terri Tomblin-Byrd, Linda Vinson, and Rebecca White

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 Mark Morgan and seconded by Ed Bays to approve the minutes of the September 20, 2018 meeting. The motion was approved.

3. Notice of Intent to Revise IBOG Policy No. A – 10, General Education Curriculum – Dr. Keith J. Cotroneo, President and Michael McComas, Dean – Liberal Arts & Transfer Studies Division:

Mountwest's accrediting body, The Higher Learning Commission (HLC), articulated concerns about the general education curriculum during a site visit as part of an accreditation review in November 2017. The concerns of the HLC reviewers were formalized in the group's final report, and, as a result, a committee of faculty volunteers was formed to review and revise the general education outcomes and curriculum, and to make recommendations regarding general education assessment. Associate Professor Rebecca Settle, Chair of the Committee, explained the committee developed new General Education outcomes and new rubrics, which will be used college-wide. A motion was made by Tom Gibson, seconded by Ed Bays and approved that the proposed revisions to IBOG Policy No. A – 10, General Education Curriculum, go out for a 30-day comment period with any comments received to be reviewed by the Board during its December 20, 2018 meeting. Providing no substantive comments are received, the policy is to be approved.

4. Review of IBOG Monitoring Schedule – Jeffrey Goad, Chairman:

The Board reviewed its Monitoring Scheduled as previously approved on June 8, 2016. It was noted that during the Board's annual retreat, the governance process would be reviewed.

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

President Cotroneo presented the following items:

- Donna Donathan reported Pink Out would be held October 15 – 18, 2018. Mountwest student, Cheyenne Wood, was introduced as the Graphic Arts major who won the t-shirt design contest for the second year in a row. Additionally, Mountwest student Casey Burd was introduced as the winner of the Pink Out theme for 2018. Jeffrey Goad suggested it might be nice to display all of the t-shirts on an annual basis and Mark Morgan suggested making a quilt from the t-shirts. Professor Donathan encouraged all Board Members to participate in Pink Out activities.
- President Cotroneo provided an update on the progress being made with NewForce, a tuition-free, in-person, team-based intensive training program for coding and software development. The goal is to begin the first cohort in January 2019. Retired Professor Rhonda Scragg is back working with the NewForce initiative, which is modeled after the Nashville Software School. Dr. Steven Brown, Dean of the Career and Technical Division, successfully wrote a three-year grant to assist with the initiative. Professor Kim Preece, and Assistant Professor Joshua Joseph will be working with NewForce during the Spring 2019 term.
- The WV Legislative Audit is progressing and is largely focusing on policies and procedures related to purchasing and inventory. The auditors have asked for a list of the college's inventory.
- A handout was provided related to enrollment submitted to IPEDS for the July 1, 2017 – June 30, 2018 timeframe and was reviewed. President Cotroneo indicated all public higher education institutions are required to submit this type of data to IPEDS. Current enrollment without dual credit is currently 1,440.
- A copy of a letter from Chancellor Sarah Armstrong Tucker to Paul Espinosa, Co-Chair of the WV Legislative Oversight Commission on Education Accountability, was provided which focused on a new student-focused funding model developed by the WV Council for Community and Technical College System. Under the current proposal if approved, Mountwest could potentially see a 26.1% increase in state funding.
- The WV Animation and Gaming Expo will be held at Mountwest October 26 – 27, 2018. Assistant Professor Joshua Joseph is leading this effort.
- The annual Top of the Mountwest Festival will be held at Mountwest November 3, 2018. This event is largely a craft/vendor fair with activities for children.

6. 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.

7. Announcements:

- IBOG Meeting, Thursday, November 15, 2018 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 Mel Miller, seconded by Mark Morgan and approved for the Board to go into Executive Session under the Authority of WV Code §6-9A-4 relating to property acquisition. Following discussion, a motion was made by Mark Morgan, seconded by Mel Miller and approved to return to regular session. No action was taken.

9. **Adjournment:** There being no other agenda items, the meeting was adjourned at 9:22 a.m.



Jeffrey Goad

Chairman



Thomas Gibson

Secretary