

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

MINUTES

Thursday, September 20, 2018

8:00 a.m.

Room G07A

Huntington, WV 25701

PRESENT: Heather Ashworth, Ed Bays, Matthew Deerfield, David Earl, Thomas Gibson, Tony Martin and Mark Morgan

ABSENT: Cathy Burns, Jeffrey Goad, Melvin Miller and Rodney Wiles

ALSO ATTENDING: President Keith J. Cotroneo, Derek Adkins, Billie Brooks, Dr. Steven Brown, Sarah Dick, Donna Donathan, Deb Elliotte, Betty Hundley, Michael McComas, Stephanie A. Neal, Dee Preston, Rhonda Scragg, Janet Smith, Taylor Stuck (The Herald-Dispatch) and Rebecca White

AGENDA ITEMS:

1. **Call to Order and Determination of Quorum – Matthew Deerfield, Acting Chairman:**
Matthew Deerfield, IBOG Acting Chairman, called the meeting order at 8:01 a.m. A quorum was established.
2. **Consent Agenda – Matthew Deerfield, Acting Chairman:**
A motion was made by Tony Martin and seconded by Mark Morgan to approve the minutes of the August 23, 2018 meeting. The motion was approved.
3. **Update from Financial Reporting Review Committee – Mark Morgan and Tony Martin, IBOG Members and Derek Adkins, CFO:**
Mark Morgan and Tony Martin indicated they had met with Derek Adkins since the August 2018 IBOG meeting to discuss additional financial information that the Board might want to review on a monthly basis related to the institutional budget and key performance indicators that would be helpful in making business decisions. This information will be added to the September report. Matthew Deerfield indicated the Board should review its monitoring schedule with possible revisions to be made in the future.
4. **President's Report – Dr. Keith J. Cotroneo, President:**
President Cotroneo presented the following items:
 - Donna Donathan spoke to the Board about Pink Out, an annual event originally created to fund a scholarship in honor of Karen Johnson, a Mountwest employee for 27 years, who passed away in October 2011 after a long, hard-fought battle with breast cancer. Now, the event also honors her daughter, Jennifer, who also passed away from breast cancer. Money raised during Pink Out goes to the Karen Johnson Memorial Scholarship Fund, which awards a scholarship each year to a male or female student who has had cancer or is currently undergoing treatment for cancer. Board members were encouraged to purchase Pink Out t-

shirts and wear them both during the Survivor's Walk on October 15 and at the October 18 IBOG meeting.

- President Cotroneo indicated he recently made a presentation for the local Rotary Club about the history of Mountwest. He also presented this information to the Board.
- Monty's Moonwalkers (Faculty, Staff and Students at Mountwest) recently joined the Greater Huntington Walks initiative with a kick-off walk on campus.
- A special event honoring Susan Richardson, a former IBOG member, was going to be held later in the day and Board members were encouraged to attend. A scholarship will be named in Ms. Richardson's honor.
- The Advantage Valley Consortium met on campus last week. The Dual Credit initiative is growing. Since dual credit courses are held during the entire academic year in the high schools, a change is being made to now count the registrations in the Spring term when students receive their grades. March 12, 2019 has been tentatively scheduled as Advantage Valley College Day at Mountwest. High School students will be attending sessions at the college on this date.
- Newforce WV is a new partnership Mountwest has established with Generation WV and Core 10. The initiative is being modeled after the Nashville software school. The non-credit training will be held six months in duration, 40 hours per week. The WV Community & Technical College System's office may be providing some grant funding for the project.
- The WV Legislative Audit is the first time that Mountwest has been audited by the legislature. Requests thus far have largely been for procedures related to Business Services.
- Enrollment Update – There are basically two ways of looking at enrollment: FTE, full-time equivalency, which is up approximately 0.15% from the same time as last year, and head count. While the overall head count is down, it was noted that dual credit enrollments have not yet been recorded. Overall, assessed fees collected have increased.

5. Future Board Agenda Items – Matthew Deerfield, Acting 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
- Updates to the IBOG Monitoring Schedule as necessary.

6. Announcements:

- IBOG Meeting, Thursday, October 18, 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.
- Pink Out – October 15 – 18, 2018

7. 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 Tom Gibson, 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 property acquisitions and personnel issues. Following discussion, a motion was made by Tony Martin, seconded by Ed Bays and approved to return to regular session. No action was taken.

8. **Adjournment:** There being no other agenda items, the meeting was adjourned at 8:43 a.m.



Jeffrey Goad

Chairman



Thomas Gibson

Secretary