

MOUNTWEST COMMUNITY & TECHNICAL COLLEGE
INSTITUTIONAL BOARD OF GOVERNORS

MINUTES

Thursday, September 21, 2017

8:00 a.m.

Mountwest Community & Technical College

Room G07A

One Mountwest Way

Huntington, WV

PRESENT: Ed Bays, Bill Bissett, Jeremy Blackshire, Jerry Brienza, Cathy Burns, Heather Cornell, Matthew Deerfield, Thomas Gibson, Jeffrey Goad, Tony Martin, Melvin Miller and Rodney Wiles

ABSENT: None

ALSO ATTENDING: President Keith J. Cotroneo, S. Derek Adkins, Billie Brooks, Latrenda Clay, Donna Donathan, Dr. Harry Faulk, Veella Grooms, Michael McComas, Stephanie A. Neal, Fred Pace – The Herald-Dispatch, Heather Pack, Jennifer Porter, Dr. Dan Sadler, Kim Schroeder, Rhonda Scragg, Terri Tomblin-Byrd, and Rebecca White

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

Jeffrey Goad, IBOG Chairman, called the meeting to order at 8:00 a.m. A quorum was established.

2. IBOG Chairman Report – Jeffrey Goad:

Chairman Goad welcomed recently appointed members of the Board – Bill Bissett, Jerry Brienza and Heather Cornell. Tom Gibson and Tony Martin updated the Board on the logistics for the IBOG Reception scheduled to be held later in the day. Approximately 30 people were expected to attend the reception honoring former Governor-appointed members of the Board. Chairman Goad shared a letter he had signed on behalf of the Board designating President Cotroneo as having signatory authority for existing and future Department of Labor Grants and asked for an update on what future plans are for grants. President Cotroneo explained that the federal grants are winding down. He has asked Jennifer Porter to take on the Strategic Planning coordination. An institutional research position is expected to be posted soon. Chairman Goad requested that a continuing agenda item for the Board going forward be an update on Mountwest related items that might be on the agenda for the WV Council for Community & Technical College Education agendas. It was noted that Stephanie Neal is working to arrange a meeting with the HEPC/CTCS Legal Counsel related to the 2017 Regular Legislative Session personnel changes. Chairman Goad asked Board members for suggestions related to future guest speakers. Tony Martin suggested inviting Dr. Casey Sacks, the Vice Chancellor of the WV Community & Technical College System, to come and speak to the Board.

3. Consent Agenda – Jeffrey Goad, Chairman:

A motion was made by Tony Martin and seconded by Cathy Burns to approve the minutes of the June 20, 2017 and July 20, 2017 meetings of the Board. The motion was approved.

4. Higher Learning Commission Accreditation Site Visit – November 13, 2017 – Dr. Harry Faulk, Executive Vice President/Chief Academic Officer:

Dr. Harry Faulk gave an overview of the Higher Learning Commission (HLC) accreditation process as well as the expectations for IBOG members during the upcoming site visit. Linda Vinson, a retired faculty member and former faculty representative on the Institutional Board of Governors, has been hired to work on the accreditation assurance argument. Once the document is completed, Dr. Faulk indicated he would share that with the Board members. The HLC accreditation team will want to meet with Board members when on campus in November.

5. State-wide Department of Education Sanctions – Dr. Keith J. Cotroneo, President:

Chairman Goad had asked for an update related to the state-wide Department of Education sanctions effecting all higher education institutions in the state of West Virginia. Dr. Cotroneo explained this was due to the lateness of the annual institutional financial audits being submitted to the Department of Education for the last three years. This was not due to the fault of the institutions but the lateness in the auditors receiving information needed from the Consolidated Public Employees Retirement Board. Mountwest has been able to distribute aid and to draw down funding from the Department of Education within 3 days or so.

6. Format of Cash Report – Dr. Keith J. Cotroneo, President and S. Derek Adkins, CFO:

President Cotroneo discussed the effect of the state-wide Department of Education sanctions on the monthly Cash Reports given to the Board.

7. Legislative Post Audit Sub-Committee Report Relating to the Four Day Workweek – Dr. Keith J. Cotroneo, President:

President Cotroneo reported the West Virginia Legislative Auditor's Office – Post Audit Division recently conducted an audit related to how higher education institutions in West Virginia grant holiday hours for employees working a modified four-day workweek. All state code and rules reference "holidays", not "holiday hours" so Mountwest believes it is within the law in how we apply holidays. A letter responding to the audit was sent to the Post Audit Division indicating such and noting the reason for going to a four-day workweek was in response to the loss of state appropriations and trying to cut operational costs. A motion was made by Tony Martin, seconded by Bill Bissett and approved to support continuation of the four-day workweek and how holiday hours have been applied by the college.

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

- Dr. Dan Sadler, Associate Dean for Student Services, gave a presentation on current marketing and recruitment efforts at the college.
- Chairman Goad asked for information related to the BridgeValley situation under litigation with their lease at the Tech Park in South Charleston. President Cotroneo indicated Kanawha Valley CTC, which merged with the CTC at WVU Tech to form BridgeValley, had bond money that was redirected to the Tech Park so as part of the agreement, BridgeValley is required to pay an annual lease.
- Dr. Cotroneo reported as the current President of the West Virginia Community College Association (WVCCA), he is advocating the formation of a CEO/Trustee Alliance as an advocacy group for Community & Technical College education in the state.
- Professor Donna Donathan updated the Board on Pink Out activities that will be occurring October 16 – 19, 2017 at the college. Board members were encouraged to participate in the annual Survivor's Walk at 12:00 noon on October 16, 2017 and to purchase Pink-Out t-shirts. Activities for the week include a pumpkin design contest, scavenger hunt, raffles, and t-shirts for purchase. Corporate sponsorships for the event are available.

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

- TTA Discussions – Melvin Miller and Mathew Deerfield
- HEPC/CTCS Legal Counsel relating to the 2017 Regular Legislative Session Personnel Changes
- Dr. Casey Sacks, Vice Chancellor for the West Virginia Community & Technical College System

10. Announcements:

- IBOG Meeting, Thursday, October 19, 2017 beginning at 8:00 a.m. in Room G07A at Mountwest Community & Technical College
- West Virginia Community College Association Annual Conference hosted by New River Community & Technical College, Friday, October 13, 2017 at 280 University Drive, Beaver, WV
- Mountwest Annual Holiday Reception, Monday, December 11, 2017 from 5:00 p.m. – 7:00 p.m.

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

None.

12: Adjournment:

There being no other agenda items, the meeting was adjourned at 9:37 a.m.



Jeffrey Goad

Chairman



Thomas Gibson

Secretary