

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

Minutes

August 15, 2019

PRESENT: Heather Ashworth, Ed Bay, David Earl (Phone), Thomas Gibson, Jeffrey Goad, Dinah Ledbetter, Tony Martin, Melvin Miller, Mark Morgan, Charlotte "Dee" Preston and Rodney Wiles.

ABSENT: Cathy Burns

ALSO ATTENDING: President Keith J. Cotroneo, S. Derek Adkins, Dr. Chad Brown, Dr. Steven Brown, Stacy Carrol, Travis Carlton, James Clevenger, Amanda Clark, Latrenda Clay, Kim Copley, Sarah Dick, Mike Emerson, Kim Hall, Michael McComas, Jennifer Porter, Larry Perry, Angela Ross, Mesha Shamblin, James Skidmore, Terri Tomblin-Byrd and Kristy Woods

AGENDA ITEMS:

1. Call to Order, determination of Quorum: Jeffrey Goad, Chairman:
Jeffrey Goad, IBOG Chairman called meeting to order at 8:00 am. A quorum was established.
2. Consent Agenda: Jeffrey Goad, Chairman
A motion to accept the June 20, 2019 minutes was made by Mark Morgan and seconded by Rodney Wiles. The motion was approved.
3. Salary Schedule: Mesha Shamblin*
Mesha Shamblin, Director of HR, Employee Development, & Payroll provided presentation explaining the legislative rule over higher education in June 2018 regarding new Salary Schedule. Although this is a legislative rule, IBOG must still approve a salary schedule. Shamblin provided all IBOG with a copy of all of the Salary schedule information by email. Anthony Martin made a motion to accept the Salary Schedule as presented and seconded by Thomas Gibson. The motion was approved.
4. Program Reviews & Post Edits: Keith J. Cotroneo, President*
In accordance with WV State Code §18B-2A-4, the Institutional Board of Governors is responsible for approving Academic Program reviews. Recommendations to approve Program Reviews were presented:
 - Medical Assisting AAS
 - Respiratory Therapy AAS
 - Radiologic Technology AAS

President Cotroneo indicated following approval of program reviews by the Institutional Board of Governors, the WV council for Community & Technical College Education has the responsibility for giving final approval. Following discussion, the academic program reviews were approved as recommended.

5. Veterinary Technology: Dr. Chad Brown, Amanda Clark, S. Derek Adkins and Terri Tomblin-Byrd
Dr. Chad Brown and Amada Clark provided IBOG with written materials as well as a presentation regarding the Veterinary Technology Program. The viability study will be done by a joint team: Melvin Miller and Mark Morgan, IBOG; Mike Emerson, Foundation; Dr Chad Brown and Amada Clark, Faculty; S. Derek Adkins and Terri Tomblin-Byrd, administration.
6. President's Report: Keith J. Cotroneo, President
Keith J. Cotroneo, Presidents shared updates: IBOG Training Hours, Enrollment, WV Invest, Partnership with Chamber, MU Partnerships, VP Academic open position, Facilities Project, Newforce and Caring Campus
7. Future Agenda Items: Jeffrey Goad, IBOG Chairman

8. **Announcements:**

IBOG Meeting on Thursday, September 19, 2019 at 8:00 am in G07A at Mountwest CTC

9. Executive Session under the Authority of WV Code §6-9A-4 relating to Property Acquisitions, Leases and/or Personnel Issues: A motion to go into executive session was made by Mark Morgan and seconded by Anthony Martin. Following discussion, a motion to leave executive session was made by Anthony Martin and seconded by Ed Bays. No action was needed.

13. **Adjournment:** There being no other agenda items, the meeting was adjourned at 9:05 a.m.


Jeffrey Goad Jeffrey Goad, Chairman


Thomas Gibson Thomas Gibson, Secretary