

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

AGENDA

Friday, August 21, 2009

8:00 a.m.

MCTC Cooking & Culinary Institute

917 Third Avenue

Huntington, WV

- I. Call to Order and Determination of Quorum
- II. Approval of Minutes – July 17, 2009 *
- III. President’s Report - Dr. Cotroneo
- IV. Committee of the Whole – Susan K. Richardson, Chair
 - Resolution in Support of the “American Graduation Initiative” *
- V. Finance and Facilities Committee Report – Jeffrey Porter, Chair
 - Finance and Facilities Committee Report and Discussion
 - FY 2010 Budget
 - FY 2010 Service Agreement
 - Federal Stimulus Money – Community Colleges
 - BANNER Implementation
 - FMCTC Foundation
 - Site Selection
 - Other
- VI. Announcements:
 - Next Regularly Scheduled Meeting of the IBOG – September 18, 2009
 - Other
- VII. Possible Executive Session Under the Authority of WV Code §6-9A-4 Relating to Property Acquisitions and Leases
- VIII. Adjournment

* Action Item

***** DRAFT *****

MINUTES

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

Friday, July 17, 2009

8:00 a.m.

**Marshall Community & Technical College
Cabell Hall – Corner of 20th Street and Seventh Avenue
Huntington, WV**

PRESENT: Mark Bugher, Ruth Cline, Donna Donathan, Mark George, Jim Hale, Mike Herron, Jason Moses, Criss Nance, Jeffrey Porter, Susan Richardson, and Monica Shafer.

ABSENT: Bob Bailey.

ALSO ATTENDING: President Keith J. Cotroneo, Billie Brooks, Steven Brown, Sara Chapman, Jean Chappell, Randall Jones, Herb Karlet, Michael McGuffey, Stephanie A. Neal, Terri Tomblin-Byrd, Sandra Walker, and the news media.

AGENDA ITEMS:

I. Call to Order and Determination of Quorum:

Ms. Richardson called the meeting to order at 8:06 a.m. A quorum was established.

II. Approval of Minutes – June 5, 2009:

A motion was made by Jeffrey Porter and seconded by Mark George to accept the minutes as presented. The motion was approved.

III. President's Report – Dr. Cotroneo:

Dr. Cotroneo gave a progress report relating to the following items:

- Relating to personnel, Angela Bradshaw is back to work and the house of a faculty member, Isabel Cross, recently burned.
- Fact sheets are being developed to help clarify issues related to students during the transition of services from Marshall University to MCTC. Jean Chappell is currently working on a Wellness Center fact sheet.
- Email address changes are occurring for MCTC faculty, staff and students from marshall.edu to mctc.edu.
- July 16, 2009 was the first payroll administered by MCTC and everyone did get paid.

- Dr. Randall Jones is working on an academic initiative with China. Under the initiative, some MCTC courses will be offered in China and others will be completed when the students come to MCTC to complete their Associate Degree.
- The Student Services staff are extremely busy with registration. Enrollment is close to the same as this time last year. Financial Aid awards and fee assessments are the next step to be completed. The goal is to have Financial Aid awards available to students by August 1.
- MCTC ID cards are now available.
- As a result of a recent bid for a MCTC Bookstore, Stadium Bookstore will be providing these services.
- A new MCTC marketing campaign will soon be underway with Ageless Learning as the theme.
- MCTC has offered a number of successful camps for children this summer including a Crime Scene Investigation Camp and Cooking and Culinary Camps.
- The Obama administration is developing a plan to essentially re-vamp the loan disbursement process for higher education.

IV. Finance and Facilities Committee Report – Jeffrey Porter, Chair:

Jeffrey Porter indicated the Finance and Facilities Committee met July 8, 2009 and discussed the following:

- In an effort to promote timely payment of tuition and fees, the Office of Business Services recommended that a \$20 Late Fee be assessed to any student who does not pay, or make arrangements to pay, the tuition and fees owed to MCTC by the established due date. A motion was made by Jeffrey Porter and seconded by Mark George that the Board of Governors approve of the addition of a \$20 late Fee, which is defined as “Other Institutional Fees,” effective with the Fall 2009 billing period of Academic Year 2009-2010. The motion was approved.
- Sue Richardson provided an update on the FY 2009-2010 Service Agreement with Marshall University. She is working with John Hess on the agreement.
- At the July 8 meeting of the Finance and Facilities Committee, Herb Karlet provided an update on the Budget for Fiscal Year 2009-2010 and draft budgets were discussed. The Committee decided to defer any action on the budget until the August, 2009 meeting, anticipating that the Service Agreement with MU will be completed soon.

- The MCTC Foundation is now an active corporation. The tax exempt application has been submitted to the IRS, which could be a six-month process. Once approval is given, donations retroactive to July 1, 2009 will be considered for tax exemption.
- Although information was requested from the Attorney General's Office and provided by MCTC relating to the Mountain Bounty Kitchen, the lease has not yet been approved.

V. Student and Academic Services Committee Report – Donna Donathan, Chair:

The Student and Academic Services Committee met July 10, 2009 and recommended the following:

- Public notice be given that a proposed rule on Fresh Start be available for a 30-day comment period and that if no substantive comments are received, the MCTC IBOG extend its final approval of the rule. A motion was made by Donna Donathan and seconded by Mike Herron to approve of the proposed rule. The motion was approved.
- Public notice be given that a proposed rule on Student Code of Conduct be available for a 30-day comment period and that if no substantive comments are received, the MCTC IBOG extends its final approval of the rule. A motion was made by Donna Donathan and seconded by Jason Moses to approve of the proposed rule. The motion was approved.
- Public notice be given that a proposed rule on Transfer be available for a 30-day comment period and that if no substantive comments are received, the MCTC IBOG extends its final approval of the rule. Following discussion, a motion was made by Donna Donathan and seconded by Ruth Cline to approve of the proposed rule with changes to add "any" to Section 6.1 prior to the word regionally in the first sentence, to add "any" to Section 6.1.1 prior to the word regionally in the first sentence and to add the words "an academic" to Section 6.2 prior to the word residency. The motion was approved.

VI. Announcements:

1. The next regularly scheduled meeting of the IBOG is August 21, 2009 at a location to be determined.
2. Career Focus, a new MCTC marketing initiative, should be in the mail by August 1.
3. Jason Moses provided IBOG members with a form to be completed relating to President Cotroneo's annual performance evaluation. Jason asked that the forms be completed and returned to himself or Stephanie Neal no later than July 24, 2009 along with at least five goals for the IBOG to consider in setting new goals and objectives for the President. Jason requested copies of the current Institutional Compact and Strategic Themes be emailed to all IBOG members and the Deans. The Deans were also asked to complete the presidential evaluation form.

**Marshall Community & Technical College
Institutional Board of Governors
Meeting of August 21, 2009**

ITEM: President Obama's "American Graduation Initiative"

COMMITTEE: Committee of the Whole

RECOMMENDED RESOLUTION: *Resolved*, that the Marshall Community & Technical College Institutional Board of Governors formally endorses President Obama's "American Graduation Initiative" and commits to doing everything it can to achieve its enactment.

STAFF MEMBER: Sue Richardson, Chair
MCTC IBOG

Dr. Keith J. Cotroneo
President

BACKGROUND

As a component of President Obama's effort to build a stronger foundation that will allow the United States to lead in the global economy, the "American Graduation Initiative" was announced on July 14, 2009. This historic initiative will strengthen our nation's community colleges, and calls for five million additional graduates by 2020. The initiative has been endorsed by the American Association of Community Colleges (AACC).

**Resolution of the
Marshall Community & Technical College Institutional Board of Governors
on
President Obama’s “American Graduation Initiative”**

Whereas, community colleges are the largest and fastest growing sector of higher education in the U.S., educating more than 45% of all undergraduate students as well as more than five million additional non-credit students;

Whereas there is a national consensus that the United States needs to provide greater numbers and percentages of its citizens with a higher education, as a moral, social, and economic imperative;

Whereas community colleges continue to need greater financial and related support as well as a new national focus, in order to fully realize their potential in helping more Americans obtain a college education and meet related career and personal goals;

Whereas President Obama has specifically set the goal of increasing the number of community college graduates by 5 million by 2020, along with ambitious national goals concerning postsecondary education;

Whereas President Obama’s “American Graduation Initiative” recognizes the centrality of community colleges to America’s well-being, and need for financial resources to help those institutions;

Therefore, be it resolved that the Marshall Community & Technical College Institutional Board of Governors formally endorses the “American Graduation Initiative” and commits to doing everything it can to achieve its enactment.

Susan K. Richardson
Chairman

Date

THE AMERICAN GRADUATION INITIATIVE: STRONGER AMERICAN SKILLS THROUGH COMMUNITY COLLEGES

"Now is the time to build a firmer, stronger foundation for growth that will not only withstand future economic storms, but one that helps us thrive and compete in a global economy. It's time to reform our community colleges so that they provide Americans of all ages a chance to learn the skills and knowledge necessary to compete for the jobs of the future."

– President Barack Obama

In an increasingly competitive world economy, America's economic strength depends upon the education and skills of its workers. In the coming years, jobs requiring at least an associate degree are projected to grow twice as fast as those requiring no college experience. To meet this economic imperative, President Barack Obama asks every American to commit to at least one year or more of higher education or career training and set a new national goal: by 2020, America will once again have the highest proportion of college graduates in the world.

Today, at Macomb Community College in Michigan, he outlined his plan to reform our nation's community colleges, calling for an additional 5 million community college graduates by 2020 and new initiatives to teach Americans the skills they will need to compete with workers from other nations. He outlined new initiatives to increase the effectiveness and impact of community colleges, raise graduation rates, modernize facilities, and create new online learning opportunities. These steps -- an unprecedented increase in the support for community colleges -- will help rebuild the capacity and competitiveness of America's workforce.

The announcement comes a day after the Council of Economic Advisers released a report describing how the U.S. labor market is expected to grow and develop in the coming years. The CEA described an expected shift toward jobs that require workers with greater analytical and interactive skills and summarized the attributes of a well-functioning education and training system designed for the jobs of the future.

THE AMERICAN GRADUATION INITIATIVE

Fifty years ago, President Harry Truman called for a national network of community colleges to dramatically expand opportunities for veterans returning from World War II. Today, faced with rapid technological change and global competition, community colleges are needed more than ever to raise American skills and education levels and keep American businesses competitive. President Barack Obama called for an additional 5 million community college degrees and certificates by 2020 and new steps to ensure that those credentials will help graduates get ahead in their careers. Together, these steps will cost \$12 billion over the next decade. The administration will pay for them as part of a package that cuts waste out of the student loan program, increases Pell Grant scholarships, and reduces the deficit.

Community colleges are the largest part of our higher education system, enrolling more than 6 million students, and growing rapidly. They feature affordable tuition, open admission policies, flexible course schedules, and convenient locations, and they are particularly important for students who are older, working, need remedial classes, or can only take classes part-time. They are also capable of working with businesses, industry and government to create tailored training programs to meet economic needs such as nursing, health information technology, advanced manufacturing, and green jobs, and of providing customized training at the worksite.

Business and industry play an important role in training the workforce of the future and meeting the on-going demands of the marketplace. Many community colleges are already working with businesses to develop programs and classes ranging from degrees to certified training courses for retraining and on-going training for enhancing skills. For example, Cisco's Networking Academy is working with community colleges to train students throughout the country on technology-based jobs and it is expanding this platform to train for broadband infrastructure and health care information technology.

The American Graduation Initiative will build on the strengths of community colleges and usher in new innovations and reforms for the 21st century economy. It will:

- **Call for 5 Million Additional Community College Graduates:** In February, President Obama called for America to once again lead the world in college degrees by 2020. Affordable, open-enrollment community colleges will play a critical role in meeting that goal. Today, he set a complementary goal: an additional 5 million community college graduates by 2020, including students who earn certificates and associate degrees or who continue on to graduate from four-year colleges and universities.
- **Create the Community College Challenge Fund:** Too often community colleges are underfunded and underappreciated, lacking the resources they need to improve instruction, build ties with businesses, and adopt other reforms. Under President Obama's plan, new competitive grants would enable community colleges and states to innovate and expand proven reforms. These efforts will be evaluated carefully, and the approaches that demonstrate improved educational and employment outcomes will receive continued federal support and become models for widespread adoption. Colleges could:
 - Build partnerships with businesses and the workforce investment system to create career pathways where workers can earn new credentials and promotions step-by-step, worksite education programs to build basic skills, and curriculum coordinated with internship and job placements.
 - Expand course offerings and offer dual enrollment at high schools and universities, promote the transfer of credit among colleges, and align graduation and entrance requirements of high schools, community colleges, and four-year colleges and universities.

- Improve remedial and adult education programs, accelerating students' progress and integrating developmental classes into academic and vocational classes.
- Offer their students more than just a course catalog, through comprehensive, personalized services to help them plan their careers and stay in school.

In addition, the initiative will support a new research center with a mission to develop and implement new measures of community colleges' success so prospective students and businesses could get a clear sense of how effective schools are in helping students -- including the most disadvantaged -- learn, graduate, and secure good jobs.

- **Fund Innovative Strategies to Promote College Completion:** Nearly half of students who enter community college intending to earn a degree or transfer to a four-year college fail to reach their goal within six years. The College Access and Completion Fund will finance the innovation, evaluation, and expansion of efforts to increase college graduation rates and close achievement gaps, including those at community colleges. Promising approaches include performance-based scholarships, learning communities of students, professors and counselors, colleges tailored to promote the success of working adults, and funding formulas based on student progress and success as well as initial enrollment. Resources would also be provided to improve states' efforts to track student progress, completion, and success in the workplace.
- **Modernize Community College Facilities:** Often built decades ago, community colleges are struggling to keep up with rising enrollments. Many colleges face large needs due to deferred maintenance or lack the modern facilities and equipment needed to train students in technical and other growing fields. Insufficient classroom space can force students to delay needed courses and reduce completion rates. President Obama is proposing a new \$2.5 billion fund to catalyze \$10 billion in community college facility investments that will expand the colleges' ability to meet employer and student needs. The resources could be used to pay the interest on bonds or other debt, seed capital campaigns, or create state revolving loan funds.
- **Create a New Online Skills Laboratory:** Online educational software has the potential to help students learn more in less time than they would with traditional classroom instruction alone. Interactive software can tailor instruction to individual students like human tutors do, while simulations and multimedia software offer experiential learning. Online instruction can also be a powerful tool for extending learning opportunities to rural areas or working adults who need to fit their coursework around families and jobs. New open online courses will create new routes for students to gain knowledge, skills and credentials. They will be developed by teams of experts in content knowledge, pedagogy, and technology and made available for modification, adaptation and sharing. The Departments of Defense, Education, and Labor will work together to

make the courses freely available through one or more community colleges and the Defense Department's distributed learning network, explore ways to award academic credit based upon achievement rather than class hours, and rigorously evaluate the results.

THE OBAMA-BIDEN AGENDA FOR COLLEGE AFFORDABILITY

Today's new initiatives complement President Obama's existing agenda for higher education. At this time of economic hardship and uncertainty, the Administration's agenda will build the country's capacity, innovation and confidence to drive the nation to first place in the highly skilled workforce crucial for success in the 21st century. These initiatives include:

- **Expanding Pell Grants and College Tax Credits:** The Recovery Act increased Pell Grants by \$500 to \$5,350 and created the \$2,500 American Opportunity Tax Credit for four years of college tuition. Now, the Administration is working to make these policies permanent and ensure the Pell Grant continues to grow faster than inflation. Together, the Recovery Act and President's Budget call for nearly \$200 billion in college scholarships and tax credits over the next decade.
- **Reforming the Student Loan Program to Save Billions:** Guaranteed student loans earn banks and other lenders large profits set by the political process rather than won in a competitive marketplace. The Administration will replace guaranteed loans with direct loans, which are administered by private-sector companies, like Sallie Mae and Accenture, selected through a competitive process and paid based upon performance. Direct loans have essentially the same terms for students, are more reliable and efficient, and will save billions of dollars to finance these investments in community colleges as well as increase Pell Grant scholarships and other investments in college opportunity.
- **Simplifying the Student Aid Application:** The application for federal student aid has as many as 153 questions, creating major obstacle in the path of aspiring college students. More than a million students fail to apply for aid because of the application's complexity. The Obama Administration is simplifying the financial aid process by modernizing the online application, seeking legislation that will eliminate unnecessary questions, and creating an easy process for students to use tax data to apply. The end result will be a modernized application that requests only easily obtainable personal information
- **Helping Unemployed Workers Get New Skills:** In May, President Obama expanded opportunities for unemployed workers to go to a community college and earn new skills. The Department of Education has clarified that these workers should not be denied student aid based upon incomes they no longer earn, and the Department of Labor is working with states to allow workers to keep their unemployment benefits while receiving education and training.
- **Expanding the Perkins Loan Program:** The low-cost Perkins loan program is an important option for students who need to borrow more than allowed under the

larger Stafford loan program. The Administration will expand it from \$1 billion a year to \$6 billion a year, making loans available to 2.7 million more students and at 2,600 additional colleges and universities.

- **Helping Families Save for College:** The President's Middle Class Task Force has directed the Department of the Treasury to investigate improvements to 529 savings plans to help families save for college more effectively and efficiently.