

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

AGENDA

Monday, November 27th, 2023 @ 8:00 a.m.

Mountwest Community & Technical College – G07

1. Call to Order, Determination of Quorum: Mr. David Earl, Chairman
2. Consent Agenda: Mr. David Earl, Chairman
 - Approval of Minutes – October 26th, 2023*
3. Oath & Introduction of New Board Member: Melanie Hall
4. Academic Affairs Committee Report: Ms. Cathy Burns & Mr. Michael McComas, CAO
5. President's Report: Dr. Joshua Baker, President
6. Other Business:
 - Announcements*
 - *Employee Recognition & Holiday Event – December 7th, 2023 at 5pm – Vandalia Crowd House*
7. Adjournment

**Action Items – Approval Required*

Mountwest Community & Technical College Strategic Plan 2023-2028

Student-Centered | Community-Focused

- 1. Exceptional Student Success**
- 2. Aligned Workforce Development**
- 3. Proactive Community Presence**
- 4. Growth-minded Organizational and Employee Development**

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

Thursday October 26th, 2023 @ 8:00 a.m.

Mountwest Community & Technical College – G07

PRESENT: Jeff Blatt, Cathy Burns, Stacy Carroll, David Earl, Tom Gibson, Jeff Goad, Josh Jett, Dinah Ledbetter, Mel Miller, Mark Morgan, Erin Rich

ABSENT: Cathy Burns

ALSO ATTENDING: Dr. Josh Baker, Mesha Shamblin, Mike McComas, Kristi Williams

AGENDA ITEMS:

- 1. Call to Order, Determination of Quorum – Mr. David Earl:**
David Earl, Chairman, called the meeting order at 8:02 a.m. A quorum was established.
- 2. Consent Agenda – Mr. David Earl, Chairman:**
A motion was made by Tom Gibson, and seconded by Jeff Goad to approve the minutes for September 21st, 2023.
- 3. Finance Committee Report: Mr. Mark Morgan & Ms. Kristi Williams, CFO**
Ms. Kristi Williams presented the finances to the board. CLA representatives presented the comprehensive audit of the financial statements for FY 23, stating that there were no significant findings or issues. A copy of the finance and audit report is attached. Upon a motion made by Mr. Goad, seconded by Mr. Blatt, the financial statements and audit report were accepted.
- 4. Policy Approval: Capital Project Management: Ms. Kristi Williams, CFO**
Upon a motion by Mr. Goad, seconded by Mr. Blatt, the Capital Project Management policy was approved. The policy will be put out for a 30-day public comment period before becoming official. The board requested that capital projects be added to the agenda regularly throughout the year for updates.
- 5. Recognition of Tony Martin, Retire Board Member: Mr. David Earl, Chairman**
Mr. Earl informed the board of Mr. Martin's retirement, and presented a plaque of appreciation for his years of dedication and service the Mountwest and the Mountwest Board of Governors. The board extended their appreciation for Mr. Martin.
- 6. President's Report – Dr. Josh Baker, President**
Dr. Baker presented his President's report, highlighting recent scholarship donations, enrollment, recent conferences, new-hires, and strategic plan updates. Students also joined Dr. Baker to discuss the upcoming Veteran's Day service-learning project of cleaning of Bethel Memorial Park. The report is attached to the minutes.
- 7. Board of Governors Summit Report: Mr. David Earl, Chairman**
Mr. Earl, Mr. Blatt, Mr. Gibson, Ms. Carroll, and Ms. Shamblin shared information learned at the recent BOG Summit. Some takeaways included recognition of Mountwest and their work with dual credit, cyber-security threats, financial health of colleges, and more.
- 8. Adjournment:** There being no other agenda items, the meeting was adjourned at 9:22am.



November 2023 President's Report

- **Enrollment**
 - Spring is projected to be up, but it is too early to make predictions.
 - Goal is 9% growth.

- **College Updates**
 - Awarded a \$20k grant from American Association of Community Colleges and Microsoft for a Cyber Security curriculum consortium.
 - Alesa Martin (Multimedia) awarded WV Art Educator of the Year.
 - We are piloting our first group of students for self-registration in the next few weeks.
 - Submitted two grants to create 4 additional Allied Health Programs (Sonography, Physical Therapy Aide, Sleep Tech., & Respiratory)
 - Strengthening Community Colleges, Dept. of Labor Grant, \$1.6mil
 - Innovation & Modernization, Dept. of Education, \$5.4mil
 - Awarded ARC Grant & Benedum Grant to build Engineered Construction program, have had kick-off meeting, will be posting job soon for Program Coordinator.
 - Awarded Technical Program Development Grant to build Solar Energy Technician Program.
 - Group attended Small Communities, Big Solutions Conference. Jenna VanHoose served on a panel to present our Learn & Earn model.
 - SMART press conference with MAMC, announcing the ARC grant supporting the new program that supports NUCOR and similar industries.
 - Service learning project for Bethel Cemetery was fantastic! Video available on Facebook.
 - First Gen student celebrated with full week of activities.
 - Bullseye awarded marketing contract.
 - New OER Awards for Aileen Marcelo, Josh Keck, Julia Butler, Katie Hopkins, Kristen Brumfield, Nathan Full, Scott Beane, and Zach Rakes.

- **Facilities**
 - Had first meeting with Edward Tucker & Associates on Cyber Center design. Construction set to start February 2024, completed by July 2024.
 - Learning Commons project scheduled to begin Spring 2024.

- **Foundation**
 - Pink Out was successful. Raised about \$7000 for Karen Johnson Memorial Scholarship Fund.
 - Attended Lilly School of Fundraising training.
 - First target will be a more comprehensive plan for the foundation.

- **Upcoming Events**
 - December 7th Holiday Event at 5pm at the Vandalia.