

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

Thursday, April 18th, 2024 @ 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 – March 21, 2024*
3. Oath of Office and Introductions: Mesha Shamblin & Justin Jarrell*
4. Board Appreciation of Tom Gibson
5. Finance Committee Report: Mr. Mark Morgan & Kristi Williams, CFO
 - Approval of Salary Increases for Full-time Employees*
 - Approval of FY 25 Budget*
6. President’s Report: Dr. Joshua Baker, President
7. Possible Executive Session under the Authority of WV Code §6-9A-4 Relating to Property Acquisitions, Leases and/or Personnel Issues*
 - President’s evaluation
8. Other Business:
 - Announcements*
 - *Graduation – Christ Temple Church, May 3rd at 6:00pm. Please arrive by 5:00pm.*
9. 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, March 21, 2024 @ 8:00 a.m.
Mountwest Community & Technical College – G07

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

ABSENT: Cathy Burns

1. **Call to Order, Determination of Quorum: Mr. Jeff Blatt**

Mr. Jeff Blatt led the meeting for chairman David Earl, who was on zoom. The meeting was called to order at 8:00am and a quorum was established.

2. **Consent Agenda: Mr. David Earl, Chairman**

Approval of Minutes – February 15th, 2024- Tom Gibson made a motion to accept the minutes and Dina Ledbetter seconded the motion.

3. **Finance Committee Report: Mr. Mark Morgan & Kristi Williams, CFO**

Revenue was strong, expenses are under budget, cash position is still strong (see attached finance report for details). Tom asked for legislative updates. Baker informed the board that the raises passed but the funding formula is still being discussed. We are still waiting to see how that turns out.

2024-2025 Academic Year Tuition and Fees Approval- Kristi presented the attached tuition and fees schedule, and described the parameters the board must follow regarding an increase in fees and tuition and shared that the finance committee is endorsing a proposed 2.5 increase in tuition for in-state students, out-of-state students, and metro students. This increase would help the college to cover the cost of inflation and the PEIA increase. In addition to the tuition increase, there were some small changes to some program fees (see attached). Erin Rich, the faculty representative, abstained from voting. A motion to rates tuition and fees as proposed was made by Mark Morgan and seconded by Jeff Goad and approved.

4. **President's Report: Dr. Joshua Baker, President**

- Dr Baker talked about summer and fall enrollment looking good, but it is still early.
- There is still a lot of concern regarding the new FASFA. This is a national wide concern.
- The parking lot we owned behind the Marshall stadium was sold for \$185,000 and the money will be put in an account for student success.
- We had 216 students come visit the campus during the Advantage Valley recruiting day
- We had several student activities during March and April including Chalk the Walk, Hot Chocolate Bar, Root Beer Float Station, Student Appreciation Day, Trivia Competition against Bridge Valley, Stress Less Week and Countdown to Graduation.
- Our food pantry has just been restocked.
- Workforce development Highlights included a Tech Center signing party. There are 11 students that will be coming to Mountwest. This was covered by local news.
- Work on the Cyber Center has begun on the second floor
- Construction on the old café has begun.
- The learning commons bid will be going out this week.
- CJ Hughes program has been reviewed now that we have had it a year. It is a benefit to their employees and allows them to accelerate their earning potential quicker.
- Gradation is scheduled for May 3rd at Christ Temple

5. **Adjournment**

Motion to adjourn made by Tom Gibson and seconded by Jeff Goad. Adjourned at 8:40am

**BOARD OF GOVERNORS
MOUNTWEST COMMUNITY AND TECHNICAL COLLEGE
APRIL 18, 2024**

ITEM: **Fiscal Year 2024-25 Budget**

RECOMMENDED RESOLUTION: *Resolved,* That the Mountwest Community & Technical College Board of Governors approves the operating budget for fiscal year 2024-25, including the state appropriation for salary enhancements of \$262,103.

STAFF MEMBER: Kristi Williams

BACKGROUND:

One of the duties of the Board of Governors prescribed in West Virginia Code **§18B- 2A-4** is to either assume or delegate to the President control of the business affairs. While the Board of Governors (Board) for Mountwest Community and Technical College approved this delegation to the President; approval of the operating budget is requested.

This year's budget, similar to previous fiscal years' budgets, reflects funding from tuition and fees (education and general, auxiliary, and capital fees) as well as state appropriations. As in past years, this budget does not include any grant revenue or expenses as these fluctuate widely depending upon how many grants the College receives in a given year. This complete financial information is instead presented in the audited financials that the Board reviews and approves later in the fiscal year.

What follows is a conservative budget based upon the following assumptions:

- State appropriations were increased for FY 25 in the amount of \$262,103. This amount is reserved for salary enhancements.
- State appropriation were decreased for FY25 in the amount of \$103,554 based upon the funding formula.



April 2024 President's Report

- **Enrollment**
 - Enrollment for Fall starting strong
 - Summer enrollment is currently looking strong
 - FAFSA awareness week this week to help with federal change

- **College Updates**
 - Recently signed affiliation agreement with Marshall. Addresses some gen ed requirements. Also creates AAS → BAS pathway.
 - Recently awarded grants:
 - \$195,000 earmark for aligning tech center programs
 - \$220,000 for Physical Therapy Aide program
 - \$220,000 to build Solar Installation Technology program
 - \$335,000 to create filming studio for high school audiences for the Culinary, Hospitality, & Tourism industries

- **Workforce Development Highlights**
 - Fire science program launching in the fall in partnership with City of Huntington Fire Department
 - SMART program official launch in fall – 2 cohorts, 1 in Huntington, 1 in Pt. Pleasant

- **Facilities**
 - Construction for Cybersecurity Center is on schedule
 - Learning Commons pre-bid meeting on April 24th
 - Hillside slip work should be starting by end of month
 - Café is being cleared, likely to become a small bookstore and a classroom

- **Legislative Topics**
 - Monitoring FAFSA
 - Monitoring FLSA overtime rules
 - Monitoring WVCTCS classified staff salary schedule update

- **Events**
 - Recently hosted retirees on campus, will begin quarterly retiree events
 - Service-Learning Project - Community clean Up event on Saturday, April 20th
 - Graduation is scheduled for May 3rd at 6 PM and located at Christ Temple. Graduation Speaker is Bears Quarter Back Tyson Bagent. Please arrive by 5:00pm.