

**PIERPONT COMMUNITY & TECHNICAL COLLEGE**  
**BOARD OF GOVERNORS MEETING**  
**August 16, 2011**  
**3:00 PM**

**MINUTES**

**Call to Order**

A meeting of the Pierpont Community & Technical College Board of Governors was held on August 16, 2011, beginning at 3:00 PM in the Falcon Center Board Room. Present at the meeting were Board members: Chairman James Griffin, Linda Aman, Dixie Copley, Barbara Hendrey, Beverly Jones, Earl McConnell, Rick Pruitte, Tom Stose, Jeff Tucker, and Eugene Weaver. Present via teleconference was Kyle Hamilton. Absent was Sharon Shaffer. Also present were: President Doreen Larson, and Cyndee Sensibaugh.

**Last Call for Public Sign Up**

Chairman Griffin announced last call for public sign up for comments to the Board.

**Approval of Minutes**

Dixie Copley moved that the Minutes of the June 21, 2011 Board of Governors Meeting be approved. Tom Stose seconded the motion. All agreed and the motion carried.

**Special Recognitions**

Chairman Griffin and Dr. Larson recognized, and thanked, the co-presidents of Lifelong Learners, David Sturm and Peggy Edwards, for funding the 2011-2012 Lifelong Learners Scholarship of \$2,000 that will be used to financially assist Pierpont non-traditional students.

Dr. Larson read a Letter of Recognition to the Board, written by Aviation Maintenance student Gregory A. Bartlett, describing the tutorial support Mr. Bartlett received from Professor Brad Gilbert. Professor Gilbert was in attendance and received the Board's thanks and praise for the excellent job he has done.

Dr. Larson thanked Cynthia Woodyard, representative of Hospice Care Corporation, for the work and success of the 2011 Walk for Hospice Event. Pierpont was a sponsor of the event that reached out to 12 counties in West Virginia. Ms. Woodyard informed the Board that the Hospice Care Corporation is one of the oldest, independent nonprofit organizations that provides services that touch lives, and will not turn anyone away for the inability to pay.

## President's Report

Dr. Doreen Larson provided a review of ten goal areas for the 2011-2012 academic year. They are...

- 1) *Enrollment and Retention Growth* – Currently, Pierpont is up by 17 percent in credit enrollment over this time last year, with enrollment increases in each county location. New high schools have been added as dual enrollment partners, and programs have been launched, such as; health care courses in Braxton County, and at the Locust Avenue campus - Mechatronics and Culinary.
- 2) *North ATC Project* – Program planning has been conducted over the summer with the Chancellors office and local industries to complete the final plans for the Center. A groundbreaking ceremony is being planned with the Chancellors office and is tentatively scheduled for late September.
- 3) *Grants and External Funding* – A summary report of Pierpont's state workforce and continuing education grant funding reflected over \$1.2 million awarded in workforce funding and \$1.3 million awarded for the ATC expansion.
- 4) *Partnerships with Fairmont State University* – Pierpont has been able to partner with FSU to provide combined events for Professional Development Week. Pierpont has developed a Campus Compact statement in our Strategic Priorities document that outlines our relationship with FSU. It states: "Pierpont values its historic links with FSU and in particular, values the unique and diverse options provided for students on the shared Pierpont/FSU campus. Pierpont recognizes that limited educational resources cannot support isolated 'stand-alone' campus facilities but require a college to fully partner with the communities it plans to serve. The college intends to extend this foundational concept by developing facilities embossed within existing business and educational communities."
- 5) *Collaboration with the Foundation* – The Fairmont State Foundation has scheduled meetings with Pierpont and energy sector related companies to develop coordinated curriculum and gain support for our adult student scholarships. The Foundation will also support our ATC fall event and scholarship fundraiser.
- 6) *HLC Accreditation and Academic Excellence* – Emphasis is being placed on meeting the benchmarks of our Quality Initiatives for accreditation. Faculty surveys were conducted and analyzed and shared with the faculty as part of Development Week. The results will be shared with Pierpont graduates and community and business partners serving on our advisory boards. Areas of general education outcomes that are being targeted are; communication, quantitative literacy, critical thinking, professionalism, global awareness and diversity, and technical literacy.
- 7) *Community Involvement* - Dr. Larson thanked the Board for their representation of Pierpont at the many community events. Many members attended the Marion

County Chamber of Commerce Dinner and social events at the Shaw House. Board members have also traveled to North Carolina to tour the Catawba Community College Technical Center. Dr. Larson and her husband Len have been named the co-chairs of the Marion County United Way, serving with chairs Barb and Alan Mollohan.

- 8) *Strategic Planning and Program Growth* – The final draft of the Pierpont Strategic Plan has been presented and will be ready for approval from the Board in the near future. The Plan will target county outreach, internships, coordination with FSU and student retention. The Plan is ambitious, measurable, and focused.
- 9) *Board Communication* – Weekly reports from the President to the Board will continue.
- 10) *Manage Budget and Facilities* – Budget requests for FY 2013 are prepared, on schedule, for the Board's approval.

For homework – the Pierpont Pins have arrived in the new Pierpont colors of black and 'Vegas' gold. Dr. Larson asked for the Board's input on more descriptive name for the black color. Suggestions have been jet black, basic black, night black, raven black, coal black, bituminous black and bright black.

### **Operation Reports**

- Joyce Ross presented the Classified Staff Report
- Paul Schreffler presented the Center for Workforce Education Report
- Craig Shaffer presented the Foundation Report

### **Committee of the Whole**

- Financial Report

In absence of D. Bradley, Dr. Larson provided the report on the Pierpont Community & Technical College Unrestricted and Restricted Funds and Fund Manager Budgets for current budget and year-to-date actual. There were no issues of note, and any questions will be forwarded to D. Bradley.

- Capital Projects Report

J. Decker informed the Board that the HVAC units for the Byrd Center are arriving any day and drains are being added to the roof renewal project. The Aerospace classroom fire suppression is 80% complete. The Folklife Center Phase III is 75% complete.

## Committee Reports

### ➤ Finance Committee

#### *a. FY 2013 Capital Appropriation's Request*

On behalf of D. Bradley, Dr. Larson presented a resolution to approve the Capital Appropriation's Request for FY 2013. A capital project priorities report is due to be submitted to the state prior to September 1, 2011. A list of project priorities was provided to the Board with the resolution request.

T. Stose moved that the FY 2013 Capital Appropriation's Request be approved. L. Aman seconded the motion. All agreed.

#### *b. FY 2013 State Appropriation's Request*

On behalf of D. Bradley, Dr. Larson reviewed the resolution to approve the State Appropriation's Request for FY 2013. The deadline for submission of the request to the state is August 19, 2011. Detailed documentation was provided to the Board with the resolution request.

A motion to approve the FY 2013 State Appropriation's Request was presented by D. Copley and seconded by T. Stose. Motion carried.

### ➤ Off Campus Operations Committee

- Tom Stose provided a detailed memo to the Board and discussed a recent visit that he, Dr. Larson, and Jeanie Hawkins made to the Monongalia County Technical Education Center (MTEC), with Superintendent Frank Devono and MTEC Director John George, to discuss the possibility of expansion at the MTEC location.

Pierpont is experiencing very strong growth at the Monongalia County site, with 55 current classes being offered in the fall and spring semesters and the projection of new classes being developed in the future. A tour of the MTEC grounds found locations ideal for possible development of facilities to be used for those programs.

After review and discussion of both short and long term options for expansion at the MTEC campus, the Board agreed that there was a definite need to further pursue Pierpont's opportunities.

Chairman Griffin asked the Board to entertain a motion to empower Dr. Larson to move forward in discussions with the Monongalia BOE to develop an expansion plan at the MTEC campus.

D. Copley moved that Dr. Larson pursue Pierpont's expansion plans at the MTEC campus. L. Aman seconded the motion. All agreed.

So that the Board is able to get a better view of expansion options for the MTEC campus, Chairman Griffin announced that the next Board of Governor's Meeting will be held at North Elementary School, to view their steel classroom structure. Mr. Griffin also thanked T. Stose and J. Hawkins for their work with Pierpont's off campus communities.

- Marketing Committee
  - No report

### **New Business**

- Vision Shared Statewide Workforce Development Conference, Oglebay Resort, September 29-30, 2011. Information provided to Board.
- Board of Governors Retreat, December 2, 2011. Tentative location is the Bridgeport Convention Center.
- CTCS Council Meeting dates provided to encourage Board members to attend.

### **Old Business**

- 2011 Joint Annual Conference, Glade Springs, WV, October 26-28.

Information was provided to the Board for attendance at the 2011 CTCS and WVCCA Joint Annual Conference. C. Sensibaugh has reserved a block of rooms for the Board members. Attendance confirmation should be provided to C. Sensibaugh.

### **Executive Session**

No Executive Session was called.

### **Adjournment and Next Meeting**

There being no further business the Board meeting adjourned at 4:25 PM. The next Board of Governors Meeting will be held on September 20, 2011 at 2:00 PM at the North Elementary School in Morgantown, WV.