

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS**

Academics Committee Meeting

**Tuesday, September 23, 2025
10:30 AM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 216A**

AGENDA

- I. Call to Order**
- II. *Approval of Minutes – March 25, April 25, and June 17 2025** *Tab 1*
- III. Academic Affairs Updates**
(David Beighley, Interim Provost and Vice President for Academic Affairs)
 - A. Pierpont CTC Institutional Accreditation/Higher Learning Commission Updates
 - B. Specialized Program Accreditation Updates
 - C. General Education Assessment Updates
 - D. Career and Corporate Training Updates
 - E. Dual Enrollment Updates
 - F. eLearning Updates
 - G. AY 2025-2026 Five-Year Program Reviews
 - H. AY 2025-2026 Faculty Promotion
 - I. AY 2025-2026 Academic Affairs Initiatives
- IV. Adjournment**

Tab

1

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS**

Academics and Student Services Committee Meeting

**Tuesday, March 25, 2025
8:30 AM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 216A**

MINUTES

Notice of Meeting

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors Academics and Student Services Committee was held on March 25, 2025, beginning at 8:30 AM. The meeting was conducted in person at the Advanced Technology Center in Fairmont, WV. Advanced announcement of this meeting was posted on the WV Secretary of State's Meeting Notices Webpage.

Committee Members Present: Thomas Cole – Committee Chair, Jessica Killon, Christine Miller, and Juanita Nickerson

Committee Members Absent: Lisa Lang

Other Board Members Present: Anthony Hinton and Joanne Seasholtz

Others Present: Members of the President's Cabinet, faculty, staff, and others

I. Call to Order

Thomas Cole called the meeting to order at 8:33 AM.

II. Approval of Minutes – November 19, 2024

Jessica Killon moved to approve the November 19, 2024 meeting minutes. Christine Miller seconded the motion. All agreed. Motion carried.

III. Student Services

Nancy Parks reviewed the Student Services Update report (**Attachment A**) and reported that the college has met its goal of having at least half of its degree programs commit to cocurricular activities, marking a significant step forward in cocurricular engagement efforts.

Additionally, she noted that tutorial services have officially transitioned from Academic Affairs to Student Services and are now operating under the umbrella of Student Success.

Memori Dobbs has collaborated with eLearning to develop a dashboard that identifies students who have fallen below a 70% average in their courses, allowing for timely academic support intervention.

IV. Academics

A. Personnel Updates

David Beighley announced that Jennifer Ellison will now serve as the Interim Dean of the School of General Education and Professional Studies. Jennifer is a faculty member in Mathematics and also serves as a co-advisor for Phi Theta Kappa (PTK).

B. Five Year Program Reviews

Christine Miller moved to forward the ASL/IEP (A.A.S.) 5-Year Program Review with the recommendation to continue the program with corrective action to the full Board for approval. Jessica Killon seconded the motion. All agreed. Motion carried.

Jessica Killon moved to forward the Criminal Justice (A.A.S.) 5-Year Program Review with recommendation to continue the program with corrective action to the full Board for approval. Christine Miller seconded the motion. All agreed. Motion carried.

Christine Miller moved to forward the Emergency Medical Services (A.A.S.) 5-Year Program Review with the recommendation to discontinue the program and the Emergency Medical Services Technician – Paramedic (C.A.S) with the recommendation to continue the program with corrective action to the full Board for approval. Jessica Killon seconded the motion. All agreed. Motion carried.

Christine Miller moved to forward the Advanced Welding (A.A.S.) 5-Year Program Review with the recommendation to continue the program at its current level to the full Board for approval. Jessica Killon seconded the motion. All agreed, and the motion carried.

Christine Miller moved to forward the Licensed Practical Nursing (C.A.S.) 5-Year Program Review with the recommendation to continue the program at its current level to the full Board for approval. Jessica Killon seconded the motion. All agreed, and the motion carried.

Christine Miller moved to forward the omnibus aviation program review to the full Board for approval with the following recommendations: Airframe Technology (C.A.S.) – continue at the current level of activity; Powerplant Technology (C.A.S.) – continue at the current level of activity; and Avionics Technology (C.A.S.) – continue with corrective action. Jessica Killons seconded the motion. All agreed. Motion carried.

C. Career and Corporate Training

A. Enrollment and Revenue Report



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Vision: *To empower individuals and strengthen communities through exceptional training and educational pathways*

Tagline: *Education that works!*

Dr. Joni Gray reviewed the Career and Corporate Training (CCT) report (**Attachment B**) and provided the following updates: Enrollments continue to trend ahead, with participation numbers having doubled. To date, the department has generated approximately \$35,233 in revenue.

B. Braxton County

Dr. Joni Gray reported that at the end of February, efforts began to expand career training offerings in Braxton County. In collaboration with the academic deans, several new training opportunities have been planned, including TEAS prep, Point of Care Technician training, EMT Basic training, and a series of NC3 certification courses. These include:

- NC3 Festo Electrical Series: Fundamentals of AC
- NC3 Festo Electrical Series: Fundamentals of DC
- NC3 Festo Programmable Logic Controller Series: Fundamentals of PLC
- NC3 Snap-on Hand Tool Identification and Safety Certifications
- NC3 Snap-on Precision Measurement Certifications

D. General Updates

A. Graduation Planning

David Beighley reported graduation planning is underway, with special recognition given to Melissa Weikle, Amanda Hawkinberry, and the planning committee for their efforts in leading and organizing the May 9 activities.

B. Virtual Reality (VR) Lab and Training

David Beighley reported the Virtual Reality (VR) Lab, located at the Advanced Technology Center in Room 115, continues to develop. Dr. Robin Strader will assume some responsibility for VR training and will provide her expertise to support the lab's growth. The onboarding process for the new VR Specialist is currently in progress.

C. Phi Theta Kappa Induction Ceremony

David Beighley invited Board members to attend the Phi Theta Kappa (PTK) Induction Ceremony on April 17 at 6:00 PM. The ceremony will be held in room 216 at the Advanced Technology Center.

V. Adjournment

There being no further business, Jessica Killon moved to adjourn the meeting. Christine Miller seconded the motion. All agreed. Motion carried.



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Respectfully submitted by Amanda N. Hawkinberry



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Enrollment Comparison Summary by Student Type

<u>Student Type</u>	<u>Previous Term</u>		<u>Current Term</u>		<u>Differences</u>			
	202420 - Spring Semester 2024		202520 - Spring Semester 2025					
	As of 3/17/2024		As of 3/17/2025					
	<u>Count</u>	<u>FTE</u>	<u>Count</u>	<u>FTE</u>	<u>Count</u>	<u>Percent</u>	<u>FTE</u>	<u>Percent</u>
1 - First-time Freshman	57	45.93	56	48.13	-1	-1.75	2.20	4.79
2 - Returning Student	639	558.60	739	656.47	100	15.65	97.87	17.52
3 - Readmitted Student	27	18.93	18	12.87	-9	-33.33	-6.07	-32.04
6 - Transfer Student	38	30.93	37	26.47	-1	-2.63	-4.47	-14.44
9 - Other	21	9.00	14	6.73	-7	-33.33	-2.27	-25.19
	<u>782</u>	<u>663.39</u>	<u>864</u>	<u>750.67</u>	<u>82</u>	<u>10.49</u>	<u>87.27</u>	<u>13.15</u>
8 - HS Student Taking College Crs	715	224.67	713	211.27	-2	-0.28	-13.40	-5.96
	<u>1,497</u>	<u>888.06</u>	<u>1,577</u>	<u>961.94</u>	<u>80</u>	<u>5.34</u>	<u>73.87</u>	<u>8.32</u>

Note: Due to rounding of FTE and Percentage calculations, there may be slight differences in total amounts.



Pierpont Community & Technical College
500 Galliher Drive
Fairmont, WV 26554

TO: Board of Governors
FROM: Nancy W. Parks
DATE: April 4, 2025
SUBJECT: Student Services Updates

Enrollment/Admissions Update

Based on the Enrollment report given by Executive Director of Admissions on March 6, 2025, enrollments captured at census date for Fall 2024 show that Pierpont had the third largest enrollment of the state community and technical colleges in academic programming and was fourth in enrollments overall.

Spring 2025 enrollment data (as of March 17, 2025) shows a most significant increase in enrollment in first-time freshmen and returning students: a 14.22% increase in headcount and 8.33% in FTE.

Orientation/registration sessions have opened for Summer and Fall 2025 course scheduling, and many slots are already at capacity; additional dates are scheduled to open to accommodate in-person appointments for all applicants. Evening and weekend slots are scheduled to accommodate adult students and working families.

Increased Semester-to-Semester Retention: As reported by the Office of Institutional Effectiveness, student retention rates significantly improved year-over-year:

- Overall retention increased from 73.77% (Fall 2023-Spring 2024) to 79.23% (Fall 2024-Spring 2025)
- First-time, full-time student retention rose from 75.4% (2023-2024) to 82.73% (2024-2025)

Enhanced Outreach: A comprehensive master directory of service area high schools and contacts has been created by the Executive Director of Admissions and shared with Financial Aid staff for the two offices to combine informational outreach and “how to” sessions for FAFSA events at individual high schools. In addition to helping families complete the FAFSA and WV Invests applications, admissions/advising specialists will attend alongside for general Q&A for family members and to promote Pierpont programs.

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Co-Curricular Learning, Student Engagement, & Retention Strategies: Updates

HLC Response Committee on Co-Curricular Learning

A dedicated committee has been established to address the Higher Learning Commission's (HLC) concerns regarding Standard 4B: Co-Curricular Learning assessment. The committee includes key campus leaders:

- Nancy Parks, Associate VP, Student Services
- Amy Cunningham, Dean, School of Health Sciences
- Debra Lupica-Scott, Chair, General Education Committee
- Raven Thomas, Admissions/Advising Specialist and Student Involvement Coordinator
- Olivia Boltz, Director of Institutional Effectiveness

The committee's work focuses on three primary areas: clarifying the distinction between "extra-curricular" and "co-curricular" activities; documenting co-curricular components across all academic degree programs and institutional initiatives; and ensuring follow-up assessment and documentation.

The committee is compiling a response to the HLC's concerns regarding differentiation between "extra" curricular and "co-curricular" activities and is denoting all co-curricular projects of every academic degree program, as well as institutional programming efforts. AVP Parks and IE Director Boltz are following up with individual program coordinators for timely submissions of co-curricular planning and reporting templates. In addition, the HLC task group will be asking the Marketing office for a dedicated space on the Pierpont website to highlight these co-curricular activities and illustrate student/faculty engagement opportunities with the community and employers.

Retention Strategies

Tutorial Services Transition and Enhancements

As of February 22, 2025, Tutorial Services has successfully transitioned from being coordinated by a math faculty member on release time to full management by the Office of Student Success.

Key activities assumed by that office include the following:

- Recruitment of professional and peer tutors across multiple disciplines, including a peer math tutor for the Aviation Center
- Publication of a comprehensive Spring 2024 tutoring schedule
- Campus-wide communication about available services, including tutoring in high-enrolled general education courses: English, Math, Computer Concepts, and Anatomy & Physiology.

In addition, the Office of Student Success has also implemented a proactive intervention system, including the following:

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- A new institutional dashboard that identifies students earning 70% or below in key subject areas
- Targeted emails to struggling students
- Accompanying email alerts to faculty so they can encourage their students to participate in tutoring services, including general assistance, such as homework completion

Learning Support/Support Services

From January 1-March 17, the Office reports the following activities in service to students and faculty to aid in student retention and success:

- 50 mental health appointments
- 39 meetings with WV Works participants
- 21 Learning Strategies presentations for individual students
- 12 Disability support appointments
- 09 classroom presentations for learning strategies/mental health
- 02 meetings with county WV Works coordinators in service region; increased participants from 2-9
- 02 test proctoring sessions

Further, in response to requests from service area adult education providers, Pierpont was asked to enter MOUs with county SPOKES offices to formalize services we offer to their participants, including scheduling campus tours, assisting with financial aid applications, and serving as a primary educational provider.

Blackboard Ultra Trainings

The Executive Director of e-Learning designed a Blackboard Student Orientation Course. This course is a self-paced program designed to familiarize students with the new Blackboard Ultra. The course covers essential aspects such as navigation, participation in discussions, assignment submissions, test-taking procedures, journal entries, media sharing, and accessing grades and feedback. The course aims to equip students with the necessary skills to effectively engage with course materials and activities within the Blackboard Ultra platform. As of March 17, 2025, 43 students had completed this “self-help” training.

Financial Aid Services

Distribution of Aid: PELL grant funding increased from \$1.18 million in 2023-24 to \$1.46 million in 2024-25—due largely to enrollment increases.

The WV Higher Ed grant disbursements were substantially higher than in years previous (over double, fact), which prompted an 8.5% decrease in WV Invests disbursements. No students’ aid was affected negatively because what would have been covered by Invests was instead covered via the WV Higher Ed rant. The Financial Aid office continues to work in partnership with Admissions, Advising, and eligible degree programs in alerting students to all aid available.

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In Fall 2024, Pierpont was allocated \$2,000 per student to help ameliorate funding issues caused by the FAFSA delays. As a result, far more students received a “refund” than in previous years, which assisted with other college-going expenses.

Centralized Management and Compliance: WV Invests and Federal Student Employment services have been consolidated under a single staff member. In addition, Pierpont has significantly improved compliance with federal requirements for allocating student employment funds to peer tutoring. After targeted outreach seeking peer tutors, three new peer tutors have been hired through Federal Student Aid funding.

Audit Success: The federally required "Statewide Single Audit" reported "no findings" related to financial aid and confirmed that student aid was packaged and awarded “correctly, timely, and equitably.”.

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS**

Academics Committee Meeting

**Friday, April 25, 2025
10:30 AM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 201A**

MINUTES

Notice of Meeting

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors Academics Committee was held on April 25, 2025, beginning at 10:30 AM. The meeting was conducted in person at the Advanced Technology Center in Fairmont, WV. Advanced announcement of this meeting was posted on the WV Secretary of State's Meeting Notices Webpage.

Committee Members Present: Thomas Cole – Committee Chair, Jessica Killon, and Christine Miller

Committee Members Absent: Lisa Lang and Juanita Nickerson

Others Present: Members of the President's Cabinet, faculty, staff, and others

I. Call to Order

Thomas Cole called the meeting to order at 10:30 AM.

II. Approval of Minutes – March 25, 2025

A quorum was not present. Therefore, the minutes from the March 25 meeting could not be approved.

III. Academic Programming

A. Resolution to Discontinue Applied Design A.A.S Degree Program

David Beighley provided a high-level summary regarding the recommendation to discontinue the Applied Design A.A.S. program, which includes concentrations in Interior Design and Fashion Merchandising. He noted that the recommendation is based on low enrollment, graduation, and retention rates, as well as the absence of a full-time faculty member currently teaching in the program. External data also indicate that workforce and industry needs do not support continuing the program. A teach-out plan is in place should

the program be formally discontinued. David Beighley also mentioned that components of the program could potentially be restructured and offered through CCT in the future.

A quorum was not present; therefore, the item will be forwarded to the full Board for consideration without the approval of the committee.

B. Resolution to Discontinue Technical Drafting C.A.S Degree Program

David Beighley provided a high-level summary regarding the recommendation to discontinue the Technical Drafting C.A.S. program. He explained that this recommendation serves as a clean-up action following the discontinuation of the Drafting A.A.S. program two years ago. At that time, it was presumed that the C.A.S. degree would also be eliminated; however, the C.A.S. was not specifically spelled out in the original discontinuation action. David Beighley noted that there are currently no students enrolled in the program. He also shared that components of the program could potentially be restructured and offered through CCT in the future.

A quorum was not present; therefore, the item will be forwarded to the full Board for consideration without the approval of the committee.

IV. Academic Affairs Update

A. Career and Corporate Training

Dr. Joni Gray provided the following updates:

Targeted training opportunities are being offered in Braxton County, specifically in health sciences, trades, and electrical areas, with trainings ready for registration and May–July start dates. EMT Basic training will also be offered in Braxton County, as requested by local organizations. The 10-week EMT Basic course at Caperton Center is currently full with a waitlist of 10 students; there is consideration for offering an additional cohort at the ATC, Caperton, or in Monongalia County. Efforts are underway to locate a site for an EMT Basic course in Monongalia County and to develop an EMS High School CTE cohort.

The first Phlebotomy cohort has completed their program, with 7 of 9 students passing and preparing for their certification exam. These students will also participate in the upcoming Health Sciences Pinning Ceremony. Joni noted that these seven completers were individuals who would not have otherwise completed a traditional academic program.

In Randolph County, the Clinical Medical Assistant curriculum is nearly finalized, with a cohort anticipated to begin in September.

Joni also reported that the team is busy with Learn and Earn programs and is actively promoting them in the community. She attended the Aviation Career Fair yesterday and distributed flyers about the Learn and Earn opportunities. Additionally, there will be a



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"Lunch and Learn" event focused on CCT Learn and Earns on May 1 at 11:30 a.m., and Board of Governors members are invited to attend.

Finally, Joni invited Board of Governors members to join the inaugural Advisory Committee meeting, scheduled for May 1 at 6:30 p.m.

David Beighley reported that the Surgical Technology program has been formally discontinued at MTEC, and the EMS program could be discontinued at their next board meeting. He emphasized the importance of Pierpont remaining responsive to MTEC's needs and being prepared to offer programming if needed. David also noted that Pierpont is continuing to monitor the situations at NIOSH and Novelis and plans to be responsive by potentially providing retraining opportunities for individuals who lost their jobs. Pierpont will be present at the Novelis Career Fair on May 20.

Additionally, David Beighley reported that Pierpont experienced a reduction in state appropriations due to the state funding formula. He explained that a factor impacting the funding formula was the limited activity in CCT during prior years. David expressed his appreciation to Joni and her team for their efforts in changing the trajectory of CCT moving forward.

V. Adjournment

There being no further business, Christine Miller moved to adjourn the meeting. Jessica Killon seconded the motion. All agreed. Motion carried.

Respectfully submitted by Amanda N. Hawkinberry



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**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS**

Academics Committee Meeting

**Tuesday, June 17, 2025
11:00 AM**

**Pierpont's Advanced Technology Center (ATC)
500 Galliher Drive
Fairmont, WV 26554
Room 216A**

MINUTES

Notice of Meeting

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors Academics Committee was held on June 17, 2025, beginning at 11:00 AM. The meeting was conducted in person at the Advanced Technology Center in Fairmont, WV. Advanced announcement of this meeting was posted on the WV Secretary of State's Meeting Notices Webpage.

Committee Members Present: Thomas Cole – Committee Chair, Jessica Killon, and Juanita Nickerson

Committee Members Absent: Lisa Lang and Christine Miller

Other Board Members Present: Joanne Seasholtz

Others Present: Members of the President's Cabinet, faculty, staff, and others

I. Call to Order

Thomas Cole called the meeting to order at 11:00 AM.

II. Approval of Minutes – March 25 and April 25, 2025

A quorum was not present. Therefore, the minutes from the March 25 and April 25, 2025, meetings could not be approved.

III. Academic Affairs Updates

A. General Education Assessment

David Beighley reviewed the General Education Assessment Status Report (Report provided in Agenda packet). At the recommendation of the committee, Deans will rely on Assistant Deans to take the lead on assessment efforts in the coming year. Dr. Michael Waide described the report as robust and posed follow-up questions regarding the assessment of Oral Communication. David Beighley acknowledged the challenge of

assessing this area and noted that tracking Student Learning Outcomes (SLOs) can be difficult. Dr. Michael Waide emphasized the importance of leveraging known hurdles as a form of assessment and suggested incorporating this work into the HLC process. He commended the team on a phenomenal report.

B. Virtual Reality (VR) Training

David Beighley provided an update on Virtual Reality training, referring to the year-end report (Report provided in Agenda packet). Jack Forrest, the department's new Specialist, is currently attending a conference in Japan to stay informed on the latest VR technologies.

C. Office of Career and Corporate Training

Dr. Joni Gray presented a comprehensive year-end report for the Office of Career and Corporate Training (Report provided in Agenda packet). She shared that the department has been reimagined and has grown to a team of three, allowing for increased outreach and stronger connections with organizations.

D. Office of Dual Enrollment and Transitional Education

Stephanie Cunningham reviewed the year-end report for Dual Enrollment and Transitional Education (Report provided in Agenda packet). She highlighted that four students completed the year earning both their high school diploma and an associate degree. Dr. Michael Waide expressed interest in recognizing Dual Enrollment students during their high school graduation ceremonies and suggested considering cords or stoles as symbols of their achievement.. David Beighley is currently working with Pamela Knight of Harrison County on collaborative opportunities for the fall.

E. Office of eLearning

Dr. Robin Strader presented her year-end report (Report provided in Agenda packet). She shared that Blackboard Original will be retired at the end of December 2025 and that Pierpont has already transitioned to Blackboard Ultra. Training sessions for faculty, staff, and students will be offered in the fall, and all online faculty will be required to participate. These sessions will also be recorded for future reference.

F. Office of Institutional Effectiveness

Olivia Boltz presented and reviewed the HLC Accreditation Update (Report provided in Agenda packet). She shared that an introductory meeting was held with the HLC site team chair. He shared his background and emphasized that the visit is not intended to be punitive, but rather a review of the institution's progress since the IAC hearing and an opportunity to identify areas for continued growth.

Additionally, David Beighley shared several updates not listed on the agenda:



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- a) At the recent State Board of Education and Provosts' meeting, it was announced that there is a need for 140 Early Childhood Classroom Assistant Teachers (ECCAT) across the state. Lori Barrett is leading the effort to meet this certification need.
- b) Discussion are underway to expand Surgical Technology training opportunities.
- c) A technical development grant is being prepared to support an LPN-to-RN Bridge Program.
- d) A lunch meeting was held with the Medical Director of WVOEMT, along with Dean Cunningham and Dr. Joni Gray, regarding EMT Basic training. The discussion was productive, and the college is working toward becoming the state's top training provider for EMTs.

IV. Adjournment

There being no further business, the meeting was adjourned.

Respectfully submitted by Melissa D Weikle



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