PIERPONT COMMUNITY & TECHNICAL
COLLEGE BOARD OF GOVERNORS

Academics Committee Meeting

Tuesday, February 24, 2026
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 Tuesday February 24, 2026, 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, Lisa Lang, Christine Miller, Juanita Nickerson, and Hayes Raudenbush

Committee Members Absent: n/a

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

I.   **Call to Order**

        Chair Thomas Cole called the meeting to order at 11:00 a.m. and confirmed a quorum.

II.   **Approval of Minutes – September 23, 2025**

        Christine Miller moved to approve the September 23 meeting minutes. Thomas Cole seconded the motion. All agreed. Motion carried.

III.   **Academic Affairs Updates:**
        - **Pierpont CTC Institutional Accreditation / Higher Learning Commission:**
          Olivia Boltz, Director of Institutional Effectiveness, stated that we are still awaiting council action from our visit last fall. Looking ahead at our September 28, 2027, visit Ms. Boltz shared a summary of our project plan (**Attachment A**) and briefly reviewed the criteria areas. In addition, a roadmap for our year ahead was provided to give us guidance. Interim Provost Beighley pointed out that HLC conference will be well attended this March by a variety of school members as well as Board members.

        - **Specialized Program Accreditation:**

As anticipated by the College and reported to the Board's Academics Committee in September 2025, the Commission on Accreditation for Respiratory Care (CoARC), in its December 2025 meeting, instituted an involuntary withdrawal of accreditation for Pierpont's Respiratory Care A.A.S. program due to the program's three-year high-cut score on the licensure examination being below CoARC's 60% 3.07 standard. The Respiratory Program's Coordinator submitted on January 12, 2026 a request for reconsideration of the Commission's action approved, citing the program's attainment of a revised three-year average due to the turn of a the calendar year and related recalculation, achieving the 60% threshold needed for CoARC's standard. The request for reconsideration will be heard by CoARC in a March 2026 meeting, for which the College is optimistic the program's accreditation will be reinstated.

- **Academic and CCT Programming:**
  A. LPN/Paramedic to RN Bridge Program
     Awarded Technical Program Development Grant. Program Coordinator has been hired, targeting an AY2027-2028 start.
  B. Surgical Technology Program
     Awarded Advance Grant. Program Coordinator has been hired, targeting a Fall 2026 start through Pierpont's CCT division. Certification requires a student hold an A.A.S. degree, prompting re-envisioning of the Health Sciences A.A.S. to use for program completers.
  C. Skilled Trades A.A.S. (STAND Program)
     Initiated in the Spring of 2025, the STAND program correlates to the skilled trades program. STAND allows for tuition to be covered for general education programs. Dr. Treadway shared with other community colleges what our school is doing to promote this program. Dr. Waide stated that this will be a degree added at all West Virginia community colleges as it's a statewide program but noted this is not part of WV Invests.

- **Personnel Updates:**
  A. Lauren Jannotta, Coordinator of Dual Enrollment
  B. Megan Miller, RN Bridge Director
  C. Ashley Howard, Surgical Tech Director

- **Career and Corporate Training:**
  Dr. Joni Gray, Director of Career and Corporate Training stated that enrollment continues to increase for their department. The new Surg Tech program is an example of what it looks like to begin a path in CCT and transition to Pierpont. UHC has expressed strong workforce need (24+ positions) and interest in partnering for "learn and earn" models, including providing training space and surgical instruments. Additional opportunities have been identified in Morgantown due to regional workforce shortages; projected salary for Surg Tech roles is mid-$40K.

- **Dual Enrollment:**
  Coordinator Lauren Jannotta and Provost Beighley are restructuring processes, focusing on meeting principals and counselors earlier in the planning cycle to better support the rollout of dual credit opportunities. With K–12 schools currently preparing schedules for

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the upcoming year, the committee discussed the importance of timely outreach.

- **eLearning Updates**
  Blackboard accessibility initiatives continue. Ally Tool training was provided during January professional development and again in February, with more sessions planned for spring.

- **AY2024-2025 Academic Complaint Summary**
  The Academic Affairs Office received 21 academic complaints in total during AY2024-2025, all of which were resolved (19 were resolved at the level of Academic Dean; two complaints were escalated to the Academic Appeals Board, appealing the decision of the Academic Dean, which were resolved at that Board level). The process in which complaints are handled was explained to audience.

- **AY2025-2026 Five-Year Program Reviews**
  Five-Year program reviews have been completed and will be reviewed by the Board's Academics Committee in March 2026.

- **AY2025-2026 Faculty Promotion**
  Eight applications were brought forward for consideration. Provost Beighley and Dr. Waide will be reviewing these on Thursday, February 26, 2026.

- **AY2025-2026 Academic Affairs Initiatives**
  Signing ceremonies were held with WVU-Parkersburg and Salem University to recognize MOU's that create transfer pathways.

IV.   **Adjournment**

There being no further business, Thomas Cole moved to adjourn the meeting. Christine Miller seconded the motion. All agreed. Meet adjourned.

Respectfully submitted by Melissa D Weikle

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To: Board of Governors Academic Committee

From: Olivia Boltz, Director of Institutional Effectiveness

Subject: Executive Summary of HLC Mid-Cycle Comprehensive Evaluation Project Plan

Date: **24 February 2026**

Overview:

Pierpont Community & Technical College will undergo its Higher Learning Commission (HLC) mid-cycle comprehensive evaluation on September 27–28, 2027. This evaluation represents a critical milestone in reaffirming the College's institutional accreditation and demonstrating compliance with the 2025 HLC Criteria for Accreditation. Approximately six weeks prior to the visit, the College must submit its Assurance Argument and Evidence File outlining institutional effectiveness, governance integrity, student success outcomes and long-term sustainability.

HLC Criteria Summary:

HLC evaluates institutions using four criteria that are broken into multiple sub-components. The plan addresses each one:

1. **Mission** – the institution's mission is clear and articulated publicly; it guides operations, planning and resource allocation and demonstrates commitment to the public good.

2. **Integrity: Ethical and Responsible Conduct** – the institution acts with integrity in governance, academic affairs, transparency, academic freedom and responsible knowledge acquisition.

3. **Teaching and Learning for Student Success** – the institution provides quality educational programs, sufficient faculty and staff, student support resources and assessment practices that lead to demonstrable student success.

4. **Sustainability: Institutional Effectiveness, Resources and Planning** – the institution demonstrates effective administrative structures, integrated planning, financial and human resource sufficiency and continuous quality improvement.

Governance and Project Organization:

The accreditation project is led by the Accreditation Liaison Officer (ALO) who serves as project manager. A cross-functional Accreditation Team includes faculty, staff, administrators and student services representatives assigned to lead each criterion. The Board of Governors and President are engaged at key milestones to provide oversight and approvals. Working groups collect documentation and evidence, draft narrative sections and ensure alignment with HLC requirements. Regular meetings, editing cycles and feedback loops are scheduled throughout the 18-month project.

Key Activities by Month:

January 2026 – Kickoff and Mission Orientation (Criterion 1.A)

- Conduct formal project kickoff and training on the 2025 Criteria structure.
- Map institutional documents to Criterion 1 Core Components.
- Begin gathering mission statements, strategic plans and governance documents demonstrating that the mission is clear and guiding institutional decisions.

February 2026 – Community Engagement and Public Good (Criterion 1.B)

- Document how educational programs, enrollment strategies and community partnerships align with the mission.
- Compile evidence demonstrating commitment to the public good and regional workforce development.

March 2026 – Diversity, Inclusion and Civic Engagement (Criterion 1.C)

- Provide documentation showing how the institution creates opportunities for engagement across diverse communities.
- Review policies and programming that support access, inclusion and civic responsibility.

April 2026 – Governance, Policies and Legal Compliance (Criterion 2.A)

- Orient the team to Criterion 2.A requirements covering governing board oversight, shared governance and compliance with state and federal laws.
- Collect Board bylaws, shared governance materials, policy manuals and compliance reports.

May 2026 – Transparency of Public Information (Criterion 2.B)

- Conduct a formal audit of public information including program descriptions, tuition disclosures and student outcome reporting.
- Document processes ensuring accuracy and clarity in institutional communications.

June 2026 – Board Governance and Leadership (Criterion 2.C)

- Evaluate Board composition, training and oversight responsibilities.
- Provide minutes and evidence that leadership structures support the mission and strategic planning.

July 2026 – Academic Freedom and Free Expression (Criterion 2.D)

- Compile policies protecting academic freedom and freedom of expression.

August 2026 – Academic Integrity and Ethical Research (Criterion 2.E)

- Compile policies on academic integrity, plagiarism, research ethics, human subject protections and intellectual property.

September 2026 – Educational Programs and Learning Outcomes (Criterion 3.A)

- Gather program learning outcomes, curriculum maps and syllabi demonstrating alignment with general education outcomes.
- Document program approval and review processes.

October 2026 – Intellectual Inquiry and Lifelong Learning (Criterion 3.B)

- Provide evidence of student research, experiential learning and workforce-aligned programming.
- Highlight co-curricular and lifelong learning opportunities.

November 2026 – Faculty and Staff Resources (Criterion 3.C)

- Document faculty qualifications, staffing sufficiency and workload distribution.
- Provide evidence of professional development and evaluation processes.

December 2026 – Student Support and Resources (Criterion 3.D)

- Compile documentation of advising, tutoring, library services, accessibility services and technology resources.
- Connect student support data to retention and completion outcomes.

January 2027 – Assessment and Improvement (Criterion 3.E)

- Demonstrate systematic assessment processes and evidence of documented improvements resulting from assessment findings.
- Provide trend data demonstrating measurable gains in persistence, completion and program-level outcomes.

February 2027 – Administrative Structures and Governance (Criterion 4.A)

- Map organizational structure and shared governance processes.
- Demonstrate integration of data into decision-making and risk management processes.

March 2027 – Resource Base and Sustainability (Criterion 4.B)

- Provide audited financial statements, budgeting processes and enrollment projections.
- Demonstrate sufficiency of facilities, technology and human resources.

April 2027 – Planning for Quality Improvement (Criterion 4.C)

- Connect strategic planning, capital planning and student success planning to measurable goals.
- Demonstrate how planning cycles use data to drive institutional improvement.

May 2027 – Integration and Editing

- Integrate narrative sections from all criteria into a cohesive Assurance Argument and cross-link evidence.
- Edit for clarity, consistency of voice, and adherence to HLC writing guidelines.

June 2027 – Final Revisions and Approvals

- Conduct final review cycles, addressing feedback from senior leadership and the Board.
- Obtain formal approvals from the College President and Board of Governors, and upload evidence into HLC's Assurance System.

July 2027 – Submission and Team Preparation

- Submit the final Assurance Argument and Evidence File six weeks before the visit and ensure all documents are locked.
- Conduct orientation sessions and mock interviews with faculty, staff and students to prepare for the Peer Review visit.

August 2027 – Campus Readiness

- Finalize logistics for the Peer Review visit, including schedules, technology checks and room preparations.
- Hold campus-wide readiness sessions ensuring consistent messaging aligned with the updated Criteria framework.
- Perform final campus readiness checks and confirm travel and lodging for peer reviewers.

Conclusion:

This structured roadmap ensures intentional alignment with the 2025 HLC Criteria for Accreditation and demonstrates the College's commitment to mission fulfillment, ethical governance, student success and long-term sustainability. Through early planning, Board engagement and data-informed decision-making, Pierpont Community & Technical College will be positioned not only to reaffirm accreditation, but to demonstrate institutional maturity and strategic stability.