

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
September 20, 2016
2:00 PM

MINUTES

Notice of Meeting and Attendance

A meeting of the Pierpont Community & Technical College Board of Governors was held on September 20, 2016, beginning at 2:00 PM in the Falcon Center Board Room.

Board members present were:

Chairman Jim Griffin, Linda Aman (phone), Memori Dobbs, Kyle Hamilton, Keisha Marks, Earl McConnell, Barbara Pavel-Alvarez, Rick Pruitte, and Warren ‘Chip’ VanAlsburg.

Board members absent were:

Sharon Shaffer, and Jeff Tucker.

President’s Cabinet members present were:

President Johnny M. Moore, Dale Bradley, Lyla Grandstaff, Steve Leach, Rob Linger, Bo Sellers, and Cyndee Sensibaugh.

Others in Attendance:

Times WV Reporter - Michelle Dillon, and faculty and staff.

I. Call to Order

1. Opening Comment

Chairman Jim Griffin called the meeting to order in open session at 2:01 PM.

2. Call for Public Comment

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

3. Board Member Commitment

The declaration of Board Member Commitment was included in the Board Book.

4. Approval of Minutes from the June 28, 2016 Meeting – Action Item

- a. The minutes of the Board of Governors meeting held on June 28, 2016 were presented for approval.

Rick Pruitte offered a motion to approve the minutes, as presented. There was no discussion on the motion. Barbara Alvarez seconded the motion. All agreed. Motion passed.

II. Special Recognitions/Presentations

1. President Moore recognized the Physical Plant staff and thanked them for the outstanding job that they had done in assisting Pierpont with the move into the Advanced Technology Center in July. President Moore presented certificates of appreciation to Stephanie Slaubaugh, Jamie Colenaro, Eric Britton, Bill Ehrhart, Travis Frame, Ben Knight, Harry Martin, David Robertson, Roxanne Springer, Erin Taylor, James Varner, and Kenny Wetzel.
2. Chairman Griffin recognized the Pierpont Culinary Program for being named in the top five among the 50 Best Culinary Schools in the United States by Best Choice Schools. A news media clip was shown about the honor. Dean Brian Floyd shared that the Bridgeport Conference Center will place a plaque in their facility to recognize the Pierpont alumni and students that work there. Chairman Griffin presented the Pierpont Culinary Program with an honorary proclamation.
3. Michael Gardner was recognized as a newly-elected Student Government Association representative for Pierpont.

III. President's Report

President Moore thanked Chairman Griffin and the Board for welcoming him and his family to Pierpont and stated that they are excited to be a part of this 'winning team'.

President Moore informed the Board that he and Steve Leach just returned from Charleston where they met with 19 state delegates. They shared with the delegates Pierpont's goals and mission and expressed the value that Pierpont provides to West Virginia by serving 13 counties. Resource needs were also shared with the delegates.

President Moore stated that the theme for Pierpont this academic year is "Prepare to Win". Pierpont is working towards being a winning team in all areas, including; educational excellence, recruitment, enrollment, and the best environment for students, faculty and staff. Pierpont is already proving to be a winning team. The Culinary Program is ranked 5th in the nation and Pierpont has been recognized as having the highest economic impact in the state, at \$33.9 million. Pierpont is developing partnerships with other 4-year institutions and an Enrollment Task Force is being formed to develop a comprehensive and innovative approach to enrollment.

Dr. Moore thanked employees for outstanding jobs in obtaining grants and developing initiatives in distance learning.

Upcoming events and items discussed were the DOE Financial Aid Program review, the Advanced Technology Dedication Ceremony, and the 40 for 40 Initiative that will be launched in January to assist employees in wellness goals.

IV. Operation Reports

1. *Academic Affairs:* Leslie Lovett, Provost/VP, reported that Pierpont held Professional Development Week, providing lots of good information.

A state Consortium meeting was recently held in Charleston and Pierpont will hold the North Central WV Consortium Executive Committee and full-body Consortium meetings in October in preparation for the Compact submission.

Mrs. Lovett provided a Fall 2016 Enrollment Report for Regional Academics and also stated that all regional sites need updated signage. Mrs. Lovett informed that the Dean of Regional Academics, Jeani Hawkins, retired on September 2.

2. *Classified Staff Council:* Beverly Jones reported that the first Classified Staff Council (CSC) meeting was held on August 10 with Dr. Moore as guest. At the meeting, the ATC dedication ceremony and the retention of students were discussed.

A fundraiser to replenish the CSC Scholarship Fund will be conducted as a letter campaign. The CSC is working with the Pierpont Foundation on this campaign.

Information on the new Mercer salary structure can be found on the WV Higher Ed website. The website provides updates about the project to employees.

3. *Faculty Senate:* Kari Coffindaffer reported that the Faculty Senate (FS) met on September 9, and the new Committee structure was approved. The FS will meet in October to elect a new FS representative to the Board, as Barbara Pavel-Alvarez will be retiring in December.

The FS is addressing concerns about Learning Management Systems changes from Blackboard to Moodle and the effect this may have on the faculty. An ad hoc committee is being formed to monitor progress.

A handout of the minutes from the September 9 meeting was provided to the Board.

4. *Information Technology:* Rob Linger shared that it has been a busy summer for the employees of IT, working on the move into the ATC facility. The ATC technology is going well. There were some problems with software updates and audio visual equipment, but through working with faculty, the obstacles are being addressed.

IT has a new employee, Kirk Bebout. Kirk has developed a system to see how many walk-ins were being served by handing out lollipops. Based on the calculations of spent lollipops, approximately 260 people were served at the beginning of the school year.

During the first week in October, Ellucian will be on campus to conduct interviews with the staff of Pierpont and Fairmont State. The goal is to look at where we are now, how we interact and operate, and where we want to go. A follow up report will be presented to the Board.

V. Committee of the Whole

1. Financial Report - Informational

- a. Dale Bradley provided a summary of the reports for the Pierpont Community & Technical College Unrestricted and Restricted Funds and Fund Manager Budgets for the current budget and year-to-date actual as of June 29, 2016 and July 31, 2016. Complete details were provided in the September 20, 2016 Board of Governors Book.

VI. Committee Reports

1. Audit/Finance Committee

Kyle Hamilton, Chair, stated that the minutes from the Finance Committee meeting held September 8 were shared electronically and asked for any questions. Hearing none, Mr. Hamilton completed his report.

2. Marketing Committee Report - Informational

Barbara Pavel-Alvarez, Committee Chair, reported that the committee met on September 19 and discussed bringing about consistent branding in signage and flags on campus. The new “I Can” theme is replacing the “Get In, Get Out, Earn More” theme. Current promotions are: tailgating at high school football games with WBOY and conducting interviews at each game for airing during the sports reviews in the evening news.

The WV Tour is underway in all counties in the state and the Pierpont recruiters are attending high school and college fairs. Pierpont will hold an Open House on October 29 and marketing is being developed for this event.

With the closure of ITT, Pierpont will Geofence in the Pittsburgh and Huntington areas to reach former ITT students. Ads will pop up with links to the Pierpont website and contact information.

With the retirement of Mrs. Alvarez in December, Chairman Griffin asked Memori Dobbs to serve as the new Chair of the Marketing Committee. Mrs. Dobbs accepted.

3. *Regional Academics Committee Report - Informational*

No report.

VII. New Business

1. The ATC open house and ribbon cutting ceremony is being planned in partnership with the Community and Technical College System Chancellor's office. The official scheduled date is October 31, at 2:00PM.
2. The Pierpont Community & Technical College Board of Governors Retreat will be held on Friday, December 2, from 8:00 am to 4:00 pm, at the Robert H. Mollohan Training Center. Chairman Griffin asked Board members to provide suggested agenda items to Cyndee Sensibaugh.

VIII. Old Business

No old business.

IX. Public Comment

There was one signature recorded for public sign up. Due to the item presented for discussion, Chairman Griffin asked for a motion to take the matter into Executive Session.

X. Executive Session

1. Entering Executive Session:

At 3:07 PM, Earl McConnell moved pursuant to 6-9A-4(b)2A of the WV Code that the Board shall go into Executive Session to discuss personnel and personnel matters, that which if discussed in public might adversely affect the reputation of any person. There was no discussion on the motion. Mr. Kyle Hamilton seconded the motion. All agreed. Motion carried.

2. Exiting Executive Session

At 3:58 PM, Earl McConnell presented a motion to exit Executive Session. Rick Pruitte seconded the motion. All agreed. Motion carried.

3. Items Brought Forward from Executive Session

No items were brought forward from Executive Session.

XI. Adjournment and Next Board of Governors Meeting

- ✓ The next meeting of the Pierpont Community & Technical College Board of Governors will be held on November 15 at 2:00 PM in the Falcon Center Board Room.

There being no further business, the Chairman motioned to adjourn. Earl McConnell seconded the motion. All agreed. Motion carried. The meeting adjourned at 3:59 PM.

Respectfully submitted by Cyndee K. Sensibaugh