

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD of GOVERNORS MEETING and WORKSHOP
October 17, 2017
1:00 PM

MINUTES

Notice of Meeting and Attendance

A meeting and workshop of the Pierpont Community & Technical College Board of Governors (BOG) was held on October 17, 2017, beginning at 1:00 PM in Room 216 A of the North Central West Virginia Advanced Technology Center, 500 Galliher Drive, Fairmont, WV.

Board members present were:

Chairman Warren ‘Chip’ VanAlsburg, Thomas Barlow, Memori Dobbs, Holly Kauffman, Linda King, Natalie Stone, and Eugene Weaver.

Board members absent were: Brian Bozarth, Rick Pruitte, Larry Puccio, Jr., Sharon Shaffer, and Randy Travis Crigger

President’s Cabinet members present were:

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

I. Call to Order

1. Opening Comments

Chairman VanAlsburg called the meeting to order in open session at 1:12 PM.

President Moore provided opening comments.

Dr. Moore shared that at the October 13th WV Community College Association Conference, Pierpont Community & Technical College (Pierpont) was proud to have BOG representatives in attendance (the only community college to do so).

Dr. Moore outlined the focus of the day’s workshop to better align the BOG Committees with the needs and mission of the institution.

2. Call for Public Comment

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

II. Committee of the Whole

1. *Resolution for Approval of a 30 Day Public Comment Period for Amendment to Policy No. 16 – Tuition, Fees, Assessment, Payment, and Refund of Fees – Action Item*

Dale Bradley presented a resolution to approve a 30 day public comment period for Policy No. 16 – Tuition, Fees, Assessment, Payment, and Refund of Fees. The public comment period will be from October 18, 2017 to November 16, 2017.

Language in the existing policy needs updated to reflect changes in legislation enacted in HB 2815 during the 2017 Legislative Session identifying when WV Council for Community and Technical Education System must approve Board of Governors approved tuition and fees increases.

In addition to general clarifications proposed throughout, there are specific proposed changes providing additional definitions and clarification in section 7 “Refunds of Regular Fees”. The proposed changes also remove the 10 percent refund penalty during the “Add/Drop” period.

Complete details of the proposed changes were previous provided in the Board materials (electronically and in paper copy).

Thomas Barlow offered a motion to approve a 30 day public comment period for Policy No. 16 – Tuition, Fees, Assessment, Payment, and Refund of Fees, as presented. Holly Kauffman seconded the motion. There was no discussion on the motion. All agreed. Motion passed.

III. Primary Focus Items

1. *Academics - Informational*

Brian Floyd, Provost and VP Academic Affairs, gave an overview of the Provost’s role, communication to the BOG members from Academics, and the upcoming Higher Learning Commission (HLC) on-site visit of October 30 and 31. Mr. Floyd also reviewed annual program review cycles and the pilot program for the Pierpont Early College Academy.

2. *Enrollment/Retention - Informational*

Lyla Grandstaff, AVP of Enrollment and Student Services, provided an overview of focus areas for enrollment and retention. Work is underway for a comprehensive Student Success Center. The WV Tour is underway and Pierpont’s recruiters are on the road. Mrs. Grandstaff ran through the process that a student goes through to become a student at Pierpont. Mrs. Grandstaff is currently analyzing a scheduling

tool to provide an easier process for class scheduling.

A BOG member expressed the need for Pierpont to focus recruitment efforts within each of the 13-counties of Pierpont's service region. To reach out to the county VIPs - to know who Pierpont is and what we do.

3. *Financial - Informational*

Dale Bradley, VP Administration/CFO, reviewed focus areas of the financial structure and Pierpont's relationship and obligations with Fairmont State University for bonds and auxiliaries.

BOG members expressed the desired focus to continue to partner with FSU, to ensure that Pierpont's budget supports the Mission of the institution, and that funds are invested into student recruitment.

IV. Proposed Board of Governors Committees Restructuring

Chairman VanAlsburg provided an overview of the proposed realignment of the BOG Committees. A draft of the proposal was provided, previously, with the Board meeting materials. The new proposed structure will consist of the following Committees:

1. Executive Committee
2. Academic and Student Affairs
3. Finance/Audit and Administration
4. Enrollment Management and Communications (Marketing)

Naming of Appointments to the Board of Governors Committees

Chairman VanAlsburg recommended that the official naming of the appointments to the proposed BOG Committees be postponed until the on-site visit by the HLC has occurred. Chairman VanAlsburg asked for any comments or suggestions regarding the Committees be sent to him. The approval of the implementation of the new BOG Committees structure is proposed for the December 1, 2017 BOG Retreat Agenda.

V. Closing Comments

Chairman VanAlsburg asked the BOG members to bring three or four bullet points to discuss with the HLC reviewers, as the Board's perspective adds to the effectiveness in running the institution.

Chairman VanAlsburg stated that in the future the BOG meetings will work towards becoming more streamlined and purposeful.

President Moore thanked all Board members for their attendance and asked for any questions to be forwarded to him.

VII. Adjournment

There being no further business, Chairman VanAlsburg called the meeting adjourned at 3:15 PM.

Respectfully submitted by Cyndee K. Sensibaugh

Pierpont Mission Statement

The Mission of Pierpont Community & Technical College is to provide opportunities for learning, training, and further education that enrich the lives of individuals and promote the economic growth of our service region and state.

Pierpont strives to enhance the quality of life for people of north-central West Virginia through accessible, affordable, comprehensive, responsive, workforce-related training, and quality higher education opportunities.