

**PIERPONT COMMUNITY & TECHNICAL COLLEGE  
BOARD OF GOVERNORS ANNUAL RETREAT  
December 1, 2017  
8:30 AM to 3:00 PM**

**MINUTES**

**Notice of Meeting and Attendance**

The annual retreat of the Pierpont Community & Technical College Board of Governors was held on December 1, 2017, beginning at 8:30 AM at the North Central Advanced Technology Center, Room 216.

*Board members present were:* Vice Chair – Sharon Shaffer, Thomas Barlow, Brian Bozarth, Memori Dobbs, Holly Kauffman, Linda King, Rick Pruitte, Natalie Stone

*Board members absent were:* Chair – Warren ‘Chip’ VanAlsburg, Travis Crigger, Larry Puccio, Jr., and L. Eugene Weaver

*President’s Cabinet and Council members present were:* President – Johnny M. Moore, Jerry Bacza, David Beighley, Dale Bradley, Kari Coffindaffer, Brian Floyd, Lyla Grandstaff, Amanda Hawkinberry, Steve Leach, Rob Linger, Cyndee Sensibaugh, Michael Waide

**Announcement of Public Comment Sign Up**

Vice Chair Sharon Shaffer opened the meeting at 8:50 AM and announced last call for public comment sign up.

**Opening Welcome from the President**

Vice Chair Sharon Shaffer welcomed everyone to the retreat and introduced President Johnny M. Moore to provide comments.

Dr. Moore welcomed all to the retreat and shared that the college’s theme for this 2017-2018 is “Preparing to Win Championships”. Dr. Moore shared that to win championships Pierpont will look more comprehensively at shared governance – with faculty and staff participation and accountability. The Board has recently reorganized the board’s standing committees to better align with the college’s strategic goals. With this focus the Board and the faculty and staff will drive Pierpont to become a first-choice college. Pierpont will be student focused and student centered.

Ms. Shaffer thanked Dr. Moore for his comments.

## **Resolution for Acceptance of Comments and Approval of Policy #16 – Tuition, Fees, Assessment, Payment, and Refund of Fees**

At the Pierpont Board of Governors meeting of October 17, 2017, a 30-Day Public Comment Period was established from October 18, 2017 to November 16, 2017 to provide the public the opportunity to address the proposed recommended amendments to Policy #16 – Tuition, Fees, Assessment, Payment, and Refund of Fees. The public comment period was announced via campus email to Pierpont faculty, staff, and student. Notice of the comment period was also provided via email to legal counsel and staff members at the Council for Community and Technical College Education. A copy of the policy was available for public viewing during this time period

Six comments for language and grammatical corrections were received during the 30-day public comment period, and the recommendations were used to amend the final draft.

Ms. Linda King offered a motion to accept and approve Policy #16 – Tuition, Fees, Assessment, Payment, and Refund of Fees, as presented. Ms. Natalie Stone seconded the motion. There was no discussion on the motion. All agreed. Motion passed.

## **Establishing and Acceptance of the Board of Governors Members Goals**

With the lead of Vice Chair, Sharon Shaffer, the Board provided in-depth discussion and involvement to establish the Board of Governors Members Goals.

The Pierpont Community & Technical College Board of Governors Goals were confirmed as:

1. Advocacy Outreach
2. Enhance Financial Literacy
3. Student Demand and Faculty Alignment
4. Foundation Investment
5. Professional Development and Attendance at National Level

Ms. Natalie Stone offered a motion to accept and approve the established Pierpont Community & Technical College Board of Governors Members Goals, as presented. Mr. Thomas Barlow seconded the motion. There was a discussion on the motion to amend that the goals are established in measurable outcomes. All agreed. Motion passed.

## **Pierpont's 2015-2020 Strategic Plan Review and Board Input**

Provost Brian Floyd reviewed Pierpont's strategic plan webpage and provided background information on the rollout (in 2014) of the current Strategic Plan, highlighting the involvement of stakeholders. The timelines for the current plan and development of a new strategic plan (Spring 2019) and a midway external stakeholder's conference in Spring 2018 were discussed. The strategic plan will be in focus during the budget planning processes.

The Board asked for an improved communication plan in sharing the percentage of completion for each strategic priority and stressed using the established Board members goals in correlation with the institutional goals for the next five years.

### **Breakout Session – BOG Committees Working Groups**

Breakout sessions were held for each board standing committee to review the priorities and plans of focus. The committees that met were:

- Academic and Student Affairs Committee
- Finance/Audit and Administration Committee
- Enrollment Management and Communications Committee

After the breakout, each committee chair provided a wrap up of their committee's session.

The Academic and Student Affairs Committee Chair, Sharon Shaffer, reported first that the next meeting of this committee will be held on January 25, 2018. The Academic and Student Affairs Committee will be looking at resources and their alignment with student needs. Review will be performed on programs and pathways, workforce demands, graduation rates, completions and transfers, and course scheduling.

The Finance/Audit and Administration Committee Chair, Rick Pruitte, stated that future reporting from the committee to the Board will include the CFI data and other metrics. The next meeting will be held in early 2018.

The Enrollment Management and Communications Committee Chair, Memori Dobbs, invited Rob Linger, CIO, to attend as a guest at future committee meetings. The committee would like to increase awareness of low enrollment programs and make salary range information available to students for careers within each program, to build alumni base and encourage alumni to share success stories, to broaden the enrollment management plan to include retention and assist academic deficient students, and to develop strategies to market to articulation programs with conciseness.

### **Advanced Technology Advisory Board Meeting**

An Advanced Technology Advisory Board Meeting was held. Minutes for this meeting are provided separately.

### **Dismissal**

The Retreat concluded at 3:30 PM

*Respectfully submitted by Cyndee K. Sensibaugh*