

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS RETREAT
December 4, 2015
8:30 AM – Marion County Convention Visitors Bureau

MINUTES

The Pierpont Community & Technical College Board of Governors held a working retreat on December 4, 2015, beginning at 11:30 AM at the Marion County Convention Visitors Bureau.

Board of Governors members present were:

Chairman James Griffin, Memory Dobbs, Kyle Hamilton, Earl McConnell, Barbara Pavel-Alvarez, Rick Pruitte, Sharon Shaffer, and Chip VanAlsburg

Board of Governors members absent were:

Linda Aman and Jeff Tucker

President's Cabinet members present were:

Interim President/CFO Dale Bradley, Lyla Grandstaff, Steven Leach, Rob Linger, Leslie Lovett, and Cyndee Sensibaugh

Guests included:

Pierpont Deans – Brian Floyd, Rose Romesburg, Gerald Bacza; Faculty Senate President – David Beighley; and Classified Staff Council Representative – Brittany Stout.

Call to Order and Notice of Public Sign Up

Chairman Jim Griffin called the retreat to order at 11:30 AM and announced last call for public sign up for comments to the Board.

Opening Welcome

Chairman Griffin welcomed all attendees and requested the Board to keep in mind the WV Council for Community and Technical College Education System directives as the retreat agenda material is reviewed.

Academic Viability Report

Brian Floyd, Dean of Human Services, provided an in-depth review of the comprehensive Academic Viability Report. This report was requested by the Board by resolution in March 2015 to review all academic programs for continued viability.

The submitted Program Viability Review provides an analysis of:

- Institutional spending of tuition and fees (E&G dollars) and state appropriated dollars;

- Individual program data (enrollments, graduates, budgets, and employment projections);
- Program comparisons of full time equivalent (FTE) enrollments and revenues;
- A suggested process to interpret the data and recommendations to move forward

Mr. Floyd noted that the data collected provided a baseline and suggested that this type of data should be collected annually. However, to do so efficiently, it was recommended to employ an institutional researcher to ensure data consistency throughout the institution. Going forward, areas of accountability could be identified using national best-practices key indicators. The committee also recommends continual improvement of programs and the viability of the institution as a whole. The re-examination of some individual program fees to address the general financial position of programs was also suggested.

Chairman Griffin thanked Dean Floyd and all of the Program Viability Review Committee members for their work in bringing the Board this important report.

Banner/IT Update

Rob Linger, CIO, reported on Banner implementation delays and IT personnel changes. Discussion was held on plans for next steps and collaboration with Ellucian. Mr. Linger was asked to provide an update to the Board at the February 16, 2015 Board meeting.

Respiratory Care Program Update

Provost Lovett reviewed the Respiratory Care Program history and current status. The program is on a probationary accreditation status. An administrative plan is underway to address the testing percentage shortages. Using the new plan, the 2014-2016 and 2015-2017 cohorts have the benefit of extended programs from 18-24 months; curricular changes will be more rigorous in hands on training and critical thinking. However, the 2015 cohort will not be counted in the data for the CoARC review scheduled for November 2016. Three years of data will be tracked.

Advanced Technology Center Advisory Board Meeting

A quarterly meeting of the North Central Advanced Technology Center Advisory Board was held. Minutes for this meeting are provided separately.

Enrollment/Student Services Update

Lyla Grandstaff, AVP Enrollment Management, shared the Student Services communication plan to students and outreach efforts by personnel to non-traditional students, National Guard students, and workforce employers. Data tracking details were also provided.

TAACCCT Grant Report

Steven Leach, VP Organization and Development, reviewed the Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant program. Details were provided on spending analysis, graduate goals, and project planning. President Bradley provided detail on funding positions upon the expiration of this grant.

HLC Financial Report

President Bradley shared communication to Pierpont from the Higher Learning Commission regarding the institution's Financial Composite Index Evaluation. A follow up report will be sent to HLC by December 11, 2015.

Wrap Up/Adjournment

There being no further business, Chairman Griffin adjourned the retreat at 4:05 PM.

Note: All Board of Governors members attending this retreat are able to earn a cumulative 4.25 credit hours to use towards the total of the State's required training hours for Board members.

Minutes respectfully submitted by Cyndee K. Sensibaugh, Executive Assistant to the Pierpont Community & Technical College Board of Governors and President