

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS ANNUAL RETREAT
December 7, 2018
8:30 AM to 4:00 PM**

MINUTES

Notice of Meeting and Attendance

The annual retreat of the Pierpont Community & Technical College (Pierpont) Board of Governors was held on December 7, 2018, beginning at 8:30 AM at the Pierpont North Central Advanced Technology Center in Fairmont.

Board members present:

Thomas Barlow, Brian Bozarth, Memori Dobbs, Linda King, Rick Pruitte, Larry Puccio, Jr., Sharon Shaffer and Natalie Stone

Board Members Absent:

Randy Travis Crigger Holly Kauffman, Warren ‘Chip’ VanAlsburg and Eugene Weaver

President’s Cabinet Members Present:

President Johnny M. Moore, Dale Bradley, Lyla Grandstaff, Steve Leach, Rob Linger, Nancy Parks, Cyndee Sensibaugh, and Michael Waide.

Others in Attendance:

Pierpont’s faculty and staff.

I. Call to Order and Notice of Public Comment- Open Session

Sharon Shaffer, Vice Chair, called the meeting to order, and notice of public comment was given at 8:30 AM. No signatures were recorded.

II. Welcome Remarks from the President

President Moore thanked the Board members for their work over the past year and for their assistance in helping to move Pierpont forward. The President highlighted the work and partnerships formed over the past months, and discussed national and state panels that he has served and collaborated on. President Moore discussed how to better serve students through the reformation of dual credit and guide credit attainment towards program tracks – to avoid “random acts of dual enrollment”. President Moore cited that nationally, over \$19 billion goes towards unnecessary credits each year.

III. Review of Established Board of Governors Bylaws

The Board reviewed the Board of Governors Bylaw established on February 25, 2014 to ensure they reflect the current responsibilities of the Board. The Board also discussed the previously executed Delegation of Powers to the President agreement. For further reference, Cyndee Sensibaugh will be resending an electronic copy of the Delegation of Powers to all Board members.

The Board determined that there were no changes needed to the Board of Governors Bylaws.

IV. Review of Established Board of Governors Members Goals

The Board reviewed the Board of Governors Members Goals established on December 1, 2017 for any changes or updates. The Board of Governors Goals are:

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

Discussion was held on the goal of professional development. It was noted that a hold was placed on Board travel to national conferences over the past year. The Board decided to amend Goal 5 to include state conferences. Also the Board amended Goal 3 to include staff alignment. The modified Board of Governors Goals are:

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

V. HLC Accreditation Report Update

Nancy Parks provided a presentation for the Higher Learning Commission Accreditation Update. The presentation was shared electronically with Board members. The report covered Pierpont's Mission, the Social Justice Policy, Integrity, Teaching & Learning strategies, Institutional Effectiveness, and Board Assistance.

Additional discussion was held on Board of Governors Policies and the work of the Board of Governors Policies Review Committee. A draft of policies that are slated to be brought before the Board for public comment will be provided to the appropriate Board committee prior to the resolution before whole Board.

VI. Pierpont's Legislative Agenda and Strategic Priorities

Mr. Steve Leach provided handouts and updated the Board on legislative priorities and strategies in focus. Discussion centered on Pierpont's independence, dual credit streamlining to better guide students through program pathways, outreach to legislators, and state offered student scholarships.

VII. Fostering Relationships with Business and Educational Partners

An open forum discussion was held on ways to better serve students, the community, educational partners, and partners in business and industry.

VIII. BOG Committees Working Groups – Breakout Session

One hour working groups were held, involving Pierpont Board members, faculty and staff, to discuss and review the goals of each committee.

Discussion from Committee Working Groups

a. Academic and Student Affairs Committee

Sharon Shaffer, Chair, stated that the Academic and Student Affairs Committee requests a chart of the five-year program reviews scheduled and the number of students in the programs. Provost Waide confirmed this information will be shared with the Committee. The institution's organizational charts will be updated, as there have been many changes in recent months. The Committee highlighted the need to further explore offering online skill sets and certificates throughout the more rural service regions. A suggestion was made to the Board members to help identify alumni or acquaintances in rural service regions to generate conversations and ascertain needs in those areas.

b. Finance/Audit and Administration Committee

Brian Bozarth, Chair, reported that the Finance/Audit and Administration Committee compared financial topics from the prior year to this year, and meeting the Board's financial reporting simplification request. In relation to Pierpont's independence transition, Dale Bradley and Lyla Grandstaff updated on realigning positions and staff, and new employee hires to meet increased needs.

c. Enrollment Management Committee

Linda King, Chair, of the Enrollment Management Committee shared updates from the November 18, 2018 campus visitation day, planning for the Skills USA

Competition in the spring with planned work in developing a MOU agreement and scholarships to be provided at the event. Lyla Grandstaff and Bo Sellers shared enrollment data, community marketing events, and FASFA workshops.

IX. President's Evaluation Committee

The President's Evaluation Committee met to review and approve the presidential evaluation timeline, survey recipients and survey questions. The Committee added the Foundation members to receive the same survey question that the Community members will receive, the timeline was approved, and the survey recipient list was to be expanded to include more representation from Braxton, Upshur, Calhoun and Doddridge counties, and to include major program contacts and principals of the CTEs.

At this point in the agenda all participants were dismissed except the President and the Board of Governors members.

X. President and Board – President's Goals and Targets Review

The President and the Board discussed the President's goals and targets.

XI. Adjournment

There being no further business, the Board adjourned at 4:20 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.