

**PIERPONT COMMUNITY & TECHNICAL COLLEGE**  
**BOARD OF GOVERNORS MEETING**  
**November 19, 2019**  
**2:00 PM**

**MINUTES**

**Notice of Meeting and Attendance**

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors was held on November 19, 2019, beginning at 2:00 PM at the Pierpont North Central Advanced Technology Center in Fairmont.

*Board members present:*

Thomas Barlow, Holly Kauffman, Joshua Laprise, Brooke Nissim-Sabat, Rick Pruitte, Larry Puccio, Jr. (phone), Sharon Shaffer, Jillian Sole, Natalie Stone (phone), and Warren 'Chip' VanAlsbury (phone)

*Board Members Absent:*

Brian Bozarth. One governor appointed BOG position is vacant.

*President's Cabinet Members Present:*

President Johnny M. Moore, Dale Bradley, Lyla Grandstaff, Cyndee Sensibaugh, and Michael Waide

*Others in Attendance:*

Pierpont faculty and staff

**I. Call to Order – Open Session**

*1. Opening Comment*

Thomas Barlow, Chair, called the meeting to order in open session at 2:01 PM.

*2. Call for Public Comment*

Mr. Barlow, Chair, announced last call for public sign up for comments to the Board.

**• Motion to Amend Board of Governors Meeting Agenda**

Chairman Barlow asked for a motion to amend the published Board of Governors meeting agenda as the President, the Chairman, and some members of the Board are scheduled to attend and participate in the WV Legislative Forum in Charleston, as well as other appointments, beginning at 5:00 PM. The request to amend the agenda by moving the

proposed Executive Session and Action Items forward will provide the necessary time to travel to Charleston and meet the appointed time.

A motion was made by Holly Kauffman and seconded by Rick Pruitte to approve the amendment of the published Board meeting agenda. All agreed. Motion carried.

Amended Agenda Items Moved Forward:

**X. Executive Session – Closed to the Public**

*1. Entering Executive Session:*

At 2:04 PM, Joshua Laprise moved pursuant to 6-9A-4(b)9 of the WV Code that the Board shall go into Executive Session to consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interests of the state or political subdivision. Holly Kauffman seconded the motion. There was no discussion on the motion. All agreed. Motion carried.

*2. Exiting Executive Session – Back to Open Session*

At 2:20 PM, Sharon Shaffer motioned to exit Executive Session and return to Open Session. Holly Kauffman seconded the motion. All agreed. Motion carried.

There were no items brought forward from Executive Session.

**V. Committee of the Whole – Open Session**

*2. Approval of FY 2020 Pay Raise – Action Item  
(Dale Bradley, CFO/VP for Finance and Administration)*

Mr. Bradley presented a resolution for approval of a 5% pay raise increase up to a maximum of \$3,000 for eligible Pierpont employees that is to be effective December 21, 2019 and will be represented on the January 17, 2020 employee paycheck. The funds for the pay raise have been provided by the WV State Legislature through the FY 2020 State Appropriations. Full details were provided in the November 19, 2019 Pierpont Board of Governors Book.

Rick Pruitte offered a motion to approve the FY 2020 Employee Pay Raise, as presented. Jillian Sole seconded the Motion. All agreed. Motion carried.

*3. Resolution for Review and Approval of the Pierpont Community & Technical College Mission Statement, Vision Statement and Tagline – Action Item  
(Michael Waide, Provost/VP Academic Affairs)*

In consideration of the time constraints on the meeting, this item was tabled until the February 2020 Board of Governors meeting.

*Return to Published Agenda:*

**I. Continuation of Call to Order**

3. *Approval of Minutes from the September 17, 2019 BOG Meeting – Action Item*

The minutes of the Pierpont Board of Governors meeting held September 17, 2019 were presented for approval. Sharon Shaffer offered a motion to approve the minutes, as presented. There was no discussion on the motion. Jillian Sole seconded the motion. All agreed. Motion passed.

4. *Approval of Minutes from the November 3, 2019 Emergency BOG Meeting – Action Item*

The minutes of the Emergency Pierpont Board of Governors meeting held November 3, 2019 were presented for approval. Sharon Shaffer offered a motion to approve the minutes, as presented. There was no discussion on the motion. Joshua Laprise seconded the motion. All agreed. Motion passed.

5. *Approval of Minutes from the November 7, 2019 Emergency BOG Meeting – Action Item*

The minutes of the Emergency Pierpont Board of Governors meeting held November 7, 2019 were presented for approval. Sharon Shaffer offered a motion to approve the minutes, as presented. There was no discussion on the motion. Holly Kauffman seconded the motion. All agreed. Motion passed.

**II. Special Recognitions/Presentations – Informational**

The Board welcomed incoming, newly-elected, executive officers of the Pierpont Student Government Association (SGA) serving AY 2019-2020. A bio for each officer was read by Raven Thomas, Pierpont's Student Involvement Coordinator. The SGA Executive Officers are:

1. Mr. Joshua Laprise, President
2. Mr. Joshua Kenlaw, Vice President
3. Ms. Katelyn Waddell, Treasurer
4. Ms. Casey Shaver, Secretary
5. Mr. Zachary Summers, Communications Officer

Chairman Barlow thanked Raven Thomas and all of the SGA Executive Officers for the work that they are doing, noting that they are trailblazers. Mr. Barlow invited Ms. Thomas to continue to bring Pierpont students to the Board to be introduced and to be recognized for their good work and awards earned.

### **III. President's Report – Informational**

In the interest of time, President Moore tabled his report.

### **IV. Operation Reports - Informational**

1. *Academic Affairs and Student Services*

The Academic Affairs and Student Services Report was provided in detail in the November 19, 2019 Board Book. There were no further questions.

2. *Classified Staff Report*

The Classified Staff Report was provided in detail in the November 19, 2019 Board Book. There were no further questions.

3. *Information Systems Report*

The Information Systems Report was provided in detail in the November 19, 2019 Board Book. There were no further questions.

4. *Pierpont Student Government Association Report*

The Student Government Association Report was provided in detail in the November 19, 2019 Board Book. There were no further questions.

5. *Pierpont Foundation*

The Pierpont Foundation Report was provided in detail in the November 19, 2019 Board Book. There were no further questions.

### **V. Committee of the Whole – Continued from forward**

1. *October 29, 2019 Combined Budget Report – Informational Item  
(Dale Bradley, CFO/VP for Finance and Administration)*

The October 29, 2019 Combined Budget Report was provided in detail in the November 19, 2019 Board Book. There were no further questions.

### **VI. Board Committee Reports**

1. *Audit/Finance and Administration Committee Report – Informational  
(Dale Bradley for Brian Bozarth, Chair)*

No report.

2. *Communication, Academic Affairs, Recruiting & Student Services Committee (CARS) – Informational*  
(Sharon Shaffer, Chair)

Ms. Shaffer thanked the staff for putting together requested data that was shared with the Committee and Board via email.

3. *Data Analytics Research Committee – Informational*  
(Brooke Nissim-Sabat, Chair)

Ms. Nissim-Sabat stated that the Committee has been working together with the CARS Committee to evaluate data for the 13-county service region. Further discussion on Committee goals will occur at the December 6<sup>th</sup> BOG Retreat.

## **VII. New Business**

- a. The next regularly scheduled quarterly ATC Advisory Board meeting will be held on December 6, 2019 at within the Pierpont BOG Annual Retreat at the Pierpont Advanced Technology Center
- b. The next regularly scheduled BOG meeting will be held on February 18, 2020 at 2:00 PM at the Pierpont Advanced Technology Center

## **VIII. Old Business**

None.

## **IX. Public Comment**

There were no signatures recorded for public comment.

## **X. Executive Session moved forward.**

## **XI. Adjournment**

There being no further business, Sharon Shaffer offered a motion to adjourn the meeting at 3:03 PM. Brooke Nissim-Sabat seconded the motion. All agreed. Motion carried.

*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.