

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
March 26, 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 March 26, 2019, beginning at 2:00 PM at the Pierpont North Central Advanced Technology Center in Fairmont.

Board members present:

Thomas Barlow, William Blandino, Brian Bozarth, Memori Dobbs, Holly Kauffman, Linda King, Sharon Shaffer, and Warren ‘Chip’ VanAlsburg

Board Members Absent:

Rick Pruitte, Larry Puccio, Jr., Natalie Stone and Eugene Weaver

President’s Cabinet Members Present:

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

Others in Attendance:

Dr. Paul Edwards and Family, Professor Kerry Marbury and Family, Sue Montgomery – President of Life Long Learners, Pierpont faculty and staff.

I. Call to Order – Open Session

1. Opening Comment

Chip VanAlsburg, Chair, called the meeting to order in open session at 2:03 PM.

2. Call for Public Comment

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

3. Approval of Minutes from the February 19, 2019 BOG Meeting – Action Item

The minutes of the Pierpont Board of Governors meeting held February 19, 2019 were presented for approval. Sharon Shaffer offered a motion to approve the minutes, as presented. Tom Barlow seconded the motion. There was no discussion on the motion. All agreed. Motion passed.

II. Special Recognitions/Presentations – Informational

Mr. Steve Leach presented before the Board the recognition of two distinguished individuals that have had a profound influence to Pierpont Community & Technical College. A plaque and certificate were awarded to both individuals. Photos were taken upon awarding the plaques and included the families, Board Chair and President.

1. Recognition of Dr. Paul Edwards, Father of the Community College in Fairmont, faculty member, Dean, Vice President and Provost. Dr. Edwards joined the faculty of Fairmont State University over 51 years ago. Under Dr. Edwards's leadership the community college developed and formed offering 25 associate degrees and certificate programs. After 35 years of service, Dr. Edwards retired, but continues to teach at Pierpont Community & Technical College as an adjunct. Every year the Paul E. Edwards Award for teaching excellence is awarded to a Pierpont faculty member who has demonstrated a high dedication and accomplishment in teaching. A Physical Therapy Assistant Scholarship has been established in his name.
2. Recognition of Kerry Marbury, All American football player at WVU and staff member of Pierpont Community & Technical College (formerly Fairmont State Community & Technical College), Coordinator of the Office of Multicultural Affairs, and creator of Pierpont's Sign Language Interpreter Associates Degree. Mr. Marbury is known as the fastest man in West Virginia history and the longest run back at West Virginia University where he was named an All American football player. He served as coordinator of the Office of Multi-Cultural Affairs and the off-campus classes. He worked closely with the WV Division of Rehabilitation Services to create the Associate Degree in Sign Language Interpreter, the only one of its kind in WV. He served as faculty teaching Race, Class and Gender, and created the Life Long Learners program which has over 100 dedicated members.

III. President's Report – Informational

Dr. Johnny M. Moore highlighted the very busy schedule in the month of April for Pierpont. He took a moment to recognize Raven Thomas for her work as the coordinator of the Student Government Association (SGA) and the many activities that she is overseeing. Under Raven's leadership the SGA is growing and the members are adopting the philosophy to excel personally, academically, and professionally. The activities are popular with the students and we have been meeting the needs to provide opportunities for the students to interact and engage, which can play a part in student retention.

IV. Operation Reports - Informational

The Academic Affairs report was provided as a handout at the meeting and electronically on March 23. Staff members were on hand to answer any questions.

1. *Academic Affairs and Student Services*

A short discussion was held on the Criminal Justice Program relocation to the Caperton Center.

V. Committee of the Whole

1. *Resolution for Approval of Comments and Final Drafts of Modification of Number Identification Structure, Index Classification, and Format for all BOG Policies – Action Item*

- a. Modification to Policy No 50 – Policy on Policies language and index classification, with a New Index Classification of PP-1000
- b. Adoption of Policy PP-1000.A – Classification Table, as an addendum to Policy PP-1000
- c. Adoption of Policy PP-1000.B – Format, as an addendum to Policy PP-1000

At the Pierpont Board of Governors meeting of February 19, 2019, a 30-Day Public Comment Period was established from February 20, 2019 to March 21, 2019 to provide the public the opportunity to address the proposed recommended amendments to Policy #50 – Policy on Policies (identified henceforward as Policy PP-1000 - Policy on Policies); and addendum PP-1000.A – Classification Table; and addendum PP-1000.B – Format.

The public comment period was announced via campus email to Pierpont faculty, staff, and students. Notice of the comment period was also provided via email to staff of the WV Community and Technical College System. A copy of the policy was available for public viewing during this time period.

No comments were received during the 30-day public comment period.

Sharon Shaffer presented a motion to accept the modification to Policy No 50 – Policy on Policies language and index classification, with a New Index Classification of PP-1000; the Adoption of Policy PP-1000.A – Classification Table, as an addendum to Policy PP-1000; and the Adoption of Policy PP-1000.B – Format, as an addendum to Policy PP-1000, as presented. Holly Kauffman seconded the motion. All agreed. Motion carried.

2. *Resolution for the Acceptance of the Resignation of L. Eugene Weaver from the Pierpont Community & Technical College Board of Governors, as Submitted on March 11, 2019 – Action Item*

On March 11, 2019, Board member L. Eugene Weaver officially submitted a letter of resignation to the Pierpont Community & Technical College Chairman of the Board, Warren VanAlsbury.

Mr. Weaver has dutifully and faithfully fulfilled his role on the Pierpont Board over many years. He served his initial term and reappointed terms as a Board member from August 1, 2008 until June 17, 2015, when he resigned due to family needs. Mr. Weaver was again appointed for a term of office on January 30, 2017 until June 30, 2020. Mr. Weaver announced his official resignation on March 11, 2019, due to personal health matters.

Sharon Shaffer presented a motion to approve and accept the resignation of Mr. L. Eugene Weaver, effective this day, as presented. Brian Bozarth seconded the motion. All agreed. Motion carried.

A plaque was made in honor of Mr. Weaver's service and will be presented to him at a time convenient to Mr. Weaver.

3. *Financial Report – Informational*

Mr. Dale Bradley summarized the financial reports for the Pierpont Community & Technical College Unrestricted and Restricted Funds and Fund Manager Budgets for the current budget and year-to-date actual as of January 31, 2019 and February 28, 2019. Complete details were provided in the March 26, 2019 Board of Governors Book.

A short discussion was held on the postings of salaried positions of senior faculty and administration.

4. *Appointments to the Board of Governors Committees – Informational*

In accordance with the Pierpont Board of Governors Bylaws, adopted on February 25, 2014; IV.A. Special Committees - Appointment of Special Committees of the Board:

The Chairperson of the Board may appoint members to serve on special committees from time to time and to appoint a Chairperson of each committee. Committee Chairs, or a designee, are responsible for reporting recommendations of the committee to the full Board during regularly scheduled meetings. Special committees may not act unilaterally for the Board. Committee members may conduct meetings via electronic conferencing.

Therefore, Chairman Chip VanAlsbury announced modifications to the following committees for AY 2018-2019, effective immediately.

- a. Nominating Committee for the Board of Governors Executive Officers
 - Resignation of Holly Kauffman and appointment of Brian Bozarth

- b. Enrollment Management and Communication Committees
 - Appointment of William Blandino, SGA Representative, to fill vacated position of SGA Representative, Travis Crigger

VI. Committee Reports

1. *Audit/Finance and Administration Committee Report*

Resolution for Approval of Tuition and Fee Changes for AY 2019-2020
– Action Item

Brian Bozarth, Chair, yielded the floor to the CFO, Dale Bradley, to present the resolution for Tuition and Fee Changes for AY 2019-2020. Complete details of all tuition and fee changes were provided in the March 26, 2019 Board of Governors Book materials.

The Education and General Fee Planning Schedule – Per Semester, the proposed Pierpont Special Fees, and the listing of Pierpont Program Fees, were presented and offered for approval. A memo from the WV Community & Technical College System’s Office of the Chancellor was also shared regarding the 2019-2020 Tuition and Fee Increase Requests.

Discussions developed in consideration of affordable tuition costs, adjunct and full time faculty staffing, dual credit offerings, and marketing.

After discussion, Brian Bozarth presented a motion to accept the Tuition and Fee Changes for AY 2019-2020. Sharon Shaffer seconded the motion. All agreed. Motion carried.

2. *Academic and Student Affairs Committee Report – Informational*

Sharon Shaffer, Chair, shared that a meeting was held on March 12, where the purpose of the Committee was reflected in discussions on enrollment, retention, tuition, and graduation. Addressing workforce and student needs by development of additional training programs in certifications and skill sets were explored. There was enthusiasm for Pierpont acquiring management of its own database, and the opportunity that Senate Bill 1, WV Invests Grant, will provide to our students with free community college tuition. The Vet Tech program space, in relation to accreditation requirements, was stressed.

3. *Enrollment Management and Communications Committee Report – Informational*

Linda King, Chair, provided a handout of notes from the Committee’s meeting held on March 20. Items highlighted were vocational centers for recruitment, Banner updates, enrollment, Skills USA, and the free community college bill.

4. *Executive Committee Report – Informational*

Chip VanAlsburg, Chair, stated that the Committee has not met and there are no new updates to report.

VII. New Business

The next regularly scheduled BOG meeting will be held on May 14, 2019 at 2:00 PM at the Pierpont Advanced Technology Center

VIII. Old Business

Pierpont Community & Technical College 2019 Commencement Ceremony, Thursday, May 9, 2019 at 6:30 PM at the Robinson Grand Performing Arts Theater, Clarksburg

IX. Public Comment

There were no signatures recorded for public comment.

X. Executive Session – Closed to the Public

1. Entering Executive Session:

At 3:04 PM, Sharon Shaffer moved pursuant to 6-9A-4(b)2A of the WV Code that the Board shall go into Executive Session to discuss personnel and personnel matters, that which if discussed in public might adversely affect the reputation of any person. Brian Bozarth seconded the motion. There was no discussion on the motion. All agreed. Motion carried.

2. Exiting Executive Session – Back to Open Session

At 5:06 PM, Brian Bozarth motioned to exit Executive Session and return to Open Session. Sharon Shaffer seconded the motion. All agreed. Motion carried.

3. Items Brought Forward from Executive Session

There were no items brought forward from Executive Session.

XII. Adjournment

There being no further business, Brian Bozarth offered a motion to adjourn the meeting at 5:07 PM. Sharon Shaffer 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.