

**PIERPONT COMMUNITY & TECHNICAL COLLEGE  
BOARD OF GOVERNORS MEETING  
June 18, 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 June 18, 2019, beginning at 2:00 PM at the Pierpont North Central Advanced Technology Center in Fairmont.

*Board members present:*

Thomas Barlow, Memori Dobbs, Holly Kauffman (phone), Linda King, Rick Pruitte, Larry Puccio, Jr., Sharon Shaffer, (phone), and Warren 'Chip' VanAlsborg

*Board Members Absent:*

William Blandino, Brian Bozarth, and Natalie Stone

*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:*

Pierpont faculty and staff

**I. Call to Order – Open Session**

*1. Opening Comment*

Warren VanAlsborg, Chair, called the meeting to order in open session at 2:10 PM.

Mr. VanAlsborg informed that this meeting brings the end of his term as Chairman of the Board, and that he has been honored to serve in this role. Serving as the Board Chair was a labor of love and Pierpont has become very special to him. Mr. VanAlsborg stated that as he continues as a member of the Board, and after, he will always be a resource. President Moore thanked Mr. VanAlsborg for the working relationship they have developed over the years and for his time in service as the Chairman of the Board. Fellow Board members, and meeting attendees, applauded Mr. VanAlsborg on his service.

*2. Call for Public Comment*

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

3. *Approval of Minutes from the May 14, 2019 BOG Meeting – Action Item*

The minutes of the Pierpont Board of Governors meeting held May 14, 2019 were presented for approval. Sharon Shaffer offered a motion to approve the minutes, as presented. There was no discussion on the motion. Memori Dobbs seconded the motion. All agreed. Motion passed.

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

The Board recognized outgoing members of the Board of Governors as they make way for new representative to serve in AY 2019-2020.

1. Recognition of Memori Dobbs, outgoing Classified Staff Representative to the Pierpont Board of Governors. Memori served two 2-year terms from July 1, 2016 to June 30, 2019.
2. Recognition of Linda King, outgoing Faculty Senate Representative to the Pierpont Board of Governors. Linda served from May 17, 2017 to June 30, 2019.
3. Recognition of William Blandino, outgoing Student Government Representative to the Board of Governors. William served from January 25, 2019 to June 30, 2019. Chairman VanAlsbury read a statement from Mr. Blandino, in his absence, expressing appreciation of his service to the Board and the welcomed he received. He was thankful for the values of leadership he gained during his tenure.

The President and Chairman presented plaques to each of the outgoing Board members.

The Board recognized retiring faculty members:

4. Recognition of Thomas Stose, Director & Senior Professor of the Pierpont Community & Technical Center National Aerospace Education Center, as he retires on June 28, 2019.
5. Recognition of Linda King, Professor of Mathematics and Director of Tutorial Services, as she retires on June 20, 2019.
6. Recognition of Beth Newcome, Professor and Program Coordinator for Applied Design, as she retired on January 4, 2019.

Provost Waide shared that the retiring faculty members will be officially recognized by the entire institution at ceremony being planned for the fall.

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

Dr. Johnny M. Moore shared that Pierpont has received the National Institute for Staff and Organizational Development (NISOD) Most Promising Places to Work for the third year in a row! Pierpont was one of only 18 colleges across the nation featured in Diverse Issues in Higher Education and the award was presented to Pierpont in Austin TX in May. This was the 5<sup>th</sup> year that NISOD recognized community and technical colleges for their commitments to: race/ethnicity, gender, sexual orientation, age, and veterans; commitments to meeting the needs of the community; and investments in the development of faculty and staff.

At the NISOD Conference in May, two of Pierpont's employees were presented the NISOD Excellence Award. This award was established in 1991 to recognize outstanding employees throughout the nation who are performing extraordinary work on their campus. This year, Pierpont was pleased to see Amanda Hawkinberry, Assistant to the Provost, and Jillian Sole, Information Specialist, receive the award.

Pierpont will be hosting a NISOD Regional Workshop "Teaching Critical Thinking" on October 25, 2019 at the NC WV Advanced Technology Center from 10:00 am to 3:00 pm.

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

#### *1. Academic Affairs and Student Services*

Provost Michael Waide was on hand to answer any questions or comments related to the materials provided in the June 18, 2019 Board Book.

#### *2. Pierpont Foundation*

Steve Leach, Foundation Director, was on hand to answer any questions or comments related to the materials provided in the June 18, 2019 Board Book.

### **V. Committee of the Whole**

1. *Resolutions for Review of Comments from the 30-Day Public Comment Period for the Recommended Repeal of Outdated and Non-Applicable Policies – Action Item*  
*(Kari Coffindaffer and Susan Coffindaffer: Co-Chairs of the BOG Policies Review Committee)*
  - a. Proposed Repeal of Policy #22 – Credit Card Solicitation
  - b. Proposed Repeal of Policy #26 – Faculty and Administrative Productivity
  - c. Proposed Repeal of Policy #27 – Public School Service Credits
  - d. Proposed Repeal of Policy #30 – Separation of Academic and Faculty Personnel

At the Pierpont Board of Governors meeting of May 14, 2019, a 30-Day Public Comment Period was established from May 15, 2019 to June 13, 2019 to provide

the public the opportunity to address the proposed repeal of the policies listed above.

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 offered a motion to approve the repeal of: 1) Policy #22 – Credit Card Solicitation; 2) repeal of Policy #26 – Faculty and Administrative Productivity; 3) repeal of Policy #27 – Public School Service Credits; and 4) repeal of Policy #30 – Separation of Academic and Faculty Personnel, as presented. There was no discussion on the motion. Rick Pruitte seconded the motion. All agreed. Motion carried.

2. *Financial Report – Informational*

- a. Mr. Dale Bradley, CFO, 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 April 30, 2019. Complete details were provided in the June 18, 2019 Board of Governors Book.
- b. Mr. Dale Bradley, CFO, summarized the April 30, 2019 Projected FY 19 Year-End Financial Status for Pierpont Community & Technical College. The projections result in an FY 19 Current Unrestricted Budget Balance of \$22,666 at year-end. Complete details were provided in the June 18, 2019 Board of Governors Book.

## **VI. Committee Reports**

1. *Audit/Finance and Administration Committee Report*

No report.

2. *Ad Hoc Nominating Committee Report*

- a. Resolution for Approval of the Election and Establishment of the Pierpont Community & Technical College Board of Governors Officers for the 2019-2020 Academic Year. – *Action Item*

In absence of Brian Bozarth, Chair, Linda King presented the Ad Hoc Nominating Committee Report.

*In accordance with West Virginia Legislature House Bill 3215 §189B-2A-1. Findings; composition of boards; terms and qualifications of members; vacancies; eligibility for reappointment.* Except in the case of a vacancy, all elections are held and all appointments are made no later than June 30, preceding the commencement of the term. Each board of governors shall elect one of its appointed lay members to be chairperson in June of each year. A member may not serve as chairperson for more than four consecutive years.

From April 3, 2019 to June 6, 2019, the Pierpont Community & Technical College Board of Governors members were electronically petitioned to forward nominations for the Pierpont Community & Technical College Board of Governors Executive Officers positions to the Nominating Committee. Those nominations were collected, tallied, and reviewed by the Nominating Committee.

The Pierpont Community & Technical College Board of Governors Nominating Committee, for the BOG Executive Officers, presented for approval the nominated Board of Governors Officers for the 2019-2020 Academic Year. They were:

Chair: Thomas Barlow  
Vice Chair: Sharon Shaffer  
Secretary: Brian Bozarth

Chairman VanAlsbury asked for any further nominations from the floor. Hearing none, a request for a motion was called.

Linda King offered a motion to approve Thomas Barlow as Chair, Sharon Shaffer as Vice Chair and Brian Bozarth as Secretary for the 2019-2020 academic year. There was no discussion on the motion. Holly Kauffman seconded the motion. All agreed. Motion carried.

### *3. Academic and Student Affairs Committee Report – Informational*

Sharon Shaffer, Chair, shared that the Committee met on June 10. The WV Invest Grant enrollment numbers were shared and Pierpont is tracking as having the 2<sup>nd</sup> highest enrollments in the state. Enrollment, overall, is up 10 percent. A 12 week term is being created to provide students an opportunity to enroll in September, if they miss the August deadline. It was shared that Board members attended a BOG CTCS Workshop last week. Some of the best practices shared were that students prefer communication via text messages and persistence rates need to be tracked per cohort. Talking points for the WV Invest Grant were handed out to the Board members.

### *4. Enrollment Management and Communications Committee Report – Informational*

Linda King, Chair, provided a printed report and noted that the Committee met prior to the Board meeting today. WV Invest Grant information session dates and

registration dates were shared. Marketing department has been creating testimony videos and radio ads. Press releases have been out, highlighting awards and activities.

5. *Executive Committee Report – Informational*

Chairman VanAlsburg informed that the Executive Committee will provide a report in closed Executive Session to discuss the President's evaluation.

A pause in Open Session occurred to enter Executive Session.

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

1. Entering Executive Session:

At 3:01 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. Tom Barlow seconded the motion. There was no discussion on the motion. All agreed. Motion carried.

2. Exiting Executive Session – Back to Open Session

At 3:37 PM, Sharon Shaffer motioned to exit Executive Session and return to Open Session. Tom Barlow seconded the motion. All agreed. Motion carried.

3. Items Brought Forward from Executive Session

a. President's Evaluation

The Board completed a 3-year comprehensive evaluation and review of President Johnny M. Moore's performance, as defined by *Legislative Rule Series 5, §135-5-5 Presidential Evaluation; 5.1: "Each governing board shall conduct a formal and structured written performance evaluation of the institution's president every third year of the president's employment. The president's performance shall be evaluated in relation to the duties and responsibilities assigned the president by the governing board, the success of the institution in meeting each requirement of its institutional compact, and any other criteria previously established by the governing board. "*

Holly Kauffman offered a motion to accept the 3-year evaluation of the President as presented to the Board, and the President, in Executive Session. There was no discussion on the motion. Tom Barlow seconded the motion. All agree. Motion carried.

The President's evaluation will be forwarded to the Chancellor of the WV Community & Technical College System.

### **VIII. New Business**

1. The quarterly ATC Advisory Board meeting will be held on September 17, 2019 at 1:00 PM at the Pierpont Advanced Technology Center
2. The next regularly scheduled BOG meeting will be held on September 17, 2019 at 2:00 PM at the Pierpont Advanced Technology Center

### **IX. Old Business**

None.

### **X. Public Comment**

There were no signatures recorded for public comment.

### **XI. Adjournment**

There being no further business, Sharon Shaffer offered a motion to adjourn the meeting at 3:40 PM. Warren VanAlsburg 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.