

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
September 17, 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 September 17, 2019, beginning at 2:00 PM at the Pierpont North Central Advanced Technology Center in Fairmont.

Board members present:

Thomas Barlow, Brian Bozarth, Holly Kauffman, Joshua Laprise, Brooke Nissim-Sabat, Rick Pruitte, Sharon Shaffer, Jillian Sole, and Warren 'Chip' VanAlsburg (phone)

Board Members Absent:

Larry Puccio, Jr., and Natalie Stone. One governor appointed BOG position is vacant.

President's Cabinet Members Present:

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

Others in Attendance:

Pierpont faculty and staff

Oath of Office Administered to Newly Elected Board Members

Prior to the start of the Pierpont Community & Technical College Board of Governors meeting the newly elected Board members for AY 2019-2020 were officially sworn in by Notary Public, Cyndee K. Sensibaugh.

The newly elected Board members are: Faculty Senate Representative, Brooke Nissim-Sabat, elected by the Pierpont Faculty Senate in May 2019; Classified Staff Representative, Jillian Sole, elected by the Classified Staff Council in April 2019; and Student Government Representative, Joshua Laprise, elected by the Student Government Association in April 2019.

I. Call to Order – Open Session

1. Opening Comment

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

Mr. Barlow opened by thanking the Pierpont faculty and staff for all they do, and affirmed that the Board is supportive and will work with Pierpont employees as we move forward. Mr. Barlow expressed the Board's request that Pierpont continues to be active and productive within the entire 13 county region that we serve.

2. *Call for Public Comment*

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

3. *Approval of Minutes from the June 18, 2019 BOG Meeting – Action Item*

The minutes of the Pierpont Board of Governors meeting held June 18, 2019 were presented for approval. Sharon Shaffer offered a motion to approve the minutes, as presented. There was no discussion on the motion. Brian Bozarth seconded the motion. All agreed. Motion passed.

II. Special Recognitions/Presentations – Informational

The Board welcomed incoming, newly-elected, members of the Board of Governors serving AY 2019-2020. A bio was read by Chair, Thomas Barlow, for each new member. They are:

1. Mrs. Jillian Sole incoming Classified Staff Representative to the Pierpont Board of Governors. Elected April 2019.
2. Mrs. Brooke Nissim-Sabat Faculty Senate Representative to the Pierpont Board of Governors. Elected May 2019.
3. Mr. Joshua Laprise incoming Student Government Representative to the Pierpont Board of Governors. Elected April 2019.

III. President's Report – Informational

Dr. Johnny M. Moore informed that Pierpont has lined up new schedules and terms to provide greater flexibility for students. The 12-week and 8-week terms offered are designed to assist the nontraditional student in persistence and retention. Enrollment increase in these terms reflect the opportunities that the WV Invest Grant provides.

Dr. Moore shared that colleges are proactively addressing the opioid crisis within the state. Pierpont is partnering with the West Virginia Secondary Schools Activities Commissioner (WVSSAC), MVB Bank, West Virginia University, and Marshall University in the WV Game Changer Opioid Awareness Summit.

On September 17 & 18, 2019, the WV Game Change Summit (live stream) will be held at the WVU Coliseum and the Cam Henderson Center, respectively. High school students will be in attendance and receive information to bring awareness of the opioid epidemic and assist with making healthy choices for lifelong wellness.

President Moore shared that he attended the WV Game Changer Summit at WUV earlier in the day as the representative for community colleges in the state. He will begin to work with Pierpont's sister community colleges in the state to further advance this initiative. This initiative will provide an avenue for second chances to students that may have had their educational goals interrupted, and will offer encouragement to get back on track.

Dr. Moore attended the annual Appalachian Regional Commission conference in Asheville, NC as a panel participant, where he shared information on the many partnerships that Pierpont has realized with businesses and other colleges over the past year. The conference focus was to elevate the region and make Appalachia strong.

Dr. Moore informed that Pierpont has been granted Higher Learning Commission (HLC) approval of the Associate of Applied Science Degree in Mining Maintenance Technology. Pierpont will be teaming up with West Virginia Northern Community College and Murray Energy for this program.

The President shared that a team of three reviewers from HLC will be at Pierpont on November 4 & 5, 2019 to conduct a follow-up focus visit. Also, Pierpont President's Cabinet and Council will hold a working retreat on September 25, 2019 to refresh the institution's strategic plan, mission, vision, and values.

IV. Operation Reports - Informational

1. Academic Affairs and Student Services

In addition to the materials included in the September 17, 2019 Board Book, Provost Michael Waide was on hand to provide further updates.

Mr. Waide informed that he serves as the HLC Liaison for Pierpont and will be closely working with the three site visitors in November. Areas of focus will be inclusivity and diversity, general education course work, student persistence, finance administration and infrastructure, and data informed decision making. In early September, a report narrative and exhibits were loaded to the HLC site to address four Criteria identified from the HLC site visit in October 2017.

Mr. Waide will be leading administrators, staff, and faculty in the review and construction of a new 3-year strategic plan at the President's Cabinet/Council working retreat on September 25, 2019. A draft of the new comprehensive plan, mission, vision and core values will be presented to the Board upon completion.

Other items of discussion were Vet Tech Program accreditation status and enrollment, website, electronic library, texting system, tutoring, and age of the computers in the labs.

Standing in for Mrs. Lyla Grandstaff, Mrs. Ashley Tennant provided updates on enrollment, WV Invest Grant, financial aid and student loans. Mrs. Tennant also shared that in the next few months, Student Services will be traveling to the 13-counties service region to bring awareness of Pierpont, programs, and the WV Invest Grant.

2. *Classified Staff Report*

The Classified Staff Report was provided in detail in the September 17, 2019 Board Book. There were no further questions.

3. *Faculty Senate Report*

The Faculty Senate Report was provided in the September 17, 2019 Board Book. Faculty Senate President, Dr. Susan Coffindaffer, shared information on the work of the Curriculum Committee, and welcomed the Board to attend the Faculty Senate meetings held on the second Friday of each month. Provost Waide thanked Dr. Coffindaffer for her work on the Faculty Senate.

4. *Pierpont Foundation*

Mr. Steve Leach, Foundation Director, was on hand to answer any questions or comments related to the materials provided in the September 17, 2019 Board Book.

Mr. Leach highlighted requests from the Student Emergency Fund, and will be sending out data related to the number of requests from this fund. The Board also asked for information on faculty support by the Foundation.

V. Committee of the Whole

1. *Restructuring and Appointments of the AY 2019-2020 Board of Governors Committees, Chairs, and Members – Action Item*
(Thomas J. Barlow, Chairman of the Board)

In accordance with the Pierpont Board of Governors Bylaws adopted on February 25, 2014:

IV. Special Committees

A. 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.

Chair, Thomas Barlow, announced the restructure and appointments of the Chairs and members, to the BOG Committees for AY 2019-2020. The new Committees will be:

- 1) Executive Committee (EC)
- 2) Communications, Academic Affairs, Recruiting & Student Services Committee (CARS)
- 3) Data Analytics & Research Committee (DAR)
- 4) Finance & Administration Committee (FA)
- 5) Government Relations, Policies, and Human Resources Committee (GRPHR)

Committee Chairs and Board members assigned to each Committee, and the staff liaisons are:

Executive Committee (EC)

- Thomas J. Barlow – BOG Chair
- Sharon J. Shaffer – BOG Vice Chair & CARS Committee Chair
- Brian S. Bozarth – BOG Secretary & FA Committee Chair
- Brooke Nissim-Sabat – DAR Committee Chair
- Warren “Chip” VanAlsburg – BOG past Chair & GRPHR Committee Chair
- Johnny M. Moore – President (Ex officio)

Staff Resource:

Cyndee K. Sensibaugh – EA to the President and BOG

Communications, Academic Affairs, Recruiting, & Student Services Committee (CARS)

- Sharon Shaffer – Chair
- Thomas J. Barlow – BOG Chair /Member
- Vacant BOG Member
- Jillian Sole – Classified Staff BOG Representative
- Joshua Laprise – Student Government BOG Representative
- Johnny M. Moore – President (Ex officio)

Staff Resources:

Michael Waide – Provost

Lyla Grandstaff – VP Student Services

David Beighley – Dean, School of General Education & Professional Studies

Kari Coffindaffer – Dean, School of Business, Aviation & Technology

Vickie Findley – Dean, School of Health Sciences

Robin Strader – Interim Executive Director of Information Systems/Dir. eLearning

Jennifer McConnell – Director of Admissions/Recruitment

Nancy Parks – Director of Academy for Teaching Excellence, Assessment & Inclusion
Kimberly Cale – Director of Continuing Workforce Education
Amanda Hawkinberry – Administrative Assistant to the Provost
Member – Pierpont Foundation

Data Analytics and Research Committee (DAR)

- Brooke Nissim-Sabat – Chair
- Larry J. Puccio – BOG Member
- Sharon J. Shaffer – BOG Vice Chair/Member
- Natalie Stone – BOG Member
- Thomas S. Barlow – BOG Chair (Ex officio)
- Johnny M. Moore – President (Ex officio)

Staff Resources:

Michael Waide – Provost
Lyla Grandstaff – VP Student Services
David Beighley – Dean, School of General Education & Professional Studies
Kari Coffindaffer – Dean, School of Business, Aviation & Technology
Vickie Findley – Dean, School of Health Sciences
Robin Strader – Interim Executive Director of Information Systems/Dir. eLearning
Staff – Director of Institutional Research
Nancy Parks – Director of Assessment, Diversity, Inclusion & Teaching Excellence

Finance and Administration Committee (FA)

- Brian S. Bozarth – Chair/BOG Secretary
- Holly Kauffman
- Rick Pruitte – BOG Member
- Sharon J. Shaffer – BOG Vice Chair/Member
- Vacant BOG Member
- Thomas J. Barlow – BOG Chair (Ex officio)
- Johnny M. Moore – President (Ex officio)

Staff Resources:

Michael Waide – Provost & VP of Academic Affairs
Dale Bradley – VP Finance & Administration/CFO
Steve Leach – VP Organization & Development & Foundation Director
Robin Strader – Interim Executive Director of Information Systems/Dir. eLearning
Rusty Elliott – President Pierpont Foundation

Government Relations, Policies, and Human Resources Committee (GRPHR)

- Warren “Chip” VanAlsbury – Chair
- Thomas J. Barlow – BOG Chair/Member
- Holly C. Kauffman – BOG Member

- Joshua Laprise – BOG Student Government Representative & Student Body President
- Sharon J. Shaffer – BOG Vice Chair (Ex officio)
- Johnny M. Moore – President (Ex officio)

Staff Resources:

Michael P. Waide – Provost & VP Academic Affairs
Lyla Grandstaff – VP Student Services
Steve Leach – VP Organization & Development & Foundation Director
Amy Cunningham – Advisory Council for Faculty
Kari Coffindaffer – Co-chair Institutional BOG Polices Review Committee
Susan Coffindaffer – Co-chair Institutional BOG Polices Review Committee
Raven Thomas – Student Government Association Coordinator

BOG AD HOC COMMITTEES

Board of Governors Executive Officers Nominating Committee (EON)

- Brian S. Bozarth – Chair
- Brooke Nissim-Sabat – BOG Faculty Senate Representative
- Rick Pruitte – BOG Member
- Warren “Chip” VanAlsburg – BOG Member

Staff Resource:

Cyndee K. Sensibaugh – EA to the President and BOG

President Evaluation Committee (PEC)

- Holly Kauffman - Chair
- Thomas Barlow
- Larry Puccio, Jr.
- Sharon Shaffer
- Natalie Stone

Staff Resource:

Cyndee K. Sensibaugh – EA to the President and BOG

VI. Committee Reports

1. Audit/Finance and Administration Committee Report

Brian Bozarth, Chair, informed that the Committee met on September 13, 2018. The institution’s financial data is now housed on an independent data base with WVNet. New dashboards and reports will be developed by the Finance and Administration Office to present data-driven financials to the Board. The Board requested a “cash on hand’ report. This report will be provided.

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

Due to the proposed committees restructuring, there was no report.

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

Due to the proposed committee restructuring, there was no report.

VII. Executive Session – Closed to the Public

1. Entering Executive Session:

At 3:11 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 3:54 PM, Sharon Shaffer motioned to exit Executive Session and return to Open Session. Brian Bozarth seconded the motion. All agreed. Motion carried.

There were no items brought forward from Executive Session.

VIII. New Business

1. 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
2. The next regularly scheduled BOG meeting will be held on November 19, 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 3:55 PM. Holly Kaufman 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.