

**PIERPONT COMMUNITY & TECHNICAL COLLEGE  
BOARD OF GOVERNORS MEETING  
Tuesday, March 22, 2022  
5:00 PM**

**MINUTES**

**Notice of Meeting**

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors was held on March 22, 2022, beginning at 5:00 PM. This meeting was conducted in person at the Pierpont Advanced Technology Center, 500 Galliher Drive, Fairmont WV. A videoconference (Zoom) option was made available to participants. Advanced announcement of this meeting was posted on the WV Secretary of State’s Meeting Notices Webpage.

**I. Call to Order in Open Session**

A. Opening Comment (*Chair: David L. Hinkle*)

Mr. David Hinkle, Chair, called the meeting to order in open session at 5:16 PM

**II. Roll Call**

Amanda Hawkinberry conducted a roll call:

<b>Name</b>	<b>Present/Not Present</b>
Brian S Bozarth	Present (via Zoom)
Thomas F. Cole	Present
Lisa Q. Lang	Present (via Zoom)
David L. Hinkle	Present
Anthony Hinton	Present (via Zoom)
Rick Pruitte	Present (via Zoom)
Jeffery Powell	Present
Larry J Puccio, Jr.	Not Present
Jillian Sole	Present
Haley Thomas	Not Present
Anna Romano	Present (via Zoom)

Amanda Hawkinberry declared that there was a quorum.

*Others present:*

Dr. Sarah Armstrong Tucker, Chancellor, WVCTCS  
Dr. Chris Treadway, Vice Chancellor, WVCTCS  
Rich Donovan, WVCTCS  
Pamela Wean, Pickering Associates  
Senator Robert Beach  
Delegate Danielle Walker  
Delegate Guy Ward  
Members of President’s Cabinet, faculty, staff, and others

**III. Public Comment – Via Email Only**

Written comments were accepted via email. (Attachment A)

**IV. Approval of Minutes**

Ms. Jillian Sole made an omnibus motion to approve meeting minutes:

November 16, 2021 (Regular Meeting)  
December 3, 2021 (Special Meeting)  
January 13, 2022 (Workshop Meeting)  
January 26, 2022 (Special Meeting)  
February 9, 2022 (Special Meeting)  
February 23, 2022 (Special Meeting)  
March 1, 2022 (Special Meeting)

Mr. Thomas Cole seconded the motion All agreed. Motion carried

**V. Interim President’s Report – Informational**

*(Dr. Anthony Hancock)*

Dr. Anthony Hancock’s report included a PowerPoint presentation. (Attachment B)  
Topics included strategic outreach, strategic recruitment/retention initiatives, strategic communications, community relations, and community outreach.

Dr. Anthony Hancock invited BOG Members to attend Commencement on May 13, 2022 at 6:30 PM. Commencement will be held at the Robinson Grand Performing Arts Center in Clarksburg, WV.

**VI. Institution Reports**

A. Classified Staff *(Mary Jo Rutherford)*

Ms. Mary Jo Rutherford shared her report with the Board. The report was provided in detail in the March 22, 2022 Board of Governors Book materials.

B. Information Systems (*Ronald Hamilton*)

Mr. Ronald Hamilton shared the following updates with the Board:

- Stimulus funds were expended to purchase laptops for faculty/staff. The laptops replaced desktop systems, allowing faculty/staff the capability to work from home during the COVID-19 pandemic.
- Mr. Ronald Hamilton completed federal and state institutional reporting requirements on time.
- The Office of Information Technology is now open 8:00 AM-9:00 PM.

C. Academic/Student Affairs (*Dr. Michael Waide*)

Dr. Michael Waide offered the following comments with this report:

- Dr. Michael Waide assumed supervision of Student Affairs, effective March 14.
- An Open House will be held on April 2, 2022, for prospective students.
- Priority registration for summer and fall terms opens on April 11, 2022.
- Deans and Directors of Academic and Student Affairs are working on a strategic class schedule and realigning our evening course offerings. The strategic course schedule will hybrid offerings.
- Student Affairs adopted an Appreciative Advising Model. Student Affairs staff will participate in Appreciate Advising training on April 22 and April 29, 2022.
- Pierpont Community & Technical College will be participating in the Marion County College and Career Fair on April 26.
- The Pride Academy (Benedum Grant) will provide job skills training for persons with cognitive disabilities. Pathways for the program include retail, customer service, and healthcare. The program will be housed at the Gaston Caperton Center in Clarksburg, WV.

A report was provided in detail in the March 22, 22 Board of Governors Book materials.

D. Student Government Association (*Raven Thomas*)

Ms. Raven Thomas shared her report with the Board. The report was provided in detail in the March 22, 2022 Board of Governors Book materials.

E. Pierpont Foundation (*Julie Cryser*)

Ms. Julie Cryser reported the Pierpont Foundation split from the Fairmont State Foundation on July 1, 2021. The Foundation was raised over \$92,000 in gifts/pledges since November 2021. The Foundation currently has \$802,230.61 in total assets as of February 28, 2022

F. Finance (*Dale Bradley*)

Mr. Dale Bradley presented the February 28, 2022 Combined Finance Report to the Board. The report was provided in detail in the March 22, 2022 Board of Governors Book materials.

**VII. Committee of the Whole**

A. Resolution for Approval of Additional Capital Funding for the Remodel and Expansion of the United Hospital Center (UHC) Building for the Veterinary Technology Program  
(*Dale Bradley, CFO/VP for Finance and Administration*)

Mr. Dale Bradley presented the resolution for Approval of Additional Capital Funding for the Remodel and Expansion of the United Hospital Center (UHC) Building for the Veterinary Technology Program.

Mr. Dale Bradley presented the Drawing Description of the UHC building provided by Pickering Associates. This drawing was made available in the Board of Governors Board Book materials. Discussion ensued. Guests Pamela Ween and Rich Donovan answered various questions from the Board Members.

Ms. Amy Cunningham reviewed the Veterinary Technology budget performa, relocation memo and storage location documents. These items were made available in the Board of Governors Board Book materials.

**VIII. Break**

At 7:04 PM, Mr. David Hinkle called for a motion to take a break for ten minutes. Mr. Jeffery Powell made a motion to take a break for ten minutes. Mr. Thomas Cole seconded the motion. All agreed. Motion carried.

At 7:17 PM, Mr. David Hinkle called for a motion to reconvene the meeting in Open Session. Ms. Jillian Sole made a motion to go into Open Session. Mr. Jeffery Powell seconded the motion. All agreed. Motion carried.

**IX. Committee of the Whole**

- A. Resolution for Approval of Additional Capital Funding for the Remodel and Expansion of the United Hospital Center (UHC) Building for the Veterinary Technology Program

Discussion continued revolving around the resolution. Mr. Jeffery Powell requested the Board members hear the plan for the Early Childhood location before deciding on the resolution.

- B. Resolution for Approval of Tuition and Fee Changes for AY 2022-2023

Mr. Dale Bradley presented the resolution for Tuition and Fee Changes for AY 2022-2023. The administration is recommending no baseline increase in tuition and fees. Complete details of all tuition and fee changes were provided in the March 22, 2022 Board of Governors Book materials.

Mr. David Hinkle called for a motion to approve the Tuition and Fee Changes for AY 2022-2023. Mr. Anthony Hinton made a motion to approve the Tuition and Fee Changes for AY 2022-2023. Ms. Jillian Sole seconded the motion. All agreed. Motion carried.

**X. New Business**

Mr. David Hinkle called for a motion to table the following items until the next meeting:

- A. Dissolve committees created by the previous BOG
- B. Create the following committees and appoint new members:
1. Bylaws Committee
  2. Enrollment and Student Life Committee
  3. Finance Committee
  4. Executive Committee
  5. Faculty and Non-Faculty Handbook Committee
  6. Program Evaluation Committee

Mr. Jeffery Powell motioned to table items A and B from the agenda. Ms. Lisa Lang seconded the motion. All agreed. Motion carried.

- C. Updates on Early Childhood Program

Mr. David Beighley presented the Caperton Center as a possible location for the Early Childhood program and Preschool. Mr. David Beighley reviewed the rendering of the possible build-out of the Early Childhood program and Preschool at the Caperton Center. This document was provided in the Board of Governors Board Book materials. Mr. David Beighley answered various questions from the Board members.

D. Updates on Culinary Program

Mr. David Beighley shared with the Board members the equipment bid closes on March 28. A preconstruction meeting has been scheduled for March 29. Mr. David Beighley answered various questions from the Board members.

E. Discuss hiring an executive secretary for the BOG

Mr. David Hinkle recommended hiring an Executive Secretary for the BOG. Discussion followed. Mr. David Hinkle requested the topic be placed on the agenda for the next BOG as an action item.

F. Discuss restarting the Presidential Search

Mr. George Perich shared with the BOG that there was a 90-day cancellation clause in the Presidential Search contract. Mr. Perich was granted an indefinite extension. Mr. David Hinkle requested the topic be placed on the agenda for the next BOG as an action item.

G. Review, discuss, and approve Pierpont advertising

Ms. Julie Cryser provided an overview of Pierpont’s marketing budget. There were 22 live TV ads shown during March Madness. The cost of the ads was \$11,000 and the ads were approved by Dr. Hancock with Perkins funding.

H. Monongalia County Schools – Affiliation Agreement

Mr. Dale Bradley reviewed the Monongalia County School Affiliation Agreement documents that were presented in the Board of Governors Board Book. Discussion ensued. Mr. Dale Bradley, Dr. Michael Waide, and Dr. Anthony Hancock answered various questions asked by Board members.

**XI. Committee of the Whole**

- A. Resolution for Approval of Additional Capital Funding for the Remodel and Expansion of the United Hospital Center (UHC) Building for the Veterinary Technology Program **Tab 4 – Action Item**  
(Dale Bradley, CFO/VP for Finance and Administration)

Mr. David Hinkle called for a motion to approve the Additional Capital Funding for the Remodel and Expansion of the United Hospital Center (UHC) Building for the Veterinary Technology Program. Ms. Jillian Sole moved to accept the recommended resolution to approve the \$50,000 transfer of Culinary funds and the additional \$690,000 in Capital Funds for the remodel of the United Hospital Building to relocate the Veterinary Technology

program. Ms. Jillian Sole then amended her motion to include Alternate #2 Office Addition and Alternate #3 Grooming Area. Tom Cole seconded the motion. Mr. David Hinkle called for a formal vote from the Board. The recorded votes were as follows:

<b>Voting Board Member</b>	<b>Vote</b>
Brian S. Bozarth	Yea
Thomas F. Cole	Yea
Lisa Q. Lang	Yea
David L. Hinkle	Yea
Anthony Hinton	Yea
Rick Pruitte	Not present
Jeffery H. Powell	Yea
Larry Puccio, Jr.	Not present
Jillian Sole	Yea
Haley Thomas	Not present
Anna Romano	Yea

Motion carried.

**XII. New Business**

Mr. David Hinkle moved the following items out of Executive Session into Open Session:

- A. Discuss A&P Future Location
  - 1. Appoint committee to help with moving off or staying on Fairmont Campus
  - 2. Appoint two members to a committee to begin negotiation with Fairmont and other possible partners

Mr. David Hinkle appointed Mr. Jeffery Powell, Mr. Thomas Cole, Ms. Lisa Lang, Dr. Anthony Hancock, and Dr. Michael Waide to a committee to help with the moving off or staying on Fairmont Campus.

Mr. David Hinkle appointed Mr. Jeffery Powell and Ms. Lisa Lang to a committee to begin negotiation with Fairmont and other possible partners.

**XIII. Executive Session – Closed Session**

Mr. David Hinkle called for a motion to table the following items until the next meeting:

- A. Discuss hiring a law firm or lawyer for BOG to evaluate all contracts, leases, grants, HR issues, and negotiations for movement of programs off Fairmont property
- B. Discuss hiring an accounting firm for a forensic audit

- C. Discuss hiring an accounting firm or appoint BOG committee to approve accounts payable moving forward (payroll excluded)

Mr. Jefferey Powell motioned to table items C, D, and E. from the agenda. Mr. Anthony Hinton seconded the motion. All agreed. Motion carried.

A. *Entering Executive Session – Closed Session*

Ms. Jillian Sole moved that the Board go into Executive Session in accordance with WV Code §6-9A-4. Mr. Jeffery Powell seconded the motion. All agreed. Motion Carried.

Items brought into Executive Session:

1. Review and discuss Interim President’s contract (*David L. Hinkle, Chairman of the Board*)

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

Mr. Jeffery Powell moved to exit Executive Session and return to Open Session. Ms. Jillian Sole seconded the motion. All agreed. Motion carried.

C. *Items brought forward from Executive Session*

No items were brought forward from Executive Session.

**XIV. Upcoming Meetings**

Mr. David Hinkle canceled the Special BOG Meeting that was scheduled for March 23, 2022. A Special BOG Meeting will be scheduled for April 7, 2022 at 5:00 PM. The meeting will be held at the National Aerospace Education Center in Bridgeport, WV. A Zoom videoconference option will be made available for participants.

**XV. Adjournment**

There being no further business, Mr. David Hinkle called for a motion to adjourn the meeting. Ms. Jillian Sole made a motion to adjourn the meeting. Mr. Thomas Cole seconded the motion. All agreed. Motion carried.

*Respectfully submitted by Amanda N. Hawkinberry*





**Mission Statement:** To provide accessible, responsive, comprehensive education that works  
**Vision:** Empowering individuals to transform their lives through education  
**Tagline:** Education that works!

## Attachment A

Public Comment–March 22, 2022

By Susan Woods Coffindaffer, B.A., M.B.A., J.D.

I call upon the appointed Pierpont Board of Governors members to resign immediately. Paragraph VII of the Bylaws of the Board of Governors provides:

The members of the Board shall be in fiduciary relationship to the institution and shall not directly or indirectly act adversely to the interest of the college. In the event of any such adverse interest or condition shall arise prior to or after appointment, the Board member(s) shall immediately inform the Board and shall refrain from any consideration of the matters involving the conflict of interest.

The well-documented conflicts of interests identified in the Faculty vote of No Confidence and the very public actions of this board since their appointment illustrate that they have and continue to act adversely to the interest of Pierpont Community & Technical College. In addition, I do not see “dissolve the college” in Paragraph IX of the Bylaws–Duties and Powers.

The following is from an opinion piece published in *The Clarksburg Exponent*, a newspaper that advocates for Fairmont State University in all things:

“I'm disappointed that the Board of Governors never had a chance to present its case to the House,” Hinkle said. “I'm disappointed in our local representative not seeing the big picture, and hopefully, the consequences won't affect Pierpont on the scale has the potential to. Our legislators did fail us in the House.”

Hinkle warned of the need for “drastic moves” but said Pierpont would adhere to the binding separation agreement.

“Our board knows we have potentially 18 months, and unless we change things, we can't go beyond that financially.” he said.

Even after the House rejected Senate Bill 653 as written, Chair Hinkle's comments misrepresent what happened in the legislature. Chair Hinkle did have a chance to present his case to the House in public testimony. BOG Member Anthony Hinton also testified. Perhaps the House did not find them credible or knowledgeable. With their public statements, how can this Board expect Pierpont to recruit and retain students.

Chair Hinkle is allowed to state, without challenge, that Pierpont only has 18 months to survive financially. On what does Chair Hinkle base this financial forecast?

If a Board of Governors member cannot see alternatives to dissolving Pierpont, then step aside.



# *President's Report*

*Pierpont Board of Governor's Regular Meeting*

*March 22, 2022*

## Strategic Outreach

- Aviation Program hosted a successful open house on March 12, with 55 visitors and prospective fall enrollees.
- Aviation Technology will be hosting a Job Fair April 12, with at least 9 regional companies participating.





# Strategic Outreach

- Planning 13-county President's Tour starting early summer to meet with county superintendents, career and technical education centers and county organizations.
- Planning Tour the ATC Day for principals, teachers, guidance counselors, companies and local legislators, as well as sector-specific Industry Days.

*Pierpont's Advanced Technology Center*



*Career and Technical Centers Tour, including visiting MTEC (above)*



# Strategic Recruitment/Retention Initiatives

- Pierpont's Admissions team is working to launch TargetX, a robust CRM, by beta testing a new online application intended to be launched with our new website.
- By integrating these systems, we will be able to better track and engage potential students to boost enrollment.



*Boosting Pierpont's enrollment in all programs, including MLT pictured above*

# Strategic Recruitment/Retention Initiatives

- Sixteen General Education courses will be designed by the end of Spring 2022 semester to increase our e-Learning, providing flexible scheduling of classes for students and assisting with recruitment.
- We have a team developing a Strategic Enrollment Plan to strategize ways to increase enrollment, of which the new CRM, website and other tools will play key roles.



*Pierpont students thrive in online courses – including general education and completely online programs.*

# Strategic Recruitment/Retention Initiatives

- The Office of the Registrar is implementing new registration software and a new software to streamline the curriculum process.
- We are in the implementation phase of DegreeWorks, a software tool for students and advisors that promotes timely graduation and assists with retention of current students.
- We are in the process of developing a college-wide retention plan that includes the use of peer mentors to help lower our attrition rate.

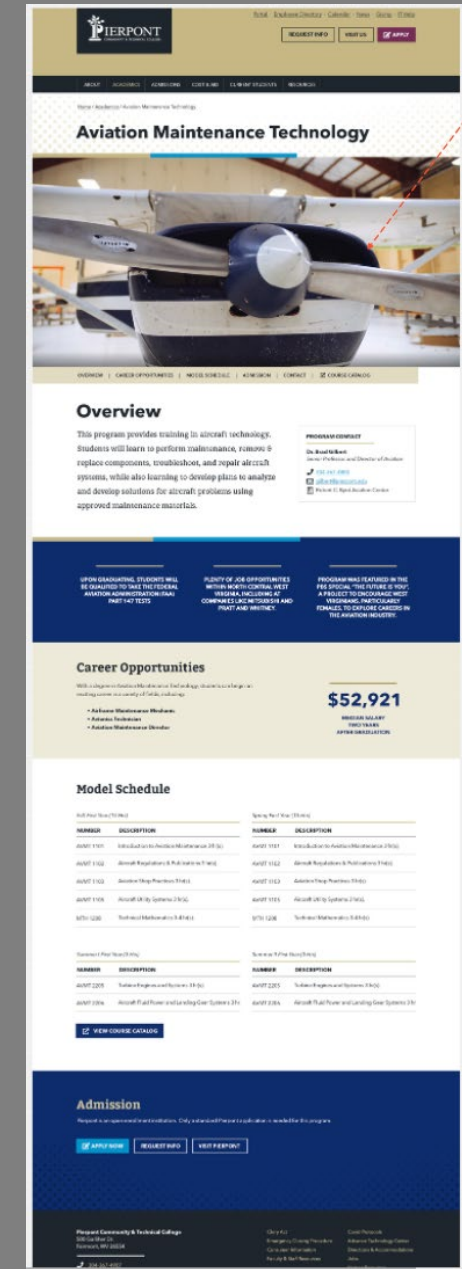
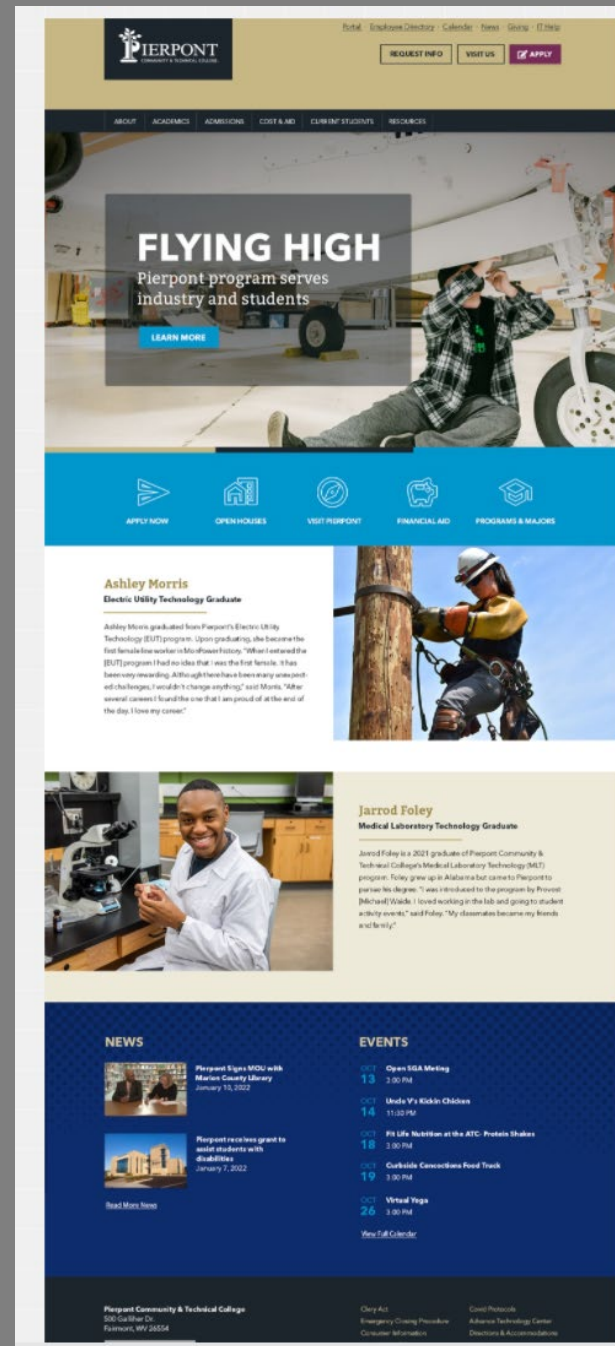


*Students from the Applied Process Technology Program*



# Strategic Communications

- New website will be launched by May 15, allowing us to connect the website to our new CRM and track and interact with potential students to increase enrollment.



# Strategic Communications

- New viewbook is being distributed to potential students at recruitment fairs to provide a quick, easy to read and understand reference on our programs, costs and WV Invests grants and scholarships.
- Launching Pierpont Strong campaign to assist with recruitment and retention.





# Community Relations and Outreach

- Pierpont is in the process of hiring a PRIDE Academy program director to help develop the \$150,000 Benedum grant funded program to train students with intellectual disabilities and provide employees to certain sectors of the regional workforce.
- The Pierpont Foundation will distribute nearly \$50,000 in scholarships to students for the Fall 2022 and Spring 2023 semesters.



**PRIDE ACADEMY PROGRAM**  
@PIERPONT COMMUNITY & TECHNICAL COLLEGE



**PIERPONT FOUNDATION INC.**



# Community Relations and Outreach

- Advanced Welding will have its first graduates in May.
- Our first in-person graduation ceremony in two years will be held at 6:30 p.m. May 13 at the Robinson Grand Performing Arts Center in Clarksburg.



*Advanced Welding - Class of 2022; Their first graduating class*