

**PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING**

**May 11, 2021
2:00 PM**

MINUTES

Notice of Meeting and Attendance

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors was held on May 11, 2021, beginning at 2:00 PM. This meeting was conducted via video conference on Zoom, to follow the recommended COVID-19 social distancing guidelines.

Board Members Present:

Via videoconference: Thomas Barlow, Brooke Nissim-Sabat, and Jillian Sole

Board Members Absent: Brian Bozarth, Rick Pruitte, Larry Puccio, Jr., Natalie Stone, Christopher Sunseri, and Warren ‘Chip’ VanAlsbury

Three governor appointed BOG positions are vacant.

President’s Executive Cabinet Members Present:

Via videoconference: Interim President Anthony Hancock, Dale Bradley, Lyla Grandstaff, Ron Hamilton, Cyndee Sensibaugh, and Michael Waide

Others in Attendance via Videoconference:

Pierpont faculty and staff: David Beighley, Kimberly Cale, Suzan Clemens, Kari Coffindaffer, Susan Coffindaffer, John Davis, Memori Dobbs, Carolyn Fletcher, Nancy Parks, George Perich, Robin Strader, Ashley Tennant, Raven Thomas, and David Williams

I. Call to Order – Open Session

1. Opening Comment

Mr. Thomas Barlow, Chair, called the meeting to order in open session at 2:12 PM.

2. Call for Public Comment

Mr. Barlow, Chair, announced and inquired if there were any requests for public sign up of comments to the Board. No requests were announced or recorded.

3. Approval of Minutes from the March 23, 2021 BOG Meeting – Action Item

As no quorum had been established, the Minutes from the March 23, 2021 Pierpont Community & Technical College Board of Governors meeting were tabled.

Note: An emergency Board of Governors meeting will be called to conduct business on the agenda action items.

II. Special Recognitions/Presentations – Informational

The Board recognized Mr. Christopher Sunseri, outgoing Student Government Representative to the Board of Governors and President of the student body. Mr. Sunseri outstandingly served during AY July 1, 2020 to June 30, 2021. Although he was absent, a plaque was presented and will be forwarded to Mr. Sunseri.

 As the Student Government Association (SGA) elections are underway, the new SGA Representative to the Pierpont Board of Governors for AY 2021-2022 will be introduced at the September 2021 BOG meeting.

III. Interim President's Report – Informational

Interim President Dr. Anthony Hancock informed that Mr. George Perich has been hired as the new Director of Human Resources. Mr. Perich officially began his post on April 12, and comes to Pierpont from Springfield, IL, where he owned and operated Perich Consulting Enterprises. He has previous HR experience as the Executive Director of Human Resources for Southern Illinois University (SIU) Medicine and the Chief of Human Resources at O'Bleness Health System in Athens, Ohio. Perich is a former resident of Fairmont, having served as Vice President of Human Resources/Legal Services for Fairmont General Hospital from 1992 to 2010. Mr. Perich shared that he has a positive impression of Pierpont and he is pleased to be here and ready to work.

Dr. Hancock shared that a candidate for the position of Director of Workforce/Continuing Education and Economic Development has been selected. As the candidate has not yet submitted a resignation letter with their current employer, Dr. Hancock will not release the candidate's name until that process is completed.

President Hancock has selected an Interim Dean for the School of Health Sciences. The candidate has accepted and will be appointed at the end of May. The incoming Interim Dean is very experienced and will redirect the delivery and strategies of the School of Health Sciences. Once the official appointment letter has been fully executed, the candidate's name will be shared.

Dr. Hancock informed that David Beighley is heading a team to develop the strategic plan for Pierpont. An updated, focused strategic plan will be critical for sustainability and innovation.

The President shared that Cyndee Sensibaugh is leading the effort to ensure the BOG vacancies and expired terms of office are filled by the Governor's Office. Potential candidates have been identified and a portfolio of each candidate is in development for the

Chairman's approval and submission to the Governor.

Provost Michael Waide announced that a West Virginia Advance Grant for Technical Program Development received approval for \$50,000 to purchase a classroom ambulance simulator. Dr. Hancock, along with the Provost and Dean Kari Coffindaffer, are looking into ways to leverage alternative funding streams and redesigning the aviation program within FAA guidelines. Also, in partnership Western Governors University, 38 new program pathways have been developed.

Dr. Hancock informed that over 300 students applied for graduation, the move from the Locust Avenue campus to the Pierpont Advanced Technology Center is underway, night and weekend classes are being expanded for the fall schedule, policies are being reviewed, and the Pierpont branding is being updated.

IV. Operation Reports - Informational

1. Academic Affairs

The Academic Affairs Report was provided in detail in the May 11, 2021 Board Book. Mr. Waide highlighted the work and involvement of the faculty in writing and receiving grants, redesigning program coursework and stackable credentials, and developing articulation agreements.

2. Classified Staff

The Classified Staff Report was provided in detail in the May 11, 2021 Board Book. Ms. Jillian Sole was available for any questions as Chair, Amanda Hawkinberry, was unavailable.

V. Committee of the Whole

1. March 31, 2021 Combined Finance Report - Informational (Dale Bradley, CFO/VP for Finance and Administration)

Mr. Bradley shared that the details of the Combined Finance Report were provided in the May 11, 2021 Board Book. It was noted that the budget balance as of, March 31, 2021 is \$85,120 - no change since February 28, 2020.

The YTD Actuals reflect:

- Realized approximately 84% of projected tuition and fees revenue
- Realized approximately 83% of overall revenues
- Incurred approximately 62% of operating expenses
- The YTD Budget Balance is \$2,616.468

2. *Resolution for the Approval of the Pierpont Community & Technical College Board of Governors Meeting Schedule for AY 2021-2022 – Action Item (Cyndee K. Sensibaugh, EA to the President and BOG)*

As no quorum had been established, the approval of the Pierpont Community & Technical College Board of Governors meeting schedule for AY 2021-2022 was tabled.

Note: An emergency Board of Governors meeting will be called to conduct business on the agenda action items.

VI. Board Committee Reports

1. *Finance and Administration Committee Report (FA) (Dale Bradley, CFO/VP for Finance and Administration)*
 - a. Approval of Unrestricted Education and General Budget for AY 2022 – Action Item

Brian Bozarth, Chair of the FA Committee, allocated the report to Mr. Dale Bradley, CFO/VP for Finance and Administration. Mr. Bradley informed that the Unrestricted Education and General Budget for AY 2022 is under a deadline for submission to the State. However, as no quorum had been established, the approval of the Unrestricted Education and General Budget for AY 2022 was tabled.

Note: An emergency Board of Governors meeting will be called to conduct business on the agenda action items.

2. *Communications, Academic Affairs, Recruiting and Research Committee (CARR) – Informational (Brooke Nissim-Sabat, Chair)*

Ms. Nissim-Sabat, Chair of the CARR Committee (CARR) Committee, reported that a new process is being developed for program reviews with a focus on an annual timeline, instead of the standard five-year reviewing period.

The Strategic Plan development is under review and work that has been previously done is provided on the TEAMS Drive for assistance in the process.

VII. New Business

1. Nominations and Election of the AY 2021-2022 ATC Advisory Board Officers to be held at the June 15, 2021 ATC Advisory Board Meeting

2. Nominations and Election of the AY 2021-2022 BOG Executive Officers to be held at the June 15, 2020 BOG Meeting
3. Upcoming Meetings:
 - a. The next regularly scheduled ATC Advisory Board meeting is to be held on Tuesday, June 15, 2021 at 1:00 pm.
 - b. The next regularly scheduled Board of Governors meeting is to be held on Tuesday, June 15, 2021 at 2:00 pm.

VIII. Old Business

There was no old business announced.

IX. Public Comment

There were no signatures recorded for public comment.

X. Executive Session – Closed Session

No Executive Session was called.

XI. Adjournment

There being no further business, the meeting adjourned at 3:03 PM.

Respectfully submitted by Cyndee K. Sensibaugh

Pierpont Mission Statement: To provide accessible, responsive, comprehensive education that works.

Pierpont Vision Statement: Empowering individuals to transform their lives through education.

Pierpont Tagline: Education that Works.