

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
February 21, 2012
2:00 PM

MINUTES

Notice of Meeting and Attendance

A meeting of the Pierpont Community & Technical College Board of Governors was held on February 21, 2012, beginning at 2:00 PM in the Falcon Center Board Room.

Present at the meeting were Board members: Chairman James Griffin, Barbara Hendrey, Rick Pruitte, Sharon Shaffer, Jeff Tucker. Present by teleconference were: Linda Aman, Kyle Hamilton, Earl McConnell, and Tom Stose. Board members absent were: Dixie Copley, Beverly Jones, and Gene Weaver. President's Cabinet members present were: Dale Bradley, Sarah Hensley, Quentin Johnson, Steven Leach, Leslie Lovett, Paul Schreffler, and Cyndee Sensibaugh. Faculty and staff were also in attendance. President Doreen Larson was not in attendance, due to a meeting in Charleston.

Call to Order and Call for Public Comment

Chairman Griffin called the meeting to order and announced last call for public sign up for comments to the Board. One signature was recorded.

Approval of Minutes

The minutes of November 15, 2011 were presented for approval. Tom Stose moved that the minutes of November 15, 2011 be Approved. Rick Pruitte seconded the motion. All agreed. Motion carried.

As there were numerous Board members attending this meeting via teleconference, the action items were presented first.

Committee of the Whole (action items only)

- Board of Governors Policies Nomenclature Revisions

In the ongoing process of reviewing and revising the BOG Policies, minor (non-substantive) corrections can be made without the necessity of a 30-day public comment period. The Higher Education Legal Division's General Council has recommended that the proposed changes be presented to the Pierpont BOG for approval via resolution. Revisions were provided to the Board.

Sharon Shaffer moved that the nomenclature revisions be accepted for the identified Board of Governors Policies. Kyle Hamilton seconded the motion. All agreed.

➤ Board of Governors Policy #24 – Funding of the Intercollegiate Athletics

A Resolution was presented for Approval of a 30-Day Public Comment Period to address proposed changes to Policy # 24, Funding of Intercollegiate Athletics.

Language in the existing policy for Funding of the Intercollegiate Athletics does not reflect the athletic fee phase out plan addressed in House Bill 3215, Section 18B-2A-7a which states ‘community and technical colleges whose students were paying athletic fees for the benefit of the former sponsoring institution, but receiving no direct benefit from those fees, could phase out over a five year period’. To reduce the budgetary impact of this phase out to Fairmont State’s Athletic Department, Pierpont chose to defer and will pay a portion of this fee into AY 2014. Recommended amendments to this policy will address the athletic fee phase out and the repurposing of those funds.

Sharon Shaffer moved to Accept the 30-Day Public Comment Period for the proposed changes to Policy #24, Funding of Intercollegiate Athletics. Kyle Hamilton seconded the motion. All agreed.

➤ Board of Governors Policy # 12 – Phased Retirement

A Resolution was presented for Approval of a 30-Day Public Comment Period to address proposed changes to Policy # 12, Phased Retirement.

Language in the existing policy for Phased Retirement does not reflect the Board of Governors intent to modify the contractual term limitations and pay increases. The revisions proposed will provide the Board the option of applying the recommended amendments to this policy.

Sharon Shaffer moved to Accept the 30-Day Public Comment Period for the propose changes to Policy #12, Phased Retirement. Rick Pruitte seconded the motion. All agreed.

Committee Reports (action items only)

➤ Finance Committee

○ *Acceptance of FY 2011 Financial Statements Audit*

Dale Bradley presented for approval the Independent Auditor’s Report by Deloitte and Touche, LLP of Pierpont Community & Technical Colleges Finance Statements for the year-end June 30, 2011. A complete report was provided to the Board of

Governors at this Board meeting, and also reviewed by the Audit/Finance Committee on November 15, 2011.

Kyle Hamilton presented a motion to Accept the Independent Auditors Report of Financial Statements for Year End June 30, 2011. Tom Stose seconded the motion. All agreed.

○ *Authorization Refunding of Outstanding Revenue Bonds*

A Resolution was presented to the Board, with supporting documentation, for a Joint Resolution of the Fairmont State University Board of Governors and the Pierpont Community & Technical College Board of Governors authorizing the refunding of the outstanding revenue bonds and the issuance of refunding revenue bonds for the purpose of a substantial savings of approximately \$400,000 annually. This savings can be realized without extending the end date of the revenue bonds through the refunding process.

Sharon Shaffer provided a motion to Accept the Authorization Refunding of Outstanding Revenue Bonds. Earl McConnell seconded the motion. All agreed.

Special Recognitions/Presentations

- In absence of President Larson, Mr. Steve Leach announced and welcomed two new Pierpont employees to the Board.
 - Mrs. Laura Williams, Electronic Communications Specialist for the Office of Community Engagement, joined Pierpont in December 2011. Laura is also serving as an adjunct for Pierpont’s School of Business, Aviation, and Technology. Laura is working on the redesign of Pierpont’s web pages and navigation to an independent server.
 - Mrs. Lisa Phillips, Career & Technical Education Advisor, joined Pierpont in December 2011. Lisa has served as an adjunct instructor with Pierpont teaching Marketing and Management courses in Lewis County. Lisa will be advising nontraditional students in our Regional Academics area.
- Brian Floyd, Executive Director of Pierpont’s Culinary Arts Program, was recognized for being featured in the December/January edition of the Corridor Magazine in the article “A Frozen and Fleeting Art, Brian Floyd Carves out a Second Career in Ice Sculpture”.
- The Pierpont Culinary Team was recognized for bringing home their fourth ACF West Virginia State Culinary Competition. Chairman Griffin presented certificates of congratulations to Jay Mahoney-Coach, Allison McCue-Coach, Maria Provencher-Team Captain, Brandon Show, Jason Wells, Peerce Van Meter V, and Ryan Contraski.

- Brian Floyd was recognized for his successful completion of the American Culinary Federation Certified Culinary Education (CCE) Exam.
- Dr. Jerry Bacza, Dean of the School of Business, Aviation, and Technology, was recognized for his successful completion of the Association of Technology Management and Applied Engineering (ATMAE) Certificate in Engineering Graphics (CEG) Exam.

President's Report

Dr. Doreen Larson was called to Charleston and could not attend the Board of Governors meeting. Mr. Stephen Leach presented Dr. Larson's written report to the Board.

Enrollment continues to grow and student retention continues to improve. In recent meetings at the State Capital the Chancellor reported on enrollment highlights for the system and individual community colleges. In relation to Pierpont over the past five years, we have experienced an average enrollment growth of over 8 percent in headcount and FTE's. Enrollment of students aged 25 years and over has grown an average of 12 percent. Over the past year, enrollment grew an additional 3 percent, while enrollment of students aged 25 or over has increased 5 percent.

Within this five year time period, Pierpont's tuition and fees have increased by only 1.79 percent. The system average for this time frame has seen an increase of 3.5 percent. There have been only four community colleges that have kept tuition under 2.0 percent for this time.

The Culinary program has begun an evening cohort, lead by Chef Dale Hawkins, with 100 percent retention of students from the fall term to the spring term. With this program, 4-course culinary dinners are being offered by the students on Thursday evenings at 7:30 PM, for a minimal \$5.00 fee.

The list of interested applicants for the Pierpont/FirstEnergy partnership AAS Degree is growing. Pierpont's team from workforce development is providing training for workers to move up the ladder in the energy and power sector industries. Pierpont is a serious and committed partner in workforce development.

The WV Fellows Program, funded by the WV Campus Compact College Community Outreach Grant that partners with WV Wesleyan and Pierpont, has been launched. Dr. Larson recently toured WV Wesleyan with the graduate Fellows (Isaac Casto and Angela Miller) to focus on supporting our adult learners.

The faculty is engaged in adjusting program curriculum, adding new programs and partnerships, implementing the Landman program, gearing up for the LPN program in Braxton County, and expanding the EMS courses.

The Classified Staff Committee is currently engaged in a fundraising campaign for scholarships.

Pierpont has been approved to work with the Foundation as a DBA organization under the name of the Pierpont Foundation. The Foundation has generously supported the Legislative Reception held in Charleston this month, assisted in endowing culinary scholarship, supported the classified staff letter campaign, and is seeking funding for the Math and Writing Center. Dr. Larson gave appreciation to the Foundation and the newest members of the Foundation Board; Mr. Craig Walker, Mr. Brent Skidmore, Mr. William Holmes, and Mr. Blair Montgomery.

Sarah Hensley has been working with Mr. Robert Tinnell, local filmmaker and the 2011 West Virginia Film Director of the Year, to develop commercial and radio spots to promote Pierpont's training programs. These spots will be used on television, Pierpont's web site, radio, and used as enhancement when speaking with the public about Pierpont. Sarah Hensley showed the completed videos to the Board.

Operation Reports

- Leslie Lovett presented the Academic Affairs Report
- Mary Jo Rutherford presented the Classified Staff Report
- Paul Schreffler presented the Center for Workforce Education Report. Mr. Schreffler also presented a video reviewing the Marcellus Shale activities.
- Brian Floyd presented the Faculty Assembly Report
- Craig Shaffer presented the Foundation Report
- Meagan Gibson presented the Student Government Report

Committee of the Whole (informational items only)

- Financial Report

Dale Bradley provided the report on the Pierpont Community & Technical College Unrestricted and Restricted Funds and Fund Manager Budgets for the current budget and year-to-date actual as of December 31, 2011. A detailed review was provided in the February 21, 2012 Board of Governors book.

- Capital Projects Report

Dale Bradley announced that Jim Decker, AVP of Facilities Management, has accepted a position with Thrasher Engineering. Tom Tucker, Interim AVP for Facilities Management, and Stephanie Slaubaugh, Physical Plant Construction Project Manager, presented the summary report for the ongoing capital projects for FY 2012 to the Board. A detailed report was provided in the November 15, 2011 Board of Governors Book.

Committee Reports (informational items only)

➤ Off Campus Operations Committee Report

No report.

➤ Marketing Committee Report

No report.

Public Comment

Mr. Scott Ullom, Student Representative to the Fairmont State University Board of Governors, applauded the new commercial spots created for Pierpont by film director Bob Tinnell. Mr. Ullom expressed his desire to aggressively recruit students from the deaf community and suggested the use of a sign language interpreter box to be placed within the new commercial spots. Mr. Ullom stated that this will assist in developing awareness of the programs Pierpont offers to this potential student body. Mr. Ullom would also like to see an independent spot created to advertise Pierpont's sign language program.

Mr. Ullom also discussed the work of the ADA Compliance Committee actively pursuing funding for campus upgrades to ensure that the facility is fully ADA compliant and meets our student's needs. The ADA Committee will meet the first Friday after the spring break and will provide a follow-up report to the Pierpont and FSU Boards of Governors.

Mr. Ullom encouraged the Board to participate in touring the campus grounds and facilities to view area that need addressed. Chairman Griffin stated that ADA compliance is a priority for the Board. Mr. Griffin asked that Pierpont's Board Student Representative, Barbara Hendrey, work with Mr. Ullom on this matter, and serve as the Pierpont Board representative on the ADA Compliance Committee. Ms. Hendrey agreed.

New Business

The Board was informed of upcoming events. Dates were provided in the Board Book and calendar handouts.

Old Business

Executive Session

Sharon Shaffer moved pursuant to 6-9-A-4(b)2A of the West Virginia Code that the Board shall go into Executive Session to discuss personnel and personnel matters, which if

discussed in public might adversely affect the reputation of any person. Jeff Tucker seconded the motion. All agreed.

Exiting Executive Session

Sharon Shaffer provided a motion to exit Executive Session. Barbara Hendrey seconded the motion. All Agreed.

No items were presented for review or motion from Executive Session.

Adjournment and Next Meeting

There being no further business, the Board meeting was adjourned at 3:15 PM. The next Pierpont Board of Governors Meeting will be held on March 20, 2012 at 2:00 PM, in the Falcon Center Board Room.