

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
April 24, 2013
8:00 AM

MINUTES

Notice of Meeting and Attendance

A meeting of the Pierpont Community & Technical College Board of Governors was held on April 24, 2013, beginning at 8:00 AM in the Falcon Center Board Room.

Prior to the beginning of the meeting the 2012-2013 Pierpont Student Government Association representative to the Board, Jessica Cale, was provided the Oath of Office and sworn in by notary Cyndee Sensibaugh.

Present at the meeting were Board members:

Chairman Earl McConnell, Jessica Cale, Jim Griffin, Kyle Hamilton (by phone), Beverly Jones, Rick Pruitte, Sharon Shaffer, Tom Stose, and Gene Weaver.

Board members absent were:

Linda Aman, Barbara Hendrey, and Jeff Tucker

President's Cabinet members present were:

President Doreen Larson, Dale Bradley, Sarah Hensley, Steve Leach, Rob Linger, Leslie Lovett, Paul Schreffler, and Cyndee Sensibaugh.

Faculty and staff were also in attendance.

Call to Order and Call for Public Comment


Chairman McConnell called the meeting to order and announced last call for public sign up for comments to the Board.


Approval of Minutes


The minutes of March 19, 2013 were presented for approval. Jim Griffin moved that the minutes of March 19, 2013 be Approved. Tom Stose seconded the motion. All agreed. Motion carried.

Special Recognitions/Presentations

Chairman Earl McConnell and Dr. Larson offered special recognitions to Pierpont faculty, staff and students, as provided below. Provost Leslie Lovett spoke on behalf of Dr. Larson, due illness.

 *Mr. Rob Linger* was formally introduced and welcomed as Pierpont's first Chief Information Officer. Rob is a veteran who served in Operation Iraqi Freedom as a United States Marine. After serving, he attended The Ohio State University, receiving a Bachelors of Science in Business Administration from the Fisher College of Business. He has spent the past four years running an Information Technology company and now joins the Pierpont family.

 *Provost Leslie Lovett* was recognized for being selected to serve as a Peer Reviewer for the HLC Open Pathways Peer Review Board. Leslie's selection to serve on this board of leaders is a direct reflection of the value and confidence that the HLC places in her and brings recognition to Pierpont Community & Technical College.

 *State of WV Office of the Governor Service Awards:*

Each year the Governor's office recognizes state employees who have met service milestones. They received a certificate from the Governor and a service pin.

Classified and non-classified staff members recognized were:

- *Joyce Lamb*, from the Lewis County Pierpont Center, has served for 5 years
- *Jeani Hawkins*, Dean of Regional Academics, has served for 10 years
- *Beverly Jones*, from the School of Business, Aviation and Technology and a member of the Board, has served for 20 years.

Faculty members recognized were:

- *Vickie Findley*, Professor of Health Information Technology, has served for 20 years
- *Nancy Lawler*, Professor of Administrative Support and Office and Assistant Dean of the School of Business, Aviation and Technology, has served for 20 years.

 *Chef Jay Mahoney* was named as the 2013 West Virginia Chef of the Year!

Jay Mahoney serves as Pierpont's Culinary Arts Program Coordinator and Lead Chef Instructor. This is the third time that Jay has been named as Chef of the Year by the American Culinary Federation and the second time by the ACF West Virginia Chapter.

Chef Mahoney has led the Pierpont team to three consecutive state championships and three appearances at the AFC Northeast Regional competitions, where they have placed as high as third two years in a row against some of the biggest culinary schools in the country.

 *Pierpont Culinary Cast Iron Cook-off - Culinary Team with Student Chef Pamela Stevens and Student Sous Chef Brandon Show*


Student Chef Pamela Stevens led the Pierpont culinary team to win the Grand Champion Award at the Cast Iron Cook-off Competition, held at the Greenbrier Resort last January. Pamela was assisted by Sous Chef Brandon Show and the Cast Iron Team, which included three first-year students, and five other amateurs. Faculty member Barbara Alvarez and Ron Newcome (Beth Newcome's husband) were among the other team members.

The multi-course meal included Mushroom Consommé with Ramps, and a main dish of Rabbit stuffed with Prosciutto and Prunes. The Pierpont team competed against nine other contenders.

 *Center for Workforce Education Shale Net Grant Media Recognition*

Paul Schreffler provided an interview in January for a Fox News segment that highlighted the WV Shale Net Program. The segment featured the free career training that WV institutions are offering to fill the gap in the shortage of workers in high-paying oil and gas field jobs.

Paul and the ShaleNet Program instructors contributed to this national newscast and are doing great work with the Shale Net program.

 *RCB Aerospace Center Airframe Structures Media Recognition*

The RCB Aerospace Center received media attention for the first class of the Aviation Technician - Aircraft Structures Program.

The students learned safety regulations and procedures before learning the physical skills of drilling, cutting, bending and assembling the sheet metal. These talents will let them be aircraft structure technicians at a variety of local employers.

The Aircraft Structures Training Program (ASTP) is an example of how Pierpont works with local employers to customize and develop special training programs to meet their employment needs. Pierpont worked with Bombardier, HQ Aero, Lockheed Martin, and the Mid-Atlantic Aerospace Complex to develop a specialized training program that developed advanced sheet metal skills in all the candidates.

In eight weeks, candidates who had no previous aircraft training were introduced to the work of aircraft sheet metal skills in addition to nationally certified training in safety, precision measurement, and quality control. At their graduation, they were informed by their future employers that they were all scheduled to start work the following Monday.

President's Report

Due to a sudden illness, Dr. Larson deferred her report until the May meeting.

Operation Reports

- Steve Leach presented a Gifts and Grants Report
- Leslie Lovett presented the Academic Affairs Report
- Paul Schreffler presented the Center for Workforce Education Report
- Sean Rafferty presented the Student Government Report

Committee of the Whole

1. Financial Report

Dale Bradley provided a 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 February 28, 2013. A detailed review was provided in the April 24, 2013 Board of Governors book.

2. Honorary Degree Committee Resolution for Approval to Award Honorary Associates Degrees

Leslie Lovett presented a Resolution to the Board brought forward by the President of Pierpont Community & Technical College. In accordance with the criteria and procedures for honorary degrees and awards outlined in the shared institution's faculty handbook, the Honorary Degrees and Awards Committee met and reviewed nominees for consideration of receipt of a Pierpont Community & Technical College Honorary Associates Degree. The nominees are Linda Ogden and Hazel Virginia Phillips.

It was determined, by the Committee, that Linda Ogden and Hazel Virginia Phillips have met the criteria and procedures for honorary degrees and awards. Therefore, the summaries and recommendations were forwarded to the President of Pierpont for presentation to the Board. Upon review of the summaries, the President strongly recommended that Linda Ogden and Hazel Virginia Phillips be awarded an Honorary Associates Degree from Pierpont Community & Technical College.

A detailed review of the nominee's services and contributions to the institution, the region, the state, or nation was provided in the April 24, 2013 Board of Governors book.

Jim Griffin moved that Linda Ogden and Hazel Virginia Phillips be awarded an Honorary Associates Degree from Pierpont Community & Technical College. Tom Stose seconded the motion. All agreed. Motion carried.

3. *Capital Projects Update*

Tom Tucker provided an update of the Capital Projects Progress Report for FY 2013. A summary of the facilities project's completion status was provided in the March 24, 2013 Board of Governors Book.

Committee Reports

1. *Finance/Audit Committee*

A. Approval of Tuition and Fee Increase for AY 2013-2014

Dale Bradley presented a Resolution to the Board for Approval of the recommended Pierpont 2013-2014 Tuition and Fees, specifically an increase of 7.51% in the General and Education Tuition.

This increase of 7.51% affects the current fees:

- Pierpont Resident Fee by \$145 per semester, or 7.51%
- Pierpont Non-resident Fee by \$344 per semester, or 7.51%

Details of the Tuition and Fee Increase for AY 2013-2014 were provided in the April 24, 2013 Board of Governors Book.

Mr. Jim Griffin presented a motion to approve the AY 2013-2014 Tuition and Fees, specifically an increase in the Education and General Tuition of 7.51%. Mr. Kyle Hamilton seconded the motion. All agreed. Motion carried.

2. *Off Campus/Regional Academics Committee Report*

No report was given, however special recognition was provided by the committee chair, Tom Stose, to the Technical Advisory Board members of Bombardier and HQ Aero for their offer of employment to the students of the Airframe Structures program, after testing.

3. *Marketing Committee Report*

No report.

Public Comment

No signatures were recorded.

New Business

No new business to report.

Old Business

No old business to report.

Executive Session

Mr. Jim Griffin moved pursuant to 6-9A-4(b)9 of the WV Code that the Board shall go into Executive Session to consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision. Kyle Hamilton seconded the motion. All agreed. Motion carried.

Exiting Executive Session

Sharon Shaffer provided a motion to exit Executive Session. Tom Stose seconded the motion. All agreed. Motion carried.

Items Presented for a Motion from Executive Session

Jim Griffin provided a motion to authorize approval for the Pierpont Administration to move forward in pursuit of the future expansion of Pierpont Community & Technical College, and to explore leasing options for this purpose. Sharon Shaffer seconded the motion. All agreed. Motion carried.

Adjournment and Next Meeting

There being no further business, Jim Griffin made a motion to adjourn. Sharon Shaffer seconded the motion. All Agreed. The Board meeting was adjourned at 9:35 AM.

The next Pierpont Board of Governors Meeting will be held on Tuesday, May 21, 2013 at 2:00 PM, in the Falcon Center Board Room.