

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
June 21, 2011
2:00 PM

MINUTES

Call to Order

A meeting of the Pierpont Community & Technical College Board of Governors was held on June 21, 2011, beginning at 2:00 PM in the Falcon Center Board Room. Present at the meeting were Board members: Chairman James Griffin, Linda Aman, Dixie Copley, Kyle Hamilton, Beverly Jones, CassAndrew Kelly, Earl McConnell, Rick Pruitte, Sharon Shaffer, Tom Stose, Jeff Tucker, and Eugene Weaver. Also present were: President Doreen Larson, Incoming SGA representative Barbara Hendrey, and Cyndee Sensibaugh.

Last Call for Public Sign Up

Chairman Griffin announced last call for public sign up for comments to the Board.

Approval of Minutes

Dixie Copley moved that the Minutes of the May 17, 2011 Board of Governors Meeting be approved. Sharon Shaffer seconded the motion. All agreed and the motion carried.

Special Recognitions

Chairman Griffin offered a proclamation and recognized the outstanding service that outgoing SGA representative CassAndrew Kelly provided to the Board for the past academic year. Chairman Griffin also welcomed incoming SGA representative Barbara Hendrey to the Board.

Chairman Griffin thanked Dr. Doreen Larson for her dedicated service to Pierpont and the community over the past year and for “setting the bar high” for Pierpont. Dixie Copley and Chairman Griffin also gave a word of thanks to the Times West Virginian for providing visibility and marketing of Pierpont within the community. Barbara Hendrey concurred, stating that Dr. Larson has become a positive visible figure for Pierpont.

President’s Report

Dr. Doreen Larson again thanked CassAndrew Kelly for his service to the Board and welcome Barbara Hendrey.

Dr. Larson stated that the past academic year has been full of excitement, challenges, new learning and joy. She thanked the presidential search committee for choosing her and stated that she will continue to work hard to fulfill Pierpont’s vision as the “gateway” to

higher education in North Central West Virginia, and to foster Pierpont's independent identity.

It has been a good year for Pierpont with one of the highest enrollment increases in the state's community colleges. Our overall graduation numbers are second only to WVU – Parkersburg, and our rate of graduates as a percentage of enrollment is number one. This can be attributed to our faculty who pride themselves on their attention to our student's success.

Pierpont has obtained \$1 million in state funding for upgrades at the RCB National Aerospace Education Center. We obtained a half million in funding to launch a Math and Writing Tutorial Center, and \$1.3 million in matching state dollars to expand the North Central Advanced Technology Center. It was just announced that we received \$220,000 to launch and support a new LPN program in Braxton County. We have also received, in the past year, funding for the Power Plant and Mechatronics programs and for partnerships for Green Energy training, curriculum and programing to support energy sector initiatives, including the Marcellus Shale industry.

Dr. Larson stated that while funding is important, our partnerships and advocates have provided the support that allows us to continue to expand our programs, and facilities. We have been active in the community by taking part in business and community events. We have received much needed and valuable support from the Times West Virginian as they have reported on our events and have also sponsored and participated with us.

Other accomplishments this past year include our selection as a Pathways Pioneer College for Higher Learning Commission accreditation, reorganization of our Workforce and Continuing Education division, the success of our new position of VP for Academic Affairs, the expansion of professional development support on and off campus, the excellence of our faculty, and the dedication of our classified staff.

Dr. Larson also acknowledged the good job that the Board members have done for Pierpont. They have worked as a team and had 100 percent participation at the all-day strategic session. The Board provides us with the foundation that keeps us motivated to serve and improve.

Dr. Larson highlighted our new division of Community Engagement which has grown out of our strategic priority to "Strengthen Pierpont's engagement throughout our service area." This division will be headed by Sarah Hensley; with her promotion to VP on July 1st. Sarah has done an outstanding job in articulating the vision of the division along with short and long term staffing plans. She will be reaching out to many potential partners and friends of Pierpont that are just waiting for a connection.

Dr. Larson also noted that Paul Schreffler, AVP, will be promoted to VP of the Center for Workforce Education on July 1st.

In closing, Dr. Larson stated that with the extensive work and experience of Dale Bradley, Pierpont is sitting in a strong financial position. Although our budget is tight, we are in a position to afford employee raises, fund capital projects, add full time faculty, and continue professional tutoring services.

Operation Reports

- Mary Jo Rutherford presented the Classified Staff Report
- Leslie Lovett presented the Academic Affairs Report
- Paul Schreffler presented the Center for Workforce Education Report

Committee of the Whole

- Financial Report

D. Bradley provided the report on the Pierpont Community & Technical College Unrestricted and Restricted Funds and Fund Manager Budgets for current budget and year-to-date actual.

- Workers Compensation Policy FY 2012

D. Bradley offered an informational review of the new Workers Compensation Policy for FY 2012. The group policy for FSU/Pierpont offered by Brickstreet Insurance provides a \$7,888 savings over a proposed stand-alone policy.

- Capital Projects Report

J. Decker informed the Board that the contract for the Aerospace Sprinkler and Foam Fire Suppression project has been finalized and is on schedule. The Folklife Center project is beginning on Phase 3. These and other projects were listed for review in the Board report.

- AY 2011-2013 Textbook Adoptions Report

L. Lovett presented, for approval, a resolution to accept the missing textbook adoptions report and forward the same to the WV Council for Community and Technical College Education. Background of the Textbook Adoptions Report was provided in the Board report.

J. Griffin moved that the Textbook Adoptions Report be approved and forwarded to the WVCCTC. S. Shaffer seconded the motion. All agreed.

Committee Reports

- Finance Committee

a. FY 2012 Unrestricted Education and General Budget Approval

D. Bradley presented a resolution to approve the Unrestricted E & G Budget for FY 2012. The proposed budget, and changes, were summarized and attached in the Board Report.

K. Hamilton moved that the Unrestricted E & G Budget for FY 2012 be approved. L. Aman seconded the motion. All agreed.

b. FY 2012 Pay Raise

D. Bradley presented a resolution to approve a 2% pay raise for eligible Pierpont employees, or implementation of the Mercer Salary Step increase for classified employees with 15 or less years of service, effective October 1, 2011. A background summary and recommendation was provided in the Board Report.

A motion to approve the pay raise for FY 2012 was presented by T. Stose and seconded by L. Aman. Motion carried.

c. FY 2012 Chargeback Agreement

D. Bradley presented a resolution to approve the chargeback agreement for FY 2012 that reflects changes for the budget values for each institution due to adjustments to the agreement, and a change in the FTE enrollment allocation percentage. An in-depth review of the agreement was provided in the Board Report.

A motion to approve the Chargeback Agreement for FY 2012 was presented by K. Hamilton and seconded by R. Pruitte. Motion carried.

d. FY 2012 Capital Projects

D. Bradley presented a resolution to approve the reauthorization of carryover projects from the 2011 approved E & G Capital Project list and the 2011 approved Auxiliary Capital Project list. An in-depth review of the continuing 2011 capital and auxiliary projects and the 2012 proposed capital projects were provided in the Board Report.

K. Hamilton moved to reauthorize the carryover of projects from the 2011 E & G Capital Project list and the 2011 approved Auxiliary Capital Projects. L. Aman seconded the motion. All agreed.

➤ Off Campus Operations Committee

- No report

➤ Marketing Committee

- No report

➤ Board of Governors Officers – Nominating Committee

D. Copley, Chair of the Nominating Committee, presented the recommendations for the Board of Governors Officers for AY 2011-2012. They are...

- Chairman of the Board – Jim Griffin
- Vice Chair – Dixie Copley
- Secretary – Beverly Jones

T. Stose moved that the recommended Officers for the Board of Governors for AY 2011-2012 be approved. K. Hamilton seconded the motion. All agreed.

➤ Advanced Technology Center Advisory Board Officers – Nominating Committee

D. Copley, Chair of the Nominating Committee, presented the recommendations for the ATC Advisory Board Officers for AY 2011-2012. They are...

- Chairman of the Board – Earl McConnell
- Vice Chair – Sharon Shaffer
- Secretary – K. Hamilton

D. Copley moved that the recommended Officers for the ATC Advisory Board for AY 2011-2012 be approved. L. Aman seconded the motion. All agreed.

New Business

➤ Appointment of Marketing, Finance and Off-Campus Sub-Committee Officers

Chairman Griffin announced that the sub-committee officers and members will remain unchanged for 2011-2012 AY, with one exception. Incoming SGA representative Barbara Hendrey will replace outgoing SGA representative CassAndrew Kelly on the Finance Committee.

➤ Organization and Staffing Proposal for the Office of Community Engagement

Dr. Larson presented a resolution for approval of the creation of the Office of Community Engagement organization division. This new office will address Pierpont's priorities and goals to have a presence in all 13 counties, provide web based marketing and identity, and expand our outreach to adult and part time students. Focus will be placed on Pierpont's Strategic Vision and Guiding Principle. An in-depth review of this new division was provided in the Board Report.

T. Stose made a motion to approve the creation of the Office of Community Engagement organizational division. D. Copley seconded the motion. All agreed.

➤ ACCTWV Advocacy Group Report

E. McConnell provided his report as the Pierpont representative at the Association of Community College Trustees West Virginia Advocacy Group meeting held on April 29, 2011 in Charleston.

The purpose of the meeting was to create and recommend a common advocacy agenda with a plan of action for local governing boards to engage legislators and other influential individuals. Five out of ten school representatives were in attendance. In discussion, it was agreed that the Chair of each CC Board should meet (1) with the 1st Lady at the Governor's mansion in June, (2) at Glade Springs 2011 Annual Conference, and (3) at the next Legislative session. These meetings will bring a consensus of ideas and strategies for upcoming development for the ACCT Advocacy Group.

Chairman Griffin thanked Mr. McConnell for his service on the Advocacy Board and asked him to continue in this work.

➤ 2011 Joint Annual Conference, Glade Springs, WV, October 26-28.

Information was provided to the Board for attendance at the 2011 CTCS and WVCCA Joint Annual Conference. Chairman Griffin asked the members to make plans to attend and give notice to C. Sensibaugh for arrangements.

➤ Patriot Flag Ceremony, August 16, 2011

The Patriot Flag that has been traveling throughout all 50 states to honor and memorialize the September 11th victims will be on campus on August 16, 2011. A ceremony is planned at 1:00 PM at the Duvall-Rosier Field. As the Board meeting is also scheduled on August 16th at 2:00 PM, it will be moved to 3:00 PM to allow the Board members to participate in the ceremony.

Executive Session

D. Copley 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, which if disclosed in public might adversely affect the reputation of any person. S. Shaffer seconded the motion. All agreed.

A motion was made by D. Copley that the Board move out of Executive Session. T. Stose seconded the motion. All agreed.

Committee Report continued

➤ Presidential Evaluation Committee Recommendations

E. Weaver stated that the Presidential Evaluation Committee's review of Dr. Larson's past year's performance warranted an overall rating of Outstanding. Chairman Griffin entertained a motion, for the record, to accept Dr. Larson's Outstanding evaluation. D. Copley moved that the Board accept Dr. Larson's Outstanding performance review. R. Pruitte seconded the motion. All agreed.

K. Hamilton moved that the Board grant Dr. Larson a 4.3 percent pay increase for FY 2012, with the approval of WV Council for CTCS. D. Copley seconded the motion. All agreed.

Adjournment and Next Meeting

There being no further business the Board meeting adjourned at 4:00 PM. The next Board of Governors Meeting will be held on August 16, 2011 at 3:00 PM in the Falcon Center Board Room.