

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
September 17, 2013
2:00 PM

MINUTES

Notice of Meeting and Attendance

A meeting of the Pierpont Community & Technical College Board of Governors was held on September 17, 2013, at 2:00 PM in the Pierpont Center at Veteran's Square Board Room.

Present at the meeting were Board members:

Chairman Earl McConnell, Linda Aman, Jessica Cale, Jim Griffin, Beverly Jones, Rick Pruitte, Sharon Shaffer (via teleconference), Tom Stose, Jeff Tucker (via teleconference), Chip VanAlsburg, and Gene Weaver.

Board members absent were: Kyle Hamilton.

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.

Moment of Silence

Jim Griffin requested that the Board observe a moment of silence to honor the victims of the shooting incident at the Naval Yard in the Washington DC suburbs.

Review of Commitments by Board Members and Acronyms Used in Higher Education

Chairman McConnell called attention to the Commitments by Board Members and Acronyms Used in Higher Education documents that were included in the September 17, 2013 Board Book. There were some newly added acronyms to the list.

Approval of Minutes

The minutes of August 20, 2013 were presented for approval. Tom Stose offered a motion that the minutes be approved, as presented. Rick Pruitte seconded the motion. All agreed. Motion carried.

Special Recognitions/Presentations

- Rachel Plybon Beach: The Board recognized and thanked Rachel Beach for her management of the design plans and furnishings for the Veteran Square, MTEC, Merchant Street, and Atrium space, as Pierpont extended programs to these facilities.

Rachel brought her artistic eye to the best use of space, including furnishing and color layout. Mrs. Beach was visionary and included the Interior and Applied Design students in the planning. She used this opportunity to give the students a real world experience in helping plan for functional space.

President's Report

President Larson welcomed everyone to the inaugural board meeting in the Pierpont Board of Governor's Conference Room at Veterans' Square. Dr. Larson again thanked Rachel Beach for her vision and leadership on the Veteran's Square remodel and also thanked the faculty, physical plant staff, CWE staff, WV Commercial employees, city partners, IT staff, and students.

President Larson stated that part of Pierpont's accreditation process required the college to identify a project that would substantially improve some core aspect of our programs or processes. The project chose was to identify a set of outcomes for graduates that would be universally taught and measured throughout all of Pierpont's certificate and degree programs. It was an overwhelming task to carve out identifiable and measurable outcomes among the many possible and important products of quality higher education, and we are proud that the work of our faculty team from Pierpont is now being adopted statewide.

Dr. Larson then asked Provost Leslie Lovett to present an overview of this project. Provost Lovett provided a PowerPoint presentation on the completed work.

In the area of our 13-county outreach goal, Pierpont has an opportunity this fall to partner with WBOY TV by sponsoring special coverage from WBOY of 5 regional high school games this fall. WBOY provides pre-game live coverage of the match-ups and Pierpont receives some live air time and also has a presence at the game. Dr. Larson thanked Bo Sellers and Ron Weist for finding this opportunity and also for working as "staff" at the games.

Dr. Larson mentioned the personal commitment of one board member at the WBOY covered games where our new mascot, Monty the Lion, is featured.

Monty is being portrayed at the games - on Friday nights in the heat or the cold - by Board member Jessica Cale. Dr. Larson then showed photos of Jessica, as Monty, making new friends for Pierpont and with a round of applause thanked Jessica.

Dr. Larson stated that each area of the college is now working on our college priority projects. We have focused this fall on our new locations and also on improving our bandwidth and connectivity to all of our regional sites. One major change implemented for this fall was the shift of students previously admitted as "undeclared" into a general liberal studies program. The reason for this change is that an undeclared student is not assigned a faculty advisor within our current Banner system protocol, so these students were pretty much on their own until they signed up for a major. Now, students who are unsure of their ultimate program of study at Pierpont are admitted under the Liberal Studies program. These students are assigned a faculty advisor and they are guided to take courses that will help them make program decisions and also that will apply to a range of program options.

President Larson informed that Pierpont has a lowered enrollment this fall, particularly within the group of new freshman, and some of that enrollment decline may be due to the change in admitting students. However, we feel that the students and their families will appreciate the efforts of Pierpont to maximize their time and money spent on their college education. Previously, we found students who had taken well over 30 credit hours without yet declaring a major and that represents money and time in college that will not directly result in a degree. At Pierpont, we are going to build our enrollment and our reputation on the foundation of student achievement and the attainment of a valued credential. We would rather have a smaller student body and focus on the success of those students than have a large initial enrollment that results in many students falling through the cracks.

Dr. Larson stated that Dale Bradley, CFO, has called together a constituent group to help adjust our current budget and to also stay together as a budget advisory group going forward. Through this college team he will be able to openly provide all of our budget information and also operate the team in an atmosphere conducive to shared decision-making.

Operation Reports

1. Leslie Lovett provided a report on Academic Affairs
2. Paul Schreffler presented the Center for Workforce Education Report
3. Mary Jo Rutherford presented the Classified Staff Report
4. David Beighley presented the Faculty Senate Report
5. Sean Rafferty provided a Student Government Report

Committee of the Whole

➤ *Financial Report*

Dale Bradley provided the independent 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 July 31, 2013. A complete summary of the report was provided in the September 17, 2013 Board of Governors book.

Committee Reports

➤ *Audit/Finance Committee*

In absence of Kyle Hamilton, Chair of the Finance/Audit Committee, Jim Griffin began the Committee's report.

A. Funding for Advanced Technology Center Expansion

Pierpont requested and received approval to make additions to the design of the Advance Technology Center in December 2012. In return for the additions to the project, Pierpont's administration committed an additional \$2.5 million to the construction and administrative costs. Pierpont had previously committed \$1.3 million to the project for the allied health addition. This makes Pierpont's total financial commitment to the ATC project at \$3.8 million.

A resolution was brought before the Board to approve the additional \$2.5 million in funding for the Advance Technology Center. This commitment of funds consists of \$1.5 million in E&G Reserves and \$1 million in E&G Capital funds.

A detailed summary of the ATC funding expansion was provided in the September 17, 2013 Board of Governors Book.

Jim Griffin moved to approve the additional \$2.5 million in funding for the Advanced Technology Center. Rick Pruitte seconded the motion. All agreed. Motion carried.

B. Distribution of AY 2013-2014 Tuition and Fees

Dale Bradley provided a handout to the Board to review the existing tuition fees assessed to Pierpont students taking classes off campus (non-Locust Avenue) and on campus (Locust Avenue). Also reviewed were the tuition and fees assessed to Pierpont students located off campus but taking one credit hour of class on the Locust Avenue campus.

For informational purposes, it was noted that as students receive classes on the Locust Avenue campus, Pierpont has no management control over 20 percent of the tuition and fees assessed.

Jim Griffin thanked Dale Bradley for his professionalism and honesty that assists the Board in making important decisions.

➤ *Off Campus/Regional Academics Committee Report*

Mr. Tom Stose reported that the Aircraft Structures Training Program classes are filled with dedicated and motivated students. The aerospace companies have visited the students and have expressed interest in hiring graduates of this program.

Some Harrison County high school seniors attend the Aviation Center in the morning to get a start in their education towards a career in aviation technology.

Mr. Stose then provided a presentation of photos of the newly occupied MTEC facility.

➤ *Marketing Committee Report*

No report.

Public Comment

No signatures were recorded.

New Business

No new business announced.

Old Business

Dr. Larson offered a reminder to the Board and attendees that the 2013 WVCCA WVADE Conference will be held on October 23-25. The Board can register on line, or contact Cyndee Sensibaugh for assistance with registration.

Executive Session

No Executive Session called.

Adjournment and Next Meeting

There being no further business, Tom Stose made a motion to adjourn. Jim Griffin seconded the motion. All Agreed. The Board meeting was adjourned at 4:15 PM.

The next Pierpont Board of Governors Meeting will be held on Tuesday, October 15, 2013 at 2:00 PM at the Pierpont Center at MTEC.