

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
October 15, 2013
2:00 PM

MINUTES

Notice of Meeting and Attendance

A meeting of the Pierpont Community & Technical College Board of Governors was held on October 15, 2013, beginning at 2:00 PM at the Pierpont Center at Monongalia Technical Education Center.

Present at the meeting were Board members:

Chairman Earl McConnell, Linda Aman (via phone), Jim Griffin, Kyle Hamilton, Beverly Jones, Rick Pruitte, Sharon Shaffer, Jeff Tucker, Chip VanAlsburg (via phone), and Gene Weaver.

Board members absent were: Jessica Cale and Tom Stose.

Special guests in attendance: Nick Fantasia

President's Cabinet members present were:

President Doreen Larson, Dale Bradley, 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 September 17, 2013 were presented for approval. Sharon Shaffer offered a motion that the minutes of September 17, 2013 be approved, as presented. Rick Pruitte seconded the motion. All agreed. Motion carried.

Special Recognitions/Presentations

➤ The Board members welcomed Mr. Nick Fantasia, representative of the Marion Regional Development Corporation. The Board officially offered recognition for the generous donation of property that the Marion Regional Development Corporation gave to

Pierpont for use in the Petroleum Technology Associate Degree Program. The land will be used for hands-on drilling training. A formal resolution will be presented to the Board at this meeting to officially approve the acceptance of this generous land donation. Mr. Fantasia expressed his pleasure in being able to partner with Pierpont for this important program.

President's Report

Dr. Larson provided an in-depth report on Pierpont programs, construction projects, DOL grant announcement, and budget items. Provided below is the complete transcript of Dr. Larson's report.

Dr. Doreen Larson's Report:

It is such a pleasure to hold our meeting here at the new Pierpont Center at MTEC. You may recall that at this time last year we were scheduling tours for Board members of the existing steel buildings used for Mon County Schools. We were impressed, but I think that we can agree that this facility exceeds our initial vision. I know that the students and faculty utilizing the new building are happy and we look forward to continuing and expanding our partnerships with the Mon Board of Education

I am delighted to report that the North Advanced Technology Center project officially launched the construction phase, as of yesterday. The contract calls for substantial completion within 470 days and that will be here in the blink of an eye. Paul Schreffler is leading the "Team ATC" of faculty and staff that will now put the final touches on the project and monitor the detail of construction and roll out. We have an on-site project coordinator provided by the Chancellor's office. Blaine McVicker is the Clerk of the Works and will oversee the daily progress of the project, serve as a project liaison, and help coordinate media coverage of benchmark achievements.

The Board will be pleased to know that the initial accreditation review of the Pierpont Emergency Medical Services program was very positive. The official report will take a few months to complete, but the site team noted that the Pierpont program sets the standards and takes the lead in program development and implementation not only in our service region, but throughout the state. Tracey Corbin and Rusty Taylor are the lead faculty in this program and I am sure that they are now breathing a sigh of relief, but already making plans to expand and improve the program.

On the not so bright side of things, Dale is leading a cross-campus team that is reviewing our current budget and developing recommendations to address the budget shortfall within this current year. Our fall enrollments fell below our estimates and our budget was already limited due to the reductions in our state appropriations. The team is researching all options for budget reductions along with developing new avenues for revenues. We have an on-line anonymous suggestion box established to collect suggestions for savings and revenue as well. We have recently received some grant funding that may

help in the short and longer term and we are, of course, focusing efforts on enrollment and recruiting.

A major grant announcement was just made recently. West Virginia was successful in obtaining a very significant grant from the federal department of labor. The technical term for the grant is the Trade Adjustment Act Competitive Community College grant – call the T double A, C 3 T grant or just DOL grant for short. As part of the grant consortium, Pierpont Community and Technical College will receive \$2.3 million dollars in funding over a 4 year period.

I thought the Board would be interested in the major objectives of the grant and also the direct funding to Pierpont. The title of the West Virginia project is Bridging the Gap and the grant is referred to as the BTG grant.

The overall goal of the Bridging the Gap Consortium (BTG) is to establish a culture of continuous improvement across consortium institutions, develop and implement enhanced and accelerated sector-driven career pathways, strengthen contextualized, online, blended, and remote academic instruction, and implement expanded and individualized student support strategies.

Programs will award skill set certificates, certificate degrees, and associate's degrees in the manufacturing and mechatronics, energy technology, information technology and construction fields.

Simply put, the grant is focused on educating the large currently uneducated population in West Virginia. The intent is to reach and enroll those that are unemployed or under-employed - those that have never attended or even considered attending college. The grant will equally educate the developing industries in West Virginia as to the ability of community colleges to provide tailored, short-term, and flexible training that will produce an excellent pool of local workers.

This project will bridge energy, manufacturing, information technology (IT), and construction trades career pathways, enhance academic instruction, and close student support gaps created during this period of rapid expansion, while strengthening an innovative Registered Apprenticeship Program (RAP) partnership and creating a culture of continuous improvement that will extend into the CTC system's second decade.

A major area of focus within the grant for Pierpont is energy. The primary focus of consortium energy programs is Marcellus Shale jobs with secondary focus on power generation. The community college system is establishing two new petroleum technology programs to meet rapidly expanding WV oil and gas middle-skill jobs demands.

According to a recent report on Marcellus Shale's impact, oil and gas extraction jobs increased 9.5%; related construction jobs increased 50%, and support activities such as excavation and well surveying increased 36% between 2008 and 2011, with 10,580 total sector jobs. This expansion is expected to continue with 600 to 1,000 new wells being drilled in 2013 and 2014. Work Force WV projects an increase of 800 workers per year

over the next 5 years with 200 students annually referred for oil and gas training. Of the 15 key oil and gas occupations identified by Work Force WV, 12 require training beyond high school, but less than a 4-year degree. There also is demand for power plant technology, line installation/repair, and surveying jobs.

A second focus for Pierpont is Information Technology. WV has a vibrant IT sector driven by government agencies and research, including networking, programming, software and application development, and cyber-security, that will grow significantly over the next 7 years.

Overall, the grant has identified factors that are limiting the provision of needed workers in key sectors in West Virginia and is offering solutions to be tested and evaluated for best results in bolstering an educated and valued West Virginia workforce. The first factor identified in the grant is a current lack of skilled workers. Many employers participating in community outreach activities reported difficulty finding skilled workers to fill vacant positions. West Virginia Community Colleges identified two reasons for this “skills” gap. First, institutional programs vary in alignment with national standards or regional needs. For example, Manufacturing and IT employers want nationally-recognized certifications, and the state’s two major electrical distribution providers want Center for Energy Workforce Development (CEWD) career pathways alignment.

Secondly, college instructors do not always have needed certifications, nor are they using the latest equipment, processes, and techniques that are required in industry. WV oil and gas producers, for instance, want technicians taught new drilling and production skills using real-world simulation in outdoor and indoor laboratories. Accessing state of the art equipment along with finding instructors with expertise in cutting edge processes presents challenges in financial and human resources for community colleges.

Some specific initiatives within the grant that address the identified factors contributing to a lack of skilled workers are the implementation of:

- New energy certificates
- New oil and gas certificates
- A nationally portable mechatronics certificate
- Mobile learning applications/courses
- A nationally portable cyber technology certificate
- Competency-based online IT programs and courses

A second factor identified in the grant was weak student support systems. Virtually all groups expressed concern about student support systems at community colleges. A state labor leader opined that institutions need to “learn their students”; a college president obtained state Stimulus funding to provide professional tutorial services to students; and Work Force WV’s Dislocated Workers Unit director stressed better career planning services for TAA workers.

The data corroborate their concerns. The consortium’s current 6-year student success rate is 34%. The success rate drops to 16% for students who must start college by

taking developmental courses. In West Virginia, community college students, moreover, report lower-than average use of advising and counseling, according to the leading student engagement survey. Community colleges in WV report a 1,500 to 1 student-to-counselor ratio that is well below the national average.

Specific initiatives funded within the grant are:

- Career planning services and counseling early in a student's college experience
- Digital tracking of student use of career and advising services along with student-friendly feedback material such as dashboards, progress toward degree, and academic standing.
- Career mapping within business and industry sectors to illustrate career options that build on shorter term programs such as certificates that lead to 2-year degrees that then transfer into 4-year programs.
- Provision for individual student Coaching/counseling throughout their program.
- Provision for peer and faculty mentoring of student interns and new employees.
- Use of early warning systems to provide intervention and help to students within academic terms and early in their college programs.

A third factor contributing to a limited trained workforce is the lack of flexibility in community college courses and services. Various groups of employers, students, and business partners expressed frustration with the community colleges' lack of flexibility. Some specific issues identified included the lack of divergence from the standard semester calendar, limited evening and weekend courses, and the lack of year-round course offerings. All of these restrictions lead to an unnecessary length of time for students to earn basic credentials.

Other issues included a failure to adjust schedules and modes of delivery to accommodate workers' needs, and the lack of avenues for students to receive credit for prior learning.

The average WV community college student who earns an associate's degree takes 5 years to do so and earns 39 more credits than needed in the process. In 2011-2012, students earned fewer than 20% of their credits in non-traditionally formatted classes.

Specific initiatives funded within the grant to address the lack of college flexibility are:

- Implementation of a uniform state system for awarding credit for prior learning.
- Offering courses within a compressed schedule and within a year-round calendar.
- Providing developmental instruction in "accelerated" formats that include stretch courses and bridge programs.
- Instituting block scheduling options
- Developing more courses and programs that use online/blended learning
- Developing more courses and programs that use hybrid schedules

What does this grant mean for Pierpont?

Well, first the timing could not be better with our new programs launched in power and energy and the construction begun on the North Advanced Technology Center. In Higher Education it is not often that several plans actually converge as planned, but in the case of this grant and Pierpont's priorities we were lucky.

Several positions are funded for Pierpont in the grant and they include three full time positions, one half time position and one $\frac{3}{4}$ time position.

1. **An Institutional Transformation Leader** – this is a $\frac{3}{4}$ position that oversees the Bridging the Gap project at Pierpont
2. **An Advanced Manufacturing Transformation Leader** – this is a full time position that oversees advanced manufacturing and mechatronics accelerated sector-driven career pathways and instructional transformations across the consortium.
3. **An Energy Program Coordinator** – this is a full time position that supports consortium-level career pathways development and refinement, support sector partnership development. This person will implement those changes at his or her institution, including obtaining approval for program changes and creating and adjusting program schedules to accelerate credential attainment.
4. **An Advanced Manufacturing Transformation Coordinator** – this is a full time position that supports consortium-level career pathways development and refinement and supports consortium-level instructional projects, including gateway, bridge, capstone, online, blended, and remote courses and laboratories, as well as instructional partnerships, and implements those changes at his or her institution.
5. **An Information Technology Program Coordinator** - this is a half time position that supports consortium-level career pathways development, supports consortium-level technology projects (including prior learning assessment), and career planning portal development and analytics (as well as instructional partnerships), and implements those changes at his or her institution.

Grant funding for needed support services includes \$41,000 for developmental education coordinators providing English, reading, math, and digital literacy remediation. The grant also funds \$26,000 for peer coaches to provide support to potential and current technical program students, including assisting them with enrollment, financial aid, career counseling, and other services. \$54,000 is provided for counselors to provide various types of counseling for students, including career planning, job placement, and mental health services.

The grant also funds two digital classroom/laboratories at the North Advanced

Technology Center that will allow for collaborative technology-based learning at the classroom and laboratory sites and at remote sites at institutions across WV at a cost of \$40,000 per classroom

Additional equipment for the Pierpont Petroleum Technology program includes an energy simulations/remote laboratory funded at \$296,700. Various pieces of equipment for indoor/outdoor petroleum technology drilling/rigging training site will be purchased including:

- IADC-approved well simulator.
- Boom/vertical forklift
- Rigging/load handling training hardware
- 2 fully functional simulators
- Well servicing lab hardware

What does Pierpont need to do?

First and foremost we need to maintain our schedule of a separate Banner system implementation. It is obvious that the foundation of the grant and the basis of the grant outcomes require a student system that is tailored to workforce training, scheduled around business hours and industry schedules, and provides for alternative instructional delivery. None of these options are possible within the current university-centric Banner system. We also need to quickly find and hire the transformational leaders identified in the grant funding. Some of these positions can be filled from within and some will require recruiting and hiring new talent.

Within the next few weeks, Pierpont will be engaged in a series of grant trainings and information sessions hosted by the Department of Labor, the Chancellor's office, and within Pierpont divisions.

We are excited and overwhelmed at the same time. This grant represents a major shift in program delivery that will challenge community colleges that operate with full autonomy. The grant requirements and promised outcomes are that much more daunting for Pierpont given our currently shared status with FSU. We hope that the funding and this support from the state and the federal department of labor will provide further momentum and validation for our efforts to fulfill the vision and promised benefits of a separate and independent community college system in West Virginia.

End.

Operation Reports

- Leslie Lovett provided a report on Academic Affairs
- Paul Schreffler presented the Center for Workforce Education Report
- Mary Jo Rutherford provided the Classified Staff Report
- Michael Waide presented the Faculty Senate Report

- No Student Government Report was given

Committee of the Whole

- *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 August 31, 2013. A complete summary was provided in the October 15, 2013 Board of Governors book.

- *Construction Projects Progress Report*

Stephanie Slaubaugh provided an update on the FY 2014 capital projects completion progress. A complete summary of the report was provided in the October 15, 2013 Board of Governors book.

Committee Reports

- *Audit/Finance Committee*

Kyle Hamilton, Committee Chair, provided the Audit/Finance Committee Report.

A. Acceptance of Marion Regional Development Corporation Land Donation

A resolution was brought before the Board to approve the donation/purchase of 18.79 acres +/- in the southeastern-most portion of the Marion Regional Business Park from MRDC for the purchase price of \$10, subject to a satisfactory Phase One Environmental Survey.

This donation will provide the necessary land for Pierpont to deliver hands-on training for various drilling related activities for the Petroleum Technology Associate Degree Program.

Jim Griffin moved to approve the resolution to acceptance of the MRDC donation of property to be used as a training site for the Petroleum Technology Program. Kyle Hamilton seconded the motion. All agreed. Motion carried.

B. Approval of FY 2014 Capital Projects

Three capital projects that impact both Pierpont and FSU consisting of campus wide small projects, academic funds, and landscaping were discussed and agreed upon in a joint Finance Committee meeting by and between Pierpont and FSU.

It was recommended to provide the Physical Plant and the Provosts funding to deal with life safety issues and small projects. Each institution's administration and Finance Committee agree that these projects should move forward at this time, while funding for larger repair and maintenance projects are still under discussion.

A resolution was presented for approval that the Board should allow \$397,000 in FY 2014 Capital Project budget, consisting of \$197,000 for campus wide small projects, \$100,000 for the campus wide academic fund, and \$100,000 for campus wide landscaping.

Kyle Hamilton moved to approve \$397,000 in FY 2014 Capital Project Budget to move forward in funding projects for campus wide small projects, academic funds, and landscaping. Jim Griffin seconded the motion. All agreed. Motion carried.

➤ *Off Campus/Regional Academics Committee Report*

No Report.

➤ *Marketing Committee Report*

No Report.

Public Comment

No signatures were recorded.

New Business

No new business discussed.

Old Business

President Larson reminded the Board about the WVCCA/WVADA 2013 Annual Conference to be hosted by Pierpont Community & Technical College on October 23-25, 2013 at the Bridgeport Conference Center in Bridgeport, WV, and encouraged everyone to attend. Information on the Conference was provide in the August 20, 2013 Board Book.

Executive Session

No Executive Session called.

Adjournment and Next Meeting

There being no further business, Jim Griffin made a motion to adjourn. Beverly Jones seconded the motion. All Agreed. The Board meeting was adjourned at 3:13 PM.

The next Pierpont Board of Governors Meeting will be held on Tuesday, November 19, 2013 at 2:00 PM at the Robert C. Byrd Aerospace Education Center.