

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
October 18, 2011
2:00 PM

MINUTES

Call to Order

A meeting of the Pierpont Community & Technical College Board of Governors was held on October 18, 2011, beginning at 2:00 PM in the Falcon Center Board Room. Present at the meeting were Board members: Chairman James Griffin, Dixie Copley, Barbara Hendrey, Beverly Jones, Earl McConnell, Rick Pruitte, Tom Stose, and Gene Weaver. Jeff Tucker was present via teleconference. Absent was: Linda Aman. Also present were: President Doreen Larson, Dale Bradley, Brian Floyd, Meagan Gibson, Sarah Hensley, Nancy Lawler, Leslie Lovett, Joyce Ross, Mary Jo Rutherford, Paul Schreffler, Cyndee Sensibaugh, and Craig Shaffer.

Last Call for Public Comment

Chairman Griffin announced last call for public sign up for comments to the Board. No signatures were recorded.

Approval of Minutes

The minutes of August 16, 2011 were presented for approval. Tom Stose moved that the minutes of August 16, 2011 be approved. Dixie Copley seconded the motion. All agreed. Motion carried.

The Minutes of September 20, 2011 were presented for approval. Dixie Copley moved that the minutes of September 20, 2011 be approved. Kyle Hamilton seconded the motion. All agreed. Motion carried.

Special Recognitions

- Three faculty members were recognized for achieved milestones in years of service to the State by the WV Division of Personnel. Professor Brad Gilbert was recognized for 20 years of service, Professor Sandra Woods was recognized for 20 years of service, and Professor Donna Snyder was recognized for 25 years of service. Dr. Doreen Larson highlighted the career achievements of each of the recognized faculty and presented a certificate and service pin from the WV Division of Personnel.
- Asst. Professor and Interim Dean of Academic Studies, Debra Benedetti was recognized for the recent publication of her book "Season of Play " by Headline Kids Publications. The book is a children's picture book that contains a collection of games and rhyming texts with pastel illustrations by Ashley Teets. The book emphasizes outdoor fun and encourages kids to play and learn through physically active games. Dr. Larson congratulated Ms. Benedetti on her achievement.

- Dr. Jodi Rust was recognized on the publication of her article “Rapid Development of Hybrid Courses for Distance Education: A Midwestern University Pilot Project” in the Online Journal of Distance Learning Administration. The article focuses on a learner-driven, faculty-friendly, instructional design model created for blended learning. Dr. Larson congratulated Ms. Rust on her achievement.
- Pierpont graphics technology freshman, Ciara Jackson was recognized for the completion of her digital media project that combines the use of storytelling with today’s technology. This project was sponsored by a grant from Pierpont. Ciara adapted folk life stories written by Fairmont storyteller Ruth Ann Musick into a digital media production. The result was a new visionary approach to the art of storytelling for the next generation. One of the videos from the completed project was shown to the Board. Dr. Larson congratulated Ciara on her success and thanked Professor Vijay Raol for his mentorship.

President’s Report

Dr. Larson provided a handout of Pierpont’s updated Strategic Plan and reviewed each goal with the Board. The plan for Pierpont over the next four years will be to focus on four main goals: position Pierpont as a year-round, flexible, responsive college; strengthen Pierpont’s engagement throughout our service area; commit Pierpont to a culture of completion; and complete a Pierpont facility master plan.

After the review and discussion, Dixie Copley entertained a motion to accept the Pierpont Strategic Plan as presented. Tom Stose seconded the motion. All agreed. Motion carried.

Dr. Larson informed the Board that our enrollment figures for Fall are up, and Pierpont is among the top-growing colleges in West Virginia. Student headcount is up 2.81 percent and Full Time Equivalent is up 3.7 percent. The student population is about 3,033.

Dr. Larson provided samples of Pierpont’s first independent catalog for the Board to review and stated that it is now accessible online. Dr. Larson thanked Leslie Lovett and Sarah Hensley for their work on this project.

Dr. Larson also thanked Brian Floyd for the exceptional job that he and his students did while hosting the Foundation Board on a tour of the Pierpont Culinary Program. The Foundation Board held its October meeting on campus and toured the Fairmont State Nursing Simulator and Pierpont’s Culinary Program. The Culinary Program was able to demonstrate the use of its resources both day and night and the students did an outstanding job.

Dr. Larson closed by announcing the up-coming events to the Board. A calendar of events was provided.

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
- Brian Floyd presented the Faculty Assembly Report
- Nancy Lawler presented the Advisory Council of Faculty Report
- Meagan Gibson presented the Student Government Report
- Craig Shaffer presented the Foundation Report
- Beverly Jones, Joyce Ross and Mary Jo Rutherford presented the Annual Classified Staff Report

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, 2011. A detailed review was provided in the October 18, 2011 Board of Governors book.

- Capital Projects Report

Jim Decker reviewed the ongoing capital projects for FY 2012 with the Board. A detailed report was provided in the October 18, 2011 Board of Governors Book.

- Practical Nursing Certificate in Applied Science (CAS) Degree Program

Leslie Lovett presented, for approval, a Resolution for the Practical Nursing Certificate in Applied Science (CAS) Degree Program to establish a 42 credit hour course in Braxton County beginning in August 2012.

The School of Health Careers has been granted permission by the West Virginia State Board of Examiners for Licensed Practical Nurses to plan a new Licensed Practical Nursing Program in Braxton County. A key objective of this program will be to attract adults and health care workers already in the workforce.

Tom Stose presented a motion to approve the request for the Practical Nursing Certificate in Applied Science Degree Program. Sharon Shaffer seconded the motion. All agreed. Motion carried.

Final approval is pending with the WV State Board of Examiners for Licensed Practical Nurses, the Higher Learning Commission and the National Department of Education.

Committee Reports

➤ Finance Committee

a. Acceptance of the 2011 Bond Audits

Kyle Hamilton presented the 2011 Bond Audit Reports Resolution for official approval. The Bond Audits were reviewed in the September 2011 Board meeting. There were no material findings with the Audit of the Infrastructure Revenue Bonds 2002 Series B, Facilities Revenue Bonds 2002 Series A and 2003 Series A, and Student Activity Revenue Bonds 2003 Series B. A complete report was provided in the October 18, 2011 Board of Governors Book.

Sharon Shaffer presented a motion to accept the 2011 Bond Audits Report. Kyle Hamilton seconded the motion. All agreed. Motion carried.

b. Pierpont Student's Athletic Fee Phase-Out and Repurposing

Kyle Hamilton presented, for approval, a resolution for the Pierpont Student's Athletic Fee Phase-Out. In Section 18B-2A-7a of House Bill 3215 it states that 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 the fee out over a five-year period. Under this provision, Pierpont had the option to begin phase-out of the athletic fees in academic year 2009. However, Pierpont chose to defer this option until this time. The recommended action continues payment of a portion of the fee until academic year 2014 to allow the athletic department an opportunity to address the change.

The Resolution requests implementation of a two-year phase-out of the current Fairmont State Athletic Fee paid by Pierpont students beginning with academic year 2013 and repurposing of the fee to begin to address costs associated with Pierpont 'only' facilities. Additional details for this Resolution were provided in the October 18, 2011 Board of Governors Book.

Kyle Hamilton presented a motion to accept the Pierpont Student's Athletic Fee Phase-Out and Repurposing. Dixie Copley seconded the motion. All agreed. Motion carried.

➤ Off Campus Operations Committee Report

Tom Stose reported that the Monongalia County Board of Education has unanimously consented to the MTEC expansion plan and Phase 1 for building construction and occupancy is underway. Curriculums being developed for this expansion are: Business Technology-AAS, Criminal Justice-AAS, and Liberal Studies-AA. Phase II will include the bricks and mortar, a two story building, and long-term ongoing planning process.

The LPN Program planning for Braxton County has received state approval with final approval pending from the Higher Learning Commission and the National Department of Education. Pierpont anticipates a start date for this new program in Fall 2012.

Mr. Stose also reported: Pierpont is working with Barbour County to offer classes to high school students at Barbour County High School; Pierpont is planning to add Criminal Justice classes this spring in Preston County; and Pierpont, through the Caperton Center, is planning to work on developing a distance learning program with Doddridge County.

➤ **Marketing Committee Report**

Dixie Copley, Chair, deferred the report to Sarah Hensley. Ms. Hensley reported that Pierpont is beginning to shoot a series of commercial media and radio spots with 'West Virginia Filmmaker of the Year', Bob Tinnell. Dr. Larson and several stand-out students will be featured in these spots.

New Business

Dr. Larson announced that the ATC Groundbreaking Ceremony will be held on October 25th at the Robert H. Mollohan Building at 11:00 AM.

Dr. Larson also announced that the Board of Governors Retreat will be held on December 2nd at the Robert H. Mollohan Building from 8:00 AM to 4:00 PM.

Old Business

Dr. Larson reminded the Board of the upcoming WVCCA/WVADE 2011 Annual Convention being held at Glade Springs Resort on October 26-28th.

Executive Session

Dixie Copley moved pursuant to 6-9A-4(b)2A of the WV Code that the Board shall go in to Executive Session to discuss personnel and personal matters, which if discussed in public might adversely affect the reputation of any person. Tom Stose seconded the motion. All agreed. Motion carried.

Dixie Copley presented a motion to exit the Executive Session. Tom Stose seconded the motion. All agreed. Motion carried.

Chairman Griffin stated that there were no action items carried over from the Executive Session.

Adjournment and Next Meeting

There being no further business, the Board meeting was adjourned at 4:15 PM. The next Pierpont Board of Governors Meeting will be held on November 15, 2011 at 2:00 PM at the Falcon Center Board Room.