

**PIERPONT COMMUNITY & TECHNICAL COLLEGE  
BOARD OF GOVERNORS**

**Board of Governors Meeting**

**Friday, December 2, 2022  
2:00 PM**

**Pierpont's Advanced Technology Center (ATC)  
500 Galliher Drive  
Fairmont, WV 26554  
Room 216A**

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**MINUTES**

**Notice of Meeting**

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors was held on December 2, 2022, beginning at 2:00 PM. The meeting was conducted in person at the Advanced Technology Center in Fairmont, WV. Advanced announcement of this meeting was posted on the WV Secretary of State's Meeting Notices Webpage.

**I. Call to Order**

David Hinkle, Chair, called the meeting to order in open session at 2:01 PM.

**II. Roll Call**

**Amanda Hawkinberry conducted a roll call:**

<b>Name</b>	<b>Present/Not Present</b>
Brian Bozarth	Not Present
Shauna Burns	Present
Dr. Susan Woods Coffindaffer	Present
Thomas Cole	Present
Lisa Lang	Present
David Hinkle	Present
Anthony Hinton	Present
Lisa Lang	Present
James H. Myers III	Present
Juanita Nickerson	Present
Jeffery Powell	Present

Amanda Hawkinberry announced there was a quorum present.

*Others Present:*

Members of President's Cabinet, faculty, staff, and others

### III. \*Consent Agenda

Thomas Cole moved to accept the consent agenda. Lisa Lang seconded the motion. All agreed. Motion carried.

### IV. Dr. Nelson's Reflections

Chairman Hinkle and Dr. Nelson welcomed our newest Board of Governors member, James H. Myers III.

Dr. Nelson welcomed and introduced Kathy Hypes, Pierpont's Vice President of Institutional Advancement and Public Relations.

Pierpont hosted a community Trick-or-Treat event on October 21. An estimated 1,100 community members visited our campus during the event.

Pierpont hosted a Conversation Day on October 28. The day was filled with wonderful conversations.

Dr. Nelson recognized and thanked institutional leaders who completed the **Strengthening Community Colleges Grant** (Attachment A).

Pierpont Community & Technical College signed an articulation agreement with Fairmont State University, the first articulation agreement to be signed in five years between the two institutions. Dr. Nelson gave a brief update on other collaborations taking place at the institution.

Dr. Nelson presented and reviewed the **Institutional Reorganization Chart** with Board members (Attachment B).

### V. Committee of the Whole

#### A. \*Presentation and Acceptance of the FY 22 Audited Financial Statements *(Suttle & Stalaker, CPAs, Dale Bradley, VP of Finance and Administration)*

Susan Woods Coffindaffer moved to accept the Pierpont Community & Technical College financial statement for years ending June 30, 2022 and 2021 and Independent Auditors Report as presented. Thomas Cole seconded the motion. All agreed. Motion carried.

#### B. \*Resolution for Approval of a 30-Day Public Comment Period for Policy PP-5001 Commemorative Tributes and Naming *(George Perich, Director of Human Resources & Organizational Development)*

Anthony Hinton moved to approve a 30-day public comment period for Policy PP-5001 Commemorative Tributes and Naming. Shauna Burns seconded the motion. All agreed. Motion carried.

C. October 31, 2022 Combined Finance Report – *Informational*  
(Dale Bradley, VP of Finance and Administration)

Dale Bradley presented the October 31, 2022 Combined Finance Report. It was noted there was an error in the report that was presented in the Board book materials. The year-to-date budget balance of restricted funds is \$0.

**VI. Conflict of Interest Training**

The Conflict of Interest training will be conducted during the February Board of Governors meeting.

**VII. Human Resources, Bylaws, Policies Committee**

The committee met for the first time today.

**VIII. Technology and Data Reporting Committee**

The committee met for the first time today.

**IX. Finance and Administration Committee**

The committee met for the first time today.

**X. Academic and Student Services Committee**

The committee met for the first time today.

**XI. Presidential Search**

Jeffery Powell, Chair of the Presidential Search Committee, announced the committee will have their second meeting on December 13. The committee has over 30 candidates to review.

**XII. ATC Advisory Board**

Instead of having a separate ATC Advisory Board, there will be a placeholder for ATC updates on the Board agendas quarterly. Dr. Michael Waide reviewed the handout that was provided to Board members in the Board book.

**XIII. Adjournment**

There being no further business, Thomas Cole moved to adjourn the meeting. Shauna Burns seconded the motion. All agreed. Motion carried.

*Respectfully submitted by Amanda N. Hawkinberry*



**Mission Statement:** To provide accessible, responsive, comprehensive education that works  
**Vision:** Empowering individuals to transform their lives through education  
**Tagline:** Education that works!

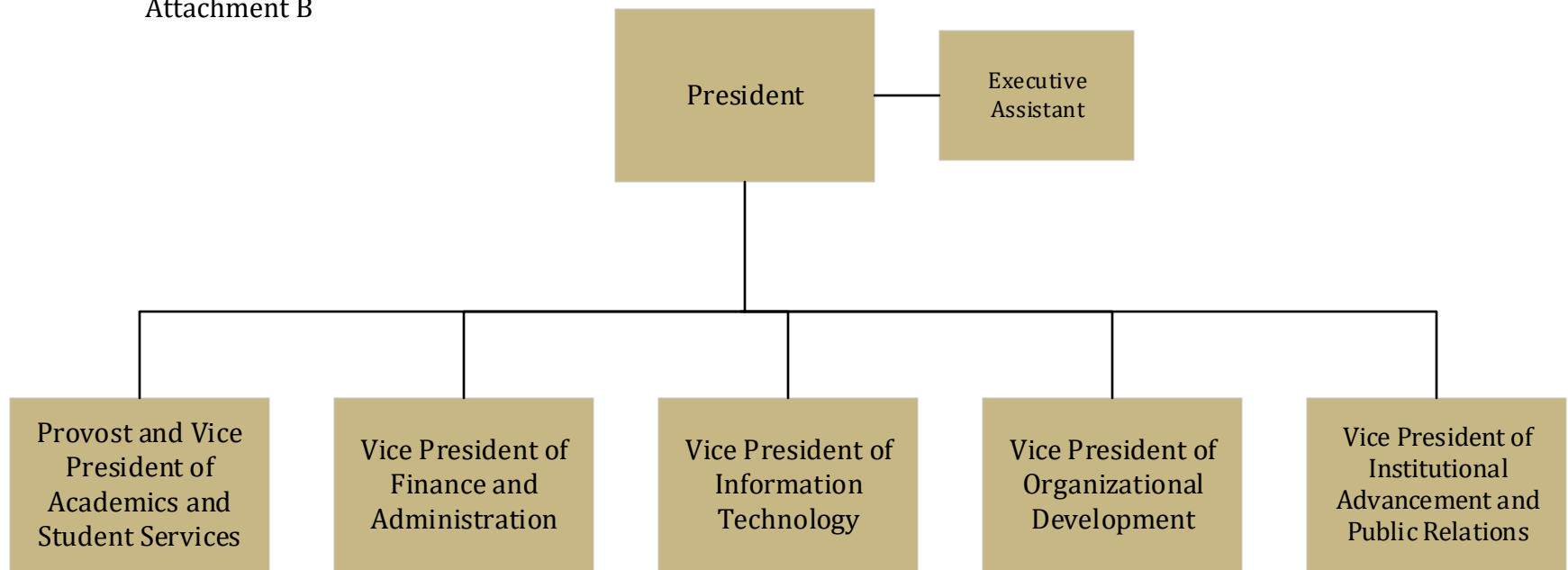
## Attachment A

### **Grant Application – Strengthening Community Colleges**

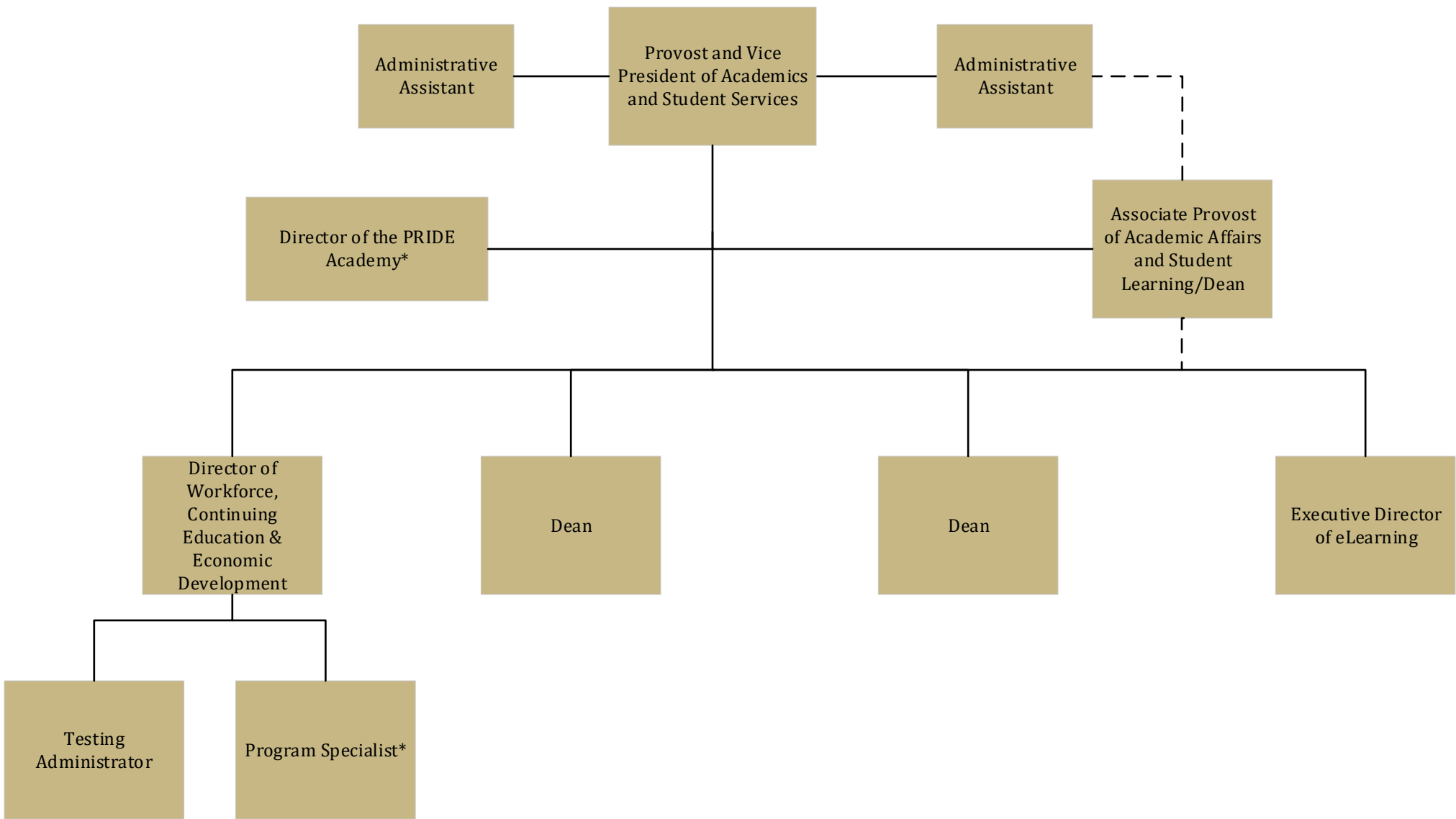
Pierpont submitted on October 20, 2022 a grant application in response to a United States Department of Labor “Strengthening Community Colleges Training Grant” funding opportunity announcement. Should Pierpont’s application be approved, Pierpont will focus its grant activities on strengthening the college’s operations, leading to improved student outcomes and institutional efficiency, which are tenets of the West Virginia Council for Community and Technical College Education’s (WVCCTCE) newly adopted Performance-Based Funding Formula (§135-2-4). Pierpont intends to target in its work students who are academically underprepared, adults, and low-income, as defined by the WVCCTCE (§135-2-3). The preliminary grant activities outlined in the college’s application focus on strengthening the recruitment of students participating in dual enrollment programs in aviation fields, adult students entering the college’s aviation program, and incumbent workers seeking to develop new and advanced skills. To accomplish this goal, the college will preliminarily work to enhance institutional policies, procedures, and programming in order to better recruit, retain, and train those students for careers in the aviation industry; the product of such work will then be used as a model broadly institutionalized to strengthen the college’s technology systems, enrichment programming, career coaching/mentoring, strategic sector partnerships, and accelerated learning pathways. If approved, a \$1.5 million grant award is anticipated.

Members of Pierpont’s grant writing team are:

- David Beighley, Dean of the School of General Education and Professional Studies
- Nicki Bentley-Colthart, Grant Writer, Consultant and Owner of The Grant Advantage
- Dr. Kari Coffindaffer, Dean of the School of Business, Aviation, and Technology
- Amy Cunningham, Dean of the School of Health Sciences
- Joni Gray, Transitional Education Specialist
- Tim Henline, VP of Information Technology
- Nancy Ligus, Director of Workforce, Continuing Education, and Economic Development
- Jennifer McConnell, Executive Director of Admissions, Recruiting, and Student Engagement
- Dr. Kathleen Nelson, Interim President
- Nancy Parks, Director of the Center for Teaching Excellence, Assessment, and Inclusion
- Dr. Michael Waide, Provost and VP of Academics and Student Services

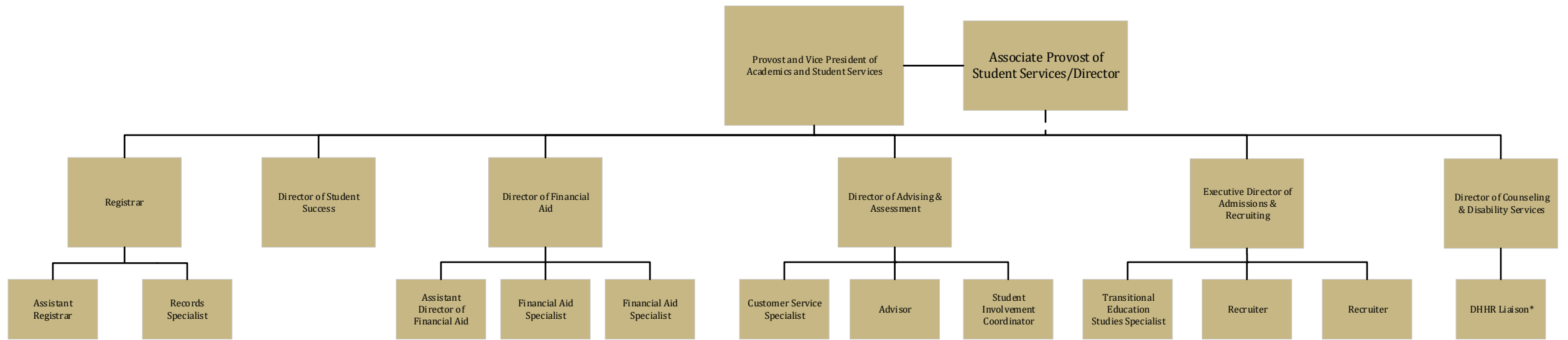


**Draft 8**



**Draft 9**

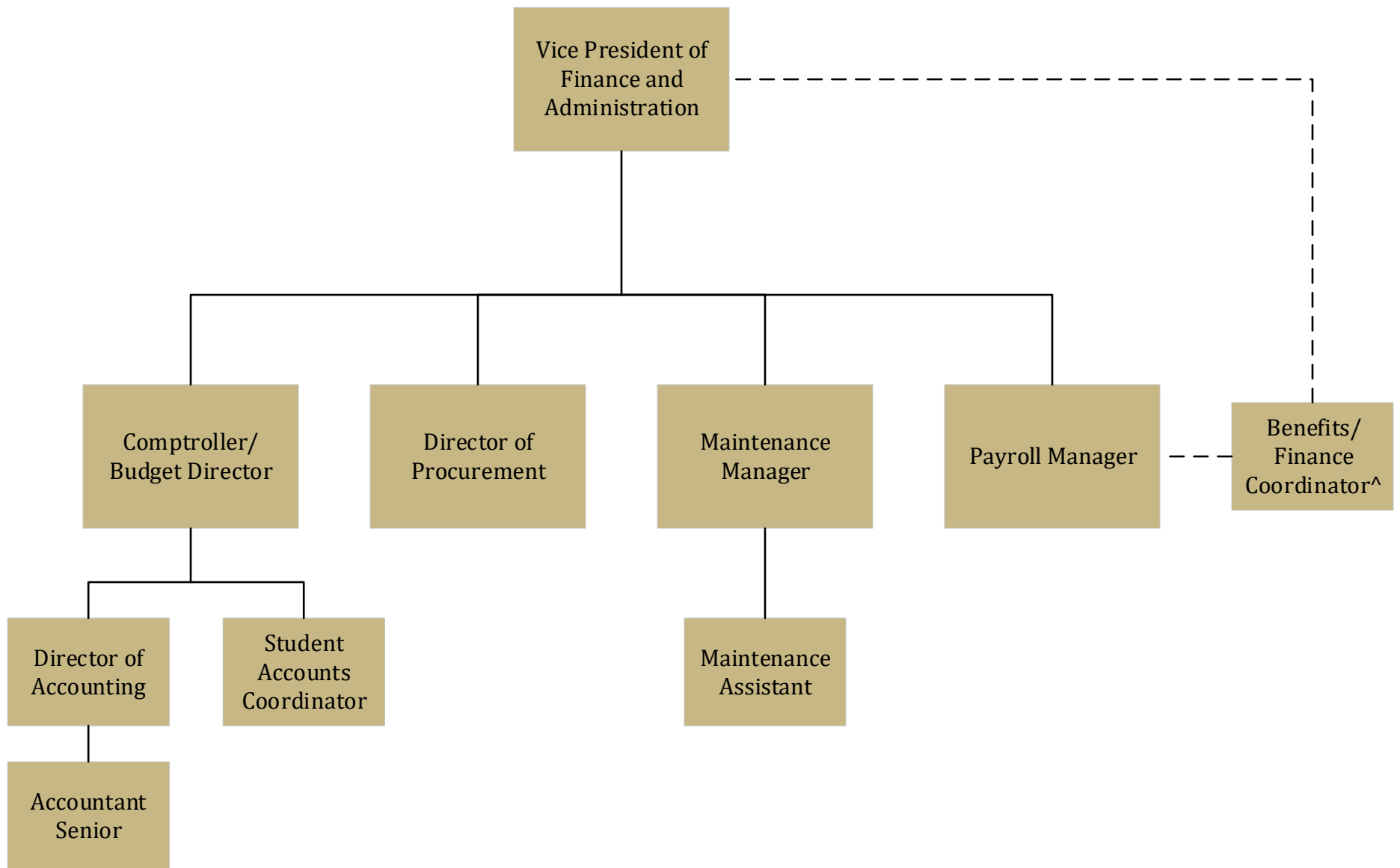
\*Grant funded position



**Draft 10**

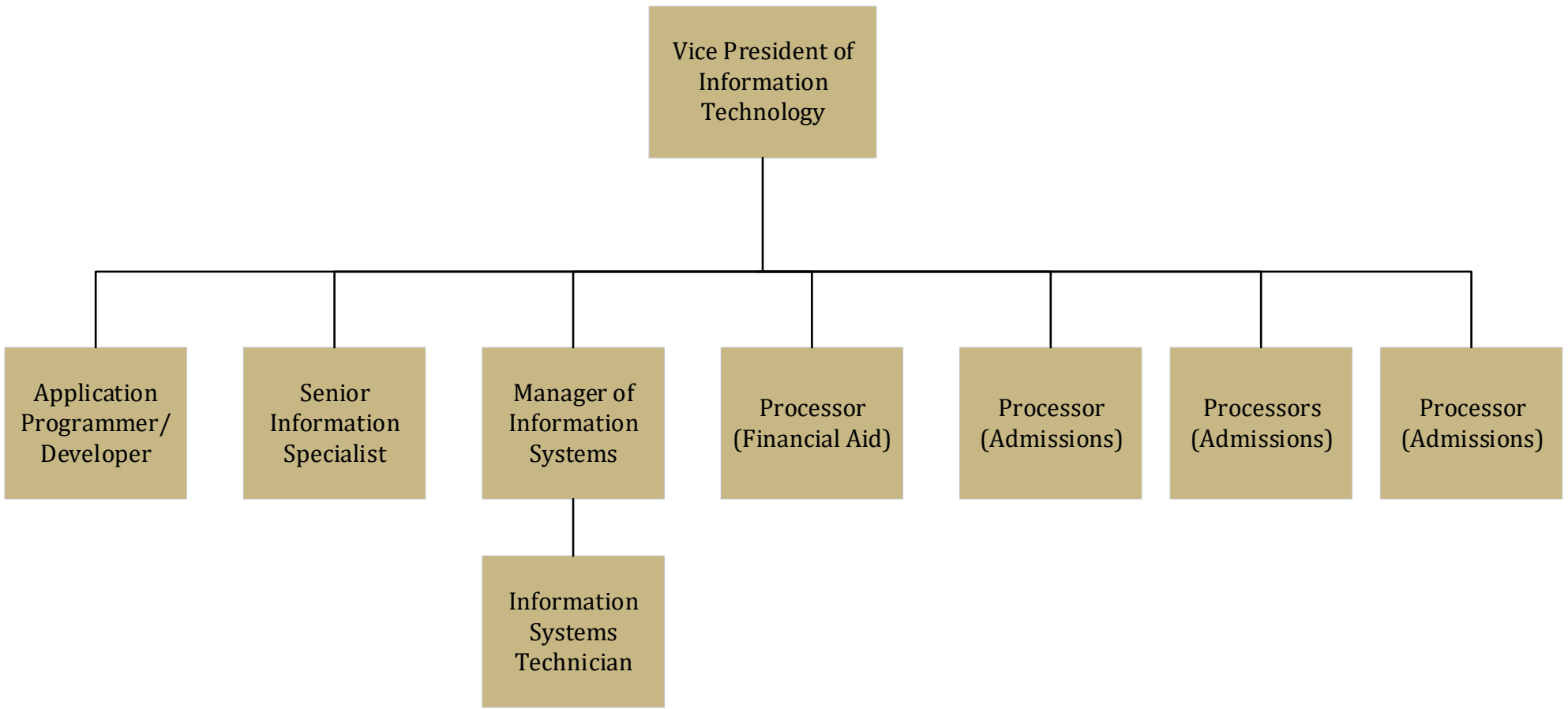
\*Grant funded position



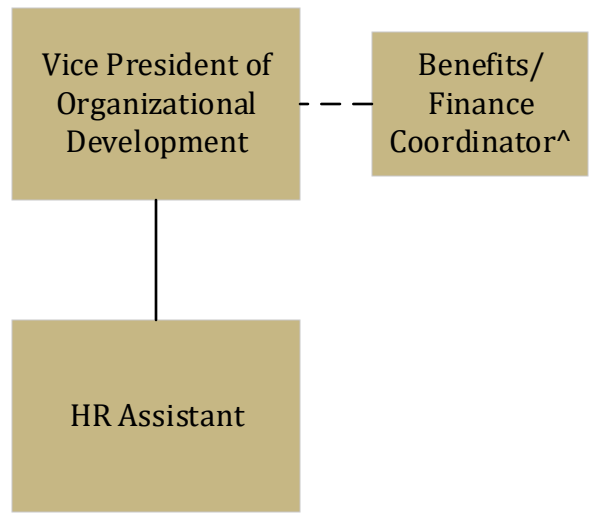


**Draft 7**

^Position also reports to the VP of Human Resources

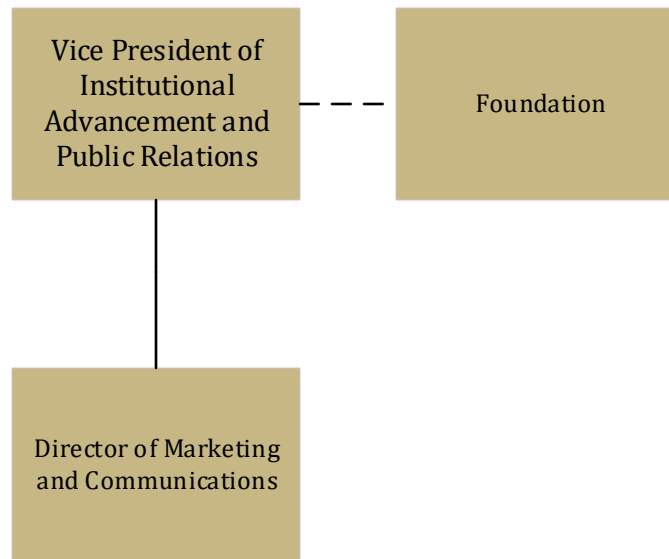


**Draft 6**



**Draft 7**

^Position also reports to the VP of Finance & Administration



**Draft 7**