

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

**Academic and Student Services Committee Meeting**

**Tuesday, February 21, 2023  
8:00 AM**

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

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**AGENDA**

- I. Call to Order**
- II. Greetings**
- III. \*Approval of Minutes – December 2, 2022**
- IV. Informational Updates**
  - A. Faculty Promotions
  - B. Pierpont College Academy
  - C. Strategic Enrollment Plan
  - D. Student Conduct Revisions
  - E. Workforce Development: CTCS Advance Grant for Landscape Technician Bootcamp
  - F. Annual Program Viability Review
- V. \*Recommendation from President Nelson regarding program discontinuance**
- VI. Adjournment**



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

*\*Denotes possible action item*

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**MINUTES**

**Notice of Meeting**

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors Academic and Student Services Committee was held on December 2, 2022, beginning at 8:00 AM. 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.

*Committee Members Present:* Thomas Cole – Committee Chair, Shauna Burns, Lisa Lang

*Committee Members Absent:* Juanita Nickerson

*Other Board Members Present:* Anthony Hinton

*Others Present:* Members of the President's Cabinet, faculty, staff, and others

**I. Call to Order**

Thomas Cole, Chair, called the meeting to order at 8:05 AM.

**II. Enrollment Data Summary**

Dr. Waide presented the **Academic Year in Review (FY 2022) Report** (Attachment A) to the committee. Dr. Waide reviewed the following sections: *Enrollment and Reauthorization Data, Completion Demographics, Clery and Safety Data, Certification Rates, Academic Complaints and Student Conduct, Academic Standing, and Student Engagement and Academic Tutoring* (Attachment A, Pages 3-5).

**III. Assessment of General Education Outcomes for AY 22**

Dr. Waide reviewed the *Assessment of General Education Outcomes* section of the **Academic Year in Review (FY 2022) Report** (Attachment A, Page 5).

#### **IV. Recruiting Strategies**

Dr. Waide reviewed the *Recruiting Strategies* section of the **Academic Year in Review (FY 2022) Report** (Attachment A, Page 6).

#### **V. Academic Policies**

Dr. Waide reviewed the *Academic Policies* section of the **Academic Year in Review (FY 2022) Report** (Attachment A, Page 6).

#### **VI. Faculty Promotion Process (Institutional)**

Dr. Waide explained the faculty promotion process and announced there were three faculty members seeking promotion in rank.

#### **VII. Academic Program 5-year Review**

Dr. Waide announced we are nearing the final steps of the academic 5-year review process. The Academics and Student Services Committee will review and discuss the academic 5-year reviews during their February 2023 committee meeting.

#### **VIII. Adjournment**

There being no further business, Thomas Cole, adjourned the meeting.

*Respectfully submitted by Amanda N. Hawkinberry*



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# Attachment A

## Pierpont Community & Technical College

Academic Year in Review (FY 2022)

Fall 2021-Spring 2022

### Enrollment and Reauthorization Data

#### Enrollment Information

Annual UNDUP HC: 1,860 (5<sup>th</sup>)  
Annualized FTE: 1,033 (5<sup>th</sup>)

Summer Full-time Resident Head Count: 10  
Summer Full-time Nonresident Head Count: 0  
Summer Part-time Resident Head Count: 281  
Summer Part-time Nonresident Head Count: 5

Fall Full-time Resident Head Count: 769  
Fall Full-time Nonresident Head Count: 22  
Fall Part-time Resident Head Count: 791  
Fall Part-time Nonresident Head Count: 9

Spring Full-time Resident Head Count: 657  
Spring Full-time Nonresident Head Count: 26  
Spring Part-time Resident Head Count: 575  
Spring Part-time Nonresident Head Count: 11

Dual Enrollment Head Count 540 (3<sup>rd</sup>)

#### Other Information

Full-time Tuition: \$5,086/yr.  
Mandatory Fees: \$360/yr.  
Residency 95.7% in-state  
Retention Rate: 54% (58% national average)  
Associate Graduation Rate: 29% (22% national average)  
Transfer In: 153  
Student Loan Default Rate: 6.2% (25% national average)  
% of Undergrad Receiving Federal Loans: 31%  
# of Students in Loan Repayment Cohort: 607  
Student Grievances: 0  
Staff Grievances: 0  
Faculty Grievances: 0

### Completion Demographics

#### Total Degree Completions by First Major

Grand Total Men 49.2% (47% male enrollment)  
Grand Total Women 50.8% (53% female enrollment)

#### Total Degree Completions by Race and Ethnicity

White 90.8%  
Native Hawaiian or Other Pacific Islander 0.2%  
Black or African American 2.4%  
Asian 2.4%  
Two or more races 4.0%  
Race and Ethnicity Unknown 0.2%

## Total Completions by Economic Qualifier

Pell Grant Recipients	62.92%
Non-Pell Grant Recipients	37.08%

## Clery and Safety Data

### Crime Information

Criminal Homicide:	0
Sexual Assault:	0
Robbery:	0
Aggravated Assault:	0
Burglary:	0
Motor Vehicle Theft:	0
Arson:	0

### *Hate Crimes (any of the above-mentioned offenses, and any incidents)*

Larceny-Theft:	0
Simple Assault:	0
Intimidation:	0
Destruction/damage/vandalism of property:	0

### *Violence Against Women Act (VAWA) Offenses*

Domestic Violence:	0
Dating Violence:	0
Stalking:	0

### *Arrest and Referrals for Disciplinary Action*

Weapons Law Violations:	0
Drug Abuse Violations:	0
Liquor Law Violations	0

## Certification Rates

### Exam Takers Information

#### *Certificate Degrees:*

Emergency Medical Technician (Basic)	2 out of 3 passed	<b>(66.67%)</b>
Phlebotomy	5 out of 5	<b>(100%)</b>

#### *Associate Degrees:*

Aviation/Avionics Technology	30 out of 38 passed	<b>(78.95%)</b>
Emergency Medical Technician – Paramedic	34 out of 59	<b>(57.63%)</b>
Health Information Technician	2 out of 3	<b>(66.67%)</b>
Medical Laboratory Technology	8 out of 8	<b>(100%)</b>
Physical Therapist Assistant	10 out of 14	<b>(71.43%)</b>
Radiologic Technology	22 out of 22	<b>(100%)</b>
Respiratory Care	6 out of 21	<b>(28.57%)</b>
ServSafe	16 out of 30	<b>(53.33%)</b>
Veterinary Technology	5 out of 13	<b>(38.46%)</b>

## Academic Complaints and Student Conduct

### Academic Complaints

Total	28
Resolved Academic Complaints	28
Pending Academic Complaints	0

Sources: Data Submitted to WVCTCS for Reauthorization and IPEDS

## Student Conduct

Judiciary Referrals	0
Judiciary Decisions Rendered	0
Judiciary Investigations Pending	0

## Academic Standing

President's List	209 (91 in fall 2021; 118 in spring 2022)
Dean's List	341 (165 in fall 2021; 176 in spring 2022)
Academic Probation (GPA < 2.00)	294 (186 in fall 2021; 108 in spring 2022); 18.7% (n=55) met routinely with the Director of Student Success to strategize academic plans.
Academic Suspensions	57 (26 in fall 2021; 31 in spring 2022)
Early Alert System	188 faculty referrals, 7 student self-referrals

## Student Engagement and Academic Tutoring

Fall 2021 Student Engagement Events	15
Spring 2022 Student Engagement Events	14
Student Government Association (SGA)-hosted	8
Academic in-person tutoring (hours)	217 hours
Academic web-based (live sessions/hours)	148 sessions/61 hours
Top sessions by subject:	(1) Chemistry, (2) Statistics
Average session:	23 minutes

## Assessment of General Education Outcomes

Pierpont cyclically assesses and evaluates four general education outcomes: (1) quantitative literacy, (2) written communication, (3) oral communication, and (4) digital literacy. To date, Pierpont has assessed quantitative literacy, written communication, and oral communication. Assessment data is present. Of those students sampled and for whom assessment data was collected:

<b>Quantitative Literacy</b>	54% <i>developing</i> (22% national comparison)
	44.5% <i>proficient</i> (51% national comparison)
	1.5 % <i>advanced</i> (27% national comparison)
	71.4% successful completion of MTH 1207 & 1208 (3CH)
	64.6% successful completion of MTH 1207 & 1208 (4CH)

Data reveal that (a) basic operations (i.e., number/operations) as an area of deficiency and (b) students enrolled in 3CH courses perform higher in competencies.

<b>Written Communication</b>	70.5% <i>developing</i> (43% national comparison)
	25.5% <i>proficient</i> (43% national comparison)
	4.25% <i>advanced</i> (15% national comparison)
	4.6 (6.0 national comparison) on written essay
	91.1% successful completion of ENGL 1104 (3CH)
62.4% successful completion of ENGL 1104 (4CH)	

Data reveal that students enrolled in ENGL 1104 (4CH) outperformed in mean scores in the knowledge of social and rhetorical situations, conceptual strategies, and language use and conventions.

**Oral Communication** Collecting data with standard rubric

### Summary

The Director of Assessment has made recommendations for collecting assessment data and suggestions for improving student learning outcomes in quantitative literacy and written communication, which will be shared during professional development week in January 2023.

## Recruitment Summary

### *Fall 2022 for Spring 2023*

Inquiries as Prospects	240
Applications	200 (83.3% conversion)
Admissions	200 (100%)

### *Fall 2022 for Fall 2023*

WV College Tour	4
Total College Fairs Attended	15
Other Recruiting Events (non-college fairs)	15
WV Counties Represented	20

Inquiries as Prospects	850
Applications	165 (19.4% conversion)
Admissions	165 (100%)
Admissions to Enrollment Yield	TBD

### Ongoing Recruiting Plan

Pierpont's team continues its recruiting plan for fall 2023 enrollment. We are participating in recruiting activities across six different areas: (1) the College Tour in WV High Schools, inclusive of our 13-county service region, (2) Pierpont Open Houses, (3) Community outreach (e.g., camps and academies), (4) Career and Technical Education and Adult Basic Education Outreach, (5) Social Gatherings, (6) Transitional education (dual enrollment), and (7) College Transfer Fairs.

### Strategic Enrollment Plan

Pierpont's executive director of enrollment and director of advising are drafting a strategic enrollment management plan focused on four pillars: (1) recruiting, (2) onboarding, (3) retention, and (4) completion. The directors will draft a strategic enrollment plan, soliciting input and feedback from other Pierpont stakeholders, by January 9, 2023. The plan will be available to the BOG committee on *Academics and Student Services* at its February 2023 meeting.

## Academic Policies

The registrar has presented to our Academics team and to our faculty shared governance two policies for revision: (1) academic standing (i.e., probation and suspension) and (2) transfer credit review of transcripts for re-admitted students. Recommended revisions to the policies are student-centered, promoting students' recovery of academic credit. The policies have advanced through the Admissions & Credits committee and will be considered at Faculty Senate on December 9, 2023.

Enrollment Comparison Summary by Student Type

<u>Student Type</u>	<u>Previous Term</u>		<u>Current Term</u>		<u>Differences</u>			
	202210 - Fall Semester 2021		202310 - Fall Semester 2022					
	As of 10/15/2021		As of 10/15/2022					
	<u>Count</u>	<u>FTE</u>	<u>Count</u>	<u>FTE</u>	<u>Count</u>	<u>Percent</u>	<u>FTE</u>	<u>Percent</u>
1 - First-time Freshman	298	293.07	259	258.53	-39	-13.09	-34.53	-11.78
2 - Returning Student	509	426.67	434	365.47	-75	-14.73	-61.20	-14.34
3 - Readmitted Student	76	52.93	68	53.73	-8	-10.53	0.80	1.51
6 - Transfer Student	154	128.80	150	136.47	-4	-2.60	7.67	5.95
9 - Other	13	4.93	10	5.53	-3	-23.08	0.60	12.16
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	1050	906.40	921	819.73	-129	-12.29	-86.67	-9.56
8 - HS Student Taking College Crs	545	176.80	540	189.8	-5	-0.92	13.00	7.35
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	1,595	1,083.20	1,461	1,009.5	-134	-8.40	-73.67	-6.80

Note: Due to rounding of FTE and Percentage calculations, there may be slight differences in total amounts.