

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

Board of Governors Meeting

**Thursday, May 18, 2023
2:00 PM**

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

MINUTES

Notice of Meeting

A meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors was held on May 18, 2023, 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 2:09 PM.

Chairman Hinkle offered his reflections and thanked faculty and staff for a successful commencement ceremony. Constituent groups will provide updates at future BOG meetings.

II. Roll Call

Amanda Hawkinberry conducted a roll call:

Name	Present/Not Present
Brian Bozarth	Present
Shauna Burns	Not Present
Dr. Susan Woods Coffindaffer	Present (via Zoom)
Thomas Cole	Present
Lisa Lang	Present
David Hinkle	Present
Anthony Hinton	Not Present
Christine Miller	Present
James H. Myers III	Not Present
Juanita Nickerson	Present
Jeffery Powell	Present
Joanne Seasholtz	Present

Amanda Hawkinberry announced there was a quorum present.

Others Present:

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

III. Public Comment

No comments were received via email.

IV. *Consent Agenda

Thomas Cole moved to approve the March 21 and April 12, 2023 meeting minutes. Jeffery Powell seconded the motion. All agreed. Motion carried.

V. Dr. Nelson's Reflections

Dr. Nelson offered her reflections to the Board.

VI. Committee of the Whole

Dale Bradley presented the April 30, 2023 Combined Finance Report.

VII. Academic and Student Services Committee

A. Resolution for Approval – 5-year Program Review to Continue at Current Level

Christine Miller moved to continue at the current level the following programs based on the five-year program reviews:

- Liberal Studies (AA)
- Board of Governors (AAS)
- Aviation Maintenance (AAS)
- Radiologic Technology (AAS)
- Occupational Development: Early Childhood (AAS)

Susan Woods Coffindaffer seconded the motion. All agreed. Motion carried.

B. Resolution for Approval – 5-year Program Review to Continue with Corrective Action and Monitoring

Juanita Nickerson moved to continue the following program with corrective action and monitoring the following program based on the five-year reviews:

- Paralegal Studies (AAS)
Corrective action: Discontinue the specialization in landwork and implement/monitor additional improvement activities.

Christine Miller seconded the motion. All agreed. Motion carried.

C. Resolution for Approval – 3-year Post-Audit Review to Continue at Current Level

Joanne Seasholtz moved to continue at the current level the following program based on the three-year post-audit reviews:

- Advanced Welding (AAS)

Lisa Lang seconded the motion. All agreed. Motion carried.

VIII. Human Resources, Bylaws, Policies Committee

- A. Resolution for Approval of Comments and Final Draft for Policies PP-2007 Ethics, Conflict of Interest, and Conflict of Commitment, PP-5025 Salary, and PP-3060 Intellectual Property.

Lisa Lang moved to accept the changes and final draft for Policies PP-2007, PP-5025, and PP-3060. Juanita Nickerson seconded the motion. All agreed. Motion carried.

- B. Resolution for Approval of Repeal of Policies PP-2012 Post Retirement Employment Program and PP-5042 Assignment and Reassignment of Space.

Juanita Nickerson moved to approve the repeal of Policies PP-2012 and PP-5043. Joanne Seasholtz seconded the motion. All agreed. Motion carried.

- C. Resolution for Approval of a 30-Day Public Comment Period for Repeal of Policy PP-1008 Social Justice.

Joanne Seasholtz moved to approve a 30-day public comment period for the repeal of Policy PP-1008. Juanita Nickerson seconded the motion. All agreed. Motion carried.

IX. Finance and Administration Committee

- A. Resolution for Approval – FY 2024 Small Projects & HEPC Debt

Thomas Cole moved to approve \$150,000 for Small Projects and \$267,792 for HEPC Debt Service in FY 2024 Capital Project Budget totaling \$417,792 from Pierpont Education and General Capital Funds. Susan Woods Coffindaffer seconded the motion. All agreed. Motion carried.

- B. Resolution for Approval – Transfer of the Pierpont Center at MTEC Ownership

Christine Miller moved for the Board to enter into an agreement to sell Pierpont's ownership in the Pierpont Center at the Monongalia County Technical Education Center to the Monongalia Board of Education facility for \$320,664.40. The proceeds to go into the Capital Project Fund. Thomas Cole seconded the motion. All agreed. Motion carried.

- C. Resolution for Approval – FY 2024 Unrestricted Budget

Dale Bradley presented the **FY 2024 Unrestricted Budget** (Attachment A).

Thomas Cole moved to approve the FY 2024 Unrestricted Budget including a one-time spend of reserves not to exceed \$285,000. Christine Miller seconded the motion. All agreed. Motion carried.

D. Resolution for Approval – FY 2024 Pay Raise

Dale Bradley presented the **FY 2023 Pay Raise** (Attachment B).

Thomas Cole moved to approve a \$2,300 pay increase for salaried eligible employees and a \$1.18 per hour pay increase for hourly eligible employees to be effective July 1, 2023 for all employees. Jeffery Powell seconded the motion. All agreed. Motion carried.

X. Advancement and Public Relations Committee

Christine Miller announced the Foundation is hosting a Day of Giving on April 4, 2022. The Foundation is challenging Board Members and Foundation Board Members to donate \$1,000 to join the President's Circle. Other informational topics discussed were current advertising projects. The Committee did not have any items to bring forward for action.

XI. Board Member's Reflections

Thomas Cole and Lisa Lang offered their reflections to the Board.

XII. Adjournment

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

Respectfully submitted by Amanda N. Hawkinberry



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