

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

**Academic and Student Services Committee Meeting**

**Tuesday, September 19, 2023  
11:00 AM**

**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 Academic and Student Services Committee was held on September 19 2023, beginning at 11:00 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, Lisa Lang, Madison Martin, and Juanita Nickerson

*Committee Members Absent:* Christine Miller

*Other Board Members Present:* Susan Woods Coffindaffer, Jeffery Powell, and Joanne Seasholtz

*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 11:00 AM.

**II. Approval of Minutes – May 18, 2023**

Juanita Nickerson moved to approve the minutes from the May 18, 2023 Committee meeting. Madison Martin seconded the motion. All agreed. Motion carried.

**III. Enrollment Update**

Dr. Michael Waide and Jennifer McConnell presented the **Enrollment Update** (Attachment A).

**IV. Preparing for the HLC Comprehensive Site Visit (October 9-11, 2023)**

Dr. Michael Waide, Dr. Kari Coffindaffer, Amy Cunningham, David Beighley, and Nancy Parks reviewed the training presentation on **HLC Assurance Argument: Reaffirmation of Accreditation** (Attachment B).

**V. Adjournment**

There being no further business, Lisa Lang moved to adjourn the meeting. Juanita Nickerson 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!



Dr. Michael Paul Waide, Provost  
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## ENROLLMENT UPDATE September 2023

Pierpont's enrollment data is presented against the backdrop of trending national enrollment data for community colleges.

### Background

During the pandemic in fall 2020, overall enrollment in higher education decreased by 9% compared to fall 2019.<sup>1</sup> The sharpest plummet in higher education enrollment was among community colleges with a 12% decline in enrollment.

In fall 2021, enrollment in higher education decreased by an additional 14%.<sup>2</sup> The decline in enrollment in fall 2021 was attributed to 16% of adults, who intended to enroll in post-secondary educational institutions, canceling their plans.<sup>3</sup> Between the fall 2021 and spring 2022 terms, total enrollment fell 4.1% nationwide with the hardest hit to community colleges.<sup>4</sup> Throughout the academic year of 2022-2023, there was a national trend of +0.5% in community college enrollment.

A Gallup-Lumina study in spring 2022 reported two out of three (67%) students in associate degree programs considered taking a break or stopping out of college.<sup>5</sup>

### Pierpont's Enrollment Data

Pierpont's enrollment data aligned with those national trends during the previous four years from the starting term of fall 2020 (HC=1613; FTE=1169). Currently, Pierpont is at HC=1859 with an FTE=1116:

Term	Pierpont	National Trend
FY 21	-15.64%	-12%
FY 22	-1.05%	-14%
FY 23	-8.71%	+0.5%
FY 24	~15%*	NA

The following data represent Pierpont's enrollment, reported to the Integrated Postsecondary Education Data System (IPEDS). In FY21, Pierpont experienced a relative 15.64% decline in unduplicated enrollment, compared to the national average of 12% in community colleges. When examining the fall 2023 enrollment data and comparing the data to the fall 2020 (FY21), Pierpont's

<sup>1</sup> National Center for Education Statistics (NCES)

<sup>2</sup> Hanover Research

<sup>3</sup> National Center for Education Statistics (NCES)

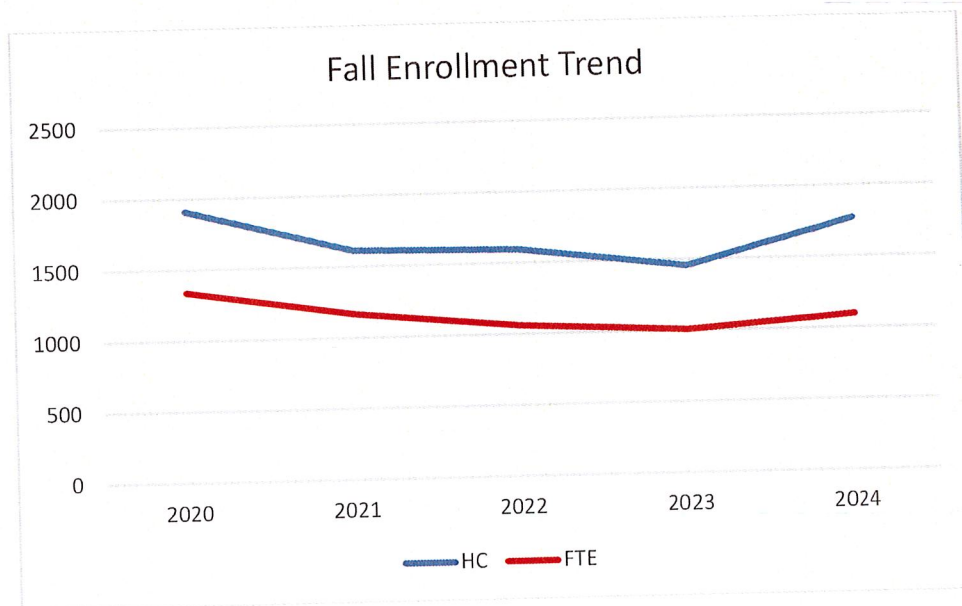
<sup>4</sup> National Student Clearinghouse

<sup>5</sup> Lumina Foundation

enrollment data yielded growth (\*approximately +15% headcount growth since FY21 when headcount was 1,613).

Fiscal Year	Academic Year	Total Fall Unduplicated Enrollment*	FTE
2020	2019-2020	1912	1342
2021	2020-2021	1613	1169
2022	2021-2022	1596	1064
2023	2022-2023	1461	1010
2024	Fall 2023	1859	1116

Visually represented, the fall enrollment trend (for unduplicated headcount) demonstrates:



### Pierpont Student Types

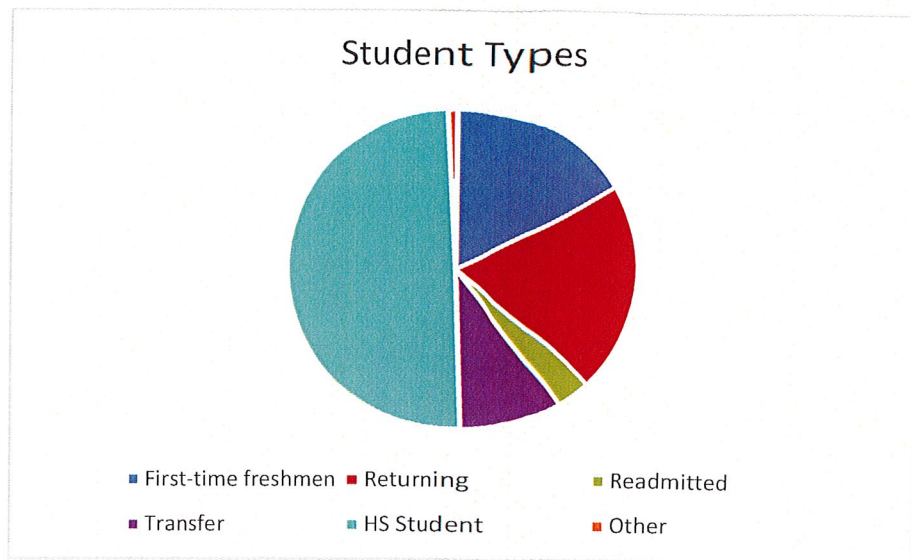
As of the date of this memorandum, Pierpont's current enrollment is 1,859 students, represented in the following student types: *first-time freshmen* (16%), *returning student* (21%), *readmitted student* (3%), *transfer student* (10%), *high school student taking college courses* (49.8%), and *other student* (<1%). The most growth was noted in the category *high school student taking college courses* in 2022, this category represented 37.1% of student types; whereas, now this student type represents 49.7% of the student population, following the inception of the Pierpont College Academy.

Remarkable is the 15% increase in *first-time freshmen* (n=299).

*Education that Works!*

Pierpont Community & Technical College is an Equal Opportunity, Affirmative Action Institution





The highest difference in student types between fall 2023 and fall 2022 was in the returning student category. The percent difference in returning students, compared to last fall term, was -12% (n=52 students). In fall 2022, *returning students* represented 29.6% of our student population; in fall 2023, these students represented 21% of our student population.

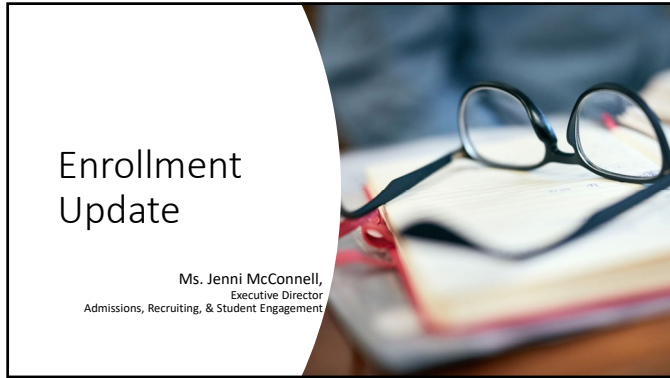
Overall, the enrollment changes for Pierpont between fall 2022 and fall 2023 (FY24) were an increase in headcount of 369 students or an FTE of 106 (+10.57%)

When high school students are excluded, the decrease in enrollment is -2.14%.

## Conclusion

Data indicate a need for Pierpont to develop strategies and programs to reduce stop-outs among students. Strategies to engage students and reduce attrition rates among returning students will be developed to retain students. Such strategies include ***student integration*** and ***engagement, development of multiple pathways to completion, student re-engagement, counseling and mentoring, community engagement, course completion*** and ***credit recovery, identification of at-risk students, and connection to learning resources***. The key strategies within the Strategic Enrollment Plan, when implemented, could promote the persistence and retention of students.

## Attachment B



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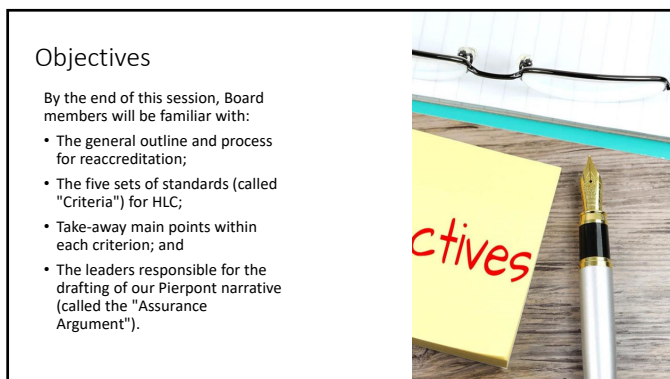
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### Comprehensive Evaluation

- Standard Pathway: Comprehensive Evaluation for Reaffirmation in Year 9
- Assurance Argument
  - On-site visit: October 9-11, 2023
- Additional Reviews: NAEC (Multi-Campus) and Caperton (Multi-Campus)
- Federal Compliance

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### Comprehensive Evaluation



Federal Compliance Review



Embedded Interim Report on Finances and Enrollment (S.A)



On-site team of 5 experienced higher education administrators and 1 remote inspector for federal compliance

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### Criteria for Accreditation

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Criterion 1. Mission

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Criterion 2. Integrity: Ethical and Responsible Conduct

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Criterion 3. Teaching and Learning: Quality, Resources, and Support

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Criterion 4. Teaching and Learning: Evaluation, and Improvement

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Criterion 5. Institutional Effectiveness, Resources, and Planning

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The institution's mission is clear and articulated publicly; it guides the institution's operations.

**Criterion 1.  
Mission**

Dr. Kari Coffindaffer, Criterion 1



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**Main Points**

Pierpont provides accessible, responsive, comprehensive education that works. (adopted Feb 18, 2020)

- The [BOG Policy 46 - Mission Review](#) requires the Board to review and reaffirm the institutional mission statement at least every five years.
- Pierpont offers degree programs, certificates, advanced skillsets, skillsets and continuing education courses through in-person, hybrid and online instruction.
- Pierpont offers seamless curriculum opportunities to high school students with EDGE, Dual Credit and Pierpont College Academy.
- Pierpont Community & Technical College's academic offerings, student services, and enrollment profile align with its stated mission.
- Pierpont clearly articulates its mission through public information, such as statements of purpose, vision, values, goals, plans, or institutional priorities.



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**Criterion 2.  
Integrity: Ethical and Responsible Conduct**

The institution acts with integrity; its conduct is ethical and responsible.

Ms. Amy Cunningham, Criterion 2

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## Main Points

The Board of Governors:

- Adopts the mission of the institution
- Reviews and approves recommended strategic plans;
- Approved a policy on "Ethics & Conflicts of Interest";
- Instituted a "Call for Conflicts of Interest" in meeting agendas;
- Calls for public comment on revising policies;
- Completes 6 hours of training every 2 years (i.e., conflict of interest training);
- Oversees the budget and approves tuition adjustments. Reviews and approves budget annually;
- Performs self-evaluations and overall board evaluations, as well as evaluates the President



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### Criterion 3. Teaching and Learning: Quality, Resources, and Support

The institution provides quality education, wherever and however its offerings are delivered.

Mr. David Beighley, Criterion 3

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## Main Points

Pierpont ensures:

- its academic programs exhibit quality and consistency, and align with expectations of higher education;
- its General Education programming is properly aligned with mission and programs;
- it provides programming imparting life-skills needed to live and work in a multicultural world;
- its students and faculty have opportunities to contribute to scholarship and creative work;
- its faculty and staff are appropriately qualified, supported, trained, and responsive; and
- it provides adequate infrastructure, resources, and support for teaching and learning.



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Criterion 4.  
Teaching and  
Learning: Evaluation  
and Improvement

The institution demonstrates responsibility for the quality of its educational programs, learning environments, and support services, and it evaluates their effectiveness for student learning through processes designed to promote continuous improvement.

Ms. Nancy Parks, Criterion 4

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Main Points

Pierpont provides evidence of...

- State and institutional policies that guide academic program review;
- Policies and practices that ensure student-centered articulation of credits;
- Faculty governance over curriculum;
- Practices to encourage consistency of instruction and assessment across all instructional formats;
- Externally-accredited degree programs that reflect the highest levels of industry standards;
- In-depth statistics regarding "core course" student success and opportunities for improvements
- Co-curricular programming that aligns with institutional mission and student demographics
- Cross-campus commitment to an updated Strategic Enrollment Plan that encourages student persistence and success



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Criterion 5. Institutional Effectiveness, Resources, and Planning

The institution's resources, structures, and processes are sufficient to fulfill its mission, improve the quality of its educational offerings, and respond to future challenges and opportunities.

Mr. David Beighley  
Dr. Michael Waide

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### Main Points

#### The Board...

- Establishes policies (e.g., ethics & conflict of interest);
- Receives and acts upon recommendations from administrators (e.g., approving new programs);
- Approves tuition/fee schedules, budget, and capital projects;
- Receives reports on annual audited financial statements; and
- Evaluates institutional effectiveness (e.g., program reviews)

#### Pierpont...

- aligns its planning and resources with the College's mission; and
- engages in systematic and integrated planning and improvement based in strategic data collection and assessment.



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### Questions?

#### Additional Listening Sessions:

Friday, September 22nd: Criteria 1 & 2  
Friday, September 29th: Criteria 3, 4, & 5

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