

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

**Board of Governors Meeting**

**Tuesday, May 14, 2024  
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 May 14, 2024, 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**

Thomas Cole, Acting Chair, called the meeting to order in open session at 2:04 PM.

**II. Conflict of Interest**

Thomas Cole requested Board members to examine the agenda and disclose any potential conflicts of interest.

**III. Roll Call**

Amanda Hawkinberry conducted a roll call:

| <b>Name</b>                  | <b>Present/Not Present</b> |
|------------------------------|----------------------------|
| Brian Bozarth                | Not Present                |
| Dr. Susan Woods Coffindaffer | Present                    |
| Thomas Cole                  | Present                    |
| David Hinkle                 | Not Present                |
| Anthony Hinton               | Not Present                |
| Lisa Lang                    | Not Present                |
| Madison Martin               | Not Present                |
| Christine Miller             | Present                    |
| James H. Myers III           | Present                    |
| Juanita Nickerson            | Not Present                |
| Jeffrey Powell               | Present                    |
| Joanne Seasholtz             | Present                    |

Amanda Hawkinberry announced there was not a quorum present.

*Others Present:*

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

**IV. Constituent Comments**

A. Faculty Senate

Vickie Findley offered comments from Faculty Senate.

B. Classified Staff

Mary Jo Rutherford offered comments from Classified Staff.

C. Non-Classified Staff

John Davis offered comments from Non-Classified Staff.

**V. Dr. Hayward's Reflections**

Dr. Hayward offered the following reflections:

- The College held a Health Sciences Pinning Ceremony on April 24 and an Employee and Student Awards Ceremony on May 2.
- The College held their Commencement Ceremony on May 10. Former President Blair Montgomery and Former Board Chair James Griffin were recognized for their dedication and service to the community and institution.
- The LPN program was granted a 3-year reaccreditation.
- Dr. Joni Gray is our new Director of Career and Corporate Training
- OMNI Architects facilitated three focus groups sessions with employees and students to discuss the deferred maintenance project on the 3<sup>rd</sup> floor at the Advanced Technology Center.
- Staff members assembled a task force and designed a recruiting campaign to recruit high school seniors.

**VI. Finance and Administration Committee**

A. April 30, 2024 Combined Finance Report

Dale Bradley presented the **April 30, 2024 Combined Finance Report** (Report provided in Agenda packet).



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Vision: Empowering individuals to transform their lives through education

Tagline: Education that works!

B. Capital Project Expenditure Report as of May 3, 2024

Dale Bradley presented and reviewed the **Capital Projects Expenditure Report as of May 3, 2024** (Report provided in Agenda packet).

**VII. Board Members' Reflections**

Christine Miller, Joanne Seasholtz, James Myers, Jeffrey Powell, Susan Woods Coffindaffer, and Thomas Cole offered their reflections.

**VIII. Recess**

The Board members recessed at 2:43 PM and reconvened at 3:00 PM. Lisa Lang joined the meeting via telephone call. A quorum was established.

**IX. Consent Agenda**

Jeffrey Powell moved to approve the March 19, April 4, and April 17 meeting minutes. Christine Miller seconded the motion. All agreed. Motion carried.

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

A. Resolution for Approve – 30-day Public Comment Period for Policies PP-8025 Gift Acceptance, PP-2041 Institutional Employment and Family Relationships, and PP-2051 Employment Innovation – Flexible Work Schedule

Jeffrey Powell moved to approve a 30-day Public Comment Period for Policies PP-8025, PP-2041, and PP-2051. James Myers seconded the motion. All agreed. Motion carried.

**XI. Finance and Administration Committee**

A. Resolution for Approval – FY 2025 Unrestricted Budget

Christine Miller moved to approve the FY 2025 Unrestricted Budget. Joanne Seasholtz seconded the motion. All agreed. Motion carried.

B. Resolution for Approval – FY 2025 Pay Raise

Joanne Seasholtz moved to approved the FY 2025 Pay Raise. Jeffrey Powell seconded the motion. All agreed. Motion carried.

C. Resolution for Approval – FY 2025 E&G Capital Projects Budget



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James Myers moved to approve FY 2025 E&G Capital Projects Budget. Susan Woods Coffindaffer seconded the motion. All agreed. Motion carried.

## **XII. Academics and Student Services Committee**

### **A. Resolution for Approval - 5-year Program Reviews to Continue at Current Level & 5-year Program Reviews to Continue with Corrective Action and Monitoring**

Lisa Lang moved to continue the following programs based on their 5-year program reviews:

- Early Childhood Education (AAS)
- Information Systems (AAS)
- Medical Laboratory Technology (AAS)
- Physical Therapist Assistant

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

Jeffrey Powell moved to continue the following programs with correction action and monitoring based on their 5-year review:

- Information Systems (CAS)
- Health Information Technology (AAS)
- Respiratory Care (AAS)

Joanne Seasholtz seconded the motion. All agreed. Motion carried.

## **XIII. Adjournment**

There being no further business, James Myers moved to adjourn the meeting. Christine Miller seconded the motion. All agreed. Motion carried.

*Respectfully submitted by Amanda N. Hawkinberry*



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