

PIERPONT COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS MEETING
October 21, 2014
2:00 PM

MINUTES

Notice of Meeting and Attendance

A meeting of the Pierpont Community & Technical College Board of Governors was held on October 21, 2014, beginning at 2:00 PM in the Falcon Center Board Room.

Board members present were:

Chairman Jim Griffin, Linda Aman (via phone), Kelly Buchanan, Beverly Jones, Earl McConnell (via phone), Barbara Pavel-Alvarez, Rick Pruitte, Sharon Shaffer, Jeff Tucker (via phone initially and in person later in the meeting), and Warren 'Chip' VanAlsburg (via phone).

Board members absent were:

Kyle Hamilton and Gene Weaver.

President's Cabinet members present were:

President Doreen Larson, Dale Bradley, Stephen Leach, Rob Linger, Leslie Lovett, Paul Schreffler, and Cyndee Sensibaugh.

Faculty and staff were also in attendance.


Call to Order and Call for Public Comment

Chairman Jim Griffin called the meeting to order at 2:07 PM and announced last call for public sign up for comments to the Board.

Approval of Minutes

The minutes of the Board of Governors meeting held on September 16, 2014 were presented for approval. Sharon Shaffer offered a motion to approve the minutes, as presented. Barbara Pavel-Alvarez seconded the motion. All agreed. Motion passed.

Special Recognitions/Presentations

-  Dean Brian Floyd welcomed and introduced Daina LaClair, Pierpont's new Strategic Planning Assistant. Daina has been working with Dean Floyd to develop Pierpont's

institutional five year plan. She is very busy putting together an external stakeholders meeting that will ensure Pierpont aligns with the priorities of community partners.

Dr. Larson announced that at the LOCEA meeting held in October, an audit was shared detailing the training hours completed by each of the state's community college Board members. Once again, the Board members of Pierpont met and exceeded full compliance of training hours required. Pierpont was one of two Boards that met the requirements and had the most accumulated hours. The Board was given a round of applause, in congratulations of their success.

President's Report

Dr. Larson shared that during the past month, two businesses have approached Pierpont for assistance in workforce development. One company is looking for land contract technicians to support the boom in natural gas development. In response, Pierpont has developed curricula related to land contracts and will develop some custom modules, as needed. The other company needs training in data and cable technicians for large construction projects within the state. Pierpont has received startup funding from the CTCS to support the data and cable training and hopes to begin that program before the first of the year.

Chevron announced major partnership funding for ShaleNet institutions. Pierpont recently achieved designation as a ShaleNet Hub. This designation makes Pierpont eligible to share in the Chevron funding, along with other grant and partnership options.

Dr. Larson announced that under the leadership of President E. Gordon Gee, WVU has stepped up efforts to engage in 2+2 programs and co-recruiting efforts with Pierpont. President Gee identified increased 2+2 programs with Pierpont as one of his 4 immediate leadership strategies. Pierpont is also finalizing a 2+2 program with Alderson Broaddus University in Petroleum Management. Students graduating from the Pierpont Petroleum Tech program will have all 60 credits accepted by AB and will need only 60 additional credits to earn a Bachelors in Petroleum Management. Petroleum managers are in high demand at this time. They are the on-site managers that ensure that the subcontractors are complying with all safety and environmental regulations. AB is interested in similar 2+2 partnerships in graphic design, allied health, and other areas.

Dr. Larson said that the ATC remains on schedule and will shortly be under roof. With this facility Pierpont will go even further in innovative partnerships with fellow educators and regional businesses, as well as fueling enrollment growth.


The Pierpont LPN Program achieved full-status accreditation from the WV State Nursing Board. At this time, the program has a 100% passing rate for graduates on the nursing exam.


Pierpont was once again well-represented at the West Virginia Community College Association and Association of Developmental Education Conference in Parkersburg. There was nice mix of faculty, staff, administration, and Board members in attendance. Michael Waide received the Outstanding Contributor Award from Pierpont for his dedicated service to students and for his excellent work on our accreditation reports.

Dr. Larson said that the development of the new strategic plan is progressing well. A community stakeholders meeting will be held on Friday, Nov. 7 and time will be given at the December Board Retreat to work with faculty on this plan. Dr. Larson asked for Board members send topics to include in the retreat. The quarterly ATC Advisory Board meeting will also be held at this retreat.


In closing, Dr. Larson reminded everyone that Pierpont will have its first Career Services Day on October 28th from 12:00-4:00 PM at the Falcon Center Gym. This event will highlight Pierpont's programs that lead directly to good-paying jobs and raise employer awareness to Pierpont programs that fit their needs.

Operation Reports

 *Academic Affairs Annual Report:* Provost Leslie Lovett distributed, and reviewed a handout of updates provided by each Pierpont School, Student Services, and Academic Affairs.

 *Classified Staff Report:* Mary Jo Rutherford reported that classified staff has met twice since the last Board meeting. Guest speakers at the meetings were Blair Montgomery and Jim Griffin. Blair Montgomery spoke to the classified staff attendees about the Pierpont Foundation and Jim Griffin spoke about enrollment and asked all to become ambassadors of recruiting for Pierpont. Consideration is being given on how to increase attendance at the classified staff meetings.

Mary Jo stated that a new collection for HOPE House will be coming, and the collection for the Vet Tech program was a success.

 *Faculty Senate Report:* David Beighley reported that a Faculty Senate meeting was held on October 10th and there were no action items brought forward from this meeting. Highlights of the work that the Faculty Senate is doing were shared: internal communication procedures are being reviewed by the Gen. Ed. Committee; a call for Faculty Development Awards is being sent out; the curriculum proposal deadline is set for December 12th.

Mr. Beighley gave acknowledgement to Dr. Larson for holding the recent Town Hall meeting, stating that the faculty thought it was productive and successful.

Mr. Beighley stated that at the WVCCA WVADE Conference, Pierpont was well represented with many faculty presenting and attending. Dr. Larson thanked the faculty for sharing their ideas, and time, at the conference. Chairman Griffin invited those attending the conference to come to a follow-up session on October 31st at 1:00 PM in the Falcon Center Conference Room 1.

🏛️ *Regional Academics Semester Report:* No report given. This report will be provided at a future Board meeting.

🏛️ *Workforce Development Report:* Paul Schreffler reviewed the report provided in the October 21, 2014 Board Book. Chairman Griffin congratulated Dr. Schreffler on recently earning his degree in Doctor of Management in Community College Policy and Administration.

🏛️ *SB 330 and OASIS Updates:* Cindy Curry, VP of Human Resources, gave an update on the status of Senate Bill 330 enacted in 2011. Progress on the mandates of this bill have been slow, due to the flux of the Vice Chancellor position. Mrs. Curry is serving on the Vice Chancellor search committee with CTCS and hopes to have this position filled by the beginning of the year.

Mrs. Curry stated that OASIS, automated state resource system, began implementation this past summer for the purchasing system. The Kronos payroll system has been rescheduled to come on line in April 2015. All 'current pay' employees will become 'arrears pay' employees.

Mrs. Curry handed out an article from the WV Gazette, October 16, 2014, outlining the proposed PEIA benefit cuts of \$40 million in the 2015-2016. Public hearings will be held to determine how the cuts would be distributed.

Lastly, Mrs. Curry stated that the HR department will be providing training mandated by the Clery Act, Title IX, and Campus SAFE Act requirements for a 'non-tolerant campus'.

Committee of the Whole

➤ *Financial Reports*

Dale Bradley provided a report on the Pierpont Community & Technical College Unrestricted and Restricted Funds and Fund Manager Budgets for the current budget and year-to-date actual as of August 31, 2014. All details of these financial reports were provided in the October 21, 2014 Board of Governors Book.

➤ *Capital Projects Update*

In absence of Tom Tucker, Stephanie Slaubaugh provided the Capital Projects Update. Stephanie stated that the boiler at the Caperton Center has failed and an emergency purchase order will be presented to the Board for temporary replacement. The facility has no heat, currently, due to this failure. All other details of the Capital Projects were provided in the October 21, 2014 Board of Governors Book.

Committee Reports

➤ *Audit/Finance Committee*

Dale Bradley stated that there were no action items to bring before the Board. A copy of the Finance Committee meeting minutes will be provided to the Board. Comments on the minutes are to be directed to Kyle Hamilton, Chairman of the Committee, or Dale Bradley.

➤ *Marketing Committee Report*

Barbara Pavel-Alvarez, Committee Chair, reported the Steve Leach, Bo Sellers, and Steve Santilli will serve as staff resource to the Marketing Committee, as Ron Weist moves into his new position of Interim Registrar. Mr. Leach, Mr. Seller, and Mr. Santilli each have defined their new roles to the committee.

A suggestion was brought forward from the committee to ensure that the current Pierpont home page is updated more frequently with new photos, and each school is represented equally by creating a rotation schedule in which they will be featured.

An outreach committee is being formed to enhance the Marketing Committee's role and how the committee's efforts and communication are known and shared. The Pierpont marketing team will meet with the Manahan Group to review strategy. The team will also meet with each school to discuss how to involve faculty in the marketing strategies.

➤ *Regional Academics Committee Report*

Sharon Shaffer, Committee Chair, reported the space at the Caperton Center has been maintained well, and about 43 percent of students attending the center are Pierpont students. The committee is looking into possibility of other program opportunities that can be offered at the center, and how to improve way-finding signs and directions to the site. Enhancing the safety and security procedures are being reviewed.

New Business

No new business.

Old Business

No old business.

Public Comment

No signatures were recorded.

Executive Session

A motion was made by Sharon Shaffer that pursuant to 6-9A-4(b)2A of the WV Code that the Board shall go in to Executive Session to discuss personnel and personnel matters, which if discussed in public might adversely affect the reputation of any person. Rick Pruitte seconded the motion. All Agreed. Motion carried.

Exiting Executive Session

At 5:35 PM, the Board exited Executive Session. There were no action items brought forward for a motion from Executive Session.

Adjournment and Next Meeting

The next regularly scheduled Pierpont Board of Governors meeting will be held on November 18, 2014 at the Pierpont Center at Veteran’s Square, Room G112.

There being no further business, the Chairman adjourned the meeting. The Board meeting was adjourned at 5:37 PM.

Respectfully submitted by Cyndee K. Sensibaugh