

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

**Tuesday, February 18, 2025**

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

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<b>9:00 AM</b>	<b>Finance and Administration Committee</b>
<b>11:00 AM</b>	<b>IT and Data Reporting Committee</b>
<b>12:00 PM</b>	<b>Lunch</b>
<b>1:00 PM</b>	<b>Advancement and Public Relations Committee</b>
<b>2:00 PM</b>	<b>Full Board Meeting</b>

\*All meetings will be held in room 216A unless otherwise noted.



**Mission Statement:** To provide accessible, responsive, comprehensive education that works  
**Vision:** To empower individuals and strengthen communities through exceptional training and educational pathways  
**Tagline:** Education that works!

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

**Regular Meeting**

**Tuesday, February 18, 2025  
2:00 PM**

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

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**AGENDA**

- I. Call to Order**
- II. Conflict of Interest**
- III. Roll Call**
- IV. Constituent Comments**
  - A. Faculty Senate  
*Anthony Anobile*
  - B. Classified Staff  
*Mary Jo Rutherford*
  - C. Non-Classified Staff  
*Dr. Suzan Clemens*
  - D. Student Government Association
- V. \*Consent Agenda** **Tab 1**
  - A. Minutes of the November 19, 2024, December 5, 2024, and January 9, 2025 Board of Governors Meetings
- VI. Finance and Administration**  
*(Jeffrey Powell, Chair)*
  - A. January 31, 2025, Combined Finance Report **Tab 2**
  - B. Capital Projects Expenditure Report as of January 31, 2025, and Deferred Maintenance Projects Update **Tab 3**

*\*Denotes possible action item*

- C. FY 2025 Contracted Service Providers as of January 31, 2025 **Tab 4**
- D. FY 2025 Mid-Year Cash Balances as of January 31, 2025 **Tab 5**
- E. Higher Learning Commission Accreditation Liaison response to Board CFI Question

**VII. IT and Data Reporting**  
*(Jeffrey Powell, Chair)*

**VIII. Marketing and Public Relations**  
*(Lisa Lang, Chair)*

**IX. Committee of the Whole**

- A. Remarks from Dr. Waide
- B. Enrollment Update **Tab 6**
- C. HLC Accreditation Update **Tab 7**
- D. A&P Building Update
- E. Career and Corporate Training (CCT) **Tab 8**
- F. Committee Membership **Tab 9**

**X. Possible Executive Session Under the Authority of WV Code §6-9A-4 for the following:**

- A. \*Review agreement with current President
- B. \*Interim President Contract
- C. \*Delegation of Powers to the Interim President

**XI. Board Members' Reflections (3-minute limit)**

**XII. Adjournment**

*\*Denotes possible action item*



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**Tab**

**1**

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

**Board of Governors Meeting**

**Tuesday, November 19, 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 November 19, 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**

David Hinke, Chair, called the meeting to order in open session at 2:00 PM.

**II. Conflict of Interest**

David Hinkle 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>
Jessica Barker	Present
Dr. Susan Woods Coffindaffer	Present
Thomas Cole	Present
David Hinkle	Present
Anthony Hinton	Present
Lisa Lang	Present
Christine Miller	Present
Juanita Nickerson	Present
Jeffrey Powell	Present
Joanne Seasholtz	Present
Nathan Weese	Present

Amanda Hawkinberry announced there was a quorum present.

*Others Present:*

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

**IV. Constituent Comments**

A. Faculty Senate

Anthony Anobile was unable to attend the meeting but provided the attached report from Faculty Senate (**Attachment A**).

B. Classified Staff

Mary Jo Rutherford offered the following comments from Classified Staff:

- Classified Staff Council met on September 25 and November 13.
- ACCE had their retreat over the summer and discussed upcoming PEIA changes.
- Over the summer, staff members participated in multiple training sessions focused on stress management, safety, suicide prevention, crisis protocols and de-escalation techniques.
- FanCloth fundraiser was tabled until Spring 2025.

C. Non-Classified Staff

Dr. Suzan Clemens offered the following comments from Non-Classified Staff:

- Regular meetings are held on the 4th Thursday of each month.
- The last meeting was on November 9, where Dr. Hayward answered general questions.
- As part of their service projects, non-classified staff are collaborating with departments to create a list of departmental contacts and job descriptions while also developing a Frequently Asked Questions (FAQ) list.
- Efforts are underway to create scholarships for students, faculty, and staff.

D. Student Government Association (SGA)

Jessica Barker offered the following comments from SGA:

- SGA held a meeting yesterday to finalize discuss last Friday's event, The Magic of Pierpont.
- Planning is underway for spring events, including a possible winter formal and a tour of West Virginia University (WVU).



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- A WVU representative attended the meeting to speak with SGA about potential opportunities to connect with students, including setting up an information table to discuss transfer options.

## V. Consent Agenda

Thomas Cole moved to accept the meeting minutes from the September 17, October 22, and November 7 Board meetings. Jeffrey Powell seconded the motion. All agreed. Motion carried.

## VI. Dr. Hayward's Reflections

Dr. Hayward expressed gratitude to all who helped plan *Your Community's College* week. Delegate Joe Statler attended the luncheon on Tuesday and presented the College with a Legislative Citation acknowledging the College for 50 Years of Service to the community and region.

Dr. Hayward and various College faculty and staff provided the following updates:

### A. Updates on New Programs

NC3 credentials launched over the summer, following the successful training of faculty to become certified trainers in approximately eight NC3 credentials. These credentials are now integrated into the curriculum and offered to students. Beginning in the spring, the college will also offer 20-25 standalone, industry-recognized NC3 credentials.

### B. Update on Randolph County Project

The Clinical Medical Assistant program, currently offered by Eastern Community and Technical College in partnership with the Randolph County Housing Authority will transition to Pierpont's responsibility in August 2025. The phased transition will begin with LPN prep courses in January 2025. The program will enroll 20 students per 15-week cohort, starting in August and February, with recruitment efforts focused on transitioning CNA students into LPN students. Program completers will be eligible to earn seven industry-recognized credentials.

### C. Update on Dual Enrollment

Efforts continue to build strong relationships with high schools, with 957 dual enrollment students across 13 service counties, equating to 330 FTE. Students are utilizing six state-funded pathways, with work underway to align high school CTE courses with Pierpont's coursework. Existing MOUs are being updated to meet the HEPC template, with only two counties pending.

At Fairmont Senior High School, 18 students dropped courses such as Psychology, Anatomy and Physiology, and Art Appreciation but retained others. Efforts are ongoing,



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led by Dave Beighley and Stephanie Cunningham, to align course-level outcomes with state core competencies. High school students were not negatively impacted by delays, as the \$75 fee was waived if MOUs were not signed on time.

**D. Update on Your Community's College Week**

Your Community's College Week featured a variety of activities showcasing Pierpont's engagement with the community. Highlights included a Day of Service on Monday, where faculty, staff, and students supported Veterans and Veteran organizations through service projects. Tuesday's Your Community's College Luncheon welcomed over 100 attendees to learn about Pierpont and its strategic direction. On Wednesday, the spotlight was on the diverse community education courses offered by the college. The week concluded on Friday with the Magic of Pierpont, a special event featuring performances by Anthem and Aria, which drew an audience of over 70 attendees.

**E. Status of AVMT Location and Building**

No update was provided.

**F. Status of University Agreements**

Pierpont is actively developing multiple academic pathway agreements to enhance student transfer opportunities with West Virginia University, Marshall University, and West Virginia University at Parkersburg. Additionally, the pathway from Pierpont's Surgical Technology program into the Health Sciences degree has been finalized, aligning with updated requirements for a two-year degree in Surgical Technology

**G. Review of Hiring Needs (Heath Sciences Administrative Assistant must be replaced ASAP to meet accreditation requirements)**

Offers are ready for two candidates.

**H. Status of HLC Compliance**

The Reaffirming Accreditation: Strategic Plan for HLC Assurance Visit and Report (**Attachment B**) was provided and briefly reviewed.

**I. Update on VR Grant Activities**

A \$1.5 million grant has been approved to establish a virtual reality (VR) lab to support immersive learning in programs such as Advanced Manufacturing, Aviation, and Healthcare. Room 115 has been designated for the lab, with infrastructure upgrades currently in progress. The grant also funds two new positions: a Virtual Lab Instruction Specialist to manage lab operations and assist faculty in integrating VR into the curriculum, and a Mobile Virtual Reality Specialist to provide mobile VR technology support to schools.

**VII. Academics and Student Services Committee**



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Thomas Cole reported there were no action items for Board approval. The committee heard informational items only.

**VIII. Marketing and Public Relations Committee**

Lisa Lang reported there were no action items for Board approval. The committee heard informational items only.

**IX. Finance and Administration Committee**

- A. Resolution for Approval – Acceptance of the Independent Auditor’s Report by Suttle & Stalnaker, PLLC of Pierpont Community & Technical College’s Finance Statement as of for the year ended June 30, 2024

Kelly Shaffer and Whitney Merrill of Suttle & Stalnaker, PLLC, presented the FY 2024 Audited Financial Statements to the Board. The complete detailed report and financial statements were provided to the Board members via email and during the meeting.

Anthony Hinton moved to accept the FY 2024 Audited Financial Statements as presented. Jessica Barker seconded the motion. All agreed. Motion carried.

**Recess**

Anthony Hinton moved to recess for five minutes. Christine Miller seconded the motion. All agreed. Motion carried.

**Returned to Open Session**

- B. FY 2024 Finance Statements Overview including FY 24 Composite Finance Index (CFI)

Dale Bradley presented the FY 2024 Financial Overview (Report provided in Agenda packet) and provided the following additional information:

This year’s cash position improved by approximately \$1.3 million, including \$304,000 in one-time supplemental state appropriations and \$306,000 awarded to students due to financial aid issues. The supplemental state funds are designated to offset PEIA costs for 2024 and 2025 and can only be used for operational expenses, not capital projects. The PEIA increase for 2024 is estimated at \$70,000–\$80,000, with a total cost nearing \$100,000 for the year.



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The Composite Financial Index (CFI) has been impacted in FY 2024 primarily due to a reduction in Non-Operating Revenues in FY 2024 compared to FY 2022 and FY 2023. Non-Operating Revenues in FY 2022 and 2023 included additional funding from the State of WV for capital improvements, CARES ACT funds received and HEPC payments on behalf which bolstered the CFI score in FY 2022 and FY 2023. A meeting between the Board and the HLC liaison to discuss the CFI will be scheduled at a later date.

**C. October 31, 2024, Combined Finance Report**

Dale Bradley presented the October 31 Combined Finance Report (Report provided in Agenda packet).

**D. Prioritized Expenditures of One-Time Supplement State Appropriation**

Dale Bradley presented the Prioritized Expenditures of One-Time Supplemental State Appropriation Report (Report provided in Agenda packet) and explained the process undertaken by the President's Council. The Council held several meetings to generate ideas for utilizing the funds, which were then prioritized and ranked based on importance.

Anthony Hinton suggested that the Board vote on the \$90,000 Banner upgrade expense at the next meeting and postpone decisions on other items until the CFI estimates are more finalized.

**E. Capital Projects Expenditure Report as of October 31, 2024, and Deferred Maintenance**

Dale Bradley reviewed the Capital Project Expenditure Report (Report provided in Agenda packet). The Vet Tech facility has not yet been closed out, as approximately \$72,500 in Contract retainage funds are being held until issues, such as a low spot in the waste line, are resolved. Pressurized toilets were installed last month to address the problem, and no issues have been reported since their installation. Deferred maintenance projects are expected to go out to bid at the beginning of the year.

**X. IT and Data Reporting Committee**

Jeffrey Powell reported there were no action items for Board approval. The committee heard informational items only.

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

Thomas Cole reported there were no action items for Board approval. The committee heard informational items only.



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## **XII. Committee of the Whole**

### **A. Rules Governing Executive Session**

George Perich briefly reviewed a PowerPoint presentation on the rules governing executive sessions. Chairman Hinkle emphasized that if Board of Governors members discuss confidential matters outside of executive session, they may not be invited to participate in future executive sessions.

## **XIII. Executive Session – Closed Session**

### **A. Entering Executive Session – Closed Session**

Christine Miller moved that the Board go into Executive Session in accordance with WV Code §6-9A-4. Lisa Lang seconded the motion. All agreed. Motion Carried.

Items brought into Executive Session:

1. A&P Building
2. Review, Discuss, and Approve Reassignment of Employee Duties
3. Review, Discuss, and Approve Ongoing Evaluations of Employees
4. Review, Discuss and Approve Reassignment of Board of Governor Duties

### **B. Exiting Executive Session – Back to Open Session**

Thomas Cole moved to exit Executive Session and return to Open Session. Lisa Lang seconded the motion. All agreed. Motion carried.

### **C. Items brought forward from Executive Session**

The Board will hold a Special Meeting on December 5 at 1:00 PM.

## **XIV. Adjournment**

There being no further business, Anthony Hinton moved to adjourn the meeting. Juanita Nickerson seconded the motion. All agreed. Motion carried.

*Respectfully submitted by Amanda N. Hawkinberry*



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## MEMORANDUM

**To:** Pierpont Community and Technical College Board of Governors

**From:** Anthony Anobile, Faculty Senate President

**Date:** November 19, 2024

**Subject:** Faculty Senate Report

The following consists of the 2024-25 operational report for the Faculty Senate of Pierpont Community and Technical College. In addition to routine operational duties, the Faculty Senate completed action on the following from September 17, 2024- November 18, 2024:

- **Committee on Committees**

The Faculty Senate President appointed (1) faculty member from each school to work on the Committee on Committees on November 8<sup>th</sup>, 2024. This committee will begin soliciting committee preferences and filling all faculty standing and non-standing committee positions for the 2025-2026 academic school year starting in early Spring 2025.

- **Faculty Development and Welfare Committee**

Faculty Senates Faculty Development and Welfare Committee is working with Provost Michael Waide to capture and maximize the most important subjects for faculty during Professional Development Week before students return for the Spring semester.

- **General Education Committee**

The Faculty Senate approved changing technical Literacy to Digital Literacy.  
The Faculty Senate approved the Digital Literacy Rubric

- **Curriculum Proposals**

The Faculty Senate approved Proposal PHTA 1105, Kinesiology, Course Change Form – Modifies course prerequisites. Modifies course objectives.

The Faculty Senate approved Proposal PHTA 2204, Clinical Education III, Course Change Form – Reduces credit hours from 3 to 2. Modifies course prerequisites.

- **Announcements and Upcoming Dates**

December 5<sup>th</sup>, 2024 – Faculty Senate Executive Committee Meeting  
December 13<sup>th</sup>, 2024 - Pierpont Faculty Senate meeting - Caperton Center.  
December 13<sup>th</sup>, 2024 – Last Day of Fall Semester  
December 16<sup>th</sup>, 2024 – Final Grades Due

## Reaffirming Accreditation: Strategic Plan for HLC Assurance Visit and Report

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### *Background*

On **June 27, 2024**, the Higher Learning Commission (HLC) Board of Trustees placed Pierpont Community and Technical College on **Notice**, following a comprehensive evaluation. While reaffirming the institution's accreditation, HLC identified significant concerns across several Core Components of the Criteria for Accreditation, indicating that the institution is at risk of noncompliance. The Notice period requires immediate institutional improvements and proactive measures to address these concerns.

### *Summary of Concerns*

The HLC Board found that Pierpont Community and Technical College meets the following Core Components **with concerns**:

1. **Criterion 2.C – Board Governance:**

- The Board of Governors has not yet adopted a strategic plan.
- Transparency in Board actions is insufficient, as reflected in meeting minutes.
- Concerns about the delegation of day-to-day management and decision-making in the best interest of the institution.

2. **Criterion 3.C – Faculty and Staff:**

- Faculty and staff shortages remain unaddressed, hindering the delivery of effective and high-quality programs and services.

3. **Criterion 4.B – Assessment of Student Learning:**

- Cocurricular assessment processes are underdeveloped, with unclear distinctions between cocurricular and extracurricular activities.

4. **Criterion 4.C – Retention, Persistence, and Completion:**

- Goals for retention are vague, and actionable strategies are not fully developed.
- Systems for disaggregating data to inform improvement efforts are lacking.

5. **Criterion 5.A – Institutional Effectiveness:**

- The lack of a permanent institutional effectiveness professional has delayed data collection and planning.
- The institution operates without an approved strategic plan.

6. **Criterion 5.B – Resource Base:**

- Financial health improvements are ongoing but remain in transition.
- Enrollment initiatives are in progress but require time to demonstrate measurable outcomes.

## 7. **Criterion 5.C – Integrated Planning:**

- The new inclusive budgeting process is still developing.
- Debt repayment priorities limit the institution's ability to expand staffing, professional development, and operational reserves.

### ***HLC Expectations***

To resolve these concerns, the institution must:

1. Submit a **Notice Report** at least eight weeks before the September 2025 Notice Visit, providing evidence of progress.
2. Host a **Notice Visit** by September 2025 to evaluate whether the institution has addressed the concerns effectively.
3. Participate in a **Board Review** in June 2026 to determine if Notice can be removed or if further actions, up to withdrawal of accreditation, are necessary.

### ***Next Steps***

This project plan outlines the steps Pierpont Community and Technical College will take to:

- Address HLC's concerns.
- Demonstrate compliance with the Criteria for Accreditation.
- Position the institution for a successful outcome at the June 2026 Board Review.

## **Aligning Institutional Improvement Efforts with HLC’s Revised Sept 1, 2025, Criteria**

Pierpont Community and Technical College is committed to addressing the Higher Learning Commission’s (HLC) identified concerns through a strategic, evidence-based approach that not only ensures compliance with accreditation standards but also advances our institutional goals. This project plan is designed to strengthen governance, improve academic quality, and enhance resource sustainability while aligning with our mission to foster student success and lifelong learning opportunities.

The revised 2025 HLC Criteria serve as a framework for this plan, emphasizing mission-driven practices, continuous improvement, and institutional accountability. Through this process, Pierpont aims to not only resolve the concerns outlined during the Notice period but also position the college for long-term growth and success. Our efforts will focus on leveraging this opportunity to build a stronger, more sustainable institution that delivers exceptional value to our students, faculty, and the communities we serve.

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

This criterion emphasizes governance, transparency, and adherence to ethical policies and procedures.

#### **Relevant Core Components from Revised HLC Criteria**

- **2.A. Integrity:** Actions by governing bodies must adhere to policies and procedures.
- **2.B. Transparency:** Accurate and complete communication with students and the public.
- **2.C. Board Governance:** The Board must act autonomously and, in the institution’s best interest.

#### **Institutional Challenges**

- Lack of Board transparency (e.g., inadequate meeting minutes).
- The absence of a strategic plan adopted by the Board.
- Concerns about Board involvement in day-to-day operations, particularly regarding new initiatives (e.g., the aviation center).
  - On-boarding and orientation process for new board members.
  - Information about professional development and training for board members.
  - Agendas and minutes of governing board demonstrating knowledge and oversight of finances and academic functions.
  - Disclosure (and relevant documentation) of superordinate entity or operational partners, as applicable.

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### ***Criterion 3: Teaching and Learning for Student Success***

This criterion highlights the importance of maintaining program quality, sufficient staffing, and effective student support.

- **Relevant Core Components from Revised HLC Criteria**
- **3.C. Sufficiency of Faculty and Staff:** Adequate staffing for high-quality programs and services.
- **3.E. Assessment of Student Learning:** Use assessment to enhance educational quality.

- **3.G. Student Success Outcomes:** Focus on continuous improvement in student retention and success.

#### **Institutional Challenges**

- Faculty and staff shortages impacting program delivery (3.C).
  - Underdeveloped cocurricular assessment processes (3.E).
  - Vague retention goals and lack of actionable strategies (3.G).
- 

#### ***Criterion 4: Sustainability: Institutional Effectiveness, Resources, and Planning***

This criterion focuses on resource allocation, planning, and long-term institutional sustainability.

#### **Relevant Core Components from Revised HLC Criteria**

- **4.A. Effective Administrative Structures:** Data-informed decision-making and shared governance.
- **4.B. Resource Base and Sustainability:** Financial stability and alignment of resources with institutional priorities.
- **4.C. Planning for Quality Improvement:** Strategic planning for continuous improvement using data.

#### **Institutional Challenges**

- The institution lacks an approved strategic plan to guide decision-making (4.C).
  - Financial challenges, including debt repayment and limited reserves, impact operations (4.B).
  - Ineffective data systems for tracking institutional operations and outcomes (4.A).
- 

#### **Summary**

This strategic plan is more than a roadmap to address the HLC's identified concerns; it is a pathway to achieving Pierpont's broader goals of enhancing institutional effectiveness, fostering student success, and ensuring long-term sustainability. By integrating the revised 2025 HLC Criteria into our improvement efforts, we are reinforcing our commitment to high-quality education, ethical governance, and data-informed decision-making.

As Pierpont addresses key areas such as board governance, faculty and staff sufficiency, and strategic planning, we are creating a foundation for continuous improvement that will support our mission and vision far beyond the Notice period. This plan reflects our dedication to building a future-ready institution that not only meets accreditation standards but also exceeds expectations in serving our students and community.



## HLC Project Plan:

### December 2024 Review of Previous Reports and Improvement Areas

*Review the previous HLC report findings, address institutional improvement areas identified in the last review, and prepare to integrate feedback and guidance from the HLC consultant into the updated response framework.*

#### *Suggested Actions:*

1. **Set Meeting with the HLC Consultant:** Schedule a formal meeting to review the consultant's insights and guidance on the revised 2025 Criteria.
2. **Review Previous Reports:** Analyze the findings from the prior HLC review to identify critical areas requiring updates or new supporting evidence.
3. **Develop a Comparison Framework:** Create a matrix that aligns past findings with actions taken and aligns with the new criteria structure.
4. **Begin Gathering Documentation:** Compile supporting evidence showing improvements in the identified areas since the last report.
5. **Facilitate Internal Discussions:** Host team discussions to review institutional improvements, solicit feedback, and brainstorm content for the upcoming report.
6. **Draft Narrative Sections:** Begin drafting the January section narrative, ensuring integration of HLC consultant feedback and supporting evidence.

**Key Team Members:** President, Exec. Assistant to President, Chief Academic Officer, Chief Financial Officer, and ALO

## January 2025 Criterion 2.C (now “Board Governance” & Assumed Practices A.11-12)

*2.C. In discharging its fiduciary duties, the institution’s governing board is free from undue external influence and empowered to act in the best interests of the institution, including the students it serves.*

*Suggested examples of evidence for the crafting of a report:*

- Board manual, policies and bylaws, such as a conflict-of-interest policy; documentation of board members’ receipt/completion of current documents.
- Board approval of planning and budgeting documents.
- Information about board selection of, evaluation of, and right to terminate the president of institution.
- Documentation of the selection process for board members and for selection of chair, vice chair and other officers.
- Evidence of consideration of board composition, membership and ad hoc committee structure.
- List and bios of board members.
- Dates, agendas and minutes of board meetings and other relevant engagement with campus members for multiple years.
- On-boarding and orientation process for new board members.
- Information about professional development and training for board members.
- Agendas and minutes of governing board demonstrating knowledge and oversight of finances and academic functions.
- Disclosure (and relevant documentation) of superordinate entity or operational partners, as applicable.

**Key Team Members:** Executive Committee of the Board, President, Exec. Assistant to President, VP for HR and Organizational Development, and ALO

### **Actions:**

1. Set a discussion time with team members to solicit input and feedback on the suggested evidence.
2. Craft an outline for the section
3. Designate a content writer(s)
4. Create a working timeline with deadlines for the month.
5. Draft a 3–4 pages of narrative.
6. Gather and link supporting evidence or documentation for substantive claims.
7. Distribute the section’s narrative to the key team members for internal peer review and suggestions.
8. Submit the section to the President’s Cabinet for review and feedback.

**February 2025 Criteria 3.C (now 3.C “Sufficiency of Faculty and Staff” and Assumed Practices B.4)**

*3.C. The institution has the faculty and staff needed for effective, high-quality programs and student services.*

*Suggested examples of evidence for the crafting of a report:*

- Policy and procedural documents indicating how faculty qualifications are determined and monitored.
- Student-to-faculty ratio (overall, on-ground, online).
- Evidence that staff and faculty are sufficient to deliver educational experience, according to its mission.
- Summary of qualifications of Student Affairs staff.
- Student-to-staff ratio in direct service areas, as applicable.
- Documentation of professional development and training opportunities for staff and faculty, including support for instructional design.
- Sabbatical policy and how it contributes to high quality programs.
- Guidelines and processes for hiring faculty (such as full-time, part-time, adjunct, online) that are in compliance with HLC’s and specialized accreditors’ requirements, as appropriate.
- Faculty and staff professional development plans and annual evaluations.
- Orientation program for all faculty (includes full-time, part-time, adjunct, online, dual credit) and staff.

**Key Team Members:** Provost, Associate Provost, Deans, VP for HR (or designee), Faculty Senate Executive Committee, ALO

**Actions:**

1. Set a discussion time with team members to solicit input and feedback on the suggested evidence.
2. Craft an outline for the section
3. Designate a content writer(s)
4. Create a working timeline with deadlines for the month.
5. Draft 3–4 pages of narrative.
6. Gather and link supporting evidence or documentation for substantive claims.
7. Distribute the section’s narrative to the key team members for internal peer review and suggestions.
8. Submit the section to the President’s Cabinet for review and feedback.

**March 2025 Criteria 4.B (now 3.E. “Assessment of Student Learning”)**

*3.E. The institution improves the quality of educational programs based on its assessment of student learning.*

*Suggested examples of evidence for the crafting of a report:*

- Meeting minutes and agendas demonstrating departmental use of assessment data, with evidence of action taken based on review and analysis of data. Such sources may include minutes from faculty senate, assessment committees, and department meetings.
- Evidence that assessment tools are being used, such as curriculum maps, rubrics, internal or external benchmarking, student work products, and employer/graduate school data.
- General education and course-, program- and institutional-level learning goals (as applicable) and outcomes.
- Annual reports of the assessment process.
- Stated expectations of faculty involvement in assessment of student learning.
- Documentation of co-curricular assessment, if applicable, and improvements based on data.
- Assessment plan and/or process and calendar/cycle.
- Documents and reports using direct measures for assessment of student learning.

**Key Team Members:** Provost, Associate Provost, Deans, Director of Institutional Research, AVP of Student Services, General Education Committee Chair, ALO

**Actions:**

1. Set a discussion time with team members to solicit input and feedback on the suggested evidence.
2. Craft an outline for the section
3. Designate a content writer(s)
4. Create a working timeline with deadlines for the month.
5. Draft 5-7 pages of narrative.
6. Gather and link supporting evidence or documentation for substantive claims.
7. Distribute the section’s narrative to the key team members for internal peer review and suggestions.
8. Submit the section to the President’s Cabinet for review and feedback.

**April 2025      Criteria 4.C (now 3.G “Student Success Outcomes”)**

*3.G. The institution’s student success outcomes demonstrate continuous improvement, taking into account the student populations it serves and benchmarks that reference peer institutions.*

*Suggested examples of evidence for the crafting of a report:*

- Benchmarking with peer institutions relative to common data points such as graduation, persistence, retention, completion and transfer.
- Licensure or certification exam data.
- Data on where students go after graduation, such as continuing education, job placement rates, admission rates to advanced degree programs, and participation rates in fellowships, internships and special programs (e.g., Peace Corps and AmeriCorps).
- Collection and analyses of economic information related to graduate earnings, loan debt, and field(s) of employment over time.
- Surveys of alumni.
- State degree requirements and evidence of compliance.
- Results related to participation in Federal, state, or privately funded initiatives related to persistence, completion, and retention.

**Key Team Members:** Associate Provost for Student Learning, Registrar, Executive Director for Admissions/Recruiting, AVP for Student Services, ALO

**Actions:**

1. Set a discussion time with team members to solicit input and feedback on the suggested evidence.
2. Craft an outline for the section
3. Designate a content writer(s)
4. Create a working timeline with deadlines for the month.
5. Draft 5-7 pages of narrative.
6. Gather and link supporting evidence or documentation for substantive claims.
7. Distribute the section’s narrative to the key team members for internal peer review and suggestions.
8. Submit the section to the President’s Cabinet for review and feedback.

Criteria 5.B (now 4.B “Resource Base and Sustainability & Assumed Practices D.2)

*4.A. The institution’s administrative structures are effective and facilitate collaborative processes such as shared governance; data-informed decision making; and engagement with internal and external constituencies as appropriate.*

*Suggested examples of evidence for the crafting of a report:*

- List of campus committees and teams participating in collaborative planning processes, such as faculty senate, assessment committee, general education committee, strategic planning committee, budget committee, policy advisory group, and/or library committee, with descriptions of their roles in such processes.
- Bylaws, policies, procedures and schedules for the institution’s faculty or university senate, student government association, staff senate or council, and governing board.
- Documentation outlining the institution’s organizational structure.
- Resolutions and meeting minutes of different constituent groups.
- Evidence of institutional action based on review of data.
- Evidence of the institution’s engagement with community, non-institutional entities and local organizations. Examples might include public transportation, partnerships with local law enforcement, and support for local nonprofit organizations.

**Key Team Members:** Director of Institutional Research/Effectiveness, VP for HR and Organizational Development, Foundation Director, Executive Assistant to the President/BOG, Faculty Senate President, Classified Staff or Nonclassified Staff Chair, ALO

**Actions:**

1. Set a discussion time with team members to solicit input and feedback on the suggested evidence.
2. Craft an outline for the section
3. Designate a content writer(s)
4. Create a working timeline with deadlines for the month (target: May 30).
5. Draft 3-4 pages of narrative.
6. Gather and link supporting evidence or documentation for substantive claims.
7. Distribute the section’s narrative to the key team members for internal peer review and suggestions.
8. Submit the section to the President’s Cabinet for review and feedback.

*4.B. The institution’s financial and personnel resources effectively support its current operations. The institution’s financial management balances short-term needs with long-term commitments and ensures its ongoing sustainability.*

- Suggested examples of evidence for the crafting of a report:
- Independent audited financial statements and Composite Financial Index patterns for multiple years.
- Documentation of investments in facilities and technology, including deferred maintenance.
- Campus master plan including additions and deferred maintenance.
- Documentation of strategic plan investments.
- Budget requests and procedures delineating flow of decision making.
- Projected budgets/pro forma budgets.
- Compliance with bank covenants and lines of credit.

- Endowment drawdown policy (and explanations of any anomalies during a review period).
- Process for monitoring expenses.
- Mission statement and activities of institution's foundation or advancement office, as relevant to the support of facilities and educational programs.
- Fundraising documentation and results.
- Enrollment plan, current enrollment and enrollment projections.
- Evidence of allocation of budget for instruction, strategic plan, mission, professional development and similar priorities.
- Duration and amount of grants received by the institution.
- Evidence of the alignment of planning initiatives with current educational programs, such as facilities planning, budget processes, and advancement initiatives.
- Collective bargaining agreement(s), if any.
- Investment policy and documentation demonstrating compliance.
- Internal budget control policies.
- Bond rating since last comprehensive evaluation or Assurance Review, if available.
- Information about training and professional development for faculty and staff.

**Key Team Members:** BOG Finance Committee Chair, CFO, Business/Finance team member, Director of Institutional Research/Effectiveness, CIO, ALO

**Actions:**

1. Set a discussion time with team members to solicit input and feedback on the suggested evidence.
2. Craft an outline for the section
3. Designate a content writer(s)
4. Create a working timeline with deadlines for the month (target: June 15).
5. Draft 5-7 pages of narrative.
6. Gather and link supporting evidence or documentation for substantive claims.
7. Distribute the section's narrative to the key team members for internal peer review and suggestions.
8. Submit the section to the President's Cabinet for review and feedback.

**June 2025      Criteria 5.C (now 4.C “Planning for Quality Improvement”)**

*The institution engages in systematic strategic planning for quality improvement. It relies on data, integrating its insights from enrollment forecasts, financial capacity, student learning assessment, institutional operations and the external environment.*

*Suggested examples of evidence for the crafting of a report:*

- History and process of strategic plan creation and constituencies involved in such activities.
- Annual updates to strategic plan; status of action plans.
- Budget requests and procedure for budget planning.
- Budget allocation by major area.
- Budget projections for multiple years.
- Enrollment management plan.
- Environmental scan results.
- Evidence of resources used to aid in planning activities, such as state reports on demographics, industry/vocational employment demands, and market analyses.
- Facilities and technology plans.
- Evidence of attainment of strategic planning goals.
- Documentation delineating linkage between planning, budgeting and evaluation/assessment.
- Student success data and reports.
- Documentation of institutional effectiveness plans and strategies, including goals and measurable outcomes for identified functional areas.
- Student learning and academic program assessment documentation.
- Documentation regarding assessments of student satisfaction with facilities, libraries, technology, human resources, security, and other services (e.g., counseling, student activities, parking, for example).
- Key performance indicators/dashboard.
- Meeting minutes, agendas and/or task lists indicating review and analysis of data to inform improvements of operational activities (e.g., counseling, information technology, parking, student activities).
- Current rates of and goals for institutional persistence, retention and completion data and reports (include the institution’s definitions of these terms), documentation of a consortium for student retention data exchange, analysis of graduation and retention rates by distinctive student populations (e.g., age, gender, race, ethnicity, first-generation status).
- Strategies or initiatives implemented based on review and analysis of data to make improvements in persistence, retention and completion, such as agendas, meeting minutes and action items of units working in these areas.
- Information about the effectiveness of the institution’s student success center.
- Documentation of utilization of datasets to make improvements.
- Documentation of campus services to support student needs (e.g., writing skills, math tutoring, study skills, time management)
- Analysis of and actions based on suspension and probation trends, DFW rates and tracking in sequenced courses, effects of add/drop and withdrawal policies on student success.
- Analysis of student success based on academic preparation and financial well-being and various demographics.
- Student advising procedures and policies.
- Student exit survey results and action taken to address concerns as applicable

**Key Team Members:** Provost, Associate Provost for Student Learning, Director of Institutional Research/Effectiveness, CFO or Business/Finance team member, AVP for Student Services, Registrar, Executive Director for Admissions/Recruiting, ALO



## **Actions:**

1. Set a discussion time with team members to solicit input and feedback on the suggested evidence.
2. Craft an outline for the section
3. Designate a content writer(s)
4. Create a working timeline with deadlines for the month (target: June 30).
5. Draft 5-7 pages of narrative.
6. Gather and link supporting evidence or documentation for substantive claims.
7. Distribute the section's narrative to the key team members for internal peer review and suggestions.
8. Submit the section to the President's Cabinet for review and feedback.

### **July 1—15, 2025**

A working group proofreads all parts of the report and contributes suggestions for filling in any gaps.

### **July 15-20, 2025**

The full report goes to the President and Cabinet for final review and approval.

### **July 21, 2025**

Final submission uploaded and locked; the HLC-imposed submission date is **July 21, 2025**.

## **Following the submission of the report, Pierpont will begin hosting learning sessions and mock interviews with select identified stakeholders**

### **Mock Interviews for Internal Stakeholders**

- July 25: Lunch & Learn: Overview of Report and Process
- August 1: Mock Interviews: Sufficiency of faculty and staff (3.C)
- August 8: Mock Interviews: Assessment of student learning (3.E)
- August 15: Mock Interviews: Assessment of student learning (3.E)
- August 22: Mock Interviews: Student success outcomes (3.G)
- August 29: Mock Interviews: Effective administrative structures (4.A) and Resource base & Sustainability (4.B)
- September 5: Mock Interviews: Planning for quality improvement (4.C)
- September 12: Mock Interviews: Sufficient Board Autonomy (BOG members) (2.C)

### **On-site Visit: September 15-16, 2025**

- Site team present on campus; agenda of meetings with identified Pierpont team members and Board members forthcoming in Spring 2025

### **June 2026: HLC Board of Trustees (Determination of Compliance)**

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

**Board of Governors Meeting**

**Thursday, December 5, 2024  
1:00 PM**

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

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**MINUTES**

**Notice of Meeting**

A special meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors was held on December 5, 2024, beginning at 1:00 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 Hinke, Chair, called the meeting to order in open session at 2:00 PM.

**II. Conflict of Interest**

David Hinkle 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>
Jessica Barker	Present
Dr. Susan Woods Coffindaffer	Present
Thomas Cole	Present
David Hinkle	Present
Anthony Hinton	Present
Lisa Lang	Present
Christine Miller	Present
Juanita Nickerson	Present
Jeffrey Powell	Present
Joanne Seasholtz	Present
Nathan Weese	Present

Amanda Hawkinberry announced there was a quorum present.

*Others Present:*

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

**IV. Committee of the Whole**

A. Approval of Prioritized Expenditures of One-Time Supplemental State Appropriation

Thomas Cole moved to approve the use of the one-time supplemental state appropriation for BANNER upgrade, with spending not to exceed \$110,000. Lisa Lang seconded the motion. All agreed. Motion carried.

Anthony Hinton moved to obtain quotes for classroom lock upgrades to be reviewed at the next Board meeting. Joanne Seasholtz seconded the motion. All agreed. Motion carried.

B. Review and Discuss Financial Update - HLC

Michael Waide informed the Board that our HLC liaison was unable to attend today's meeting. She has requested that the Board compile any questions they may have and send them to her via email so that she can answer them or pass them along to someone who can.

**V. Executive Session – Closed Session**

A. *Entering Executive Session – Closed Session*

Christine Miller moved that the Board go into Executive Session in accordance with WV Code §6-9A-4. Juanita Nickerson seconded the motion. All agreed. Motion Carried.

Items brought into Executive Session:

1. Review, Discuss, and Approve Hiring Offers
2. Review, Update, and Approve Advance Planning for A&P Building
3. Review, Discuss, and Approve Reassignment of Employee Duties
4. Review, Discuss, and Approve Ongoing Evaluations of Employees
5. Review, Discuss and Approve Reassignment of Board of Governor Duties

B. *Exiting Executive Session – Back to Open Session*

Jessica Barker moved to exit Executive Session and return to Open Session. Juanita Nickerson seconded the motion. All agreed. Motion carried.



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Vision: To empower individuals and strengthen communities through exceptional training and educational pathways  
Tagline: Education that works!

*C. Items brought forward from Executive Session*

No items were brought forward from executive session.

**VI. Adjournment**

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

*Respectfully submitted by Amanda N. Hawkinberry*



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

**Board of Governors Meeting**

**Thursday, January 9, 2025  
5:30 PM**

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

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**MINUTES**

**Notice of Meeting**

A special meeting of the Pierpont Community & Technical College (Pierpont) Board of Governors was held on January 9, 2025, beginning at 5:30 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 Hinke, Chair, called the meeting to order in open session at 5:30 PM.

**II. Roll Call**

Amanda Hawkinberry conducted a roll call:

<b>Name</b>	<b>Present/Not Present</b>
Jessica Barker	Present
Thomas Cole	Present
Vickie Findley	Present
David Hinkle	Present
Anthony Hinton	Present
Lisa Lang	Present
Christine Miller	Present
Juanita Nickerson	Present
Jeffrey Powell	Present
Joanne Seasholtz	Present
Nathan Weese	Present

Amanda Hawkinberry announced there was a quorum present.

*Others Present:*

Members of President's Cabinet, faculty, and others

**III. Conflict of Interest**

David Hinkle requested Board members to examine the agenda and disclose any potential conflicts of interest.

#### **IV. Introduction of New Board Member**

Vickie Findley has been elected to serve as the Faculty Senate Representative on the Board of Governors. Vickie has been a dedicated employee of Pierpont for 33 years and has held various significant positions throughout her tenure, including Faculty Senate President and Dean of Health Careers. She is currently serving as the Program Coordinator for the Health Sciences Program.

#### **V. Executive Session – Closed Session**

##### *A. Entering Executive Session – Closed Session*

Lisa Lang moved that the Board go into Executive Session in accordance with WV Code §6-9A-4. Anthony Hinton seconded the motion. All agreed. Motion Carried.

Items brought into Executive Session:

1. Review, Discuss, and Approve Hiring Offers
2. Review, Update, and Approve Advance Planning for A&P Building
3. Review, Discuss, and Approve Reassignment of Employee Duties
4. Review, Discuss, and Approve Ongoing Evaluations of Employees
5. Review, Discuss and Approve Reassignment of Board of Governor Duties

##### *B. Exiting Executive Session – Back to Open Session*

Thomas Cole moved to exit Executive Session and return to Open Session. Jessica Barker seconded the motion. All agreed. Motion carried.

##### *C. Items brought forward from Executive Session*

Anthony Hinton moved to approve the separation agreement. Christine Miller seconded the motion. Motion carried.

Anthony Hinton moved to name an interim President on or before January 21, 2025. Juanita Nickerson seconded the motion. Motion carried.

Anthony Hinton initially moved to explore executive coaching for Pierpont staff. Juanita Nickerson seconded the motion. After further discussion, Anthony Hinton amended his



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Tagline: Education that works!

motion to explore executive coaching specifically for executive staff at Pierpont. Juanita Nickerson seconded the amended motion. All agreed. Motion carried.

**VI. Adjournment**

There being no further business, Thomas Cole 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: To empower individuals and strengthen communities through exceptional training and educational pathways  
Tagline: Education that works!

**Tab**

**2**



**Board of Governors**  
**Budget/Finance Report FY 2025**  
**Pierpont Community & Technical College**  
**as of January 31, 2025**

Pierpont’s overall financial structure consists of four primary fund types: unrestricted, auxiliary, restricted, and plant/capital funds.

**Unrestricted Funds** – Includes those economic resources of the institution which are expendable for any purpose in performing the primary objectives of the institution, i.e., instruction, research, extension, and public service, and which have not been designated by the governing board for other purposes. These funds consist of State Appropriations, not designated for a specific purpose, and general tuition and fees revenues. For fiscal management purposes Pierpont segregates Unrestricted funds into two subgroups; President Controlled Funds and Fund Manager Controlled Funds.

- President Controlled Funds consist of State Appropriations and general tuition and fees revenues.
- Fund Manager Controlled Funds consist primarily of program fees and lab/course fee funds that are used to cover program specific operational costs.

**Auxiliary Funds** – Auxiliary funds are a subsection of unrestricted funds. Auxiliary enterprises are activities conducted primarily to provide facilities or services to students, faculty, and staff. Such activities could include residence halls, food services, bookstore, parking, etc. At Pierpont these activities are reported as a separate fund type for fiscal management. Currently parking is the only Auxiliary fund activity and is used to support maintaining parking resources and campus security.

**Restricted Funds** - The restricted fund group consists of those funds expendable for operating purposes but restricted by donors or other outside agencies as to the specific purpose for which they may be expended. Restricted funds primarily consist of contracts and grants received from federal or state governments for financial aid, research, public service or other restricted purposes.

**Plant/Capital Funds** – Plant/Capital Funds are a subsection of unrestricted funds used for debt service, capital projects, facilities maintenance, and renewal.

**SUMMARY UNRESTRICTED FUNDS:**

As of the January 31, 2025, Budget/Finance Report, the Unrestricted Budget Balance is (\$177,397) which includes Board approved spend down of Fund Manager cash reserves of \$188,000 and a One-Time Supplemental Appropriation received in FY 24 spend of \$110,000.

As of this report date, the YTD Actuals for Unrestricted Funds reflect the following:

- The institution has realized approximately 99% of projected operating revenue.
  - *Note: Tuition and Auxiliary revenues are exceeding budget due to enrollment being up by approximately 10% at the end of January compared to the previous year at the same time.*

- The institution has incurred approximately 49% of operating expenses.
- The institution has realized approximately 73% of nonoperating revenues.
- The Year-To-Date Actual Budget Balance is \$5,958,584.

**SUMMARY RESTRICTED FUNDS:**

As of this report date, the YTD Actuals for Restricted Funds reflect the following:

- The institution has realized approximately 52% of projected operating revenue.
- The institution has incurred approximately 50% of operating expenses.
- The institution has realized approximately 73% of nonoperating revenues.
- The Year-To-Date Actual Budget Balance is \$1,185,402.

**Pierpont Community & Technical College**  
**Actual vs Budget Statement of Revenues and Expenses**  
**Current Unrestricted (Including Depreciation)**  
**January 31, 2025**

		<b>Current Budget</b>	<b>Actual YTD</b>	<b>YTD Actual to Current Budget</b>
<b>OPERATING REVENUE</b>	Tuition and Fees	6,984,187	6,928,295	99.20%
	Auxiliary enterprise revenue	160,000	176,484	110.30%
	Other Operating Revenues	110,163	92,778	84.22%
	<b>Total:</b>	<b>7,254,350</b>	<b>7,197,558</b>	<b>99.22%</b>
<b>OPERATING EXPENSE</b>	Salaries	7,712,937	3,901,830	50.59%
	Benefits	1,949,780	918,030	47.08%
	Student financial aid - scholarships	248,252	20,835	8.39%
	Utilities	364,013	186,484	51.23%
	Supplies and Other Services	5,271,831	2,575,234	48.85%
	Equipment Expense	123,016	84,500	68.69%
	Fees retained by the Commission	97,199	72,899	75.00%
	Loan cancellations and write-offs	100,000	0	0.00%
	<b>Total:</b>	<b>15,867,029</b>	<b>7,759,814</b>	<b>48.91%</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(8,612,678)</b>	<b>(562,257)</b>	
<b>NONOPERATING REVENUE (EXPENSE)</b>	State appropriations	8,613,156	6,459,867	75.00%
	Gifts	102,700	94	0.09%
	Investment Income	300,000	168,130	56.04%
	<b>Total:</b>	<b>9,015,856</b>	<b>6,628,091</b>	<b>73.52%</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(100,000)	(107,250)	107.25%
	Transfers for Financial Aid Match	(30,875)	0	0.00%
	Transfers to Plant Reserves	(559,700)	0	0.00%
	<b>Total:</b>	<b>(690,575)</b>	<b>(107,250)</b>	<b>15.53%</b>
<b>BUDGET BALANCE UNRESTRICTED</b>		<b>(287,397)</b>	<b>5,958,584</b>	
<b>One-Time Supplemental Appropriation (Received in FY 24)</b>		110,000		
<b>BUDGET BALANCE ONE-TIME SUPPLEMENTAL APPROPRIATION</b>		<b>(177,397)</b>	<b>5,958,584</b>	

**Pierpont Community & Technical College**  
**Actual vs Budget Statement of Revenues and Expenses**  
**Current Restricted**  
**January 31, 2025**

		<b>Current Budget</b>	<b>YTD Actual</b>	<b>YTD Actual to Current Budget</b>
<b>OPERATING REVENUE</b>	Federal Grants and Contracts	3,780,244	1,011,433	26.76%
	State/Local Grants and Contracts	5,083,712	3,667,823	72.15%
	Private Grants and Contracts	406,805	186,974	45.96%
	<b>Total:</b>	<b>9,270,760</b>	<b>4,866,230</b>	<b>52.49%</b>
<b>OPERATING EXPENSE</b>	Salaries	1,255,122	92,343	7.36%
	Benefits	293,649	20,736	7.06%
	Student financial aid - scholarships	7,843,661	4,807,572	61.29%
	Supplies and Other Services	660,846	147,417	22.31%
	Equipment Expense	155,060	7,220	4.66%
	<b>Total:</b>	<b>10,208,338</b>	<b>5,075,288</b>	<b>49.72%</b>
<b>OPERATING INOCME / (LOSS)</b>		<b>(937,578)</b>	<b>(209,058)</b>	
<b>NONOPERATING REVENUE (EXPENSE)</b>	Federal Pell Grant Revenues	2,250,000	1,632,741	72.57%
	Gifts	485	0	0.00%
	<b>Total:</b>	<b>2,250,485</b>	<b>1,632,740</b>	<b>72.55%</b>
<b>TRANSFERS &amp; OTHERS</b>	Capital Expenditures	(1,514,516)	(238,281)	15.73%
	Transfers for Financial Aid Match	30,875	0	0.00%
Transfers - Indirect Cost (Char	Indirect Cost Recoveries	(53,462)	0	0.00%
	<b>Total:</b>	<b>(1,537,104)</b>	<b>(238,281)</b>	<b>15.50%</b>
<b>BUDGET BALANCE</b>		<b>(224,196)</b>	<b>1,185,402</b>	

**Tab**

**3**

**Pierpont Community and Technical College  
Board of Governors  
Meeting of February 18, 2025**

**ITEM:** FY 2025 Capital Projects Update.

**COMMITTEE:** Finance and Administration Committee

**INFORMATION ITEM:** FY 2025 Capital Project Budgets, Expenditures, and Cash Balances as of January 31, 2025.

**STAFF MEMBER:** Dale Bradley

Pierpont Community & Technical College  
 Project Summary  
**Capital Plant Funds**  
 As of January 31, 2025

Projects			
Projects - Funds Transferred	Approved Budget	Actual Expenditures to Date	Unexpended Budget Balance
Caperton Center Expansion - Vet Tech	2,094,326	2,140,461	(46,135)
ATC 3rd Floor Furniture, Fixtures & Inform. Tech.	200,000	0	200,000
Small Capital Projects	150,000	75,001	74,999
<b>TOTALS</b>	<b><u>2,444,326</u></b>	<b><u>2,215,461</u></b>	<b><u>228,865</u></b>

Plant Funds Cash Balances at January 31, 2025		
Fund Title	Fund	Cash Balance
Caperton Center Expansion-Vet Tech	3510	26,365.43
ATC 3rd Floor Furniture, Fixtures & Inform. Tech.	3518	200,000.00
Small Capital Projects	3570	72,721.40
HEPC Debt Service	3573	135,927.00
Pierpont - E&G Cap & Infrastructure*	3575	594,163.29
<b>Total Cash in Plant Funds on January 31, 2025</b>		<b><u>1,029,177.12</u></b>

Cash Balances Available For Capital Projects as of January 31, 2025		
Fund Name	Fund	Cash Balance
Pierpont - E&G Cap & Infrastructure*	3575	594,163.29
Pierpont Facilities Fee	3170	327,206.07
<b>Total Cash Balances Available For Capital Projects</b>		<b><u>\$ 921,369.36</u></b>

Unrestricted Facilities Fee Fund Projected Cash Balance at June 30, 2025		
Fund 3170		Cash Balance
Beginning Balance		313.00
Estimated Revenues		559,700.00
<b>Projected Cash in Unrestricted Facilities Fee Fund at June 30</b>		<b><u>\$ 560,013.00</u></b>

**Tab**

**4**



**Pierpont Community and Technical College  
Board of Governors  
Meeting of February 18, 2025**

**ITEM:** FY 2025 Contracted Service Providers as of January 2025.

**COMMITTEE:** Finance/Audit and Administration Committee

**INFORMATION ITEM:** List of Service Providers Pierpont Community and Technical College has or is utilizing in FY 2025 as of January 2025.

**STAFF MEMBER:** Dale Bradley

**BACKGROUND:** General information of companies/organizations Pierpont has or is engaging in providing contracted services to the institution during FY 2025.

## **CONTRACTED SERVICES**

ACT PROGRAMS  
BREWER & COMPANY  
CARAHSOFT TECHNOLOGY CORP  
CHECKER, INC  
CINTAS CORP  
CITYNET LLC  
CONLEY CPA GROUP PLLC  
DATARAILS  
EMCOR SERVICES SCALISE INDUSTRIES  
FAIRMONT MARION CO TRANSIT AUTHORITY  
FOLLETT HIGHER EDUCATION GROUP LLC  
GREENLEAF ENVIRONMENTAL SERVICES  
HAPCHUK, INC  
HORIZON INFORMATION SRV  
HQ AERO MANAGEMENT US INC  
IN WEST VIRGINIA HIGH TECH FOUNDATION  
INDUSTRIAL ELEVATOR MAINTENANCE INC  
JONATHAN D CORCORAN  
K M SERVICE  
MODERN CAMPUS USA INC  
NELNET BUSINESS SOLUTIONS INC  
NERO DIGITAL  
NEWTECH SYSTEMS INC  
NEWTECH SYSTEMS LLC  
NORTHSTAR TECHNOLOGIES LLC  
OUTSOLVE LLC  
INSPIRING DR  
JAMIE STAPLES  
PERSONA IDENTITIES INC  
PILLAR INNOVATIONS  
QUALEX CORPORATION  
RELIANT CAPITAL SOLUTIONS LLC  
REPUBLIC SERVICES TRASH  
RYAN CONSTRUCTION SERVICES INC  
SAFETY KLEEN SYSTEMS  
AMPED EVENTS  
STANDARD EXTERMINATING  
STERICYCLE INC/SHRED-IT  
STRATA INFORMATION GROUP INC  
SUPERIOR LAWN CARE SERVICES  
THAT YOGA STUDIO  
THE OP SHOP INC  
UNITED HOSPITAL CENTER INC

VERTICAL TRANSPORT CONSULTING  
VIOLET CONSULTING LLC  
WAREHOUSE KIDS LLC  
WASTE MANAGEMENT  
WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES  
WEST VIRGINIA UNIVERSITY HOSPITALS INC  
WILLIAMS & FUDGE INC  
WV REGION VI WORKFORCE INVESTMENT BD

**LEGAL SERVICES**

DINSMORE & SHOHL LLP

**PROFESSIONAL SERVICES**

ALLONE HEALTH SOUTH LLC  
AUTOMOTIVE RENTALS INC  
BATMANS TROPHIES AND AWAR  
BRIDGEPORT TIRE & SUPPLY  
CLIFTONLARSONALLEN LLP  
FORTIFY LEADERSHIP GROUP LLC  
JESSICA HARVEY  
JN PIFER  
RIVI VET TECH  
QUALITY MACHINE COMPANY  
METROPOLIS MANAGEMENT  
VECTOR SCENARIO LEARN  
WorkED Consulting LLC  
SORENSEN

**INFORMATION TECHNOLOGY SERVICES/SOFTWARE**

ADVANTAGE DESIGN GROUP  
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**Pierpont Community and Technical College  
Board of Governors  
Meeting of February 18, 2025**

**ITEM:** FY 2025 Mid-Year Cash Balances as of January 31, 2025.

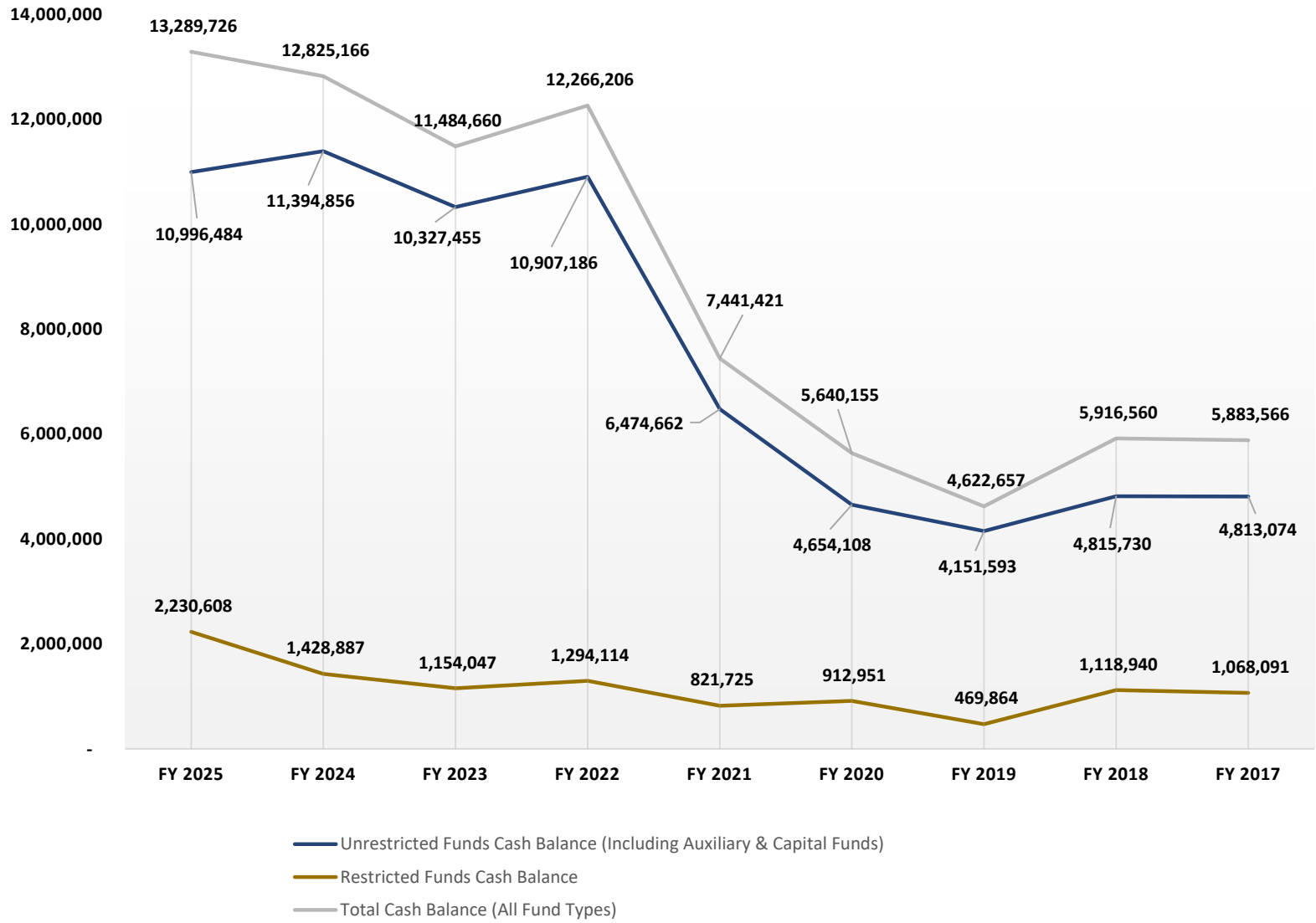
**COMMITTEE:** Finance/Audit and Administration Committee

**INFORMATION ITEM:** Pierpont Community and Technical College FY 2025 Mid-Year Cash Balances as of January 31, 2025, are as follows:

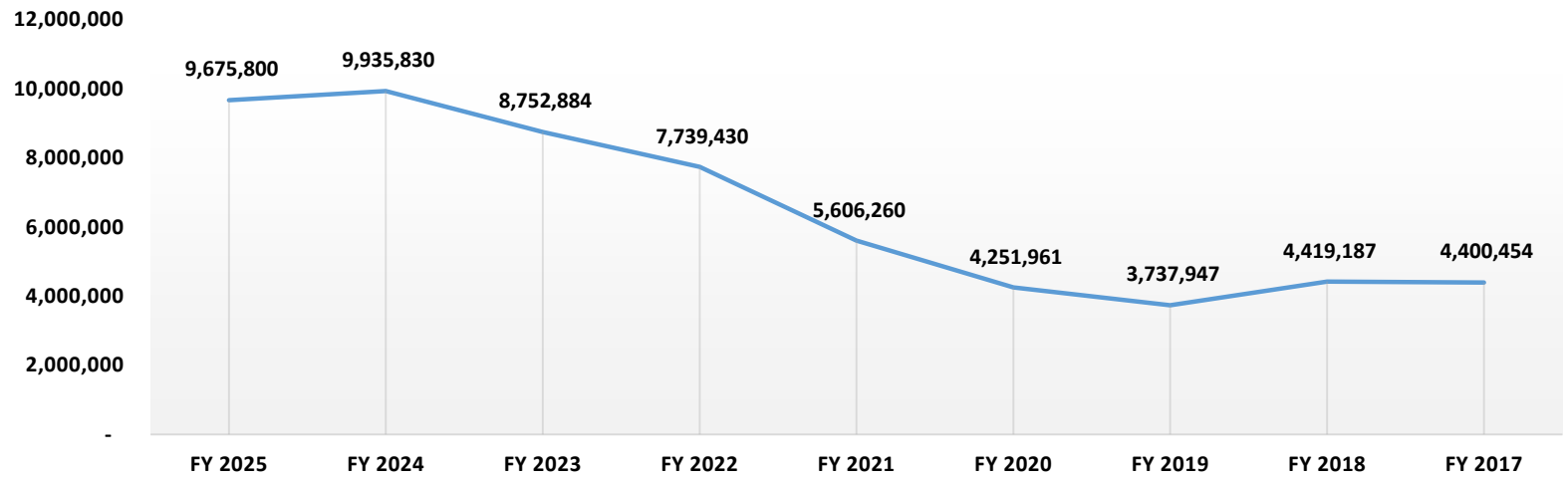
- Total Cash Balances (All Fund Types): \$13,289,726
- Unrestricted Funds Cash Balances (Including Auxiliary & Capital Funds): \$10,996,484
- Restricted Funds Cash Balances: \$2,230,608
- Unrestricted Funds Cash Balances (Without Capital Funds): \$9,675,800
- Unrestricted Auxiliary & Capital Funds Cash Balances: \$1,320,684
- Restricted Funds Cash Balances: \$2,230,608

**STAFF MEMBER:** Dale Bradley

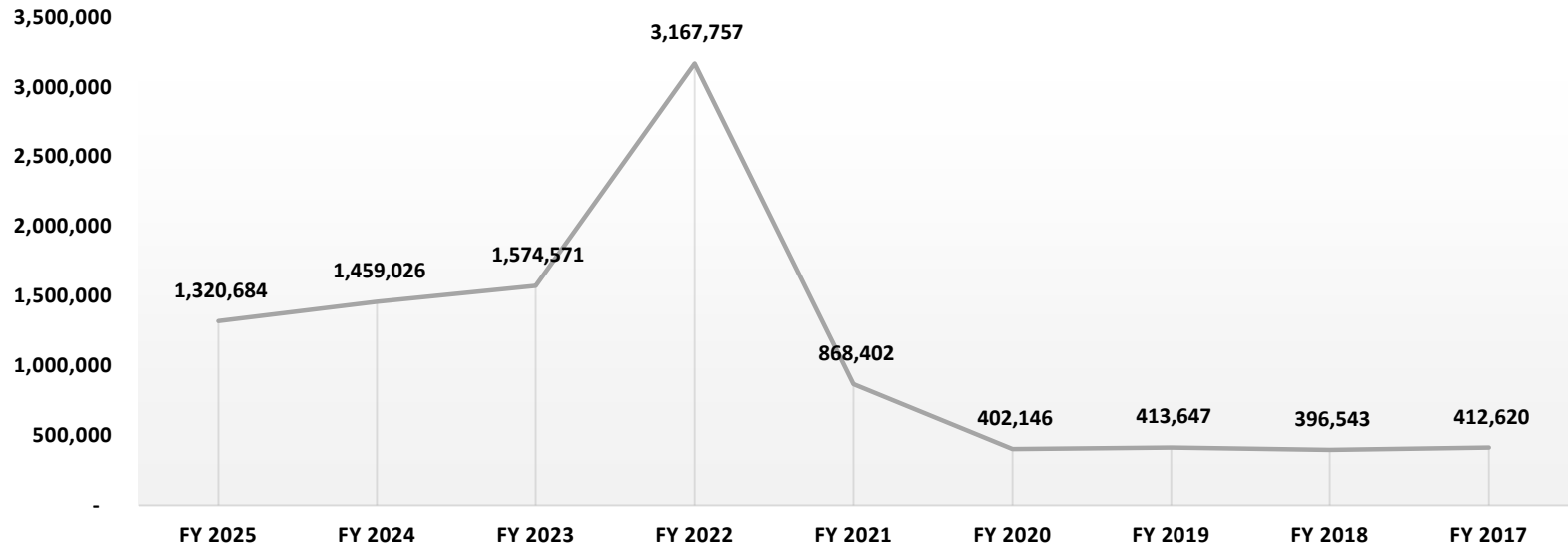
### Pierpont C&TC Cash Balances (All Fund Types) 2017 - Jan. 31, 2025



**Pierpont CTC  
Unrestricted Funds Cash Balances 2017 - Jan. 31, 2025  
(Without Capital Funds)**

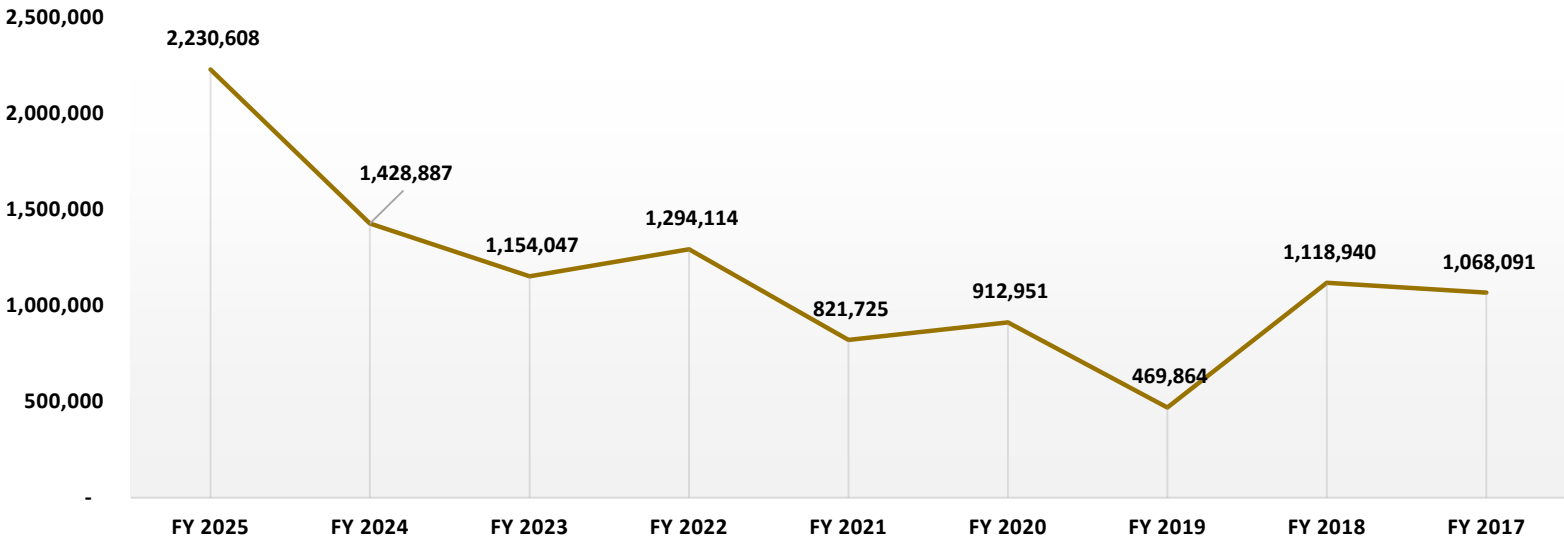


**Pierpont CTC**  
**Unrestricted Auxiliary & Capital Funds Cash Balances 2017 - Jan. 31, 2025**





**Pierpont CTC  
Restricted Funds Cash Balance 2017 - Jan. 31, 2025**



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Enrollment Comparison Summary by Student Type

<u>Student Type</u>	<u>Previous Term</u>		<u>Current Term</u>		<u>Differences</u>			
	202420 - Spring Semester 2024		202520 - Spring Semester 2025					
	As of 2/10/2025		As of 2/10/2025		<u>Count</u>	<u>Percent</u>	<u>FTE</u>	<u>Percent</u>
	<u>Count</u>	<u>FTE</u>	<u>Count</u>	<u>FTE</u>				
1 - First-time Freshman	55	44.33	54	46.87	-1	-1.82	2.53	5.71
2 - Returning Student	640	559.87	734	650.60	94	14.69	90.73	16.21
3 - Readmitted Student	26	18.13	18	12.73	-8	-30.77	-5.40	-29.78
6 - Transfer Student	38	30.93	36	25.87	-2	-5.26	-5.07	-16.38
9 - Other	21	9.00	13	6.20	-8	-38.10	-2.80	-31.11
	<u>780</u>	<u>662.26</u>	<u>855</u>	<u>742.27</u>	<u>75</u>	<u>9.62</u>	<u>80.00</u>	<u>12.08</u>
8 - HS Student Taking College Crs	713	223.53	685	205.73	-28	-3.93	-17.80	-7.96
	<u>1,493</u>	<u>885.79</u>	<u>1,540</u>	<u>948.00</u>	<u>47</u>	<u>3.15</u>	<u>62.20</u>	<u>7.02</u>

## ENROLLMENT UPDATE: FEB 10, 2025

### REVIEW of ENROLLMENT TYPES

Enrollment categories consist of the following student types: *first-time freshmen; returning students; readmitted students; transfer students; and "other."*

These traditional enrollment profiles generate maximum tuition and fees as they are paid through federal financial aid, State aid, and or individual student payments.

The remaining enrollment category, *Dual Enrollment*, consists of high school students taking college courses. These students can be traditional high school students who attend a high school in our service region, OR they can be homeschooled students of high school age from any location. While dual enrollments make up a healthy percentage of overall head count, the tuition and fees generated by these enrollments do not contribute as heavily to the revenues as does the tuition and fees generated by the traditional enrollment categories; the State underwrites dual enrollment courses at a significantly reduced rate.

After students were "purged" and had the option for reinstatement for nonattendance and or non-payment, the summary report of Monday, February 10, 2025, reflects the following positive enrollment profile:

- **Overall Growth:** Total enrollment increased by 47 students (3.15%) from 1,493 to 1,540 students, with FTE (Full-Time Equivalent) growing by 62.20 (7.02%) from 885.79 to 948.00. Of the 1540 total enrollments, 56% of those enrollments were generated from the traditional student type categories, which generate maximum revenue.
- **Returning Students:** The largest increase was in returning students, which grew by 94 students (14.69%) from 640 to 734, with their FTE increasing by 90.73 (16.21%). This increase in returning students is due, at least in part, to combined efforts of admissions/advising specialists and program coordinators in reaching out to students multiple times by text, phone, and emails, as well as classroom visits to pre-register students.
- **High School Students:** There was a decrease in high school students taking college courses, dropping by 28 students (-3.93%) from 713 to 685, with FTE decreasing by 17.80 (-7.96%). These enrollments, however, do not impact revenues as significantly as do enrollments from degree seeking students.

Overall, the enrollment trend is positive, driven mainly by strong retention of returning students and in direct reflection of increased Fall 2024 enrollments. Further, several initiatives of the Strategic Enrollment Plan will further support growth, including plans to develop "Spring start" model schedules; new CAS and AAS degree programs

and micro credentials to meet workforce demands; part-time pathways to appeal to adult students; and continuous efforts to increase quantity and quality of dual enrollment offerings.

Submitted by:

Nancy Parks, interim Associate VP  
Student Services

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## Reaffirming Accreditation: Progress and Strategic Plan

### Introduction

Pierpont Community and Technical College remains committed to addressing the concerns identified by the Higher Learning Commission (HLC) following its evaluation in June 2024. While accreditation was reaffirmed, the institution was placed on Notice due to concerns related to Board governance, faculty and staff sufficiency, assessment of student learning, retention strategies, institutional effectiveness, and financial sustainability.

To ensure compliance with accreditation standards, this report provides an update on ongoing efforts related to governance improvements, transparency, and strategic planning. It includes details on the project plan, revisions to Core Component 2C, and the working group schedule, all designed to position Pierpont for a successful HLC Notice Report submission (July 2025) and Notice Visit (September 2025).

### I. Project Plan Overview

The HLC Action Letter (July 2024) highlighted areas requiring immediate improvement. The institution has since developed a strategic plan to address these concerns systematically, aligning with HLC's revised 2025 accreditation criteria.

#### Key Areas of Focus:

- **Board Governance (Criterion 2.C):** Ensuring transparency, autonomy, and strategic decision-making.
- **Faculty & Staff Sufficiency (Criterion 3.C):** Addressing staffing shortages affecting program delivery.
- **Assessment of Student Learning (Criterion 3.E):** Strengthening co-curricular assessment processes.
- **Retention, Persistence, and Completion (Criterion 3.G):** Developing targeted student success initiatives.
- **Institutional Effectiveness (Criterion 4.A):** Enhancing data collection, planning, and decision-making.
- **Resource Base & Financial Stability (Criterion 4.B):** Improving budget planning and long-term sustainability.

## Key Deliverables and Deadlines

- **Notice Report Submission:** July 2025
- **HLC Notice Visit:** September 15–16, 2025
- **HLC Board Review (Final Decision on Notice Status):** June 2026

Each core issue is addressed through targeted action plans, with specific deliverables and timelines.

## II. Updates on Core Component 2C: Board Governance

One of HLC's primary concerns was the lack of an adopted strategic plan by the Board and insufficient transparency in governance processes. The second version of the Core Component 2C draft is currently in progress and will be reviewed by team members on February 13, 2025.

### Key Revisions in Core Component 2C Draft:

- 1. Board Independence**
  - a. The appointment processes per **West Virginia Code §18B-2A-1**.
  - b. Information regarding Board member training and coaching opportunities and sessions.
- 2. Conflict of Interest Policies & Ethical Conduct**
  - a. Strengthened documentation of Board members' Conflict of Interest Disclosure Statements, reviewed by the Vice President for Human Resources.
  - b. Details on disclosure of any conflicts of interest prior to the start of a Board session.
- 3. Transparency & Decision-Making**
  - a. Enhanced Board meeting minutes documentation to reflect strategic discussions and key governance actions.
- 4. Institutional Oversight & Strategic Planning**
  - a. Clear evidence of the Board's approval of strategic initiatives, including the 2024-2026 Strategic Plan.

The working group will **finalize revisions** following the February 13th review session, ensuring alignment with **HLC accreditation expectations**.

## III. Working Group & Timeline for Accreditation Preparation

To ensure successful preparation for the Notice Report (July 2025) and Notice Visit (September 2025), a working group has been established to oversee accreditation-related initiatives. This team will meet regularly to assess progress, review collected evidence and refine narrative drafts to align with HLC expectations.

The working group's **primary objectives** are:

- Tracking progress on evidence collection and report development.
- Ensuring transparency and alignment in governance documentation.
- Identifying and addressing gaps in supporting materials.
- Assigning responsibilities for collecting additional documentation or refining narratives.
- Providing structured feedback on institutional improvements and compliance with HLC criteria.

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## Key Working Group Members

- **Olivia Boltz** – Director of Institutional Effectiveness, Accreditation Liaison Officer (ALO)
- **Dr. Joanne Seasholtz** – Board of Governors Representative
- **Lisa Lang** – Vice Chair of the Board of Governors
- **David Beighley** – Dean and Associate Provost
- **Nancy Parks** – Interim Vice President of Student Affairs

## Working Group Structure & Process

Each meeting will follow a structured agenda to ensure consistent progress:

- 1. Review of Progress**
  - a. Provide brief updates on the collection of evidence and completion of narrative drafts.
  - b. Summarize key developments and improvements from the previous meeting.
- 2. Detailed Review**
  - a. Examine specific sections of draft narratives.
  - b. Review supporting evidence to confirm its relevance and adequacy.
- 3. Gap Identification**
  - a. Identify any missing documentation or areas needing additional evidence.
  - b. Brainstorm potential sources for gathering missing information.
- 4. Action Planning**
  - a. Assign responsibilities for refining narratives and addressing identified gaps.
  - b. Set deadlines for follow-up actions to maintain the project timeline.
- 5. Feedback and Next Steps**
  - a. Gather recommendations to ensure full alignment with HLC expectations.
  - b. Discuss areas where additional guidance or external input may be required.

## Schedule of Activities

### First Meeting: February 20, 2025

- **Agenda:**
  - Review HLC accreditation concerns and institutional response.
  - Discuss Core Component 2C revisions and necessary evidence collection.
  - Identify documentation gaps and assign follow-up actions.
  - Determine the frequency and structure of future working group meetings.

### Future Meetings:

- Additional meetings will be scheduled based on working group needs after the February 20 meeting.
- The team will determine whether monthly or bi-weekly sessions are needed to meet HLC deadlines.

Through this structured approach, the working group will ensure that all accreditation-related materials are complete, well-documented, and aligned with HLC's expectations, positioning Pierpont for a successful reaffirmation of accreditation.

## **IV. Conclusion**

This report outlines Pierpont Community & Technical College's strategic response to the HLC Notice period, detailing clear action plans for governance improvements, faculty and staff sufficiency, student learning assessment, retention strategies, and financial sustainability.

With continued engagement and commitment from the Board of Governors, faculty, staff, and leadership, we are confident that Pierpont will successfully meet accreditation requirements and be positioned for long-term institutional effectiveness.

## **Appendices**

- Appendix A: [HLC Project Plan.docx](#)
- Appendix B: [Criterion 2.C Draft Outline.docx](#)
- Appendix C: [Criterion 2.C Meeting Notes-Minutes.docx](#)

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February 11, 2025

Good afternoon, Chair Hinkle and Board of Governors members, President Waide, President's Council members, Pierpont colleagues and guests. I offer greetings from Career and Corporate Training (CCT), the division of Pierpont formerly referred to as CWE or the Center for Workforce Education and Economic Development.

CCT offers accelerated programs designed to provide skill upgrades, stackable micro-credentials, and stand-alone certifications. By design, these programs connect and support meaningful career pathways that can move a participant from foundational level trainings into advanced certificate and degree programs.

### **Spring Snapshot**

**Current enrollment** (paid registrations) has surpassed FY 2024.

Enrollments in career trainings: **83**

Enrollments in community education offerings: **96**

Total enrollments: **179**

#### **Career Trainings:**

**Continued** workforce programs/career trainings (FY 2025):

- Home Inspector (ATC)
- Landscape Bootcamp (ATC)
- Underground Miner Program (Red Hat) (x2) (ATC)
- ServSafe Food Protection Manager (Culinary Academy)
- FAA Test Prep (General and Airframe) (Aviation Center)
- EMT-Basic (Caperton Center-fall, Tucker County-spring, Caperton Center-summer, Braxton County)

**New** workforce programs/career trainings (FY 2025):

- Phlebotomy (Braxton County, ATC)
- EKG (ATC)

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- Point of Care Technician (ATC)
- TEAS Prep (x5) (ATC/Virtual)
- Basic Life Saving Skills (ATC)
- NC3/Festo Electrical Series (ATC)
  - Fundamentals of AC
  - Fundamentals of DC
  - Applied Industrial Motor Controls
- NC3/Festo Fluid Power Series (ATC)
  - Fundamentals of Pneumatics
  - Fundamentals of Hydraulics
  - Applied Fluid Power
- NC3/Festo Mechanical Systems Series (ATC)
  - Fundamentals of Mechanical Systems
  - Applied Mechanical Systems
- NC3 Festo Programmable Logic Controller Series (ATC)
  - Fundamentals of PLCs
  - Applied PLCs
- Safety Saturdays Series (ATC)
  - OSHA 10
  - OSHA 30
  - Safeland
- Precision Measurement Instruments Certifications (ATC)

**Coming-Soon in FY 2025:**

- NC3/3M Personal Protective Equipment (PPE) Certifications
- NC3/Snap On Hand Tool ID/Safety Certifications
- NC3/Fest Intro to Mechatronics Certification
- Welding Safety
- Introductory/Exploratory Welding Course
- Hazardous Material Training
- Mass Casualty Incident Training
- Certified Professional Coder (CPC)
- Microsoft Suite (Word, Excel, PowerPoint)
- AutoCAD

**Contracted Trainings:** In addition to career training offerings, we have completed, scheduled, or are negotiating contracted trainings with the following businesses/organizations:

- Mountaineer Challenge Academy
- WV Women Work
- Army National Guard (Buckhannon)
- First Energy—Maintenance Crew

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- o Davis Medical-MLT Transition program
- o WVU Medicine-Fairmont
- o WV DEC Program-Law Enforcement Phlebotomy

### **Community Education Courses:**

- Mental Health First Aid (x2)
- Healthy Meal Prep (x2)
- Cookie Baking (x2)
- PRIDE Academy-Life Skills and FORTE classes
- Summer camps (Welding, Manufacturing, Cybersecurity, Nursing)

**Learn & Earn:** applications/grants from the state to support internship and on-the-job learning opportunities:

- HQ Aero (5 interns)-Aviation
- Pillar Innovations (1 intern)-Applied Process Technology
- Ryan Construction (3 interns)-Petroleum Technology
- NorthStar (5 interns)-Aviation
- Pratt & Whitney (5 interns)-application pending-CCT/FAA Test Prep
- Swisher Law (up to 5 interns)-application pending-Paralegal Studies

### **Grant Writing/Support**

- WVU-Parkersburg Incumbent Worker Grant (sub-recipient)
- CTC System Application for Broadband Funding (drafting in process)
- ARC READY Application (submitted)
- Jobs and Hope—Grant Extension Request (approved)
- Sparkforce Grants (4) to support summer camps (approved)
- ARC CFS Institute Planning Study (approved)
- ARC ARISE/Mississippi (submitted)

### **CCT Team/Division Development**

- Growing our team-Added a member in December;
- Assessing internal processes for improvement:
  - ♣ To streamline application/registration process
  - ♣ To integrate/connect CCT participants with active Student Services support (advising, financial aid, student accounts, student success)
  - ♣ To create a catalog offerings and an annual course schedule for career trainings

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- ♣ To develop a marketing plan that attends to social media trends and update to our webpage
- ♣ To develop and deploy a cycle of assessment for CCT trainings
- ♣ To recruit and retain a trainer talent pool
- ♣ To innovate scheduling to increase participation—evenings, weekends, open lab opportunities, mobile offerings
- Creating co-curricular opportunities for both our training participants and degree seeking students

## **Looking Forward**

Creation of CCT Advisory Committee: April 2025

Continue to foster support for workforce/CCT-invitation to “Experience Workforce”

Collaboration with County CTEs—professional development, career pathways

Increase connection with 13-county Chambers of Commerce

Deploy mobile training—customized and career offerings-partner with CTEs for centralized location for training

Contribute to Braxton County Campus Revitalization-offer EMT-Basic, Phlebotomy, POC Technician, EKG, Cybersecurity trainings, Welding certifications, Festo Fundamentals trainings, PMI/Hand Tool ID Safety trainings

Collaborate on Randolph County Clinical Medical Assisting workforce program (FY 2026)

### **New program/certification development:**

NC3/Snap-On Multimeter Training

HVAC-residential—NC3 Trane and Greenlee Certifications

NC3/Greenlee Electrical Branch/Series & Service Level Wire Termination Certifications

[Comtrain Tower Climbing Certification](#)

NC3/Palmer Hamilton/Dremel Idea Builder 3-D printing

NC3/Palmer Hamilton/Tormach XS Router Desktop CNC Mill Machine

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Pierpont Community & Technical College  
NCWV Advanced Technology Center  
500 Galliher Drive  
Fairmont, WV 26554  
P} 304-367-4933

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## OFFICERS AND COMMITTEES PIERPONT BOARD OF GOVERNORS MEMBERS

Academic Year 2024-2025

### Pierpont Board of Governors Executive Officers

David Hinkle - Chair  
Lisa Lang - Vice Chair  
Jeffrey Powell – Secretary

#### Board of Governors Executive Committee

- David Hinkle
- Lisa Lang
- Jeffrey Powell
- Dr. Michael Waide (Ex Officio)

#### Human Resources, Policies, By-Laws Committee

- Thomas Cole - Committee Chair
- Juanita Nickerson
- Jeffrey Powell
- New Member
- New Member

#### Staff Resources:

- George Perich

#### Academics and Student Services

- Thomas Cole - Committee Chair
- Juanita Nickerson
- Jessica Barker
- Lisa Lang
- Christine Miller

#### Staff Resources:

- Nancy Parks
- David Beighley

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### **Finance and Administration Committee**

- Jeffrey Powell - Committee Chair
- Anthony Hinton
- Lisa Lang
- Vickie Findley
- **New Member**

#### Staff Resources:

- Dale Bradley

### **Technology and Data Reporting**

- Jeffrey Powell - Committee Chair
- Vickie Findley
- Anthony Hinton
- Jessica Barker
- **New Member**

#### Staff Resources:

- JT Bowers
- Olivia Boltz

### **Advancement and Public Relations**

- Lisa Lang - Committee Chair
- Jessica Barker
- Dr. Joanne Seasholtz
- Christine Miller
- Juanita Nickerson

#### Staff Resources:

- Kathy Hypes

### **Ex-Officio Committee Members- All Committees:**

- David Hinkle
- Dr. Michael Waide

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