

West Virginia State University Board of Governors
Erickson Alumni Center, Grand Hall
March 16, 2017
Minutes

1. Call to Order and Roll Call

Dr. Smith called the meeting of the West Virginia State University Board of Governors to order at 12:30 p.m.

Present: Dr. Guetzloff, Mr. Jones, Mr. Kelley, Mr. Konstanty, Mr. Lipscomb, Mrs. Pitchford, Ms. Shafer, Dr. Smith, Mrs. Squirts, Mr. Swingle, Dr. Thralls, and Mr. Williams. Several members of the administration, students, faculty, and staff were also present.

2. Verification of Appropriate Notice of Public Meeting

Dr. Smith announced the verification of appropriate notice of public meeting.

3. Review and Approval of Agenda

Dr. Smith asked that the agenda be revised to add Item 6.a.xii Report on the University's Financial Audit under the President's Report. Dr. Thralls motioned for approval of the agenda as amended, and Mr. Konstanty seconded the motion. The motion carried.

4. Review and Approval of Minutes of Previous Meetings

Mr. Jones motioned for approval of the minutes of the January 25, 2017 and January 26, 2017 meetings, and Mr. Kelley seconded the motion. The motion carried.

5. Reports from Board Committees

Institutional Advancement:

Dr. Smith chaired the Committee and presented the report.

- The Committee received a Foundation report. Comparative gifts are on target for what was anticipated. Several endowment proposals are pending including Dow and BB&T for total of \$75,000, APLU Foundation grant for \$50,000, Delta Sigma Theta Sorority, Inc. for \$200,000, and Dr. Sami Ghareeb for \$25,000 to \$100,000.
- The Committee received an update on the Black and Gold Gala; the University will recognize three community honorees along with several donors for their contributions this year. The fundraising goal for the event is \$100,000. To date, 260 attendees are confirmed.
- Work is continuing on the annual giving campaign. A Day of Giving is March 17, and anyone who gives will receive a window decal for supporters of the University. The goal is 200 donors and \$25,000.
- Belinda Fuller provided an update on alumni engagement. The newly formed student alumni association elected officers and identified projects to help advance the University. A calendar of upcoming alumni events was distributed, and Mrs. Fuller highlighted several of the activities.

Bylaws and Policy Review:

Mr. Konstanty chaired the Committee and presented the report.

- The Committee discussed BOG Policies #36 and #61 that were distributed for a 30-day public comment period.
- Only BOG Policy #36 received written comments during the comment period. One comment noted that Section 2.2 was not consistent with spirit of the policy. The Committee approved to recommend that the paragraph be stricken and the policy be distributed for an additional comment period since a change was made because of the written comments. The recommendation will be presented to the full Board under the President's Report. Dr. Guetzloff reiterated concerns expressed by faculty during the open forum with the Board in January.

Recruitment and Retention:

Mr. Konstanty chaired the Committee and presented the report.

- The Committee received a recruitment and retention update from Mrs. Amanda Anderson and Ms. Ashley Weir.
- Freshman applications are up compared to this time last year.
- For first-time freshman applications, the number of out-of-state is down about four percent and in-state increased 25 percent. Freshman confirmations are up eight percent over last year. Transfer applications are down, but transfer admits are up 58 percent and confirmations are up 50 percent.
- The Committee received a detailed report on retention efforts. As a part of the report, Dr. Kumara Jayasuriya, Dr. Guetzloff, and others provided information on ongoing efforts to enhance recruitment and retention.
- Mr. Konstanty noted this is Mrs. Anderson's last Board meeting. He expressed appreciation for her preparedness and commitment to the University.

Audit:

Mr. Williams chaired the Committee and presented the report.

- The Committee had a presentation by auditors on the financial statement audit.
- The state audit is due to be submitted to the federal government by the end of this month. Discussions are being held with HEPC about assisting with encouraging that the state audit be submitted to prevent possible delays in draw down of funds for the institutions.
- As part of the Committee's report to the full Board, auditors from CliftonLarsonAllen joined the meeting via conference call to provide an in-depth presentation on the audit.

Academic Policies:

Mrs. Pitchford chaired the Committee and presented the report.

- The Committee received an informational report on return of investment on degree programs with low enrollment; the Committee took no action on the information presented.
- Three intent to plans were presented, approved by the Committee, and will be recommended to the full Board later on the agenda.
- The Committee received program review reports on the B.S. in Mathematics and B.S. in Computer Science. The Committee voted to accept the reviews, which will be

recommended to the full Board for approval under the President's Report. Dr. Guetzloff noted there were friendly recommendations in the motion that the program reviews both have an advisory committee within the next year and be active. This was included in the motion for the Committee minutes.

Finance Committee:

Mr. Williams chaired the Committee and presented the report.

- The Committee received a financial report, which accurately reflects the January to February period. Committee discussion was held about financial reports that had non-financial meaning, as well as resources that would be needed to improve financial reporting.
- President Jenkins provided an overview on some of the items covered during the recent town hall budget meeting including drawing back on waivers, changing allowances for purchasing cards, increasing revenue, and identifying budget managers who will meet monthly with Budget and Finance staff. Dr. Guetzloff asked about the change in purchasing card usage; President Jenkins explained he reviewed the average of purchasing card expenses for each cardholder, which will be their limit for the remainder of the fiscal year. In addition, the purchasing card limits would be cut off 30 to 60 days before the new fiscal year.
- Committee discussion was held about a tuition increase and making the case to increase more than 5 percent if necessary. Dr. Thralls stated he would not be in support of increasing tuition to address budget cuts. Tuition and fees will be discussed in more detail at the April meetings.
- The Committee approved a renovation of the former rehabilitation center property, as well as a utility easement to allow power to be provided so the renovation work can begin. These items will be recommended to the full Board later on the agenda. It was noted that there is no financial impact to the University for the renovation because federal facilities funds will be used for the project; however, the Board must approve the renovation due to HEPC requirements with capital projects.

6. Report from the University President

President Jenkins thanked the Board, students, faculty, staff, and visitors for attending. He echoed Mr. Konstanty's kudos to Mrs. Anderson and expressed his appreciation for her dedication to the University. He said she has worked diligently to grow enrollment numbers and enhance recruitment and retention. He asked the Board to join him in applauding her for her commitment to the University and wishing her the best on future endeavors. President Jenkins distributed copies of the schedule of events for the inauguration, which begin tomorrow at 1:00 p.m., and said he would greatly appreciate everyone attending the investiture. He also distributed the new lapel pin to the Board and thanked Kimberly Osborne and Tom Bennett for their work on the new design.

a. University Reports Forwarded by Board Committees

Item 6.a.ii: President Jenkins said, as recommended by the Academic Policies Committee, he brings before the Board for approval the Intent to Plan for a Bachelor of Science in Engineering. Mr. Konstanty motioned for approval of the Intent to Plan

for a Bachelor of Science in Engineering, and Mr. Williams seconded the motion. The motion carried.

Item 6.a.iii: President Jenkins said, as recommended by the Academic Policies Committee, he brings before the Board for approval the Intent to Plan for a Master of Science in Computer Science. Mrs. Pitchford motioned for approval of the Intent to Plan for a Master of Science in Computer Science, and Mr. Kelley seconded the motion. The motion carried.

Item 6.a.iv: President Jenkins said, as recommended by the Academic Policies Committee, he brings before the Board for approval the Intent to Plan for a Master of Science in Sports Studies. Mr. Kelley motioned for approval of the Intent to Plan for a Master of Science in Sports Studies, and Mr. Jones seconded the motion. The motion carried.

Item 6.a.v: President Jenkins said, as recommended by the Academic Policies Committee, he brings before the Board for consideration the program review for the Bachelor of Science in Mathematics. Mr. Swingle motioned for approval by the Board of the program review for the Bachelor of Science in Mathematics, and Mr. Jones seconded the motion. Dr. Guetzloff asked if the addition about an external advisory in one year was included. Mr. Konstanty affirmed it was part of the motion made in Committee, which was also part of the recommendation to the full Board. Dr. Thralls noted that it has been a standard requirement that all programs have an external advising committee review. There being no further discussion, the motion carried.

Item 6.a.vi: President Jenkins said, as recommended by the Academic Policies Committee, he brings before the Board for consideration the program review for the Bachelor of Science in Computer Science. Mr. Swingle motioned for approval by the Board of the program review for the Bachelor of Science in Mathematics, and Mrs. Pitchford seconded the motion. The motion carried.

Item 6.a.vii: President Jenkins said, as recommended by the Bylaws and Policy Review Special Committee, he brings before the Board for consideration the approval to revise BOG Policy #36 (Alcoholic Beverages) to remove Section 2.2 and redistribute for additional comment. Mr. Williams motioned for approval to revise the policy as recommended and redistribute for an additional comment period before bringing back to the Board. Mrs. Squirts seconded the motion, and the motion carried.

Item 6.a.viii: President Jenkins said, as recommended by the Bylaws and Policy Review Special Committee, he brings before the Board for consideration the approval of revisions to BOG Policy #61 (Employment and Evaluation of the President) as presented as there were no written comments received. Mr. Williams motioned to approve the revisions as recommended by the Committee, and Mrs. Squirts seconded the motion. The motion carried. Dr. Guetzloff voted nay.

Item 6.a.ix: President Jenkins said he brings before the Board for consideration the approval of the updated Master Plan. He asked Melvin Jones and Mr. Bennett to come forward and present the information. Mr. Jones explained the changes were relatively minor and are staffing recommendations from HEPC. The crux of discussion was around Sullivan Hall and the Capitol Center Theater. The University revised expectations for the next dormitory, which will be the renovation of Sullivan Hall as opposed to tearing down the facility. Renovations will be done floor by floor as needed. For the Capitol Center Theater, the original idea was to utilize classroom space for people working downtown to take classes. With that no longer being the case, it was recommended that the WVSU Foundation begin the process to sale the building. Mr. Bennett said some of the recommendations were vetted through HEPC and, as a result, no issues are expected when the updated Master Plan is presented to HEPC. Mr. Konstanty asked if the University is submitting approval to HEPC to renovate the F. Ray Power Building. Mr. Jones said the University is prepared to request a special meeting since the HEPC does not meet again until June. Mr. Konstanty clarified his reason for asking is that the contractor is ready to begin the project and we may lose the contractor if the administrative timeline for approval takes extended time. Mr. Williams motioned for approval of the updated Master Plan as presented, and Mr. Swingle seconded the motion. The motion carried.

Items 6.a.x: President Jenkins said, as recommended by the Finance Committee, he brings before the Board for consideration the approval of the relocation and improvement of the F. Ray Power Building. Mr. Swingle motioned for approval of the renovations as presented, and Mr. Konstanty seconded the motion. The motion carried.

Item 6.a.xi: President Jenkins said, as recommended by the Finance Committee, he brings before the Board for consideration the approval of the utility easement for the former rehabilitation center property. Dr. Thralls motioned for approval of the utility easement, and Mr. Swingle seconded the motion. The motion carried.

Item 6.a.xii: Following Board discussion, Mr. Williams motioned that the Board accept the audit report as presented, and Mr. Swingle seconded the motion. The motion carried.

7. Possible Executive Session under the Authority of West Virginia Code §6-9A-4 to Discuss Legal, Personnel, and Property Matters

Mr. Konstanty motioned for approval to go into executive session, under the authority of West Virginia Code §6-9A-4, to discuss legal, personnel, and property matters. Mr. Kelley seconded the motion, and the motion carried.

A motion to arise from executive session and reconvene into regular session was made by Mr. Kelley, and Dr. Guetzloff seconded the motion. The motion carried. Dr. Smith asked for the record to reflect that the Board only discussed items related to the topics listed, that no decisions were made in executive session, and no motions or votes were taken.

8. Other Matters

Mr. Williams moved that the Board grant President Jenkins the discretion to implement new student orientation fees, and Ms. Shafer seconded the motion. The motion carried.

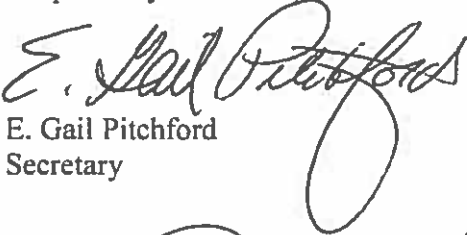
9. Next Meeting Date

The next meeting will be held on April 27, 2017.

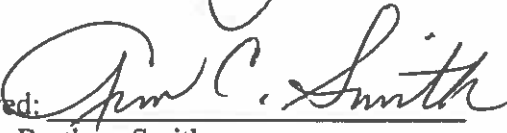
10. Adjournment

With there being no further business, the meeting was adjourned.

Respectfully submitted,



E. Gail Pitchford
Secretary

Approved: 
Dr. Ann Brothers Smith
Chair