

**West Virginia State University Board of Governors
Erickson Alumni Center, Grand Hall
September 10, 2015
Minutes**

1. Call to Order and Roll Call

Dr. Smith called the meeting of the West Virginia State University (WVSU) Board of Governors (BOG) to order at 12:00 p.m. She welcomed new student representative, Mr. Earon L. Payton, II, and administered the oath of office.

Present: Dr. Guetzloff, Mr. Konstanty, Mr. Lipscomb, Mr. Payton, Ms. Pitchford, Dr. Smith, Mrs. Squirts, Mr. Susman, Mr. Swingle, and Dr. Thralls. Mr. Williams participated by conference call. Several members of the administration, 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 Meeting Agenda

Dr. Thralls motioned for approval of the agenda as presented, and Mr. Swingle seconded the motion. The motion carried.

4. Review and Approval of Minutes of Previous Meeting

Mr. Swingle motioned for approval of the minutes of the June 18, 2015 meeting, and Dr. Thralls seconded the motion. The motion carried.

5. Reports from Board Committees

Presidential Review:

Mr. Konstanty chaired the Committee and presented the report.

- The Committee met on September 3, 2015 to review BOG Policy #61, specifically the sections related to the annual review, and develop a timeline for the upcoming review.
- The Committee voted to make a recommendation to the full Board for approval to open the thirty-day public comment period beginning on September 14, 2015 and ending on October 13, 2015. Mr. Susman motioned for approval of the public comment period as recommended by the Committee, and Mr. Lipscomb seconded the motion. The motion carried.
- Following the comment period, the Committee will reconvene to review comments and prepare the final report for submission to the full Board prior to the December deadline.

Recruitment and Retention:

Ms. Pitchford chaired the Committee and presented the report.

- The Committee elected Ms. Pitchford as Chair, and Dr. Thralls was elected to serve as Presiding Officer in Absence of Committee Chair.

- The Committee received an update from Director of Admissions Amanda Anderson about recruitment and retention efforts. For fall 2015, freshman applications increased 15 percent compared to this time last year. Freshman admits also increase 27 percent from 2014 to 2015. Admissions staff continue to analyze data on first-time, full-time freshmen and strategize how to compete with other institutions in terms of enrollment. Overall fall enrollment from Putnam County increased 40 percent, and Boone County had a 96 percent increase compared to last year.
- The Committee discussed upcoming activities including high school visits, college fairs, etc.

Audit:

Mr. Swingle chaired the Committee and presented the report.

- The Committee elected Mr. Swingle as Chair, and Mr. Lipscomb was elected to serve as Presiding Officer in Absence of Committee Chair.
- The Committee received reports from Mr. Jones on the status of the financial audit and various adjustments.
- Mr. Jones also provided an update on the Campus Security Audit Report, which indicated the University is in line with U.S. Department of Education regulations.

Academic Policies:

Dr. Thralls chaired the Committee and presented the report.

- The Committee re-elected Dr. Thralls as Chair, and Ms. Pitchford was elected to serve as Presiding Officer in Absence of Committee Chair.
- The Committee discussed the Compact submission, which is due on November 1, 2015. The full Board requested the Committee to conduct a thorough review of the document prior to the October 29, 2015 meetings. As a result, the Committee is scheduled to meet on October 14, 2015 to review the Compact submission.
- The Committee also received a report from Provost and Vice President for Academic Affairs Kumara Jayasuriya regarding the Intent to Plan for a new program in Civil Engineering, as well as a full proposal for a Master of Education in Instructional Leadership.
- Discussion was held regarding programming in the Social Work Department and a potential partnership with West Virginia University (WVU). A Memorandum of Understanding (MOU) was created and has been endorsed by WVU and is awaiting endorsement by WVSU. The MOU partnership is similar to 2+2 agreements with other institutions, which did not require Board approval. Therefore, there was a majority consensus that the administration could proceed with the MOU without formal Board approval.
- The Committee discussed the program review schedule for the year, which includes two full program reviews and a number of follow-up reports requested from previous program reviews. Additional Committee meetings may be scheduled to address program reviews.

Finance:

Mr. Susman chaired the Committee and presented the report.

- The Committee elected Mr. Susman as Chair, and Mr. Swingle was elected to serve as Presiding Officer in Absence of Committee Chair.
- Mr. Jones presented the BOG Budget Report on Fiscal Year 2015 (ending June 30, 2015) and the BOG Budget Report for July. He will provide details to the full Board later on the agenda.
- The Committee will be reviewing the budget once the thirty-day census is out in terms of the budget. Work will continue to decrease expenses and increase revenue.

Institutional Advancement:

Dr. Smith chaired the Committee and presented the report.

- The Committee elected Mr. Lipscomb to serve as Presiding Officer in Absence of Committee Chair.
- The Committee received a comparative gift report from Vice President for University Advancement Patricia Schumann. The University is on track to reach the Campaign goal of \$18 million this year, and this year's fundraising goal was increased to \$5.8 million.
- The University Advancement Retreat was held over the summer for staff and one outcome was the ability to discuss three years of data and history to assist with work moving forward. Strategies are in place with a new system for tracking data and distributing reminders about pledges that were made.
- March 17, 2016 will be declared a "Day of Giving." There will be increased personal interaction between staff and donors, including phone calls to remain in contact once donations are received.
- The Committee discussed a process for creating a mindset to give annually.
- Eleven new proposals are pending, which would generate \$7.5 million toward the Campaign goal.
- The Committee also discussed actions taken by Alumni Relations to engage increased numbers of alumni.

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

Mr. Susman 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. Swingle seconded the motion, and the motion carried.

A motion to arise from executive session and reconvene into regular session was made by Mr. Lipscomb, and Mr. Konstanty seconded the motion. The motion carried. Chair 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.

7. Report from the University President

President Hemphill said he would like to begin by reporting on some of the programs and activities hosted by the University over the course of this past summer. The University welcomed two separate cohorts of English as a Second Language (ESL) students to the State family. The first cohort, lasting four weeks, consisted of approximately 60 students and faculty members who joined us from Puebla, Mexico. The second cohort, an intensive summer program lasting four weeks, consisted of approximately 25 students who traveled from Guadalajara, Mexico. A new group of ESL students is now on campus. During their instruction, students were provided the skills and training needed to master the English language and achieve academic success. They were prepared for everyday communication, with a multitude of activities and cultural experiences for living and learning in the United States. President Hemphill asked everyone to join him in acknowledging Provost and Vice President for Academic Affairs Kumara Jayasuriya, College of Arts and Humanities Dean Scott Woodard, ESL Director Lan Wang, ESL faculty and volunteers, and all members of the State family who worked so hard to make this a memorable experience for our visiting international students.

In addition, the University hosted the Governor's School for Math and Science (GSMS), which, this year, focused on energy, the environment, and how young people can effect change through their imaginations and hard work. Current 8th grade students worked to create ways to *Build a Sustainable Future* as they studied at WVSU during the University's first year as host for GSMS. President Hemphill asked everyone to join him in acknowledging Sean Collins and all members of the State family who worked so hard to make this a memorable experience for these bright young minds.

On August 18, 2015, the Class of 2019 was provided a warm welcome to the State family during the New Student Convocation and the 4th Annual State Stride. President Hemphill thanked Vice Chair Konstanty for attending this important event and Vice President Kitty McCarthy and her staff for making it a resounding success. He also acknowledged Coston Davis, Dakota Doman, and Jarvis Purnell and asked them to introduce themselves to the members of the Board.

President Hemphill said he is pleased with progress made in looking at fall 2015 enrollment figures. Although the information is not yet being released due to continuing analysis being conducted for the 30-day census report, he feels very good about the numbers and the great improvement in several areas. He said he is also pleased with the growth of housing on campus. The Judge Damon J. Keith Scholars Hall and Dawson Hall are both 100 percent occupied, and there are 25 students in overflow housing in Sullivan Hall. President Hemphill asked the Board to join him in recognizing Vice President for Enrollment Management and Student Affairs Kitty McCarthy and her entire team, including Admissions, Student Financial Assistance, and Residence Life, for their dedicated efforts.

a. University Reports Forwarded by Board Committees

- Item 7.a.i: President Hemphill said he would like to bring before the Board's review the HEPC Compact Submission. As reported by Dr. Thralls, the

Academic Policies Committee is beginning the review of a DRAFT Compact for submission to the Higher Education Policy Commission by the November 1, 2015 deadline. The Compact, which is an annually required submission to the HEPC, is a process that heavily involves the Academic Policies Committee. As a result, the Academic Policies Committee, under the leadership of Dr. Thralls, will meet as needed in order to prepare, and ultimately adopt, a Compact document, thereby recommending it to the full Board for approval as part of the October 29, 2015 meeting.

- Item 7 a.ii: President Hemphill asked Mr. Jones to provide the BOG Budget Report for Fiscal Year 2015 ending June 30, 2015. Mr. Jones said the University ended the year with a small surplus and income was at 94 percent and other income (e.g. OASIS, online course fees, etc.) were also added throughout the year. Mr. Jones provided the percentages for all of the areas: Academic Affairs (100.02 percent), Student Affairs (146.28 percent), President's Office (73.14 percent), University Relations (101.32 percent), Physical Facilities (106.34 percent), University Advancement (99.84 percent), Finance (119.30 percent), and College Wide (76.07 percent). For June 30, 2015 auxiliary accounts, Student Union Operation had a net favorable cash flow of \$155,572. Housing had positive net activity of \$536,184; Dining Food Services will be reviewed in terms of the unfavorable deficit. Athletics and Faculty Housing continue to have a deficit, but the accounts are trending more positively. Parking ended with positive net activity of \$212,565. Mr. Jones said analysis is ongoing for the Bookstore account and information will be provided to the Board after the analysis has been completed.
- Item 7.a.iii: President Hemphill asked Mr. Jones to provide the BOG Budget Report for July. Mr. Jones reported that the target is 8.33 percent and the University is currently at 20 percent, which is expected this time of year. Mr. Jones referred to footnotes related to the first quarter state appropriations received, physical net transfers, and first payment for annual audit in the amount of \$23,350. For the auxiliary accounts, all are generating negative activity, but the August and September reports should reverse these items.

President Hemphill concluded his report with an invitation to the members of the Board to participate in Homecoming activities. Lastly, he asked the Board to be on the lookout for the latest President's Report, which will be distributed in the very near future.

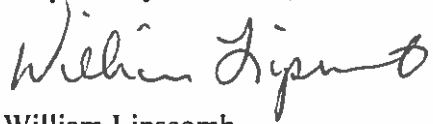
8. Other Matters

Mr. Konstanty shared that the Second Annual Earl Lloyd Classic will be played on November 13-14, 2015. In addition, Mr. Konstanty provided copies of a petition initiated by Mr. Lloyd's wife to have a U.S. postage stamp in his honor. Various areas on campus have the petition, and Mr. Doman is working with students to acquire signatures. The petitions will be collected and submitted by the October 6, 2015 deadline. Chair Smith commented that the petition has also been circulating in Detroit, Michigan.

9. **Next Meeting Date**
October 29, 2015

10. **Adjournment**
With there being no further business, the meeting adjourned at 1:45 p.m.

Respectfully submitted,



William Lipscomb
Secretary

Approved:



Dr. Ann Brothers Smith
Chair