

WEST VIRGINIA UNIVERSITY AT PARKERSBURG BOARD OF GOVERNORS

DECEMBER 4, 2008
AGENDA

Members

Cindy Bullock
Keith Burdette
Joe Campbell
Gerard El Char
William H. Hopkins
Curtis Miller

Kennad Lee Skeen, II
Gregory K. Smith
Rock Wilson
Gregory Busch
Violet Mosser
Kim Starkey

Marie Foster Gnage
President



SCHEDULE

West Virginia University at Parkersburg Board of Governors

Wednesday, December 3, 2008

12:00 noon	Executive Committee	WesBanco 415 Market Street Parkersburg, WV
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Thursday, December 4, 2008

4:00 p.m.	Board Meeting	Conference Call President's Conference Room – Main Campus
	Possible Executive Session	Conference Call

WEST VIRGINIA UNIVERSITY AT PARKERSBURG BOARD OF GOVERNORS

December 4, 2008

4:00 p.m.

President's Conference Room
WVU Parkersburg
300 Campus Drive, Parkersburg WV

Agenda

Teleconference Number: 1-800-233-3638, code 8694

1. Call to Order Board Chair, Joe D. Campbell

2. Roll Call Patsy Bee
Executive Assistant to the President

3. Approval of Minutes (November 12, 2008).....4

4. Possible Executive Session under the authority of WV Code §6-9A-4-2A
 - Presidential Contract and Compensation Discussion

5. Approval of Presidential Contract and Compensation

6. Action Items
 - Agreement and Rules of Engagement Between President Gnage.....8
West Virginia University at Parkersburg and
WVU at Parkersburg Foundation, Inc.

7. Next Meeting
 - Date: January 14, 2008
 - Location: Room 2209-2211
 - Time: 5:45 p.m.

8. Adjournment

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
November 12, 2008

A meeting of the West Virginia University at Parkersburg Board of Governors was held on November 12, 2008 beginning at 5:45 p.m. in the Caperton Center Atrium at WVU Parkersburg. Board members present were: Cindy Bullock, Gregory Busch, Joe Campbell, Gerard El Chaar, William H. Hopkins, Curtis Miller, Violet Mosser, Gregory K. Smith, Kim Starkey. Rock Wilson participated by conference call. Absent were Keith Burdette and Kennad Skeen, II. Others present included Dr. Marie Foster Gnage, Patsy Bee, and Dr. Rhonda Richards.

Guests present included administrators, faculty, staff, and members of the media.

1. Call to Order

Mr. Campbell, Chair of the WVU at Parkersburg Board of Governors, called the meeting to order.

2. Roll Call

Roll Call was taken by Patsy Bee, Executive Assistant to the President, noting that a quorum was present.

3. Executive Session under the authority of WV Code §6-9A-4-2A

Mr. Miller moved to go into Executive Session. Ms. Mosser seconded the motion. The motion passed. At approximately 5:50 p.m. the WVU Parkersburg Board of Governors moved into Executive Session.

At approximately 8:00 p.m., Mr. Miller made a motion for the Board to return from Executive Session. Mr. Hopkins seconded the motion. Motion carried.

Mr. Smith moved for the approval of the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves two individuals for Honorary Degrees from West Virginia University at Parkersburg, as named by President Gnage and to be announced publicly at the December 12 Commencement.

Ms. Bullock seconded the motion. Motion carried.

4. Approval of the Minutes

The minutes of the October 8, 2008 meeting were approved upon a motion by Mr. Miller and second by Ms. Bullock.

5. Board Chair Report

Chairman Campbell clarified items listed on the *Consent Agenda*. He explained that Consent Agenda items are voted on and passed without questions or discussion. When reviewing the agenda, Board members should notify the Chair or the College President on any items listed

under *Consent Agenda* they think needs to have further discussion. The item(s) will be pulled and placed under Action Item for additional discussion before a vote is taken.

Chairman Campbell reported that he attended the State-wide WorkKeys Program announced by Governor Manchin. WVU Parkersburg will have responsibility for the program and Michele Wilson, in the Workforce and Community Education department will be the program coordinator to oversee the program for the State.

Chairman Campbell announced that President Gnage was featured in an article by the national weekly newsletter *The Chronicle of Higher Education*. She is one of seven Community College Presidents in the United States recognized as a trailblazer that reaches out to the community. Copies of the article will be sent to all Board members.

6. President's Report

President Marie Foster Gnage provided a report to Board members on events at the college noting the end of the Fall Semester is near and preparations have begun for the Spring Semester.

7. Committee Reports

- Executive Committee

Mr. Campbell reported that the Executive Committee met on October 27 to discuss HB 3215 agreements, Presidential Contract and Compensation, and Rules of Engagement with the WVU at Parkersburg Foundation. Mr. Campbell will meeting to discuss agreement with the Foundation Board Chair and will bring the agreement before the Board of Governors at the next meeting.

- Audit Review Committee

Mr. Hopkins reported that the Audit Review Committee has not met.

- Administrative Services Committee

Mr. Smith reported that the Committee met today at 4:00 p.m. and was provided with an overview of facilities, finance and human resources.

- Academic and Student Services Committee

Ms. Bullock reported that the Committee met today at 4:00 p.m. and was provided with an overview of the Academic, Workforce and Community Education and Student Services areas.

8. Action Items

- Approval of Candidacy for RN to BSN

Following a report by the WVU Parkersburg Executive Dean for Academic Affairs, Dr. Rhonda Richards, and questions by Board members, Mr. Busch moved for the approval of the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the submission of a candidacy application to the National League for Nursing Accrediting Commission for offering the RN to BSN program.

Mr. El Chaar seconded the motion. Motion carried.

9. Consent Agenda

- Policies A-06, Naming of Buildings; A-18, Alcoholic Beverages on Campus; A-19, Regulation of Credit Card Solicitation and Marketing; A-44, Sexual Harassment; D-46, Code of Student Conduct; D-47, Student Academic Rights and Responsibilities

Ms. Mosser moved for the approval of the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors concurs with non-substantive alterations specific to WVU at Parkersburg with the transfer of WVU Board of Governors Policies 6, 18, 19, 44, 46, and 47 to the WVU at Parkersburg Board of Governors, as re-numbered A-06, A-18, A-19, A-44, D-46, and D-47.

Ms. Starkey seconded the motion. Motion carried.

10. Information Items

- Memorandum of Understanding with St. Petersburg College

Dr. Rhonda Richards, Executive Dean of Academic Affairs, reported that WVU at Parkersburg has entered into a Memorandum of Understanding with St. Petersburg College of St. Petersburg, Florida, to provide an opportunity for WVU at Parkersburg students to pursue the Veterinary Technology Program offered by St. Petersburg College. A copy of the Memorandum of Understanding was provided to Board members.

11. Discussion

12. Announcements

- WVU Parkersburg annual holiday luncheon will be held on Wednesday, December 10 at noon in the Multi-Purpose Room of the College Activities Center

13. Next Meeting

Date: January 14, 2008
Location: Room 2209-2211
Time: 5:45 p.m.

14. Adjournment

With no further business to be discussed, Mr. Miller moved that the meeting be adjourned. Mr. El Chaar seconded the motion. The motion passed.

Respectfully submitted,

Patsy J. Bee
Executive Assistant to the President

_____ Joe D. Campbell, Chairman

_____ Keith Burdette, Secretary

**West Virginia University at Parkersburg Board of Governors
Meeting of December 4, 2008**

ITEM: Agreement and Rules of Engagement between West Virginia University at Parkersburg and WVU at Parkersburg Foundation, Inc.

RECOMMENDED RESOLUTION: *Resolved,* That the West Virginia University at Parkersburg Board of Governors approves the Agreement and Rules of Engagement between West Virginia University at Parkersburg and WVU at Parkersburg Foundation, Inc. for 2008-09, as presented.

STAFF MEMBER: Marie Foster Gnage, President

BACKGROUND:

The attached Agreement and Rules of Engagement are proposed for the purpose of defining the relationship between West Virginia University at Parkersburg and the WVU at Parkersburg Foundation, Inc.

West Virginia University at Parkersburg and WVU at Parkersburg Foundation, Inc.

Agreement and Rules of Engagement

- Facilities
 - Office—WVUP will provide office space (presently used by the Foundation) for housing the Foundation
 - Telephone—The College will be responsible for telephone services for the Foundation.
 - Facilities Usage—Foundation personnel will submit request for use of facilities for approval by the WVUP President or the President's designee.
 - Equipment and Furnishings—WVUP will be responsible for office furniture and equipment. (Any upgrades in furniture and/or equipment must be requested during the College's budget process.)
- Staff Support—The College will provide part-time staff support *if* the Alumni Community becomes a part of Foundation Office. The President's Executive Assistant may continue to take minutes for the Foundation's quarterly meetings, as requested.
- Technology –Email and internet access will be provided. Technology support must be requested through usual College processes.
- Access to Information (faculty, staff, students)—Request for information related to faculty, staff, students should be requested through the President of WVUP or the President's designee.
- Other Services--Services listed below will be requested from Institutional Advancement in a timely manner for fulfillment of the services. College materials/requests will have priority.
 - Graphic Design
 - Printing (In-house only)
 - Web site support (within the College's website)
- Liaison between College and Foundation—The Executive Director for the Foundation will work with the Executive Director for Institutional Advancement at the College to ensure that all documents developed/published by the Foundation contain information about the college that is factual, positive, and clearly reflects the institution. The President of the College and the president of the Foundation Board may meet at times and frequency agreed upon by the two parties. Protocol for faculty, staff, and student requests for support will be developed by the Executive Staff and the Executive Director of the Foundation.
- Funding Priorities—The College will present to the Foundation each year for the Foundation's determination of fundraising goals and emphases.

- Fundraising Activities—The College will from time to time request support for types of fundraising/friend-raising events that are viewed as opportunities to bring supporters and prospective supporters to the campus.
- Request for Grants—If at all possible, the College will not use the Foundation for “flow-through” grants in order to minimize Foundation time spent processing the grants.
- Scholarship Awards—Using the list of and criteria for Foundation scholarships, the College’s division of Student Services will recommend students for the awards.
- Meetings—It is hoped that the Executive Director will be able to participate on the Planning Council or at least one of the meetings where she can continue to gain institutional perspective. Unless the College is in strategic planning mode, the Planning Council meets once monthly.
- Foundation’s Name—The College will negotiate the Foundation’s name when negotiating its own—if agreed upon.

This agreement is in effect July 1, 2008 – June 30, 2009. Either party may request changes/termination of the agreement to take effect no later than 60 days after the request.

 Marie Foster Gnage, Ph.D., President
 West Virginia University at Parkersburg

 Date

 Jason Wharton, President
 WVU at Parkersburg Foundation, Inc
 Board of Directors

 Date