

WEST VIRGINIA UNIVERSITY AT PARKERSBURG BOARD OF GOVERNORS

**JUNE 13, 2012
AGENDA**

Members

Cindy Bullock
Joe Campbell
Steve Chancey
Cheryl Donohoe
Gerard El Chaar
Curtis Miller

Gregory K. Smith
Rock Wilson
Jamie Six
Violet Mosser
Loren Bell
Matthew Santer

Marie Foster Gnage
President



SCHEDULE

West Virginia University at Parkersburg Board of Governors

**Wednesday, June, 2011
President's Conference Room/
Conference Call**

3:00 p.m.	Board Meeting	President's Conference Room/ Conference Call
	Possible Executive Session	President's Office

WEST VIRGINIA UNIVERSITY AT PARKERSBURG BOARD OF GOVERNORS
Meeting of June 13, 2012
President's Conference Room
3:00 p.m.
Conference Call
1-877-302-0757
ID 4192633#

1.	Call to Order	Board Chair, Joe D. Campbell
2.	Roll Call	Patsy Bee Executive Assistant to the President
3.	Board Chair Report <ul style="list-style-type: none"> • Election of Officers 	Chairman Campbell
4.	President's Report	Dr. Marie Foster Gnage President
5.	Approval of Minutes <ul style="list-style-type: none"> • Regular Meeting – April 10, 2012 4
6.	Possible Executive Session under the authority of WV Code §6-9A-4-2A <ul style="list-style-type: none"> • President's Goals • Personnel Matters 	
7.	Consent Agenda <ul style="list-style-type: none"> • Institutional Compact Update for 2012-13 • Rules of Engagement Between WVUP and WVU at Parkersburg Foundation • Revised Standards for Admission to Bachelor of Arts in Elementary Education 	Dr. Rhonda Tracy, Sr. VP9 Academic Affairs President Gnage24 Dr. Tracy25
8.	Action Items	
9.	Information Items <ul style="list-style-type: none"> • Faculty Promotion and Tenure Decisions 	President Gnage29
10.	Board Comments/Announcements	
11.	Next Meeting <ul style="list-style-type: none"> • Wednesday, August 22, 2012 	
12.	Adjournment	

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
May 9, 2012

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, May 9, 2012 in the College Theatre at the WVU Parkersburg campus beginning at 5:45 p.m. Board members present were: Joe Campbell, Matthew Santer, Violet Mosser, Cheryl Donohoe, Jamie Six, Curtis Miller, Cindy Bullock, Steve Chancey, Gerard ElChaar, and Loren Bell. Absent: Greg Smith and Rock Wilson. Others present included Dr. Marie Foster Gnage and Patsy Bee.

Guests present included administrators, faculty, staff, members of the media, and representatives from Dynamic Campus.

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. Board Chair Report

Chairman Campbell asked for a report from the nomination committee which will be voted upon at the June meeting. Mr. Miller reported that nominations for officers for next year are as follows: Jamie Six, Chair; Gerard El Chaar, Vice Chair; and Cheryl Donohoe, Secretary. Other nominations will be accepted prior to the next meeting.

Mr. Campbell reported that a Stakeholders Group will be held to discuss the National Guard facility. Participants will include: County Commissioners in the seven county service area, Congressional delegation, local Legislators, and WVU Parkersburg Board of Governors. He also announced that a Users Group will also meet consisting of students, faculty, staff, tourism, Community Development, and Economic Development.

Mr. Campbell thanked members of the Salary Task Force for the work they have done. Members of the Task Force included board member Matt Santer, Lisa Flowers-Clements, Chair of the Faculty Senate; Dr. David Lancaster, Associate Professor, Cynthia Ashby, Director of Human Resources, Dr. Rhonda Tracy, Vice President for Academic Affairs and President Gnage.

Mr. Campbell presented the meeting schedule for 2012-2013 to the Board. The meetings will be held as follows:

August 22
October 17
December 5
February 13
April 10
June 12

4. Minutes

Minutes of the regular Board meeting scheduled on April 10, 2012 was approved upon a motion by Ms. Donohoe and second by Mr. El Chaar.

5. President's Report

President Gnage thanked Board members for their support and leadership, and she thanked those members of the Board that attended the employee recognition event and the ACCT Board of Governors Meeting on Student Success. She encouraged the Board members to set a goal to attend at least one event each semester. In addition to employee recognition there are several events such as criminal justice awards dinner, student awards dinner, PTK ceremony, and many more events held on campus. President Gnage introduced guests in attendance from Dynamic Campus and announced that Valerie Mead will be serving as CIO. President Gnage will be chair of the American Association of Community Colleges Board of Directors beginning July 1, and she will finish her tenure as Chair of the American Council on Education Network Executive Board for the Office of Women in Higher Education on June 30. President Gnage shared a copy of the report on *Reclaiming the American Dream* that was prepared by the AACC 21st Century Commission on which she served. An electronic copy will be sent to Board members.

President Gnage introduced Rodney Parker, Chair of the Classified Staff Council. Mr. Parker provided a presentation to the Board on information and issues involving classified staff.

6. Committee Reports

Executive Committee. The Executive Committee did not meet.

Audit Review Committee. The Audit Review Committee did not meet.

Administrative Services Committee. Mr. Miller reported that the Administrative Services Committee received updates on the Downtown Center culinary arts program, the Applied Technology Center, the Child Development Center, the Science and Technology wing design. Business Services provided a report on delinquent student accounts and collection agents services. Human Resources provided a recruiting update and report on SB 330. For Information Technology, President Gnage introduced staff from Dynamic Campus and an update was provided.

Academic and Student Services Committee. Ms. Bullock reported that the Academic and Student Services Committee received reports from Academic Affairs on faculty updates as well as updates on data, programs, and grant. Workforce and Community Education provided a report on Fast Track programs, Correctional Center Education, Community Education, Professional Development for WCE staff, WorkKeys and business and industry training. Student Services provided an update on scholarship awards, Financial Aid encouraging performance and attendance, and business planning for athletics.

Campus Development Committee. Mr. Miller reported that the Campus Development Committee reviewed the Executive Summary of the Capital Campaign Feasibility Study, received an update on all the construction projects, and were provided a list of all current projects. An update was also provided on the National Guard agreement.

7. Action Items

Mr. Campbell requested the action on Faculty Salary Task Force Recommendation be moved to follow the Executive Session.

2012-2013 Budget

Dr. Mensah provided a final budget for 2012-2013 for West Virginia University at Parkersburg to the Board for approval.

Ms. Bullock moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves a final budget for West Virginia University at Parkersburg for 2012-2013.

Mr. Six seconded the motion. After questions and discussion, the motion passed.

New Program: Bachelor of Applied Science in Legal Studies

Dr. Rhonda Tracy, Sr. Vice President for Academic Affairs reported that WVU Parkersburg is seeking approval for a new Bachelor of Applied Science in Legal Studies. This program of study falls under the already-approved Bachelor of Applied Science and is an addition of a program of study only. The BAS in Legal Studies will provide a seamless career pathway from the Certificate of Applied Science (CAS) in Legal Studies to the Associate of Applied Science (AAS) in Legal Studies. Students will have the opportunity to pursue an additional level of program coursework at the baccalaureate level without losing credits or without adding unnecessary coursework that may delay their time to degree completion.

Ms. Donohoe moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the addition of the Bachelor of Applied Science in Legal Studies.

Mr. Six seconded the motion. Motion passed.

New Degree: Bachelor of Science in Nursing

Dr. Tracy provided a report to the Board noting that WVU Parkersburg is seeking approval for a new Bachelor of Science in Nursing (BSN) degree. This degree is an important component of the new RN/BSN program that will allow students to transition from the Associate of Applied Science in Nursing to the Bachelor of Science in Nursing degree program. The intended date for program implementation is fall 2013 after appropriate approvals from the WV Higher Education Policy Commission and the Higher Learning Commission have been secured. A timeline for program implementation was also presented.

Mr. Miller moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the Bachelor of Science in Nursing (BSN) degree to be offered by WVU Parkersburg.

Ms. Bullock seconded the motion. Motion passed.

New Program of Study: AAS in Surgical Technology

Dr. Tracy reported that WVU Parkersburg is seeking approval for a new Associate of Applied Science in Surgical Technology. This program of study falls under the already-approved Associate of Applied Science and is an addition of a program of study only, the number of hours required for completion as required for an accredited program exceed the new state requirement ceiling of 30 credit hours. As a result, the program has been enhanced and expanded to meet the requirements of the next degree at the associate level with 60 credit hours. This move to a higher degree level is the result of recent WVCTCS state guidelines, recent Higher Learning Commission (HLC) guidelines, and the findings of the recent Surgical Technology program accreditation visit.

Ms. Bell moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the Associate of Applied Science in Surgical Technology.

Ms. Donohoe seconded the motion. Motion passed.

Lease of Property at Happy Valley for the Agriculture Program

Mr. White, Director of Facilities and Services reported that the Wood County Commission purchased lots through FEMA because of the persistent flooding of the area. The property was no longer accessible for year-round residence, and the houses on the property were torn down. There are now several vacant lots available for lease, and WVU Parkersburg is seeking approval to lease some of the available lots for the Agriculture Program.

Mr. Six moved to approve the following resolution as presented:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves lease of lots at Happy Valley for the Agriculture Program.

Mr. Miller seconded the motion. After discussion and questions, the motion was approved.

8. Consent Agenda

There were no consent agenda items.

9. Information Items

Construction Update

Mr. White provided an update to the Board on construction projects for the Applied Technology Center, Child Development Center, and the Science and Technology Wing.

Fiscal Update

Dr. Mensah provided an update on the state of the college's finances and the budget.

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

Chairman Campbell entertained a motion for the Board to go into Executive Session to discuss Personnel Issues.

Ms. Donohoe moved to go into Executive Session at approximately 6:55 p.m. Ms. Bell seconded the motion. Motion passed and the Board members moved to Executive Session.

At approximately 7:41 p.m. The following individuals were invited into Executive Session. Lisa Flowers-Clements, Cynthia Ashby, Dr. Rhonda Tracy, and Dr. Vincent Mensah.

At approximately 8:45 pm. Ms. Mosser moved to return from Executive Session. Mr. Miller seconded the motion. The motion passed and Board members return to the regular session.

Faculty Salary Task Force Recommendation

President Gnage reported that the Faculty Salary Task Force met on Tuesday, May 1 2012. Recommendations from the committee were presented to the Board for approval.

Mr. Miller moved to approve the following resolution as presented:

Resolved: That the West Virginia University at Parkersburg Board of Governors approves the recommendations of the Faculty Salary Task Force dependent upon the availability of funds in the 2012/2013 budget, and as outlined in Meeting Faculty Salary Goals: Benchmark Equity, Promotion, Retention and Development.

Ms. Donohoe seconded the motion. After some discussion the motion was approved.

11. Board Comments/Announcements

Chairman Campbell reminded Board members of Commencement on Saturday, May 12 at 2:00 p.m. in the College Activities Center

12. Adjournment

With no further business to be discussed, Ms. Donohoe moved that the meeting be adjourned. Ms. Mosser seconded the motion. Motion passed. The next meeting will be held by conference call on June 13.

Respectfully submitted,

Patsy Bee
Executive Assistant to the President

Joe D. Campbell, Chairman

Jamie Six, Secretary

**West Virginia University at Parkersburg Board of Governors
Meeting of June 13, 2012**

ITEM: Institutional Compact Update for 2012-2013

RECOMMENDED RESOLUTION: *Resolved,* That the West Virginia University at Parkersburg Board of Governors approves the West Virginia University at Parkersburg Institutional Compact Update for 2012-2013.

STAFF MEMBER: Dr. Rhonda Richards, Sr. Vice President
Academic Affairs

BACKGROUND:

The WVU Parkersburg Institutional Compact Update for 2012-2013 has been submitted to the Board of Governors for review and approval. Once approved by the Board, it will be submitted to the WV Council for Community and Technical College Education.



**Meeting the Challenge:
MASTER PLAN**
for the Community and Technical College System of
West Virginia

Compact Update
Academic Year 2012-2013

Institution:

West Virginia University at Parkersburg

MEETING THE CHALLENGE

Institutional Compact Update

INSTRUCTIONS

Section A – Contact Information

1. Provide a contact to whom questions should be addressed.

Section B – Institutional Mission

1. Provide the approved institutional mission statement if the statement has changed since the 2011-2012 compact submission.

Section C – Compact Strategy Updates

1. For each goal and strategic priority, provide new specific strategies with timeframes and outcomes for each covering academic year 2012-2013. Also, provide an update of completed and continuing strategies.
2. Indicate, within the relevant goal, any new academic programs to be implemented over the next academic year.
3. **Strategic priorities are to be combined as a component of the appropriate compact goal as indicated on the strategy update document. This is a change from the initial master plan compact submission.**
4. Under Goal 4, provide a list of the top three critical capital facility projects for new construction or major renovation. Provide the list in priority order.
5. If one or more underserved counties are included in the community and technical college consortia district in which an institution provides services; please provide any new or continuing strategies for increasing the community and technical college participation rates in those counties. (Goal 3)
6. Narrative text may be provided for each strategy update to provide additional information or clarification. The narrative is optional.

Section D – Performance Indicator Definitions

**The Institutional Compact Updates are due in the Council office
on or before May 15, 2012**

Once updates are completed, convert to Adobe PDF format and submit electronically to June Heckel at heckel@wvctcs.org

MEETING THE CHALLENGE

Institutional Compact Update

Section A

Contact Information: West Virginia University at Parkersburg

Name: Dr. Marie Foster Gnage, President

Address: 300 Campus Drive

City: Parkersburg State: WV Zip: 26104

Telephone: 304 424 8200 Fax: 304 424 8204

Email: Marie.gnage@mail.wvu.edu

Section B

Institutional Mission Statement:

West Virginia University at Parkersburg provides accessible, life-changing educational opportunities in a safe and supportive environment. Opportunities include:

-
- Career Pathways from Certificate to Baccalaureate
-
- Global Studies
-
- Workplace Experience
-
- Civic Engagement
-
- Leadership Studies
-

MEETING THE CHALLENGE

Institutional Compact Update

Section C

GOAL I: Produce graduates with the general education and technical skills needed to be successful in the workplace or subsequent education.

Strategic Priority 1 – Produce More Graduates

Strategies Completed	Date
<ul style="list-style-type: none"> • Promote the career pathway concept and corresponding embedded certificate program and career opportunities. <ul style="list-style-type: none"> ○ Developed banners displaying the career pathways concept around campus. ○ Developed three-panel brochures describing career pathways programs. ○ Gave presentation on career pathways programs to faculty, students, and staff. ○ Included career pathways strategies as part of the Higher Learning Commission (HLC) Open Pathways Project. 	2011/2012
<ul style="list-style-type: none"> • Reduce graduation fee for students who are receiving a second degree/certificate from WVU Parkersburg. <ul style="list-style-type: none"> ○ Encouraged advisors to monitor students' progress and determine when they met requirements for a prior degree. ○ Worked with Records office staff to identify students who qualify for a second degree. 	2011/2012
Continuing Strategies	Target Date
<ul style="list-style-type: none"> • Provide intensive advising for students enrolled in developmental courses. <ul style="list-style-type: none"> ○ Developed new plan for assigning students with two or more developmental courses to targeted faculty for program advisement, preferably those faculty teaching developmental courses. 	Ongoing
<ul style="list-style-type: none"> • Institute new programs that meet market demands and monitor low-enrolled programs for possible action. (see list of new programs below) <ul style="list-style-type: none"> ○ Utilizing the EMSI economic modeling program, determine which careers are viable over the next ten-year period within the seven-county service region. ○ Determine which programs have low enrollment and develop strategic options to increase numbers. 	Ongoing

MEETING THE CHALLENGE

Institutional Compact Update

<ul style="list-style-type: none"> • Develop tracking system for student progression through programs. <ul style="list-style-type: none"> ○ Implement DegreeWorks for auditing students' progress through their programs. ○ Implement a Curriculum Tracking Sheet system accessible from electronically from the college website, and in print versions from the individual advisors, division offices, and the college Welcome Center. 	Ongoing
Strategies (2012-2013)	Target Date
<ul style="list-style-type: none"> • Work with local school districts to communicate information on major technical programs to parents. <ul style="list-style-type: none"> ○ Meet with area superintendents to obtain an agreement to place a link on the Parent Intranet website that connects parents to descriptions of technical programs and careers and how EDGE/Early Admission courses can save parents and students both time and money. 	Fall 2012
<ul style="list-style-type: none"> • Include the Career Pathways Programs as a separate section in college catalog (in print and online versions) <ul style="list-style-type: none"> ○ Include in Section V, Academic Information, of the 2012/2013 catalog a new section on Career Pathway Programs, Non-Traditional Programs, and Online Programs. 	Fall 2012
<ul style="list-style-type: none"> • Monitor online registration and offer as a privilege to students that meet certain GPA and cumulative hour requirements. <ul style="list-style-type: none"> ○ Students pursuing a certificate program that have earned less than 15 cumulative hours and have less than a 2.5 GPA. ○ Students pursuing an associate program that have earned less than 30 cumulative hours and have less than a 2.5 GPA. ○ Students pursuing a baccalaureate program that have earned less than 60 cumulative hours and have less than a 2.5 GPA. 	2012/2013
<ul style="list-style-type: none"> • Implement a mandatory orientation for all new first time students to the institution. <ul style="list-style-type: none"> ○ The college is designing a mandatory orientation week into all new student pre-existing schedules without the addition of credit hours to any academic program. This would allow for more adult students to receive an orientation experience without modifying their enrollment or extending their time to completion. 	Spring 2013

NEW PROGRAMS for 2012/2013:

- CAS/AAS in Culinary Arts
- CAS/AAS in Diversified Agriculture
- CAS in General Education
- CAS/AAS in Legal Studies
- CAS in Allied Health

MEETING THE CHALLENGE

Institutional Compact Update

Narrative (Optional):

Efforts will be made to engage in research-proven strategies for increasing student success in developmental coursework knowing that approximately 70% of entering students need at least one developmental course before engaging in college-level work. Additionally, the college is participating in a pilot program for the Higher Learning Commission entitled "Open Pathways" which will focus on using the career ladder approach to improve completion rates.

The institution continues to seek grants to support efforts to ensure student success. Over the past year, grants have been awarded from the US Department of Labor, the National Science Foundation, the US Department of Education, the US Department of Agriculture, and the WV Community and Technical College System. Additionally, private grant funding has been secured from foundations and community organizations.

GOAL 2: Provide workforce development programs that meet the demands of West Virginia's employers and enhance West Virginia's economic development efforts.

Strategic Priority 2 – Promote Strong Employer Partnerships

Strategies Completed	Date
<ul style="list-style-type: none"> Increase collaboration with Chambers of Commerce throughout the WVU Parkersburg service region. 	2011/2012
<ul style="list-style-type: none"> Develop a survey instrument to ensure effective results of training delivered. 	2011/2012
Continuing Strategies	Date
<ul style="list-style-type: none"> Hold Annual Roundtable Events for Regional Employers. 	Ongoing
<ul style="list-style-type: none"> Identify employment sectors and form advisory groups to meet multiple times annually. 	Ongoing
<ul style="list-style-type: none"> Redesign website to provide more clear and comprehensive information to regional employers. 	Ongoing
New Strategies	
<ul style="list-style-type: none"> Implement online registration and payment options. 	2012/2013
<ul style="list-style-type: none"> Develop quarterly newsletter to include scheduled training events for electronic delivery to employers and community stakeholders. 	2012/2013
<ul style="list-style-type: none"> Host an employer appreciation event for clients served. 	2012/2013

MEETING THE CHALLENGE

Institutional Compact Update

Narrative (Optional):

Outreach opportunities will take front and center roles as the college continues to serve the needs of the region. These opportunities will include partnering with regional employer and business leaders; collaborating with Chambers of Commerce; promoting a sector-based approach and forming advisory groups to ensure appropriate response to industry, market, and training needs.

GOAL 3: Provide access to affordable, comprehensive community and technical college education in all regions of West Virginia.

Strategic Priority 3 – Serve More Adults

Strategies Completed	Date
<ul style="list-style-type: none"> • Expand Tuition Waiver Program for GED completers. <ul style="list-style-type: none"> ○ Provided 10 full tuition scholarships to Wood County Adult Basic Education Graduates. (Ongoing Program) ○ Provided credit-hours waiver to all Wood County Adult Basic Education Graduates. (Ongoing Program) ○ Provided a partial tuition waiver to the first 50 GED completers who apply for admission. (Beginning for the academic Year 2012-13) 	2011/2012
<ul style="list-style-type: none"> • Create an “Affordable Tuition Program” that guarantees access to all students of the greater Mid-Ohio Valley region regardless of residency. <ul style="list-style-type: none"> ○ Using the tuition waiver policy, we have provided a 60% waiver for out-of-state students in the immediate region across the Ohio state border from the college. ○ Provided the same benefit for those out-of-state students beginning programs in high need professions. 	2011/2012
Continuing Strategies	Target Date
<ul style="list-style-type: none"> • Become a host site for Veterans Upward Bound classes and counseling. <ul style="list-style-type: none"> ○ Partnered with the VUB office of Davis and Elkins College to provide introductory classes on basic technology use and connected those classes to our Office of Enrollment. 	Ongoing
<ul style="list-style-type: none"> • Increase workshops for adults hosted by the START Center and Division of Student Services. <ul style="list-style-type: none"> ○ Workshops Provided: <ul style="list-style-type: none"> ▪ Stress Management ▪ Healthy Lifestyles ▪ Healthy Relationships ▪ Veteran Benefits 	Ongoing

<ul style="list-style-type: none"> ▪ Workforce Benefits ▪ Substance and Alcohol Abuse ▪ Business Dining Etiquette 	
<ul style="list-style-type: none"> • Advocate for special programs for adults, including HEAP funding to provide opportunities for adult students to attend college part time and for the Learn to Earn program that will provide workplace funding and support <ul style="list-style-type: none"> ○ Nearly \$290,000 awarded in HEAPS grants for 2011-2012. The college awards 100% of its HEAPS grant funding. ○ Enrolled 9 students in the Learn and Earn Program. 	Ongoing
Strategies (2012-2013)	Target Date
<ul style="list-style-type: none"> • Friday College – Beginning Fall 2013 the college will expand its offerings on Fridays including sufficient developmental classes to provide a first time student with a full time class schedule for that one day per week. This will assist adult students who are restricted to the number of days that can take from their current employment. 	Fall 2012
<ul style="list-style-type: none"> • Expanding Transportation Options – The college is working with the local public transit system to provide more days and times for the free use of the bus line between the main college location on the outskirts of Parkersburg and the downtown hub. 	Fall 2012
<ul style="list-style-type: none"> • Integrating Orientation – The college is designing a mandatory orientation week into all new student pre-existing schedules without the addition of credit hours to any academic program. This would allow for more adult students to receive the orientation experience without modifying their enrollment or extending their time to completion. 	Spring 2013

Narrative (Optional):

The college has implemented a special center on campus to address non-traditional/adult students, the START Center. This arm of the college will continue to strengthen its presence on campus and will continue to implement programming to meet the specific and unique needs of adult learners. Additionally, the college will continue hosting an ABE site on campus that provides immediate access to college opportunities and resources for GED candidates.

MEETING THE CHALLENGE

Institutional Compact Update

GOAL 4: Provide resources to meet the needs of community and technical college students and employees.

Strategic Priority 4 – Build and Maintain Facilities

Strategies Completed	Date
• NA	NA
Continuing Strategies	Target Date
• Build Applied Technology Center	Continuing (2012)
• Build Child Development Center	Continuing (2012)
• Renovate Technical Wing of Main Building for Science	Continuing (2013)
• Renovate Downtown Center , Phase One	Continuing (2012)
• Build Energy Management Laboratory	Continuing (2012)
New Strategies (2012-2013)	Target Date
1. Begin renovation of third floor main building for Health Sciences	2012/2013
2. Begin renovation of Downtown Center Phase 2 Incubators	2012/2013

Narrative (Optional):

Over the next two years the college will experience growth in facilities that is unprecedented. This includes erecting two new buildings on campus--an Applied Technology Building and a Child Development Center--and a smaller building that will be used for training in energy-related fields. Additionally, the college will engage in retrofitting two spaces on the main campus that will result in modernizing the science laboratories and updating the theatre area. Further, the college will engage in a major retrofit of a 40,000+ square foot building located downtown Parkersburg that will be used for business incubation, entrepreneurship, and economic development programming and opportunities.

LIST of the TOP THREE MOST CRITICAL CAPITAL FACILITY PROJECTS FOR NEW CONSTRUCTION OR RENOVATION

1. Downtown Center, Phase I/Renovation
2. Technical Wing of Main Building for Science/Renovation
3. Third Floor Main Building for Health Sciences/Renovation

MEETING THE CHALLENGE

Institutional Compact Update

Section D

Performance Indicator Definitions

AAS in Occupational Development	Program administered by West Virginia community and technical colleges in cooperation with Registered Apprenticeship programs that recognizes for college credit the competencies and skills achieved in the apprentice program.
ACT WorkKeys	An assessment program developed by American College Testing (ACT) that measures workforce readiness skills necessary to be successful in the workforce for a given occupation.
Adult Basic Education	Program administered by the West Virginia Department of Education that assists individuals in enhancing general education skills and preparing for the General Education Development (GED) examination.
Adult Students	Students age 25 or above.
Advanced Skill Set	A series of courses or competencies that prepare individuals for a specific skill and carry a value of 12 or more but less than 30 credit hours of non-credit contact hours equivalent to 12 or more but less than 30 credit hours.
Annual Headcount Enrollment	The unduplicated for-credit student (full- and part-time) enrollment number of all enrollment periods during the academic year.
Associate Degree	A defined program for students in a specific occupational area consisting of a minimum of sixty (60) collegiate credit hours.
Average Net Tuition Rate	The difference between the average resident student cost of attendance and offsetting federal and state financial aid.
Baccalaureate Program	College courses or programs leading to a four-year degree.
Brokering	The act of a community and technical college facilitating the delivery of a program or course into the district from another educational provider.

MEETING THE CHALLENGE

Institutional Compact Update

Business Consultation

A one-on-one meeting between college personnel, students, or business assistance organizations hosted by the college with a representative for a "for profit" or nonprofit business organization at which meeting technical information is conveyed to or assistance is rendered to the business organization. The number of sessions is the number of distinct occurrences of assistance; the number of hours is the total number of hours of assistance rendered. Examples of business consultations are (but not limited to) student business internships, business consulting by college faculty, technical support given to businesses housed within a business incubator owned or managed by the college, and technical support provided to businesses by Small Business Development Center personnel.

Career-Technical Program

Community and technical college degree programs that prepare students to enter the workforce directly upon completion of the program.

Certificate/AAS in Technical Studies Program

Program administered by a West Virginia community and technical college that is either customized to meet an employer or group of employers' needs or recognizes employer training programs for college credit.

Certificate Degree Program

A defined program of study in a specific occupational area consisting of a minimum of thirty (30) collegiate credit hours.

Certification Passage Rate

The percentage of students taking and passing a certification examination within one year after graduation.

College-Going Rate

The percentage of high school graduates in the community and technical college consortia district enrolling in post-secondary education during the Fall term following graduation.

Consortia District

The counties in West Virginia that comprise a geographic region as defined in WV Code 18B-3C-4.

Contact Hours

Number of Students X Number of Session Hours
Example: 10 students x 3 hour session = 30 contact hours

Continuous Enrollment

Enrollment of students (full- and part-time) from one academic year to the next without interruption.

MEETING THE CHALLENGE

Institutional Compact Update

Cost Savings	The reduction in institutional costs through innovative activities and practices that allow for redirection of funding.
Credit Program	Those programs delivered by a community and technical college that are assigned a specific number of college credits.
Customized Education or Training Program	A program developed by the community and technical college that meets documented employer needs and may be for credit or non-credit, short-term or long-term.
Degree Production	The total number of certificate and associate degrees awarded annually.
Developmental Education	Courses, generally in areas of mathematics, reading and writing, offered to those that lack the fundamental education competencies to be successful in college-level course work.
Developmental Education Success	The percentage of students enrolling in an English or mathematics developmental course and successfully completing the subsequent college-level course within two years of the initial enrollment in the developmental course.
Distance Education	The delivery of courses by synchronous or asynchronous technology via the internet, electronic, digital, on-line, video or any other technology driven delivery.
Dual Credit	Those courses in which an early admission student is receiving both high school and college credit for the course.
Early Admission Students	High school students enrolled in a college-level course.
Education Program	A defined sequence of instruction that results in the awarding of collegiate credit.
Entrepreneurship Program	Programs developed to assist individuals in operating their own business or to be self-employed.

MEETING THE CHALLENGE

Institutional Compact Update

External Funding	Funding secured from sources other than state general revenue allocations, tuition and fees, Federal Perkins allocations, West Virginia Advance and Technical Program Development. In addition to funding secured from private sources, funding that may be counted as external are: (a) House Bill 3009 and the matching funding received to secure the grant; (b) Any matching external funding secured for West Virginia Advance and Technical Program Development Grants; and, (c) Funding secured for contract training and continuing education.
Faculty Salary National Average	The average salary of full-time faculty as reported by CUPA-HR.
Graduation Rate	The percentage of first-time students (full- and part-time) graduating with a certificate or associate degree within six years.
Hybrid Course	A course delivered utilizing a combination of on-line and face-to-face instruction.
Job Placement	Full-time or part-time employment in a field or related field of study, continuation of education or enlistment in military service.
Licensure Passage Rate	The percentage of students taking and passing a licensure examination within one year after graduation.
Non-Credit Program	Those programs delivered by a community and technical college that are not assigned a designated college credit unit, and in most cases, are not counted as meeting requirement for degree completion, but does lead to specific skills or skill enhancement.
Non-Traditional Age Student	Students age 25 and above.
On-Line Course	A course that is delivered totally using on-line instruction.
Participation Rate	Percentage of citizens in a given district attending a community and technical college.
Program	A program that is a coherent, specialized curriculum or skill sets designed to deliver a specific body of knowledge for personal/career development or professional continuing education.

MEETING THE CHALLENGE

Institutional Compact Update

Regional Industry Sector Partnership	Organizing an institution's workforce and technical program planning and development process by involving multiple employers of a particular economic sector; i.e., manufacturing, healthcare, energy, having a partnership steering committee and meeting at least three times a year.
Retention Rate	The percentage of students (full- and part-time) enrolled during the academic year (fall, spring or summer) and enrolled for the next Fall semester at any West Virginia public higher education institution.
Skill Set	A series of courses or competencies that prepare individuals for a specific skill and carry a value of fewer than 12 credit hours or non-credit contact hours equivalent to fewer than 12 credit hours.
Student Financial Aid Participation Rate	The percentage of a college's total student enrollment receiving student financial aid assistance consisting of grants, scholarships and tuition waivers, but not student loans.
Student Success Rate	The percentage of students in each six year cohort earning a certificate degree, an associate degree or transferring to a four-year college without earning a certificate degree or associate degree.
Traditional Age Student	Students between the ages of 18-24.
Training Program	A defined sequence of instruction with competencies in a specific area and may be for-credit or not-for-credit.
Transfer Program	A community and technical college program intended to prepare a student to transfer to a baccalaureate institution or program.
Transfer Rate	Percentage of credit students enrolled in community and technical colleges in a given semester and enrolled in a baccalaureate institution the next Fall semester.
Underserved County	A county that has a low number of community and technical college enrollment in proportion to other counties. Those counties are: Barbour, Braxton, Calhoun, Clay, Hampshire, Lewis, McDowell, Putnam, Randolph, Summers, Upshur and Wayne.
Workshop	An offering of knowledge over a period of time, usually no more than one or two days, that generally combines instruction with laboratory or experimental activity.

**West Virginia University at Parkersburg Board of Governors
Meeting of June 13, 2012**

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 2012-2013, as presented.

STAFF MEMBER: Marie Foster Gnage, President

BACKGROUND:

The 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 Board of Governors
Meeting of June 13, 2012**

ITEM: Revised Standards for Admission to Bachelor of Arts in Elementary Education

RECOMMENDED RESOLUTION: *Resolved,* That the West Virginia University at Parkersburg Board of Governors approves the revisions in the standards for admission to the Bachelor of Arts in Elementary Education as presented.

STAFF MEMBER: Dr. Rhonda Tracy
Senior Vice President for Academic Affairs

BACKGROUND:

In preparation for the upcoming accreditation visit by NCATE for WVU at Parkersburg's Bachelor of Arts in Elementary Education program, several updates are recommended to the institution's standards for admission to the program, as described below and reflected in the draft included.

- A. 9. Portfolio submission was previously done in paper format, then on a CD. It was determined that using the LiveText data collection system would help students, faculty, and the education unit with data collection and assessment for accreditation purposes.
- B. 2g. The West Virginia Department of Education requires minimum scores on Praxis II and PLT Exams for certification in all endorsement areas. In the past, WVUP did not offer additional endorsements to the Elementary K-6 certification.
 - 2j. A total of 100 hours of service learning is required for admission to student teaching. Seventy-five of these hours must be completed before admission to program. The additional 25 may be done after admission to program, but must be completed by admission to student teaching.
 - 2l. Public schools ask for proof of negative TB testing before teacher candidates are allowed in the schools.
 - 2m. Public schools require a clear background check before teacher candidates are allowed in the schools. They are only good for 60 days, so this requirement is repeated more than one time.
 - 2n. The Education Personnel Preparation Advisory Committee recommended that all teacher candidates complete the Zaner-Bloser Manuscript and Cursive Handwriting Course before being admitted to student teaching.

Title: #VI-9C. Admission to Bachelor of Arts in Elementary Education

Date: Draft 5/15/12 (Replaces version dated August 26, 2003)

A. General Requirements

Students must apply for full admission to program during the semester in which the applicant will complete 58 credit hours. Application forms are available in the office of the Education Division, and the following requirements must be met:

1. Complete at least 58 hours' credit in approved courses, not including any credit in ~~Foundations~~ developmental courses.
2. Maintain a minimum 2.75 grade-point average (GPA) computed on all ~~approved work attempted with no grade below C.~~ Maintain a minimum of 2.75 grade-point average (GPA) with no grade below C in all professional education courses. coursework, all work attempted in the teaching field, and in professional education coursework, with no grade below a "C" in any required course.
3. Complete Education 100, 200 and 300 with a grade of "C" or better. Education 300 is to be taken the semester in which the student applied for admission to program.
4. Pass at an acceptable level all portions of the Pre-Professional Skills Test.
5. Meet computer competencies by achieving a grade of "C" or better in Computer Science 105, ~~"Introduction to Computing."~~ 108, Educational Technology. Meet speech and listening competencies by achieving a grade of "C" or better in Speech 111, "Fundamentals of Speech." Pass, with a grade of "C" or better, English 101, English 102, and Psychology 241.
6. Successfully complete Intermediate Algebra with a grade of "C" or better or placement into Math 121 or higher. ~~Successfully complete Math 114 with a grade of "C" or better or obtain appropriate score on math placement test or ACT.~~
7. Document the satisfactory completion of required field experiences if the equivalent of Education 100, or Education 200 and/or Education 300 was completed at another institution.
8. Adhere to WVUP Code of Student Conduct and Education Division's Department's Technical Standards.

9. Submit a formal letter of application for admission to program along with an electronic curriculum portfolio. Portfolios must be submitted through LiveText.
10. Document a minimum of Complete 75 hours of approved service learning activities. ~~(effective beginning with fall 2004 catalog requirements).~~
11. Be recommended for admission by the Teacher Education Review Panel.
12. Show proof of negative TB testing.
13. Show proof of cleared background check conducted within 60 days prior to application submission.
14. Show Proof of high school graduation/GED.

B. Student Teaching

During one semester of the senior year, all teacher education students must apply for admission to Student Teaching. The following requirements must be met:

1. An Application for Admission to Student Teaching must be filed with the chairperson of the Education Division by March 31 to participate in the following fall semester or by October 31 to participate in the following spring semester. Application forms are available in the Education ~~Division~~ Department Office.
2. Admission to Student Teaching is governed by the following requirements:
 - a. Completion of all general education courses.
 - b. Minimum overall 2.75 GPA with no grade below a "C" in all required coursework. ~~in all work attempted with no grade below a "C".~~
 - c. Completion of all professional education courses with a minimum GPA of 2.75. A grade of "C" or better is required in each professional education course.
 - d. Completion of all instructional strategies courses with a minimum GPA of 2.75. A grade of "C" or better is required in each instructional strategies course.
 - e. If completing a middle school endorsement, completion of all endorsement courses with a minimum GPA of 2.75. A grade of "C" or better is required in each endorsement course.
 - f. Education 401 is to be taken the semester in which the teacher candidate student applies for admission to student teaching.
 - g. Passing score(s) on the State-Required Praxis II and PLT Exam(s). ~~and specialty area exams as needed.~~
 - h. Submit Submission of a formal letter of application for admission along with the electronic curriculum portfolio for review by the Teacher Education Review Panel. Portfolios must be submitted through LiveText.
 - i. Adherence to WVUP Code of Student Conduct and Education ~~Division~~ Department Technical Standards.

- j. Completion of additional 25 (for total 100) hours of service learning activities in an approved setting (~~effective beginning with Fall 2004 Catalog requirements~~).
- k. Recommendation for admission by the Teacher Education Review Panel.
- l. Proof of negative TB testing.
- m. Proof of clear background check conducted within 60 days prior to application submission.
- n. Completion of Zaner-Bloser Manuscript and Cursive Handwriting Course with certificates on file in the Education Department.

Student teacher practicum for students pursuing additional certifications will be determined on an individual basis. Maximum placement will be eight weeks.

**West Virginia University at Parkersburg Board of Governors
Meeting of June 13, 2012**

ITEM: Faculty Promotion and Tenure Decisions

RECOMMENDED RESOLUTION: Information Only

STAFF MEMBER: Marie Foster Gnage, President

BACKGROUND:

The faculty promotion and tenure review process at West Virginia University at Parkersburg runs from January through May 15. It involves faculty file preparation, reviews and recommendations by division colleagues and chair, college colleagues, and the Senior Vice President for Academic Affairs, and approval by the President. The final step is notification of the Board of Governors of the decisions made as a result of this review process.

Promotions Awarded:

Doug Weaver, Professor
Jenny Dawkins, Professor
Rebecca Tucker, Associate Professor
Craig Rabatin, Associate Professor
S. Dianne Davis, Associate Professor
Mark Bruce, Associate Professor
Jeffrey Holland, Associate Professor
Kathy Frum, Associate Professor
Mikhail Styr, Assistant Professor
Joyce, Stover, Assistant Professor
Amy Wolfe, Assistant Professor
Allison Sayre, Assistant Professor
Kelli Sprout, Assistant Professor
Barbara Tuell, Assistant Professor
Jeffrey Byrd, Assistant Professor