

MINUTES  
WEST VIRGINIA UNIVERSITY AT PARKERSBURG  
BOARD OF GOVERNORS  
January 14, 2015

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday January 14, 2015, in the College Theatre at the WVU Parkersburg Campus, beginning at 3:15 p.m. Board members present were: Joe Campbell, Jamie Six, Cheryl Donohoe, Violet Mosser, Gerard El Chaar, Curtis Miller, Matthew Santer, Jeff Matheny, Sam Winans, John Denbigh and William Bell. Others present included Dr. Fletcher Lamkin and Brady Whipkey.

Guests present included administrators, faculty, and staff.

**1. Call to Order**

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

**2. Swearing in of new Board members**

Debbie Richards, Special Assistant to the President, asked new Board members John Denbigh and William Bell to stand and conducting the swearing in of the new members.

**3. Roll Call**

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

**4. Board Chair Report**

Chairman El Chaar thanked members for attending the meeting. Chairman El Chaar introduced Dr. Lamkin to the Board and guest. Chairman El Chaar also thanked the new members for their willingness to serve.

**5. President's Report**

President Lamkin reported to the Board that he is honored to have the opportunity to employ his skills, experience and passion to serve the college and it community. Dr. Lamkin thanked Dr. Rhonda Tracy for her work as Interim President, Board member Cheryl Donohoe for assistance with housing, and Chairman El Chaar for his support, encouragement and guidance.

Next Dr. Lamkin discussed that his immediate concerns are two related issues: improving enrollment and balancing the budget. Dr. Lamkin discussed the concerns and difficulties associated with each of these issues.

**6. Approval of Minutes**

The minutes of the Regular Board meeting of December 10, 2014, were approved upon a motion by Mr. Miller, seconded by Mr. Six.

**7. Committee Reports**

- Executive Committee:

Board members present received a report that the Executive Committee met prior to the Board meeting to discuss tuition, presidential housing challenges, and scheduling a meeting of the Campus Development Committee.

- Administrative Services Committee:

Board members present received reports on renovations being done to facilities and campus. A report was received on the position vacancies, and new hires. A report was received on marketing and communication efforts. A report was received on financial budget updates.

- Academic and Student Services Committee:

Board members present received reports from Academic Affairs, Workforce and Community Education and Student Affairs: an overview of grants, new programs, data and faculty; credit and non-credit programs; enrollment, loan default management and possible fees for student culture improvement, were given.

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

Chairman El Chaar asked for a motion to move into Executive Session. Ms. Mosser moved to adjourn to Executive Session. Ms. Donohoe seconded the motion. The motion passed and the Board moved into Executive Session at approximately 3:45 p.m. At approximately 4:52 p.m. Chairman El Chaar announced that the Board would return to the regular meeting. Mr. Campbell moved to return to regular session. Mr. Miller seconded the motion. Motion passed.

## **9. Action Items**

- Presidential Residence

Mr. Winans moved to table this item to a later date. Mr. Miller seconded the motion. The motion passed.

- Program approval for revised admission requirements to the WVU-Parkersburg BA in Elementary Education:

Dr. Rhonda Tracy provided an overview for approval to revise the admission requirements to the WVU Parkersburg BA in Elementary Education.

Mr. Bell moved to approve the following resolution:

*Resolved,* That the West Virginia University at Parkersburg Board of Governors approves the revised Admission Requirements for the BA in Elementary Education

Mr. Campbell seconded the motion.

After questions and discussion, the motion passed.

- Approval of two new programs: Certificate in General Business and AAS Entrepreneurial Technology:

Dr. Rhonda Tracy provided an overview for approval for two new programs for Certificate in General Business and AAS Entrepreneurial Technology.

Mr. Denbigh moved to approve the following resolution:

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves the Certificate in General Business, AAS in Entrepreneurial Studies.

Ms. Donohoe seconded the motion

After questions and discussion, the motion passed.

#### **10. Information Items**

- Fiscal Update:  
Alice Harris, VP Finance and Administration provided a detailed report on the budget summary as of December 31, 2014.

#### **11. Board Comments/Announcements**

Mr. Campbell reported that the audit should be complete by the end of the month. Mr. Campbell also reported that he has spoken with Adam Krason of ZMM and they would like to schedule a joint meeting with the Campus Development Committee and General Hoyer and his staff.

Mr. Santer discussed the possibility of holding the Board meetings in a different location so the theatre department can have better use of the area to work on projects and sets. The Board agreed and a new location will be found.

#### **12. Next Meeting**

February 18, 2015, College Theatre.

#### **13. Adjournment**

With no further business to be discussed, Ms. Mosser moved that the meeting be adjourned. Mr. Winans seconded the motion. Motion passed. The next meeting will be held February 18, 2015 at 3:15 p.m. in the college theatre.

Respectfully submitted,

Brady Whipkey  
Executive Assistant to the President

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Gerard El Chaar, Chairman

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Sam Winans, Secretary