

MINUTES  
WEST VIRGINIA UNIVERSITY AT PARKERSBURG  
BOARD OF GOVERNORS  
October 9, 2013

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, October 9, 2013 in the College Theatre at the WVU Parkersburg campus beginning at 5:45 p.m. Board members present were: Joe Campbell, Jamie Six, Curtis Miller, Jeff Matheny, Sam Winans, Rock Wilson, Cheryl Donohoe, Gerard El Chaar, Matthew Santer, Karen Facemyer and Tyler Ohrn. Absent was Violet Mosser. Others present included Dr. Marie Foster Gnage 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. Roll Call**

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

**3. Board Chair Report**

Chairman El Chaar reported on attending the ACCT conference in Seattle, Washington, and spoke about institutions being a part of the community and what they could do to help.

Chairman El Chaar asked new board members to introduce themselves and to give a brief bio.

**4. President's Report**

President Gnage welcomed the newest board members and thanked Chairman El Chaar and Mr. Matheny for attending the ACCT conference.

President Gnage also reported on the ACCT conference and sessions she attended the HERDI conference and the National Campus Compact board meeting.

Next President Gnage reported on the Superintendents Breakfast and was what discussed.

President Gnage reported on the Department of Labor Grant and that we are working out the details to expand and enhance programs.

President Gnage then reported on the 7.5% funding cut and presented reports provided by Dr. Mensah on how this cut will affect the college.

President Gnage announced that she will be the Chair of the United Way Alliance.

President Gnage then reminded and invited the Board members to attend the Legislative Breakfast that will be held on campus on October 10, 2013.

## 5. Approval of Minutes

The minutes of the Regular Board meeting of August 14, 2013, were approved upon a motion by Mr. Curtis and seconded by Mr. Campbell. Motion passed.

## 6. Committee Reports

- Executive Committee:  
There was no meeting held.
- Audit Review Committee:  
There was no meeting held.
- Administrative Services Committee:  
Mr. Curtis introduced Bob Wright, President of the Foundation. Mr. Wright spoke to members on the Capital Campaign, discussed the forms to fill out, and on contributions. Board members present received reports from the Foundation on fundraisers, grants, and donations. They also received reports on renovations being done. A report was received on FY 2013 year end closing. HR provided an update on position vacancies and new hires. A report was received Information Technology updates.
- Academic and Student Services Committee:  
Board members present received an update from the academic area providing an overview of the HLC visit, learn and earn, weekend college, and grants. A report was given on Allied Health, programs that are approved for HEAPS funding, and updates on meeting with WCE. A report was received on enforcing mandated advising for all students, online orientation implementation and Military Friendly College Ranking that was published in the Army Times, and on the Veterans Resource Center.
- Campus Development and Readiness Center Committee:  
Board members present received a report on meeting with General Hoyer and Colonel Shafer was postponed. Members received an update on the Hammond Property. A report was given on the challenges with space at JCC. Mr. Campbell asked President Gnage to do preliminary work on looking at the area so they could expand. A report was given on meeting with Mark Whitley and members of Legislature to discuss Cedar Lakes.

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

Chairman El Chaar entertained a motion to move into Executive Session at approximately 6:45 p.m. Mr. Miller moved to adjourn to Executive Session. Mr. Campbell seconded the motion. The motion passed and the Board moved into Executive Session. The Board Chair requested that President Gnage join Executive Session. At approximately 7:51 President Gnage was excused from Executive Session. At approximately 8:50 p.m. Chairman El Chaar announced that the Board would return to the regular meeting. Mr. Campbell moved to return to regular session. Ms. Donohoe seconded the motion. Motion passed.

## 8. Action Items

- Proposed Revision of Policy F-60, Tobacco and Smoke Free Environment

President Gnage recommended tabling the proposed revision for further education of faculty and students. After review and discussion, the proposed revision was tabled upon a motion by Mr. Campbell and seconded by Mr. Ohrn. Motion passed.

- Online Fee for WVU Parkersburg Courses:  
Dr. Rhonda Tracy, Dean of Academic Affairs provided an overview of the proposed online fee for WVU Parkersburg courses. After questions and discussion, Ms. Donohoe moved to approve the following resolution:

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves the **Online** Fee for WVU Parkersburg Courses.

Mr. Six seconded the motion. Motion passed.

- Building Renovation to Address Environmental Issues

#### BACKGROUND:

A problem with mold has been identified in the classroom areas of the main building's ground floor. The classrooms have been temporarily closed and classes have been moved to alternative locations. The renovations to correct the problem and to prevent this from reoccurring will require the elimination of excess moisture. This will be accomplished by replacing the leaking roof, adding a new air handling unit, replacing the garage door with a wall to serve as a moisture barrier, and preventing water from entering the area that is below grade. All existing mold must be mitigated once this has been completed. The estimated cost of this renovation is \$400,000. With the Board's approval of the capital expenditure, the college will request a short term emergency loan from the Higher Education Policy Commission. Also, with the Board's approval of this capital expenditure, immediate steps will be taken to begin the renovation work.

After questions and discussion, Mr. Miller moved to approve the following resolution to not exceed \$435,000 without Board approval.

*Resolved*, that the West Virginia University at Parkersburg Board of Governors hereby approves the renovation of the ground floor instructional area as presented.

Mr. Campbell seconded the motion. Motion passed.

## 9. Consent Agenda

Mr. Miller moved to approve the following Consent Agenda items:

#### Presidents Contract Technical Revision

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves a technical revision to the President's existing Employment Contract.

Mr. Winans seconded the motion. Motion passed.

## 10. Information Items

Dr. Vincent Mensah, CFO, reviewed the fiscal update for 2013-2014

Dr. Tracy reviewed HLC and Dashboard updates.

**11. Board Comments/Announcements**

Nothing

**12. Next Meeting**

November meeting has not been set yet. We will look at schedules and determine a date.

**13. Adjournment**

With no further business to be discussed, Mr. Ohrn moved that the meeting adjourn. Mr. Winans seconded the motion. Motion passed. The next meeting will be set at a later date.

Respectfully submitted,

Brady Whipkey  
Executive Assistant to the President

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Gerard El Chaar, Chairman

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Cheryl Donohoe, Secretary