

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
November 12, 2014

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday November 12, 2014 in the College Theatre at the WVU Parkersburg Campus, beginning at 3:30 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, and Brandon Cooper. Others present included Dr. Rhonda Tracy 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 thanked members for attending the meeting. Chairman El Chaar reported on the state of the college and the search for a new president. Chairman El Chaar thanked Dr. Tracy for the outstanding role she has done as the Interim President. Next Chairman El Chaar stated he would like to recognize Jennifer Randolph for coordinating and outstanding Career Fair that was held on October 29.

4. President's Report

Interim President Tracy reported on attending the Annual ACCT Conference in Chicago. Next Dr. Tracy discussed the success of College Day at the Mall held on November 1. Dr. Tracy then distributed the Improving the Climate at WVU Parkersburg Fall 2014 report to members present and discussed the ways the college has been improving the climate of the college

5. Approval of Minutes

The minutes of the Regular Board meeting of October 8, 2014, were approved upon a motion by Mr. Winans, seconded by Mr. Miller.

6. Committee Reports

- Search Committee:
Board members present received a report from Mr. Matheny that search committee has met and narrowed the list of candidates down to five that they would like to bring to campus to interview.

- Executive Committee:

Board members present received a report that the Executive Committee met prior to the Board meeting to discuss requirements for continuing education. Dr. Tracy provided an update on JCC.

- Audit Review Committee:
Board members present received a report on the status of the Annual Audit, Financial Student Aid Audit, and the Legislative Purchasing Procedure Audit.
- Administrative Services Committee:
Board members present received reports from the Foundation on fundraisers, grants, events, and donations. They also received reports on renovations being done to facilities and campus. A report was received on the position vacancies, new hires and summer scheduling. A report was received on marketing and communication efforts. A report was received on grant funded programs budget.
- Academic and Student Services Committee:
Board members present received reports from Academic Affairs, Workforce and Community Education and Student Affairs: an overview of faculty updates, program updates, grants and special initiatives; program updates; enrollment efforts, Veteran support highlights, and reconceptualizing early enrollment.

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

Chairman El Chaar asked for a motion to move into Executive Session. Mr. Miller moved to adjourn to Executive Session. Mr. Winans seconded the motion. The motion passed and the Board moved into Executive Session at approximately 4:00 p.m. The Board Chair requested that Dr. Maureen Hartford and Jay Hartford of Hockday-Hartford join Executive Session via skype at approximately 4:02. At approximately 5:00 p.m. Chairman El Chaar requested Patsy Bee join the Executive Session. At approximately 5:20 p.m. Chairman El Chaar excused Dr. Hartfor, Mr. Hartford, and Ms. Bee. At approximately 5:29 p.m. Chairman El Chaar announced that the Board would return to the regular meeting. Mr. Miller moved to return to regular session. Mr. Matheny seconded the motion. Motion passed.

8. Action Items

- Adjustment to Faculty Base Salary Schedule for 2015-2016
Dr. Tracy reported on an increase in the faculty base slaray schedule for FY16 to allow the college to remain competitive with faulty base and entry-level salaries.

Mr. Miller moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves an adjustment to the faculty base salary schedule for 2015-16.

Mr. Matheny seconded the motion.

After discussion, the motion passed.

- Approval of finalist for Presidential Search
Mr. Matheny, Chair of Presidential Search Committee nominated Dr. Paul Schreffler, Dr. Harold Nolte, Dr. Alan Roberts, Dr. James Conneely, and Dr. Fletcher Lamkin, to the Board to bring to campus to interview for the position of President at West Virginia University at Parkersburg.

Mr. Six moved to approve the following resolution:

Resolved: That the West Virginia University at Parkersburg Board of Governors approves finalists for the position of President at WVU Parkersburg.

Ms. Mosser seconded the motion.

After questions and discussion, the motion passed.

- Approval of Diversified Agriculture Course:
Dr. Tracy reported on establishing a \$50 per course fee for selected Diversified Agriculture courses. The following is a list of spring 2015 DAGR courses, requested course fees, and justification for those fees:

DAGR 113 Greenhouse Management

Fee: \$50 per course

Course requires travel to visit Bob's Market and Gritt's Midway Greenhouses as well as various growing supplies such as: seeds, containers, growth media, plant hormones, nutrients, etc.

DAGR 124 Animal Production

Fee: \$50 per course

Course requires travel to visit several local producers as well as chicks, chicken feed, and hay and feed for temporarily housed animals for demonstration purposes.

DAGR 222 Landscape and Turf Management

Fee: \$50 per course

Course requires plant materials for demonstrations and class community service project.

DAGR 270 Professional Field Experience

Fee: \$50 per course

Course requires travel for the instructor to visit the work student work sites.

Mr. Winans moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the **\$50 per course fee** for selected WVU Parkersburg Diversified Agriculture courses.

Mr. Miller seconded the motion.

After questions and discussion, the motion passed.

9. Consent Agenda

Mr. Campbell moved to approve the following Consent Agenda Items:

- Rescission of Policy B-22, Faculty and Administrative Productivity

Mr. Miller seconded the motion. Motion passed.

10. Information Items

- Fiscal Update:
Alice Harris, VP Finance and Administration provided a detailed report on the budget summary as of October 31, 2014. Members present received a copy of the report.
- JCC Report:
Dr. Tracy provided a copy of the JCC report via email to members prior to the meeting and distributed pages 61 and 62 from that report for discussion. John Gorrell, Director of the Jackson County Center, provided an overview of the two pages.

11. Board Comments/Announcements

Mr. El Chaar reported that the WVU at Parkersburg Foundation Board of Directors will be holding their retreat at the Culinary Academy on November 20 and have invited the Board of Governors to join them for lunch at 12:00 p.m.

Dr. Tracy reported that the next Town Hall meeting will be held December 3, at 11:00 a.m. in the College Theatre and invited members to attend.

12. Next Meeting

December 10, 2014, College Theatre.

13. Adjournment

With no further business to be discussed, Mr. Winans moved that the meeting be adjourned. Mr. Santer seconded the motion. Motion passed. The next meeting will be held December 10, 2014 at 3:15 p.m. in the college theatre.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Gerard El Chaar, Chairman

Sam Winans, Secretary