

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
November 8, 2017

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday November 8, 2017, in the President's Board Room at the WVU Parkersburg Campus, beginning at 3:15 p.m. Board members present were: Sam Winans, Donna Smith, Steve Hardman, Jeff Matheny, Joe Oliverio, Jason Landers, Cheryl Donohoe, John Denbigh, John Hushion, Chris Cunningham, Cody Irick, and Austin Grimmatt. Others present included Dr. Fletcher Lamkin and Brady Whipkey.

Guests present included administrators, faculty, and staff.

1. Call to Order

Mr. Winans, 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 Winans, stated three years ago as the Board of Governors began a search for the next President of WVU at Parkersburg. That search resulted in the appointment of Dr. Lamkin who came and made the needed changes and put in place the VP's and administrators, to do the job to move the College in the right direction. Dr. Lamkin began his presidency with Gerard El Chaar as the Board of Governors Chair followed by Jeff Matheny, who took over as Board Chair. Dr. Lamkin requested to have his contract terminated and asked Dr. Milley if she would serve as Interim President. Chairman Winans said they would work diligently to find a replacement for Dr. Lamkin but would be hard pressed to find the next President of Dr. Lamkin's caliber.

4. President's Report

Dr. Lamkin thanked Mrs. Lamkin for all the hard work she has done to help boost morale around the College with events. He would not have been able to accomplish what he did here without her support.

Next Dr. Lamkin reported that we are managing within our budget parameters. The College has received its third squeaky clean audit in a row. Alice Harris and her team deserve great credit for this success. VP Harris sent a calculation that 73% of our payroll goes to employees who directly impact students.

Dr. Lamkin then reported that as his final day as President approached, he can only offer sincere thanks to a supportive Board, a competent team of vice presidents, a talented faculty and hardworking dedicated staff. With the support of the Board, the leadership of Dr. Milley, an excellent faculty, and a supportive staff, the College will continue to be successful.

5. Approval of Minutes

The minutes of the Regular Board meeting of September 13, 2017, were approved upon a motion by Mr. Oliverio, seconded by Mr. Grimmatt.

The minutes of the Emergency Meeting of October 23, 2017, were approved upon a motion by Mr. Denbigh, seconded by Mr. Oliver.

6. Committee Reports

- Executive Committee

Chairman Winans reported that the Executive Committee met to discuss the Presidential Search Qualities and the Presidential Transition.

- Administrative Services Committee:

Mr. Hardman reported that the Administrative Services Committee met and discussed 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, alumni news and development update. A report was received on financial budget updates.

- Academic and Student Services Committee:

Ms. Smith reported that the Academic and Student Services committee met. A report was received on HLC Accreditation, spring schedule development and the Center for Teaching Excellence. A report was received on WED programs. A report was received on Leadership Fellows and analysis of Enrollment Data for Outreach Improvement.

7. Executive Session

Chairman Winans asked for a motion to move into Executive Session to discuss the Presidential Search Procedures, Search Committee, and Description of Qualities and Characteristics. Mr. Matheny moved to adjourn to Executive Session. Mr. Oliverio seconded the motion. The motion passed and the Board moved into Executive Session at approximately 3:35 p.m. Chairman Winans announced that the Board would return to the regular meeting at 4:17 p.m. Mr. Oliverio moved to return to regular session. Mr. Grimmatt seconded the motion. Motion passed.

8. Action Items

- Approval of FY 2017 Audit

Alice Harris, VP Finance and Administration, presented the proposal to accept the audit as presented. A copy of the audit was presented to the members to review prior to the meeting. Ms. Harris provided an overview of the audit and answered questions by the members.

Ms. Donohoe moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the Audit report for fiscal year ending June 30, 2017 as submitted.

Mr. Grimmett seconded the motion. The motion passed.

- Procedures for Presidential Search

Mr. Denbigh made the motion to approve the following resolution with the change that the college would submit an RFQ to hire a search firm to assist with the search.

Resolved, That the West Virginia University at Parkersburg Board of Governors approved procedures governing the Presidential Search process.

Mr. Oliverio seconded the motion. The motion passed.

- Appointment of Presidential Search Committee

Mr. Denbigh made the motion to approve the following resolution to allow the Search Committee to act on behalf of the Board to work with a Search Firm and report back to the Board at a later date with a list of candidates.

Resolved, That the West Virginia University at Parkersburg Board of Governors authorizes the chair to appoint a Presidential Search Committee.

Mr. Oliverio seconded the motion. The motion passed.

Chairman Winans, announced the list of individuals that would be receiving a letter appointing them to the committee.

- Description of Presidential Qualities and Characteristics

Mr. Denbigh made the motion to approve the following resolution to determine a statement of characteristics and qualities which the new president should possess.

Resolved, That the West Virginia University at Parkersburg Board of Governors approves a description of qualities and characteristics to be sought in a new president.

Mr. Oliverio seconded the motion. The motion passed.

9. Information Items

- Fiscal Update

Ms. Harris provided a detailed report on the budget summary as of October 31, 2017. With review and discussion, Ms. Harris answered questions from the members.

10. Board Comments/Announcements

Chairman Winans, took this opportunity to thank Dr. Lamkin for all he has done for the College and community and presented him with the College Replica Bell.

11. Next Meeting

January 10, 2018, President's Board Room.

12. Adjournment

With no further business to be discussed, Chairman Winans adjourned the meeting. The next meeting will be held on January 10, 2018.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Sam Winans, Chairman

Steve Hardman, Secretary