

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
November 9, 2016

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday November 9, 2016, in the President's Board Room at the WVU Parkersburg Campus, beginning at 3:15 p.m. Board members present were: Jeff Matheny, Donna Smith, Steve Hardman, Joseph Oliverio, Jason Landers, Cheryl Donohoe, John Denbigh, John Hushion, Cody Irick, Matthew Santer, and William Bell. Others present included Dr. Fletcher Lamkin and Brady Whipkey.

Guests present included administrators, faculty, and staff.

1. Call to Order

Mr. Matheny, 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, conducted the swearing in of new Board members Joseph Oliverio, Jason Landers and John Hushion.

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 Matheny thanked the members for attending the days Fall Board Retreat and thanked all those present for attending the meeting. Chairman Matheny then introduced the three new Board of Governors members and reported that this would be Mr. Santer's last meeting as the faculty representative due to his retirement.

5. President's Report

Dr. Lamkin discussed that the retreat was filled with information regarding significant trends at the College and we are focused on providing the very best conditions for success for our students. The initiatives discussed today regarding the Caperton Center, Guided Pathways for Success, facilities improvement and the relationship with WVU are all vital to accomplishing these goals. Next Dr. Lamkin thanked the three new Board members for volunteering to serve our college and stated that an engaged and supportive Board is essential to our success. Dr. Lamkin then provided an overview of events that will be taking place over the next couple of months and encourages all members to come out and show support at these events. Dr. Lamkin noted that Commencement was December 10 and will be particularly noteworthy as Board member Professor Matthew Santer will be our featured speaker

6. Approval of Minutes

The minutes of the Regular Board meeting of September 14, 2016, were approved upon a motion by Ms. Donohoe, seconded by Mr. Denbigh.

7. Committee Reports

- Executive Committee
Chairman Matheny reported that the Executive met to receive a fiscal overview, receive personnel updates, and to discuss a contract for an event planner. Chairman Matheny noted that the Board did not have to approve the contract, it was only an informational item.
- 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, alumni news and development update. 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 programs, data and faculty; non-credit programs; enrollment and recruitment, were given.

8. Action Items

- Program Approval for Revised Admission Requirements to the WVU Parkersburg Bachelor of Arts (BA) in Elementary Education
Dr. Hank Dunn, Senior Vice President presented the proposal to change the admission requirements for the BA in Elementary Education. Members reviewed and discussed the proposed changes with Dr. Dunn answering questions.

Ms. Smith 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 degree in Elementary Education Program

Mr. Oliverio seconded the motion. The motion passed.

- Approval of Non Credit Lab Fees
Dr. Hank Dunn, Senior Vice President presented the proposal for approval of non-credit lab fees. Members reviewed and discussed the proposed approval with Dr. Dunn answering questions.

Ms. Smith moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the non-credit lab fee attached to co-requisite courses.

Mr. Oliverio seconded the motion. The motion passed.

- Approval of FY 2016-2017 Capital Project to Refurbish Air Handler #1
Alice Harris, BP of Finance and Administration, presented the proposal to seek bids for refurbishing of an air handler. Members reviewed and discussed the proposal with

Ms. Harris answering questions.

Mr. Denbigh moved to approve the following resolution:

Resolved, that the West Virginia University at Parkersburg Board of Governors approves the plan to seek bids for the refurbishing of WVUP Air Handler # 1.

Ms. Donohoe seconded the motion. The motion passed.

9. Consent Items

Chairman Matheny presented the list of items to be approved under the Consent agenda.

Mr. Oliverio moved to approve the following Consent Agenda Items

- Proposed Revision of Policy D-46, Code of Student Conduct

Mr. Bell seconded the motion. Motion passed.

10. Information Items

- Fiscal Update

Ms. Harris provided a detailed report on the budget summary as of October 31, 2016.

Ms. Harris answered questions from the members.

11. Board Comments/Announcements

Chairman Matheny requested that a New Board Member Orientation should be scheduled during December. Mr. Whipkey stated that he would work with those involved to set a date.

12. Next Meeting

January 11, 2017, President's Board Room.

13. Adjournment

With no further business to be discussed, Chairman Matheny adjourned the meeting.

The next meeting will be held on January 11, 2017.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Jeff Matheny, Chairman

Donna Smith, Secretary