

MINUTES  
WEST VIRGINIA UNIVERSITY AT PARKERSBURG  
BOARD OF GOVERNORS  
December 17, 2013

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Tuesday, December 17, 2013 at the Downtown Center beginning at 5:45 p.m. Board members present were: Joe Campbell, Jamie Six, Violet Mosser, Curtis Miller, Jeff Matheny, Sam Winans, Gerard El Chaar, Matthew Santer, Karen Facemyer and Tyler Ohrn. 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 thanked members for attending the meeting.

Next, Chairman El Chaar announced that he had appointed a Salary Review Task Group to review faculty and staff pay as recommended by President Gnage and discussed by the Board. Sam Winans will serve as the Board representative.

**4. President's Report**

President Gnage thanked members for attending the meeting and for being able to come to our Downtown Center.

President Gnage reported on Commencement. She noted appreciation of the message delivered by Mike King. President Gnage also stated how honored and proud she was to be able to present Dave McKain with his honorary degree.

President Gnage also reported on the 7.5% budget reduction for next year and that a possible 3% reduction could happen mid-year as well as a hiring freeze. Due to the 7.5% reduction and lower student enrollment it could be time to start thinking about tuition increase. Most colleges are finding that it is necessary to increase tuition.

President Gnage discussed the last meeting with the Legislators and a tickler sheet that was given to them; a copy was given to board members.

President Gnage discussed the Mid-Ohio Valley Martin Luther King Jr. Legacy Award and asked board members to consider nominating someone.

President Gnage stated that she also distributed the ACCT Financial Aid 101 document to board members.

President Gnage then thanked Gene Evans for all he and his family do for the Culinary Arts Program and for a wonderful dinner prepared by him and his students.

## **5. Approval of Minutes**

The minutes of the Regular Board meeting of November 19, 2013, were approved upon a motion by Mr. Campbell and second by Mr. Miller.

## **6. Committee Reports**

- Executive Committee:  
Chair El Chaar reported that the Executive Committee met and discussed the audit report, climate study, recent property acquisition, and campus master plan.
- Audit Review Committee:  
Board members present received a report on a teleconference the Audit Review Committee had with Deloitte and Touche to review the draft report. Mr. Six noted that there will be corrections to the audit report due to the p-card situation, but the auditors feel as if this will not be an issue.
- Administrative Services Committee:  
Board members present received reports from the Foundation on the Foundation's 990 Tax forms, tax credits, Executive Director Search, annual report, and grants. They also received reports on renovations being completed. Reports also were received on position vacancies and new hires; information technology updates.
- Academic and Student Services Committee:  
Board members present received an update from the academic area providing an overview of grants, Learn and Earn update and HLC update; partnering with Roane General Hospital and Worthington Nursing and Rehabilitation for CNA courses, ICD-10 Coding training to area businesses, and Dental Assisting Students will be sitting for the DANB/Dental National Exam; tobacco education efforts, an overview of health and wellness program, and new student recruitment and enrollment.
- Campus Development and Readiness Center Committee:  
Board members present discussed the Cedar Lakes property and submitting a letter of interest to the Cedar Lakes Foundation for possible relocation of the JCC. A report was given on the meeting with General Hoyer and members of his staff to discuss strategies for Readiness Center Funding. Funding would not be available until FY 2018 possibly FY 2020. The architect will go back and look at putting our public portion in to two phases to include the arena, supporting areas and parking lot. Then when funding is available in FY 2018/2020 finish the project. There was a report on the Hammond Property; a new appraisal has been ordered and should be completed by the end of the week. Mr. Campbell reported that there is a meeting scheduled with General Hoyer on December 16, 2013 to discuss the Readiness Center.

## **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. Six moved to adjourn to Executive Session. Mr. Miller seconded the motion. The motion passed and

the Board moved into Executive Session at approximately 6:35 p.m. The Board Chair requested that President Gnage join Executive Session. At approximately 7:05 p.m. Chairman El Chaar announced that the Board would return to the regular meeting. Mr. Six moved to return to regular session. Mr. Winans seconded the motion. Motion passed.

## **8. Action Items**

- Proposed Revision of Policy F-60, Tobacco and Smoke-Free Environment:  
Anthony Underwood provided an overview of education efforts and committees that will be assigned to help with the process. After questions and discussion, Mr. Miller moved to approve the following resolution:

*Resolved*, that the WVU at Parkersburg Board of Governors approves the proposal to revise Policy F-60, Tobacco and Smoke-Free Environment as presented.

Mr. Campbell seconded the motion.

Mr. Six moved to amend the motion for an effective date of July 1, 2014. Mr. Ohrn seconded the motion. Motion passed.

- Designated Funds:  
President Gnage provided an overview of the Designated Funds resolution.

The Board is being asked to set aside funds from the college's reserves to be used towards construction costs.

After questions and discussion, Mr. Six moved to approve the following resolution to set aside \$4 million in designated funds.

*Resolved*, That the West Virginia University at Parkersburg Board of Governors will designate funds from college reserves to be used for the Student Activities Center Project that is being constructed in partnership with WV National Guard.

Mr. Miller seconded the motion. Motion passed.

## **9. Consent Agenda**

## **10. Information Items**

President Gnage provided an overview of Fiscal update.

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

## **12. Next Meeting**

The next Board of Governors meeting will be held February 19, 2014 in the college theatre.

### **13. Adjournment**

With no further business to be discussed, Ms. Mosser moved that the meeting adjourn. Mr. Winans seconded the motion. Motion passed. The next meeting will be February 19, 2014

Respectfully submitted,

Brady Whipkey  
Executive Assistant to the President

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Gerard El Chaar, Chairman

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Cheryl Donohoe, Secretary