

MINUTES  
WEST VIRGINIA UNIVERSITY AT PARKERSBURG  
BOARD OF GOVERNORS  
March 11, 2015

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday March 11, 2015, in the College Activities Center at the WVU Parkersburg Campus, beginning at 3:15 p.m. Board members present were: Joe Campbell, Jamie Six, Cheryl Donohoe, Violet Mosser, Curtis Miller, Matthew Santer, Jeff Matheny, Sam Winans, William Bell, Steve Hardman, John Denbigh and Donna Smith. 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 Members**

Debbie Richards, Special Assistant to the President asked new Board members Donna Smith and Steve Hardman to stand and conducted the swearing in of the new members.

**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 Matheny reported that Gerard El Chaar was no longer on the Board due to his term expiring. Chairman Matheny welcomed our two new Board members and introduced them to those in attendance. Next Chairman Matheny discussed the following committee appointments:

- Administrative Services Committee would add Jamie Six and Steve Hardman.
- Academic and Student Services Committee would add Donna Smith

Chairman Matheny then discussed appointing a Nominating Committee to have a slate of officers to finish out the academic year. Chairman Matheny asked that committee consist of Curtis Miller serve as Chair, Jamie Six and Violet Mosser.

**4. President's Report**

President Lamkin distributed a report to the Board members and provided an overview. Dr. Lamkin reported on the Nursing Accreditation that will be taking place March 11-13. Dr. Lamkin reported on the status of the Strategic Plan and that July 17 is the target date for presenting to the Board. Next, Dr. Lamkin discussed working with the Registry of College Presidents to select an Interim Vice President of Academic Affairs.

Dr. Lamkin presented an overview of enrollment management plan, discussing the development of an effective plan that will address both short and long term issues. Areas discussed were: Area Marketing Research, Direct Marketing to Non-Traditional Population, Student Review Communications, Accurate Recruit Monitoring Information

Higher Visibility in the Community, and Partnering with Wood County Schools to make the Caperton a Recruitment Center.

Dr. Lamkin then reported that Alice Harris is chairing a committee to address issues in the current Master Plan. Dr. Lamkin also reported that that VP Harris continues to develop a realistic budget for the coming year and she will be presenting a plan to bring our tuition in line with the average CTC institutions.

Dr. Lamkin shared a story of a student who received a scholarship from the Foundation and how that drastically changed things academically for them.

Lastly, Dr. Lamkin provided members with a list of upcoming events.

## **5. Approval of Minutes**

The minutes of the Regular Board meeting of February 18, 2015, were approved upon a motion by Mr. Six, seconded by Mr. Campbell.

## **6. Committee Reports**

- Executive Committee:  
Board members present received a report on updates of the Readiness Center, the opportunity to purchase property adjacent to the campus, and the College Master Plan.
- 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 and new hires. A report was received on information technology policies and procedures and project updates.
- Academic and Student Services Committee:  
Board members present received reports from Academic Affairs, Workforce and Community Education and Student Affairs: an overview of grants, new programs, initiatives and faculty; credit and non-credit programs; student loan and enrollment/recruitment updates were given.

## **8. Action Items**

- Approval of FY 2015-2016 Tuition and Fees  
Alice Harris, VP Finance and Administration provided an overview of proposed changes to the FY 2015-2016 Tuition and Fees.

Mr. Six moved to approve the following resolution:

*Resolved*, that the West Virginia University at Parkersburg Board of Governors approves the tuition and fees recommendations for 2015-2016 academic year.

Mr. Winans seconded the motion. The motion passed.

- WVU-P Celebration of Teaching Teacher  
Dr. Tracy provided an overview of the WVU at Parkersburg Celebration of Teaching Teacher. There will be celebration held at the Downtown Center to celebrate 25 years of excellence and raise funds for Elementary Education scholarships and program needs. Dr. Tracy asked Board members to approve naming march 2015 as “Architects for the Future” month.

Ms. Donohoe moved to approve the following resolution:

*Resolved,* That the West Virginia University at Parkersburg Board of Governors proclaims March 2015 “Architects of the Future” Month in Celebration of 25 Years of Teaching Excellence in the WVU Parkersburg Elementary Education Degree program.

Ms. Mosser seconded the motion. The motion passed.

## **9. Consent Agenda**

None presented

## **10. Information Items**

- Fiscal Update:  
Alice Harris, VP Finance and Administration provided a detailed report on the budget summary as of February 28, 2015.
- WVU-P Celebration of Teaching Teacher  
Moved to action items

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

Mr. Santer reported that feedback he has received since the hiring of Dr. Lamkin as President has been positive.

## **12. Next Meeting**

March 11, 2015, College Multi-Purpose Room.

## **13. Adjournment**

With no further business to be discussed, Mr. Miller moved that the meeting be adjourned. Mr. Winans seconded the motion. Motion passed. The next meeting will be held April 8, 2015 at 3:30 p.m. in the Caperton Center.

Respectfully submitted,

Brady Whipkey  
Executive Assistant to the President

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Jeff Matheny, Chairman

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Sam Winans, Secretary