

MINUTES  
WEST VIRGINIA UNIVERSITY AT PARKERSBURG  
BOARD OF GOVERNORS  
April 12, 2017

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday April 12, 2017, in the President's Board Room at the WVU Parkersburg Campus, beginning at 3:15 p.m. Board members present were: Jeff Matheny, Sam Winans, Donna Smith, Steve Hardman, Joseph Oliverio, Jason Landers, John Denbigh, John Hushion, Torie Jackson, and Cody Irick. 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. 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 a Nomination Committee was needed for the next year's slate of officers. Chairman Matheny requested Mr. Denbigh to chair the committee with Mr. Hushion and Mr. Oliverio serving. Members were informed that they would need to meet and discuss a slate of officers to be presented at the May Board meeting. Next Chairman Matheny discussed the day's event of the retreat and having the opportunity for Senator Manchin to meet with the Board.

**4. President's Report**

Dr. Lamkin reported on the retreat and the opportunity the Board had to meet with Senator Manchin before his town hall to the public.

Dr. Lamkin discussed that the campus is very busy as the students enter their last month before the end of the Spring Semester. Two of our students held recitals down town for the public and again on campus. The Music Department will also be hosting a concert on April 29<sup>th</sup>.

Next Dr. Lamkin reported that the college will be hiring a Director of the Center for Teaching Excellence. This will provide the tools necessary for faculty to succeed and to help our students succeed.

Lastly Dr. Lamkin reported that as the semester comes to an end there will be many exciting things happening. On April 13<sup>th</sup> there will be a dinner honoring donors and scholarship recipients. There will be a Professional Development training on May 1 featuring a presentation by Dr. Andrew Hacker. As part of the professional development day, we will host a luncheon for all and the Board members are invited to attend. Nurses pinning ceremony will be at 6:00 p.m. on May 5, and Commencement will be at 10:30 a.m.

on May 6, with featured Speaker Woody Williams.

## 5. Approval of Minutes

The minutes of the Regular Board meeting of March 8, 2017, were approved upon a motion by Mr. Denbigh, seconded by Mr. Oliverio.

## 6. Committee Reports

- 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 and received reports from Academic Affairs, Workforce and Economic Development and Student Affairs: an overview of Vice President of Academic Affairs transition, HLC Accreditation update; non-credit programs; enrollment, MyDegree update and recruitment, were given.

## 7. Action Items

- Approval of Honorary Degrees  
President Lamkin presented the proposal of honoring three individuals with Honorary Degrees at the May 6 Commencement. The names presented are Joe Campbell, Curtis Miller and Tom Taggart. Bio's and nomination forms were presented to members for review. Members reviewed and discussed the names presented.

Ms. Smith moved to approve the following resolution:

*Resolved,* That the West Virginia University at Parkersburg Board of Governors approves the granting of Honorary Degree from West Virginia University at Parkersburg, as named by President Lamkin and announced publicly at the May 6 Commencement.

Mr. Denbigh seconded the motion. The motion passed.

Chairman Matheny requested to let the record show that Mr. Miller will receive his degree at the December 2017 Commencement.

- Approval of Mercer Step Pay Increase for Qualified Classified Staff  
Alice Harris, VP Finance and Administration, presented the proposal to accept the Mercer Step Pay Increase for qualified classified staff effective October 1, 2017. Ms. Harris provided information on the total number of staff and the total in cost. Members reviewed and discussed the proposal.

Ms. Smith moved to approve the following resolution:

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves step pay increases for classified staff with 15 years or less services as required to fully fund salaries in accordance with the Mercer Scale.

Mr. Oliverio seconded the motion. The motion passed.

- Approval of FY2017-18 Tuition Rate Request

Alice Harris, VP Finance and Administration, presented the proposal to accept the submission of a tuition rate request to the WVCTCS Board for FY 2017-2018. Ms. Harris presented to the members information comparing current rates to the proposed rates. Ms. Harris also asked members to approve a lower percentage increase in case the CTC would not approve the initial request. This would allow the college to proceed with tuition and budget in a timely manner. Members reviewed and discussed the proposal.

Mr. Oliverio moved to approve the following resolution:

*Resolved*, that the West Virginia University at Parkersburg Board of Governors approves the recommended tuition rates included below for submission to the West Virginia Community & Technical College System for 2017-2018 academic year.

Mr. Landers seconded the motion. The motion passed.

- Approval of FY 2017-2018 Baccalaureate Tuition Rate Request for 100% On-Line Programs

Alice Harris, VP Finance and Administration, presented the proposal to accept the FY 2017-2018 Baccalaureate tuition rate for 100% on-line programs. Ms. Harris reported that the college currently has three Baccalaureate programs that are delivered solely on-line, therefore their cost of instruction is less than that of live classes. The College is seeking approval to charge in-state tuition rates for these programs to any student that is accepted into the program. Members discussed and reviewed the proposal.

Mr. Denbigh moved to approve the following resolution:

*Resolved*, that the West Virginia University at Parkersburg Board of Governors approves the recommended tuition rates included below for as they apply to students who are enrolled in WVUP baccalaureate programs that are delivered 100% on-line.

Mr. Oliverio seconded the motion. The motion passed.

- Approval of FY 2017-2018 Fees

Alice Harris, VP Finance and Administration, presented the proposal to accept the FY 2017-2018 fees. Ms. Harris presented a list of recommendations for the fee schedule. Ms. Harris also went into detail on the new fees that have been added to the fee schedule. Members reviewed and discussed the proposal.

Ms. Smith moved to approve the following resolution:

*Resolved*, that the West Virginia University at Parkersburg Board of Governors approves the fees recommended for the 2017-2018 academic year.

Mr. Hardman seconded the motion. The motion passed.

#### **8. Consent Items**

Chairman presented the following to be approved under the Consent agenda.

- Final Approval of Policy A-63, Rights of Pregnant and Nursing Mothers

Ms. Smith made the motion to approve the Consent Agenda as presented. Mr. Landers seconded the motion. The motion passed.

#### **9. Information Items**

- Fiscal Update

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

- Emeritus Status Update

President Lamkin reported to the Board that Emeritus status has been awarded to seven faculty members that have retired or will be retiring at the end of the academic year. A list of names and years of service were provided to the Board.

#### **10. Board Comments/Announcements**

Tess Martin, Staff Council Chair reported to the Board that the Annual Purse Bingo would be held on Saturday April 22, and invited members to attend.

#### **11. Next Meeting**

May 10, 2017, JCC.

#### **11. Adjournment**

With no further business to be discussed, Chairman Matheny adjourned the meeting. The next meeting will be held on May 10, 2017.

Respectfully submitted,

Brady Whipkey  
Executive Assistant to the President

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Jeff Matheny, Chairman

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Donna Smith, Secretary