

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
April 8, 2015

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday April 8, 2015, in the College Activities Center at the WVU Parkersburg Campus, beginning at 3:30 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. 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 welcomed members and guest for attending. Chairman Matheny reported on the Board retreat and thanked everyone for attending and the staff that provided the training.

Next Chairman Matheny recognized Gerard El Chaar and presented him with a replica of the college bell to thank him for his years of service on the Board of Governors.

Chairman Matheny then asked for a report from the Nominating Committee for the slate of officers. Mr. Six reported that the Nominating Committee has met and moved to approve the following slate of officers:

- Chair – Jeff Matheny
- Vice-Chair – Sam Winans
- Secretary – Curtis Miller

Mr. Campbell seconded the motion. The motion passed.

4. President's Report

President Lamkin distributed a report to the Board members and provided an overview. Dr. Lamkin thanked members for their commitment of a full day to the retreat. Dr. Lamkin then reported that Dr. Jane Milley has been appointed as Interim Senior Vice President of Academic Affairs. Next, Dr. Lamkin reported on budget challenges for the next year and that a preliminary balanced budget with contingency plans has been developed. Lastly Dr. Lamkin reported that the college is now gathering accurate information that will allow us to get better, have more reliable financial information, and improve on the budge process.

5. Employee Recognition

President Lamkin and Chairman Matheny recognized staff that dedicated their time to help with the float that was entered into the Easter Parade. President Lamkin thanked each member for their hard work and dedication and presented them with a gift certificate.

6. Approval of Minutes

The minutes of the Regular Board meeting of March 11, 2015, were approved upon a motion by Mr. Miller, seconded by Ms. Donohoe.

7. Committee Reports

- Executive Committee:
Board members present received a report on updates of the budget, College Master Plan, and College Strategic 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 project updates. A report was also received on marketing and public relations.
- Academic and Student Services Committee:
Board members present received reports from Academic Affairs, Workforce and Community Education and Student Affairs: an overview of grants, student success, and faculty; credit and non-credit programs; student loan and enrollment/recruitment updates were given.

8. Action Items

- Honorary Degree
President Lamkin provided an overview of the honorary degree nomination as recommended by the Honorary Degree Committee and Faculty Senate. A copy of the nomination form was provided to members to review.

Ms. Donohoe 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 16 Commencement.

Mr. Santer seconded the motion. The motion passed.

- Summer Tuition Rate for High School Students
Anthony Underwood, VP for Student Services, provided an overview on summer tuition rates for high school students.

Ms. Smith moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors will set the summer 2015 early admission tuition at \$75 per credit hour for all classes intended for early enrollment students only.

Mr. Winans seconded the motion. The motion passed.

9. Information Items

- Change in Organizational Structure
President Lamkin reported that for the purpose of enhanced administrative effectiveness, a change in reporting structure has been implemented to merge the Communications and Marketing department with the Development department to form the new administrative area of Institutional Advancement. The Director of Development will become the Vice President for Institutional Advancement.
- Bridging the Gap Grant Update
Jeff Olson, Institutional Transformation Leader, provided an update on the Bridging the Gap grant. Mr. Olson provided background information on the grant, procedures for requesting funding, areas where funding could be spent, and time frame of grant existence.
- Strategic Plan Update
Mr. Underwood provided updates and time frame on the status of the Strategic Plan.
- Fiscal Update:
Alice Harris, VP Finance and Administration provided a detailed report on the budget summary as of March 31, 2015.

10. Board Comments/Announcements

Chairman Matheny reminded Board members that the College will be hosting its annual Employee Recognition Brunch on May 4 at 10 a.m. in the College Activities Center and encouraged members to RSVP to Brady.

Chairman Matheny also reminded members that the Spring Commencement will be held Saturday, May 16 at 2 p.m.

11. Next Meeting

May 13, 2015, Jackson County Center.

12. 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 May 13, at 3:15 p.m. at the Jackson County Center.

Respectfully submitted,

Brady Whipkey

Executive Assistant to the President

Jeff Matheny, Chairman

Sam Winans, Secretary