

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
May 21, 2014

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday May 21, 2014 at the Jackson County Center beginning at 5:45 p.m. Board members present were: Joe Campbell, Jamie Six, Cheryl Donohoe, Violet Mosser, Gerard El Chaar, Curtis Miller, Matthew Santer, Jeff Matheny, Karen Facemyer, Sam Winans, 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 made the motion to move the Right of Way and Easement Resolution from the Consent Agenda to allow Carolyn Rader, Mayor of Ripley to give an overview of the project. After review and discussion the Right of Way and Easement Resolution was approved upon a motion by Mr. Six, seconded by Ms. Donohoe.

4. President's Report

President Gnage reported on Commencement held May 17. President Gnage informed the Board that 387 students were honored with 466 credentials earned and 164 students participated, the Bernard P. McDonough Professor of the Year Award recipient was Matthew Santer, Alumni of the Year recipient was John Roberts, Honorary Degree recipient was Edelene Wood, and that there were three Emeriti faculty.

President Gnage also informed the Board that the HLC visit was completed and we are now waiting on a report back from the review team. President Gnage thanked Dr. Tracy, Pam Braden, and Jeremy Starkey for all of the work they had done.

President Gnage then reported that the college has begun its summer schedule; summer schedule last year resulted in energy savings. It is time to start preparing for the end of the year audit. President Gnage then reported on discussions held with WVU and OASIS regarding Finance ERP.

Next President Gnage distributed the Phi Theta Kapa magazine where she and two of her colleagues were featured on the cover with articles inside.

5. Approval of Minutes

The minutes of the Regular Board meeting of April 9, 2014, were approved upon a motion

by Mr. Miller, seconded by Mr. Winans.

6. Committee Reports

- Executive Committee:

Chairman El Chaar reported that the Executive Committee met prior to the Board meeting to discuss appointing a Nominating Committee. The committee will consist of Curtis Miller – Chair, Joe Campbell, Gerard El Chaar, Jeff Matheny, and Cheryl Donohoe.

Chairman El Chaar also reported the committee discussed the Hammond Property purchase and that we are closer to closing and a lease will be made for six months to allow current occupants time to move belongings and equipment.

- Audit Review Committee:

There was no meeting held.

- 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, new hires and summer scheduling. An update was also received on Banner Finance and Banner HR/Payroll implementation.

- 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 program planning, open positions and data update; program updates, JRWA Grant, JuPont Learn and Earn Advance Grant, and open positions updates; and admission and enrollment trends, continuous attendance verification, and loan default management plan updates.

- Campus Development and Readiness Center Committee:

Board members present received report on a meeting held with the ARNG to discuss the lease agreement. A copy of the lease was sent to Bruce Walker for review and he has sent that to the Attorney General's office for review. Members of the committee will meet with Adam Krason and the County Commission to provide them with an update.

Members met with Dave White and Rich Rashid to look at property in Ravenswood. There is approximately 100 acres on one side of the highway and an additional 40 acres on the other. If the college will provide Mr. Rashid with square footage of what we would like to build and size of student body, they can provide a rendering for the property.

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. Campbell moved to adjourn to Executive Session. Mr. Miller seconded the motion. The motion passed and the Board moved into Executive Session at approximately 6:28 p.m. The Board Chair requested that President Gnage join Executive Session. At approximately

7:50 p.m. President Gnage was excused from Executive Session. At approximately 8:23 p.m. Chairman El Chaar announced that the Board would return to the regular meeting. Mr. Miller moved to return to regular session. Mr. Winans seconded the motion. Motion passed.

8. Action Items

- Approval of Interim President:
Chairman El Chaar provided an overview for the approval of the Interim President. After review and discussion, Mr. Six motioned to approve the nomination to appoint Dr. Rhonda Tracy as Interim President with pay being equal to current President's salary, minus cost of living. Mr. Ohrn seconded the motion. Motion passed.
- Presidential Search:
Chairman El Chaar asked for a motion to approve the Presidential Search. Mr. Miller motioned to approve the Executive Committee to set a meeting with the three search firms as discussed. Mr. Campbell seconded the motion. Motion passed.
- Approval of Tuition Series 19: Early Enrollment Courses for High School Students:
President Gnage provided overview of Tuition Series 19: Early Enrollment Courses for High School Students. After review and discussion Mr. Campbell made the motion to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves tuition of \$25 per credit hour for early enrollment courses for high school students, subsidizing the cost with tuition waivers, in accordance with W.Va. C.S.R. § 135-19.

Mr. Winans seconded the motion. Motion passed.

- Salary Increases
President Gnage provided overview of salary increases for 2014-15 as included in the Governor's budget. After review and discussion Mr. Six made the motion to amend the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors will approve the salary increases for 2014-15 as presented.

Mr. Six stated that he would like to have the salary increases changed to not to exceed \$140,000 for faculty schedule and \$70,000 for staff schedules, with the college covering the 26% benefit charge. Mr. Six asked that Scott Poe, Director of Human Resources, work on the schedules to remain compliant with past Board nominations and present at the next Board meeting.

Ms. Facemyer motion to approve the amended resolution. Mr. Winans seconded the motion. Motion passed.

- Base Salaries and Performance Based Increases for Instructional Specialist
Dr. Gnage provided an overview of Base Salaries and Performance Based Increases

for Instructional Specialist. After review and discussion Mr. Miller made the motion to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the establishment of base salaries for Instructional Specialists

Ms. Facemyer seconded the motion. Motion passed.

9. Consent Agenda

Mr. Campbell moved to approve the following Consent Agenda Items:

- Approval of Honorary Degree
- Revision of Policy A-44, Sexual Harassment
- Revision of Policy D-56, Code of Student Conduct

Mr. Santer seconded the motion. Motion passed.

10. Information Items

- 2014-15 Holiday Schedule:
President Gnage reported that as authorized by Board of Governors Policy B-08, a holiday schedule for 2014-15 has been established. The holiday schedule has been aligned with the schedule of holidays observed by West Virginia University because of the payroll processing system of which WVU Parkersburg is a part.
- Fiscal update:
President Gnage reported that due to system issues the report could not be downloaded effectively. As soon as a fiscal update becomes available, it will be sent out for review.

11. Board Comments/Announcements

12. Next Meeting

The next Board of Governors meeting will be held June 18, 2014 in the college theatre.

13. Adjournment

With no further business to be discussed, Ms. Facemyer moved that the meeting be adjourned. Mr. Winans seconded the motion. Motion passed. The next meeting will be June 18, 2014

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Gerard El Chaar, Chairman

Cheryl Donohoe, Secretary