

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
June 10, 2015

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday June 10, 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, 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 thanked members of the Board and staff for attending the meeting. Next Chairman Matheny recognized Jared Bailey, Electronic Media Technician, for his dedication and hard work on the CMT Empowering Education testimonial videos. Chairman Matheny presented Mr. Bailey with a certificate of appreciation, a gift certificate and a check.

4. President's Report

President Lamkin distributed a report to the Board members and provided an overview. Dr. Lamkin began with discussing the commencement ceremony held May 16 and that he had the opportunity to be the commencement speaker at Madison Elementary School, 5th grade graduation as well as the Wood County Adult Basic Education graduation. Dr. Lamkin also reported that Summer Semester classes began on May 18th, on May 21 the college hosted the CMT Concert and Tech Fair attracting about 60 prospective students. On May 26, the college hosted a town hall session on drug abuse that was led by Senator Joe Manchin and on June 3 we hosted a Workforce Investment Board event entitled "Opt-in: Be Part of the Solution."

Next Dr. Lamkin reported on enrollment. Dr. Lamkin stated that our situation continues to improve on new student headcount as well as closing the gap on returning students. The college is taking aggressive action regarding returning students by placing goals to more than 2000 "stop-out" students from the past five years, encouraging them to resume their studies with us. We are examining issues of customer service, communication, counseling, scheduling, class delivery, and content.

Dr. Lamkin, then reported that work continues on the update of the Strategic Plan and Master Plan. The Strategic Planning Committee is in the process of establishing goals and

objectives. We are also analyzing our HLC report to ensure that the follow-up we will report in March 2016 will be appropriate. A draft of the Master Plan report prepared by Pickering that addresses proposed revisions and the future of the Readiness Center will be presented to the Board.

Lastly Dr. Lamkin reported on budget considerations. To ensure a balanced budget for next year he have established a hiring freeze. There has also been several faculty positions identified that may not be supported next year unless enrollment justifies them. We are also looking at reorganizations to make more efficient and mission-focused use of our people. There have also been program adjustments. As a result of low enrollments and an unworkable business model, the Culinary Arts program has been suspended, pending some alterations in staffing and program content. Dr. Lamkin then thanked the Board for their support and service to the college.

5. Approval of Minutes

The minutes of the Regular Board meeting of May 13, 2015, were approved upon a motion by Mr. Miller, seconded by Mr. Campbell.

6. Committee Reports

- Executive Committee:
Board members present received a report on updates on reorganization, the Downtown Center, program reduction, budget, Master Plan, and the 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, Outcomes Assessment, HLC, program review, Diversified Agriculture and Culinary Arts Program, and faculty; credit and non-credit programs; enrollment, stop out recruitment, loan default, Community Service Recognition, and student awards and accomplishments updates were given.
- Campus Development
Board members present received a report on the status of funding for the Readiness Center. A meeting was held with General Hoyer and his staff. During the meeting General Hoyer stated that they are working toward locking down a date for federal funding for 2020. They have one million currently in reserve for the public portion of the center but there are no guarantees that it will be there in 2020. Adam Krason of ZMM will make changes to the plans and then they will be presented to the County Commission.

7. Action Items

- Changes to Culinary Arts Program

Dr. Jane Milley, Interim Senior Vice President of Academic Affairs provided an overview of the proposed changes to the Culinary Arts Program. Members reviewed and discussed the proposed resolution and Dr. Milley answered questions.

Mr. Winans moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approve to suspend the Culinary Arts Program

Mr. Denbigh seconded the motion. The motion passed.

- Approval of Program Review

Dr. Jane Milley, Interim Senior Vice President of Academic Affairs provided an overview of the annual Program Review. Members discussed the proposed program review and Dr. Milley answered any questions.

Mr. Miller moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the recommendations of the Outcomes Assessment Committee regarding program reviews for 2014-15.

Mr. Campbell seconded the motion. The motion passed.

8. Information Items

- Non-Traditional Programs Update

Robin Ambrozy, Director of Non-Traditional Programs provided an overview her department, programs offered, and degrees that have been issued since the programs conception. Ms. Ambrozy answered questions from the members and thanked them for their time.

- Campus Master Plan

- Alice Harris, VP Finance and Administration provided an update on the Campus Master Plan. A copy of the plan was emailed to members prior to the meeting for review. Ms. Harris provided an overview sheet highlighting areas that have changes since the last time members reviewed. Ms. Harris stated that she would give the Board members time to review and would contact them at a later date for their approval.

- Fiscal Update:

Alice Harris, VP Finance and Administration provided a detailed report on the budget summary as of May 31, 2015.

9. Board Comments/Announcements

10. Next Meeting

August 12, 2015, College Multi-Purpose Room.

11. Adjournment

With no further business to be discussed, Mr. Miller moved that the meeting be adjourned. Mr. Campbell seconded the motion. Motion passed. The next meeting will be held August 12, 2015, at 3:15 p.m. in the College Multi-Purpose Room.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Jeff Matheny, Chairman

Curtis Miller, Secretary