

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
June 12, 2013

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, June 12, 2013 in the College Theatre at the WVU Parkersburg campus beginning at 5:45 p.m. Board members present were: Joe Campbell, Steve Chancey, Gerard El Chaar, Jeff Matheny, Rock Wilson, Jamie Six, Violet Mosser and Loren Bell. Absent were Matt Santer, Cheryl Donohoe, and Curtis Miller. Others present included Dr. Marie Foster Gnage and Brady Whipkey.

Guests present included administrators, faculty, and staff.

1. Call to Order

Mr. Six, 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 Six recognized and introduced the members of legislature that attended and thanked them for all they do for WVU at Parkersburg and the community.

Chairman Six thanked the members of the Board of Governors for allowing him to serve as chairman over the past year. Chairman Six also thanked the staff and faculty for all they have done and for their support of the Board of Governors meeting at the Jackson County Center in May.

Next, Chairman Six discussed the nomination of officers for 2013-2014. Nominations included: Chair: Gerard El Chaar; Vice Chair: Joe Campbell; Secretary: Cheryl Donohoe. After discussion no additional nominations were given. Nominations were approved upon a motion by Mr. Wilson and seconded by Ms. Bell. The motion passed.

4. President's Report

President Gnage also thanked the members of legislature for attending and their advocacy on behalf of the college.

President Gnage then thanked the Board of Governors for attending the ribbon cutting ceremony for the Early Learning Center.

President Gnage presented Ms. Bell with a certificate and thanked her for her hard work and dedication while serving on the Board as the Student Representative.

Next President Gnage discussed the progress with Dynamic Campus and that we are moving on to the finance and human resources systems.

President Gnage reported on the upcoming TA3 conference being held in Copenhagen, Denmark on June 17, 2013 to June 19, 2013. The conference is focusing on Workbased Learning International Prospective. She noted that the trip was possible because of the WV Community & Technical College System office support.

5. Approval of Minutes

The minutes of the Regular Board meeting of May 15, 2013, were approved upon a motion by Mr. Campbell and seconded by Ms. Bell, with corrections.

6. Committee Reports

- Executive Committee:
There was no meeting held.
- Audit Review Committee:
There was no meeting held.
- Administrative Services Committee:
Board members present received reports from the Foundation on fundraisers, grants, and donations. They also received reports on renovations being done and an update on the key card access. A report was received on closing out FY2013 and preparation for FY2014. HR provided an update on position vacancies and new hires.
- Academic and Student Services Committee:
Board members present received an update from the academic area providing an overview of the reorganization of technical programs, an update on academic positions and new programs for 2013/2014. A report was given on meetings with Coplin Clinic to provide supervisor training and HR mentoring to employees. Murray Sheet Metal is interested in working with us to source graduates from our HVAC program specifically Commercial HVAC. Also Bureau of Public Debt needs OSHA training. An update was given on an OSHA seminar attended by 17 participants from various area companies. The feedback was generally positive and several training inquiries were received as a result. It was also reported that we have received an influx of resumes for individuals with industry expertise interested in teaching WCE courses.
- Campus Development Committee:
Board members present discussed opportunities for funding of the Readiness Center, when it will be needed and who will need to work on these opportunities.
- Readiness Center Liaison Committee:
Combined meeting with the Campus Development Committee.

7. Action Items

- Rules of Engagement between WVUP and WVU at Parkersburg Foundation
President Gnage recommended approval of the Rules of Engagement between WVUP and WVUP Foundation. A copy was provided to the members prior to the meeting for review. After review and discussion, the Memorandum of Understanding was approved upon a motion by Mr. Campbell and second by Mr. El Chaar. Motion passed.

- Salary Increases:

After questions and discussion, Ms. Mosser moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves salary increases for West Virginia University at Parkersburg for 2013-2014 as presented.

Ms. Bell seconded the motion. Motion passed.

- 2013-2014 Budget

BACKGROUND:

The final budget for 2013-2014 for West Virginia University at Parkersburg will be presented to West Virginia University at Parkersburg Board of Governors for approval.

After questions and discussion, Mr. El Chaar moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves a final budget for West Virginia University at Parkersburg for 2013-2014.

Ms. Bell seconded the motion. Motion passed.

- Acceptance of Property

BACKGROUND:

WVU Parkersburg has the opportunity to make an offer on property that will enable the college to expand its programs present and future. The President requests permission for the college to make an appropriate and/or reasonable offer on the property.

After questions and discussion, Mr. Chancey moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves to accept and make an offer on available property.

Ms. Bell seconded the motion. Motion passed.

8. Consent Agenda

Ms. Mosser moved to approve the following Consent Agenda items:

A-45, Adoption or Amendment of Rules

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the revision of Policy A-45, Adoption or Amendment of Rules, as modified.

B-33, Phased Retirement Program

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the adoption of Policy B-33, Phased Retirement Program, as presented.

Ms. Bell seconded the motion. Motion passed.

9. Information Items

None

10. Executive Session under the authority of WV Code §6-9A-4-2A

Chairman Six entertained a motion to move into Executive Session at approximately 6:30 p.m. Mr. El Chaar moved to adjourn to Executive Session. Ms. Bell seconded the motion. The motion passed and the Board moved into Executive Session. The Board Chair requested that President Gnage join Executive Session. At approximately 7:15 President Gnage was excused from Executive Session. At approximately 7:45 p.m. President Gnage rejoined Executive Session. At approximately 7:54 p.m. Chairman Six announced that the Board would return to the regular meeting.

11. Board Comments/Announcements

Mr. El Chaar thanked the board for electing him as the new Chairman and stated that he looked forward to serving.

Chairman Six, again thanked the members of the board and all the staff for their help, support and patience over the past year.

12. Next Meeting

Wednesday August 14, 2013.

13. Adjournment

With no further business to be discussed, Mr. Chancey moved that the meeting adjourn. Ms. Bell seconded the motion. Motion passed. The next meeting will be held on Wednesday, August 14, 2013.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Jamie Six, Chairman

Cheryl Donohoe, Secretary