

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
July 16, 2014

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday July 16, 2014 in the College theatre at the WVU Parkersburg campus beginning at 5:45 p.m. Board members present were: Jamie Six, Gerard El Chaar, Curtis Miller, Matthew Santer, Jeff Matheny, Karen Facemyer, Sam Winans, and Ryan Garrett. Others present included Dr. Rhonda Tracy 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.

Chairman El Chaar, asked Debbie Richards to swear in new board member, SGA representative Ryan Garrett.

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 reported on the election of officers from the June meeting and the appointment of the chairs of the committees. Chairman El Chaar thanked them for their willingness to serve and their dedication to the college.

Chairman El Chaar also thanked Dr. Tracy for accepting the position of Interim President and Ryan Garrett for accepting the SGA President position.

4. President's Report

Interim President Tracy thanked the Board of Governors for allowing her this opportunity to serve the college in this capacity.

Dr. Tracy reported on press releases for new programs, marketing for non-traditional students, first draft of the comprehensive enrollment plan, and refining the curriculum of technical programs.

Next, Dr. Tracy reported on speaking with Dr. Tom Witt to help the college identify specific areas to work on to offer training, areas of growth and unoccupied space.

Dr. Tracy also discussed that a trip was planned to go to Hamilton Mill, a small business incubator in Hamilton, OH.

Dr. Tracy also reported that Hans Straight is working a concept paper for the Hammond Property.

Dr. Tracy provided a report on the HLC visit stating all 21 categories have been met, with 4 of those being met but with concern. All concerns will be met by spring 2015 to give a perfect report.

Dr. Tracy lastly reported on new hires and introduced Alice Harris, VP of Finance and Administration to the Board.

5. Approval of Minutes

The minutes of the Regular Board meeting of June 18, 2014, were approved upon a motion by Mr. Six, seconded by Mr. Matheny.

6. Committee Reports

- Executive Committee:
Chairman El Chaar reported that the Executive Committee met prior to the Board meeting to discuss the presidential transition, contract for search firm, search committee for presidential hiring, and upcoming audit.
- 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. A report was received on marketing and communication efforts. An update was also received on system upgrades and maintenance.
- 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; and applications and enrollment, new scholarship programs and tobacco policy reminder.
- Campus Development and Readiness Center Committee:
Chairman El Chaar reported that Mr. Campbell was not able to attend the Board meeting and asked if an update was available. Brady reported that Mr. Campbell had met with Adam Krason and Colonel Stephens and attended the Wood County Commission meeting to provide them an update on the lease and construction efforts.

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. Winans moved to adjourn to Executive Session. Mr. Miller seconded the motion. The motion passed and the Board moved into Executive Session at approximately 6:24 p.m. The Board Chair requested that Dr. Tracy join Executive Session at approximately 7:55 p.m. At approximately 8:10 p.m. Chairman El Chaar announced that the Board would return to the regular meeting. Mr. Winans moved to return to regular session. Mr. Miller seconded the motion. Motion passed.

After returning to regular session, Mr. Six reported that members discussed selecting the Search Committee. Mr. Six made the motion to approve the Search Committee consist of the 12 Board members with up to an additional seven members to be named at a later date, not to exceed a total of 19 members. Mr. Winans seconded the motion. Motion passed.

8. Action Items

None.

9. Consent Agenda

Mr. Six moved to approve the following Consent Agenda Item:

- Revision of Policy D-46, Code of Student Conduct

Mr. Miller seconded the motion. Motion passed.

10. Information Items

- Report on Enrollment Management:
Dr. Tracy provided a report on Enrollment Management. Members present received handouts providing an overview or enrollment and strategies to improve numbers.
- Preparation of Technical Program Development and Responsiveness:
Dr. Tracy provided an overview of preparation for Technical Program Development and Responsiveness.
- HLC Response to Final Report and Next Steps
Dr. Tracy provided an overview of the HLC response to the final report and the next steps to be taken to correct the four areas of concern.

11. Board Comments/Announcements

12. Next Meeting

13. Adjournment

With no further business to be discussed, Ms. Facemyer moved that the meeting be adjourned. Mr. Matheny seconded the motion. Motion passed. The next meeting will be held August 20, 2014 at 3:15 p.m. at the Downtown Center.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Gerard El Chaar, Chairman

Sam Winans, Secretary