

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
August 10, 2016

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday August 10, 2016, in the President's Board Room at the WVU Parkersburg Campus, beginning at 3:15 p.m. Board members present were: Jeff Matheny, Sam Winans, Curtis Miller, Donna Smith, John Denbigh, Cody Irick, Matthew Santer, and William Bell. 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. Swearing in of New Board Member

Debbie Richards, Special Assistant to the President, conducted the swearing in of new Board member Cody Irick. Mr. Irick will be serving as the Staff Representative.

3. Roll Call

Roll Call was taken by Brady Whipkey, Executive Assistant to the President, noting that a quorum was present.

4. Board Chair Report

Chairman Matheny reported the Executive Committee met prior to the Board meeting. During the meeting Alice Harris, VP of Finance and Administration provided a report on the Colleges Property and Liability Insurance Policies. Members also discussed the tuition as compared to those of other CTC's.

5. President's Report

President Lamkin discussed that the fall semester is about to begin and we are experiencing our first uptick in enrollments in many years. There is a steady growth in new student enrollment especially freshmen. There has also been positive change in student retention.

Last month the WV CTCS Board denied our request for a 15% tuition increase, approving a five percent increase instead. This had already been planned for so our budget will be balanced and supportive of our mission for the coming year.

Dr. Lamkin reported that Guided Pathways for Student Success will be implemented in Spring 2017, and discussed ways we are paving the way for the full implementation.

Dr. Lamkin reviewed other highlights for the college. Moving to a more sophisticated and professional marketing message with a stronger focus on student success. Nursing has gained national accreditation for its RN to BSN program. Steadily making improvements over the last year on the appearance of the college. During the next budget year we will be taking care of some of the physical plant needs. Peshka Calloway has been hired as

the Alumni Relations Specialist and will be working on many projects.

6. Approval of Minutes

The minutes of the Regular Board meeting of May 11, 2016, were approved upon a motion by Mr. Miller, seconded by Ms. Smith.

7. Committee Reports

- Administrative Services Committee:
Board members present 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 marketing and communication efforts, alumni news and development update. A report was received on financial budget updates.
- Academic and Student Services Committee:
Board members present received reports from Academic Affairs, Workforce and Community Education and Student Affairs: an overview of grants, programs, data and faculty; non-credit programs; enrollment and recruitment, were given.

8. Action Items

- Approval of 2016-2017 Capital Projects
Alice Harris, Vice President of Finance and Administration presented to the Board a proposed list of capital projects for the 2016-2017 academic year. Members reviewed the proposed list with Ms. Harris answering questions.
Mr. Miller moved to approve the following resolution:

Resolved, that the West Virginia University at Parkersburg Board of Governors approves the completion of the following capital projects for 2016-2017 academic year including the approval to apply for a loan not to exceed \$450,000 from the WVHEPC.

Mr. Denbigh seconded the motion. The motion passed.

- President's Deferred Compensation
Alice Harris, Vice President of Finance and Administration presented to the Board the proposed recalculation of the deferred compensation provision in the Presidents contract. Members reviewed and discussed the proposal with Ms. Harris answering questions.

Ms. Smith moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the recalculation of the contractually agreed to deferred compensation provision in the January 2014 President's contract to be prorated to the first day of the month in which the approval of the new 3 year contract occurs. The payment of the deferred compensation will take place immediately after the execution of the new contract.

Mr. Bell seconded the motion. The motion passed.

- 2016-2017 Budget
Alice Harris, Vice President of Finance and Administration presented to the Board the proposed final budget for 2016-2017. Members reviewed and discussed the proposal with Ms. Harris answering questions.

Mr. Denbigh moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the final budget for West Virginia University at Parkersburg for 2016-2017

Mr. Winans seconded the motion. The motion passed.

- 2016-2017 Tuition
Alice Harris, Vice President of Finance and Administration presented to the Board the proposed tuition rates for 2016-2017. Members reviewed and discussed the proposal with Ms. Harris answering questions.

Mr. Winans moved to approve the following resolution:

Resolved, that the West Virginia University at Parkersburg Board of Governors approves the recommended tuition rates included below for submission to the West Virginia Community & Technical College System for 2016-2017 academic year.

Ms. Smith seconded the motion. The motion passed.

- Five Year Program Review
Dr. Hank Dunn, Senior Vice President, presented to the Board the proposed resolution to approve the Five Year Program Reviews for 2015-2016. Members reviewed and discussed the proposal with Dr. Dunn answering questions.

Ms. Smith 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 2015-16.

Mr. Miller seconded the motion. The motion passed.

- Modification of Allied Health Certificate to Patient Care Technician Certificate Program
This item has been moved to Information Items section. No action is needed.
- Program Approval for CAS and AAS in Broadcasting
This item has been moved to Information Items section. No action is needed.

9. Information Items

- Modification of Allied Health Certificate to Patient Care Technician Certificate Program

Dr. Dunn reported that the Allied Health Certificate Program has been modified to the Patient Care Technician Program. Dr. Rose Beebe provided an overview of the changes as well as the benefits.

- CAS and AAS in Broadcasting
Dr. Dunn reported the CAS and AAS in Broadcasting programs have been designed to be career ladders that can lead the CAS directly into the AAS and allow students to receive a degree in Communication and Media Studies with a Broadcasting Concentration.
- Fiscal Update
Ms. Harris provided a detailed report on the budget summary as of July 31, 2016. Ms. Harris answered questions from the members.
- Property and Liability Insurance Update
Ms. Harris provided a brief overview of the Property and Liability Insurance Policy report she delivered in the Executive Committee meeting.

10. Board Comments/Announcements

There will be an Executive Committee meeting on Wednesday August 17, 2016 at 8:00 a.m.

11. Next Meeting

September 14, 2016, President's Board Room.

12. Adjournment

With no further business to be discussed, Chairman Matheny adjourned the meeting. The next meeting will be held on September 14, 2016.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Jeff Matheny, Chairman

Donna Smith, Secretary