

MINUTES  
WEST VIRGINIA UNIVERSITY AT PARKERSBURG  
BOARD OF GOVERNORS  
August 14, 2013

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, August 14, 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, Jamie Six, Violet Mosser, Matt Santer, Cheryl Donohoe, Curtis Miller, and Tyler Ohrn. Absent was Rock Wilson. 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 was taken by Brady Whipkey, Executive Assistant to the President, noting that a quorum was present.

**3. Board Chair Report**

Chairman El Chaar thanked members of the board for the nomination to have him serve as board chair. He also thanked the board members who agreed to serve as chairs of subcommittees.

Chairman El Chaar thanked the members of the board and the staff present for what they do for the college and at the college and that it is a noble mission.

Chairman El Chaar reviewed his goals for this term. He would like his primary focus to be on academics/student outcome/placement in the work force. We need to focus on teamwork - working together as stakeholders for this institution. As for progress, he would like for an entrepreneurship program to be developed to provide local opportunity.

Chairman El Chaar thanked Mr. Six for his service and all that was accomplished during his time as chair and presented him with a plaque.

**4. President's Report**

President Gnage thanked the board members for their time and commitment to the college.

President Gnage then thanked the Board of Governors for attending the memorial service for President Eldon Miller, and for also attending the Presidents Reception at the Parkersburg County Club.

President Gnage informed the board that Geni Astorg has resigned her position as Executive Director of WVU at Parkersburg Foundation.

President Gnage introduced Dan Bonine as the new I.T. Director.

President Gnage thanked the CTC office for their funding that allowed her to attend the TA3 Conference in Copenhagen, Denmark.

President Gnage reviewed the organizational changes to the STEM Division and WCE.

President Gnage reported on the AACC Board Retreat she attended in Washington D.C.

Next President Gnage noted that Professional Development Day is scheduled for August 15-16, 2013, and convocation is scheduled for August 26, 2013. The Board is invited to attend.

President Gnage informed the board members that retired executive assistant, Patsy Bee, is the recipient of the 2013 ACCT Southern Region Professional Board Staff Member Award, and that Tess Martin, program assistant in the President's Office completed her master's degree program and passed her exams.

#### **5. Approval of Minutes**

The minutes of the Regular Board meeting of June 12, 2013, were approved upon a motion by Mr. Miller and seconded by Mr. Campbell.

#### **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 to facilities and campus. A report was received on the hiring of a procurement officer in the business office. HR provided an update on position vacancies and new hires. An update was also received on Banner Finance and Banner HR implementation.
- 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 updates on Data and HLC. A report was given on meetings with Armacell, Murray Sheet Metal and with Bob Ashley of Spencer, WV. A report was given discussing Allied Health, partnering with Elderly Care Nursing Home Facility to offer CNA program in surrounding counties. Updates were given on programs approved for HEAPS funding, and on enrollment, personnel and student activities.
- Campus Development/Readiness Center Committee:  
Board members present discussed having a conversation with ZMM Architects and update on work progression. STEM funding grants for the science lab and options to fund old science lab area was discussed.

## 7. Action Items

- Property Acquisition:

After questions and discussions, Mr. Six moved to approve the following resolution:

*Resolved*, that the West Virginia University at Parkersburg Board of Governors hereby approves the acquisition of the property discussed, not to exceed \$30,000, and the donation of property.

Mr. Miller seconded the motion. Motion passed.

- Completion of Construction:

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

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves the use of Reserve Funds for Phase 2 of the renovation/construction project, not to exceed \$1.5 million.

Mr. Six seconded the motion. Motion passed.

## 8. Consent Agenda

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

Revision of Policy F-60, Tobacco-Free Environment

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves the revision of Policy F-60, Tobacco-Free Environment, as presented.

B-32 Annual Increment Payments

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves the revision of Policy B-32, Annual Increment Payments, as presented.

Institutional Undergraduate Tuition & Fee Waiver

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves the revision of the Institutional Undergraduate Tuition & Fee Waiver, as presented.

Mr. Six seconded the motion. Motion passed.

## 9. Information Items

Dr. Vincent Mensah, CFO, reviewed the fiscal update for FY 2013-2014.

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

Chairman El Chaar entertained a motion to move into Executive Session at approximately 6:50 p.m. Mr. Six moved to adjourn to Executive Session. Mr. Campbell 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 7:44 President Gnage was excused from Executive Session. At approximately 8:55 p.m. Chairman El Chaar announced that the Board would return to the regular meeting. Mr. Miller moved to return to regular session. Mr. Campbell seconded the motion. Motion passed.

**11. Board Comments/Announcements**

**12. Next Meeting**

Wednesday October 9, 2013.

**13. Adjournment**

With no further business to be discussed, Mr. Miller moved that the meeting adjourn. Mr. Ohrn seconded the motion. Motion passed. The next meeting will be held on Wednesday, October 9, 2013.

Respectfully submitted,

Brady Whipkey  
Executive Assistant to the President

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Gerard El Chaar, Chairman

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Cheryl Donohoe, Secretary