

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
September 14, 2016

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday September 14, 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, Donna Smith, Joe Campbell, Steve Hardman, Cheryl Donohoe, John Denbigh, Cody Irick, and Matthew Santer. 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 stated that he would defer his update until the Executive Committee report.

4. President's Report

Dr. Lamkin discussed that the fall semester is underway with many things at the College taking place. Faculty and staff have continued to work on fully implementing Guided Pathways for Success in the Spring Semester of 2017. The academic program maps and the structuring of block scheduling are finalized. The Professional Advising Center is now fully operational. Beginning in the spring we will be eliminating testing as part of the admissions process. Students will be placed in the appropriate English or Math courses based on academic records.

Next Dr. Lamkin reported that enrollments continue to waver between slight positives to slight negatives. We are currently down about 3% in FTE. This is because of several factors such as lateness in obtaining WV State budget meant students were delayed in approval for tuition and fees and financial aid. Students have been withdrawn who have not paid their bills or established a satisfactory payment plan. The decision to teach early college to Wood County students on campus has caused a drop in head count since many opted to stay at their high school to take courses offered by another college. Overall enrollments are solid and we have a good support for our budget for the coming year.

Dr. Lamkin then discussed the continued improvements to our academic facilities. The 30 foot welding tower is now completed and in use. The asbestos abatement on the third floor is completed and next we will construct two large classrooms on one side of the floor while providing and effective space for music and are on the other side.

Lastly, Dr. Lamkin stated that we are beginning the academic year on a very positive course. While many challenges lie ahead, we expect to lay the foundation for better student retention and higher quality programs. We continue to make great progress as we strive to become the Region's college of choice.

5. Approval of Minutes

The minutes of the Regular Board meeting of August 10, 2016, were approved upon a motion by Ms. Smith, seconded by Mr. Denbigh.

6. Committee Reports

- Executive Committee

Chairman Matheny reported that the Executive met to receive updates on current projects that are underway on campus. Dr. Lamkin provided updates on the roofing project, third floor renovations and others. Chairman Matheny thanked the staff and faculty for the hard work that has gone into making this year a success.

- 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 programs, data and faculty; non-credit programs; enrollment and recruitment, were given.

7. Action Items

- President's Contract Revision

Chairman Matheny presented to the Board that the Executive Committee has met to discuss revisions to the President's contract that was approved at the May 11, 2016 meeting, as recommended by the West Virginia CTCS.

Mr. Campbell moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the revisions of the President's Contract that was approved at the May 11, 2016 Board of Governors meeting.

Ms. Smith seconded the motion. The motion passed.

- Program Approval for Revised Admission Requirements to the WVU Parkersburg AAS in Nursing Program

Dr. Hank Dunn, Senior Vice President presented the proposal to change the admission requirements for the AAS in Nursing program. Members reviewed and discussed the proposed changes with Dr. Dunn answering questions.

Mr. Denbigh moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the revised Admission Requirements for the AAS in Nursing degree.

Ms. Smith seconded the motion. The motion passed.

- Program Approval for Revised Admission Requirements to the WVU Parkersburg AAS in Surgical Technology Program

Dr. Hank Dunn, Senior Vice President presented the proposal to change the admission requirements for the AAS in Surgical Technology program. Members reviewed and discussed the proposed changes with Dr. Dunn answering questions.

Mr. Denbigh moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the revised Admission Requirements for the AAS degree in Surgical Technology.

Ms. Smith seconded the motion. The motion passed.

- Program Approval for Revised Admission Requirements to the WVU Parkersburg CAS in Patient Care Technician Program

Dr. Hank Dunn, Senior Vice President presented the proposal to change the admission requirements for the CAS in Patient Care Technician program. Members reviewed and discussed the proposed changes with Dr. Dunn answering questions.

Mr. Denbigh moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the revised Admission Requirements for the CAS degree in Patient Care Technician degree.

Ms. Smith seconded the motion. The motion passed.

- Program Approval for Revised Admission Requirements to the WVU Parkersburg CAS in Pharmacy Technician Program

Dr. Hank Dunn, Senior Vice President presented the proposal to change the admission requirements for the CAS in Pharmacy Technician program. Members reviewed and discussed the proposed changes with Dr. Dunn answering questions.

Mr. Denbigh moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the revised Admission Requirements for the CAS degree in Pharmacy Technician.

Ms. Smith seconded the motion. The motion passed.

- Naming Music Rehearsal and Performance Room
Senta Goudy, VP of Institutional Advancement, presented to the Board proposal to rename the newly renovated music rehearsal and performance room in honor of a benefactor that donated to the College.

Ms. Smith moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors recognize and honor Nina Phares, and her husband Francis, by naming the Music Rehearsal and Performance Room also known as Room 1300A and formerly the Community Room, the Nina Phares Music Rehearsal and Performance Room.

Mr. Hardman seconded the motion. The motion passed.

8. Consent Items

Chairman Matheny presented the list of items to be approved under the Consent agenda. Members requested to discuss the Proposed Revision of Policy A-61 Social Justice. After review and discussion Mr. Denbigh moved to approve stated policy as proposed.

Ms. Donohoe seconded the motion. Motion passed.

Mr. Winans moved to approve the following Consent Agenda Items

- Proposed Revision of Policy A-34 Equal Opportunity, Affirmative Action and Nondiscrimination
- Proposed Revision of Policy E-39 Assessment, Payment and Refund of Fees
- Proposed Revision of Policy D-51, Admission to West Virginia University at Parkersburg

Mr. Campbell seconded the motion. Motion passed.

9. Information Items

- Fiscal Update
Ms. Harris provided a detailed report on the budget summary as of August 31, 2016.
Ms. Harris answered questions from the members.

10. Board Comments/Announcements

Mr. Campbell reported that he has spoken with Jeff Mennillo the new director of the Caperton Center from Wood County Schools. They discussed at one point in time there was a Caperton Center Advisory Board and this may be something that we want to look into and start back.

11. Next Meeting

November 9, 2016. This will be a Board Retreat.

12. Adjournment

With no further business to be discussed, Chairman Matheny adjourned the meeting. The next meeting will be held on November 9, 2016.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Jeff Matheny, Chairman

Donna Smith, Secretary