

WEST VIRGINIA UNIVERSITY AT PARKERSBURG BOARD OF GOVERNORS

MARCH 11, 2015
AGENDA

Members

Joe Campbell
Cheryl Donohoe
Curtis Miller
Jeff Matheny, Board Chair
William Bell
John Denbigh

Jamie Six
Violet Mosser
Matthew Santer
Sam Winans
Steve Hardman
Donna Smith

Dr. Fletcher Lamkin
President



SCHEDULE

West Virginia University at Parkersburg Board of Governors

Wednesday, March 11, 2015

12:00 p.m.	Board Lunch	Community Room
1:00 p.m.	Executive Committee	Community Room
2:00 p.m.	Administrative Services Committee	Community Room
2:00 p.m.	Academic and Student Services Committee	President's Conference Room
3:15 p.m.	Board Meeting	Multi-Purpose Room
	Possible Executive Session	Community Room

WEST VIRGINIA UNIVERSITY AT PARKERSBURG BOARD OF GOVERNORS
Meeting of March 11, 2015
College Multi-Purpose Room
3:15 p.m.

1.	Call to Order	Board Chair, Jeff Matheny
2.	Swearing in of new Members	Debbie Richards, Special Assistant to the President
3.	Roll Call	Brady Whipkey Executive Assistant to the President
4.	Board Chair Report <ul style="list-style-type: none"> • Recognition of Gerard El Chaar • Committee Appointments 	Chairman Matheny
5.	President’s Report	Dr. Fletcher Lamkin, President
6.	Approval of Minutes <ul style="list-style-type: none"> • Regular Meeting – February 18, 20155 	
7.	Committee Reports <ul style="list-style-type: none"> • Executive Committee • Administrative Services Committee • Academic and Student Services Committee 	Jeff Matheny Sam Winans Curtis Miller
8.	Action Items <p style="margin-left: 20px;">Approval of FY 2015-2016 Tuition and Fees</p>	Alice Harris, VP Finance & Administration.....9
9.	Consent Agenda	
10.	Information Items <ul style="list-style-type: none"> • Fiscal Update • WVU-P Celebration of Teaching Teacher 	Alice Harris, VP Finance & Administration.....10 Dr. Rhonda Tracy Sr. VP Academic Affairs.....11
11.	Board Comments/Announcements	

12. Next Meeting
April 8, 2015- Board Retreat - College Multi-Purpose Room
13. Adjournment

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
February 18, 2015

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday February 18, 2015, in the College Theatre at the WVU Parkersburg Campus, beginning at 3:30 p.m. Board members present were: Joe Campbell, Jamie Six, Cheryl Donohoe, Violet Mosser, Gerard El Chaar, Curtis Miller, Matthew Santer, Jeff Matheny, Sam Winans, and William Bell. Others present included Dr. Fletcher Lamkin 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 Call 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 for attending the meeting. Chairman El Chaar reported on attending the ACCT National Legislative Summit conference in Washington D.C. and encouraged members to participate in these types of conferences should their schedules permit.

4. President's Report

President Lamkin distributed a report to the Board members and provided an overview. Dr. Lamkin reported on work being done to update the Strategic Plan and the goals the plan will achieve. Next Dr. Lamkin reported on Enrollment Management, the steps to improve enrollment and how enrollment is everyone's responsibility.

Dr. Lamkin reported that Alice Harris, VP of Finance and Administration will be reporting on the audit and that the college had identified and corrected each of its reported discrepancies prior to the audit team's arrival. Dr. Lamkin proceeded to report on the budget stating the VP Harris initiated a comprehensive and collaborative process for the budget development.

Dr. Lamkin then reported on new initiatives for the college. The report included strategic planning to include the Downtown Center, farm and Early Learning Center. Certificate of Applied Science in Electrical Technology will replace HVAC and Residential & Commercial Electric. The college is creating/modifying three new Associate of Applied Science Career Pathways. Working on another new four year program required to be created through the Bridging the Gap Grant: the Bachelor of Applied Science in Industrial Project Management

Technology. Working on another Associate of Applied Science through the Bridging the Gap Grant in Industrial Safety Management.

Lastly, Dr. Lamkin provided Board members with dates of upcoming events.

5. Approval of Minutes

The minutes of the Regular Board meeting of January 14, 2015, were approved upon a motion by Mr. Winans, seconded by Ms. Mosser.

6. Committee Reports

- Campus Development Committee:
Board members present received a report on updates of the Readiness Center, the opportunity to purchase property adjacent to the campus, and the College Master Plan.
- Audit Review Committee:
Board members present received a report on the status of audits. The 2014 audit is complete and will be presented to the Board. Areas discussed in the audit have already been addressed and corrective actions are in place.
- 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 information technology security and project 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, new programs, initiatives and faculty; credit and non-credit programs; recruitment, EdFiancial contract, and new event and rental opportunities, were given.

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. Campbell moved to adjourn to Executive Session. Ms. Mosser seconded the motion. The motion passed and the Board moved into Executive Session at approximately 4:02 p.m. At approximately 4:20 p.m. Chairman El Chaar announced that the Board would return to the regular meeting. Ms. Donohoe moved to return to regular session. Mr. Winans seconded the motion. Motion passed.

8. Action Items

- Property Acquisition
Chairman El Chaar requested Mr. Campbell to provide an overview of resolution. Mr. Campbell stated the property was located at 180 Cedar Grove Road and was adjacent to the campus and the annex gateway building.

Mr. Campbell moved to approve and amend the following resolution to read:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves acquiring available property, at the price discussed during Executive Session.

Mr. Miller seconded the motion. The motion passed.

- Financial Audit:
Alice Harris provided an overview of the financial audit for fiscal year ending June 30, 2014 and provided a copy of the audit to members.

Mr. Campbell on behalf of the Audit Review Committee moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the Audit report and Corrective Action Plan for Fiscal Year ending June 30, 2014 as submitted.

Mr. Matheny seconded the motion.

After questions and discussion, the motion passed.

- Approval of Capital Expenditures For Safety Infrastructure Improvements:
Alice Harris provided an overview for approval of capital expenditures for safety infrastructure improvements.

Mr. Miller moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the infrastructure safety improvements listed below totaling \$870,000 to be funded 60% by the WV Higher Education Policy Commission and 40% by West Virginia University at Parkersburg, not to exceed \$348,000.

Ms. Mosser seconded the motion

After questions and discussion, the motion passed.

9. Consent Agenda

Campbell moved to approve the following Consent Agenda Items:

- Revision of Policy D-46, Code of Student Conduct
- Revisions of Policy D-51, Admission to West Virginia University at Parkersburg
- Agreement with Ohio Valley Health Care

Mr. Winans seconded the motion. Motion passed.

10. Information Items

- Fiscal Update:

Alice Harris, VP Finance and Administration provided a detailed report on the budget summary as of January 31, 2015.

11. Board Comments/Announcements

Mr. Santer reported that feedback he has received since the hiring of Dr. Lamkin as President has been positive.

12. Next Meeting

March 11, 2015, College Multi-Purpose Room.

13. Adjournment

With no further business to be discussed, Mr. Miller moved that the meeting be adjourned. Mr. Bell seconded the motion. Motion passed. The next meeting will be held March 11, 2015 at 3:15 p.m. in the multi-purpose room.

Respectfully submitted,

Brady Whipkey
Executive Assistant to the President

Gerard El Chaar, Chairman

Sam Winans, Secretary

**West Virginia University at Parkersburg Board of Governors
Meeting of March 11, 2015**

ITEM: Approval of FY 2015-2016 Tuition and Fees

RECOMMENDED RESOLUTION: *Resolved*, that the West Virginia University at Parkersburg Board of Governors approves the tuition and fees recommendations for 2015-2016 academic year.

STAFF MEMBER: Alice Harris,
VP Finance & Administration

BACKGROUND:

The Tuition and Fees recommendations for FY 2015-2016 academic year will be presented to the Board of Governors for review and approval.

**West Virginia University at Parkersburg Board of Governors
Meeting of March 11, 2015**

ITEM: Fiscal Update

RECOMMENDED RESOLUTION: Information Only

STAFF MEMBER: Alice Harris,
VP Finance & Administration

BACKGROUND:

Ms. Harris will report on the state of the college's finances and the budget.

**West Virginia University at Parkersburg Board of Governors
Meeting of March 11, 2015**

ITEM: WVUP Celebration of Teaching Teacher

RECOMMENDED RESOLUTION: *Resolved, That the West Virginia University at Parkersburg Board of Governors proclaims March 2015 “Architects of the Future” Month in Celebration of 25 Years of Teaching Excellence in the WVU Parkersburg Elementary Education Degree program.*

STAFF MEMBER: Dr. Rhonda Tracy,
Senior Vice President of Academic Affairs

BACKGROUND:

The WVU Parkersburg Elementary Education program was initiated in 1990, with its first class of graduates becoming certified teachers in 1993. As its motto attests the WVUP Elementary Education degree program builds “Architects of the Future, Preparing Teachers for Tomorrow’s Classroom Today.”

The program has grown steadily over the years, achieving national accreditation in 1993. It continues to maintain its national accreditation from the National Council for Accreditation for Teachers Education.

The program’s 709 graduates can be found in classrooms across the nation and fill many of the teaching positions in our region, including Jackson, Pleasants, Ritchie, Roane, Tyler, Wirt, and Wood counties.

On March 13, 2015 WVUP Elementary Education alumni, students and faculty will gather in the WVU Parkersburg Downtown Center to celebrate 25 years of excellence and raise funds for Elementary Education scholarships and program needs.

The WVUP Board of Governors encourages all those whose lives have been positively impacted by a teacher to join them in celebrating March 2015 as **WVU Parkersburg Architects of the Future Month**.