

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS

June 10, 2009

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, June 10, 2009 in the Caperton Auditorium at WVU Parkersburg beginning at 5:15 p.m. Board members present were: Joe Campbell, Cindy Bullock, Keith Burdette, William H. Hopkins, Curtis Miller, Kennad Lee Skeen, II, Rock Wilson, Matthew Santer, Kim Starkey, and Violet Mosser. Absent were Gerard El Chaar and Gregory K. Smith. Others present included Dr. Marie Foster Gnage and Patsy Bee.

Guests present included administrators, faculty, staff, students, members of the community, and the media.

1. Call to Order

Mr. Campbell, Chair of the WVU at Parkersburg Board of Governors, called the meeting to order.

2. Roll Call

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

3. Minutes

Minutes of the emergency meeting scheduled on May 18, 2009 were approved upon a motion by Mr. Miller and second by Mr. Burdette.

4. Board Chair Report

Chairman Campbell announced a change in the order of the agenda items noting that the Staff Council presentation would be first with the Executive Session moved to later in the meeting. Mr. Campbell introduced Al Collins, Staff Council Vice-Chair, to provide a featured report on classified staff to our Board members.

Chairman Campbell expressed appreciation to the Board members for their service on committees and thanked the Legislators, Foundation Board members, faculty, staff, students, and members of the community present for their support.

- Nominations/Election of 2009-2010 Officers

Mr. Wilson, Chair of the Nomination Committee, reported the recommendation of the committee is that the current officers continue for the 2009-2010 year. Mr. Wilson moved to reelect Mr. Campbell as Chair, Mr. Miller as Vice-Chair, and Mr. Burdette as Secretary. Ms. Bullock seconded the motion.

The motion passed and the current slate was elected unanimously to serve a second year.

- Approval of Meeting Schedule for 2009-2010

Following a discussion by Board members, Mr. Burdette moved for the approval of the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves its schedule of meetings for 2009-10 as presented by the Chair. (See meeting schedule included in the agenda packet.)

Mr. Wilson seconded the motion. Motion carried.

5. President's Report

President Gnage welcomed guests, thanked staff for their presentation to the Board, and provided an update to the Board on college enrollment and state allocations. President Gnage also thanked the Board of Governors for their dedication, service, and support to WVU Parkersburg this year.

6. Committee Reports

- Executive Committee

Mr. Campbell reported that the Executive Committee did not meet.

- Audit Review Committee

Mr. Hopkins reported that the Committee met today at 3:00 p.m. and discussed the audit committee responsibilities; WVU Parkersburg financial audit; Ethics Policy, and received updates from Business Services.

- Administrative Services Committee

Mr. Burdette reported that the Committee met today at 4:00 p.m. and was provided with updates on facilities and capital planning including the downtown building; information technology; human resources, and budget.

Mr. Burdette moved that the board approve the recommendation of the committee to accept the design of the downtown building as presented by ZMM Architects and submit the design to the downtown committee.

Ms. Bullock seconded the motion. Motion carried.

- Academic and Student Services Committee

Ms. Bullock reported that the Committee met today at 4:00 p.m. and was provided with an overview of Academic Affairs including updates on faculty; grants; and programs. Ms. Bullock provided members of the Board a handout on status of academic programs for certificates, associate degrees and baccalaureate degrees. She also reported on updates for grants and FastTrack programs for Workforce and Community Education also noting the formation of an Environmental Compliance Council. In the Student Services area the Committee was provided an update on scholarship awards; online application processing; online Financial Aid; Enrollment Management; and Student Life.

7. Executive Session under the authority of WV Code 6-9A-4-2A

Mr. Miller moved to go into Executive Session. Mr. Burdette seconded the motion. The motion passed. At approximately 5:45 p.m. the WVU Parkersburg Board of Governors moved into Executive Session.

At approximately 6:30 p.m., Mr. Miller made a motion for the Board to return from Executive Session. Ms. Starkey seconded the motion. Motion carried.

8. Action Items

- Service Agreement with WVU

Following a report by President Gnage, and questions by Board members, Mr. Burdette moved for the approval of the submitted draft Service Agreement with WVU with the following modification: Page 2, section 2, subsection ii: after additional funds are appropriated insert to support this agreement

Ms. Bullock seconded the motion. Motion carried.

- Trademark License Agreement

Mr. Burdette moved for the approval of the Trademark License Agreement as presented, noting that the Agreement was modified to reflect the requests of WVU Parkersburg.

Mr. Miller seconded the motion. Motion carried.

- Budget 2009-2010

Following a report by the WVU Parkersburg Special Assistant to the President for Business Services, Chris Clifford, Mr. Burdette moved for the approval of the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors adopts a working budget for FY 2009, subject to approval of a final budget at the August 2009 BOG meeting.

Mr. Santer seconded the motion. Motion carried.

- Electronic Campus of the Southern Regional Education Board/New Program Nomination and Certification

Following a report by the WVU Parkersburg Executive Dean of Academic Affairs, Dr. Rhonda Richards, Mr. Miller moved for the approval of the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves submitting four online degree programs (AAS in Business Technology; AS in Business Administration; Associate in Arts; and AAS in Multi-craft Technology) to the Southern Regional Education Board Electronic Campus for inclusion in their inventory.

Ms. Bullock seconded the motion. Motion carried.

9. Consent Agenda

Ms. Bullock moved for the approval of the following resolutions:

- Policy B-54 Emergency Call-In

Resolved, That the West Virginia University at Parkersburg Board of Governors authorizes a notice of proposed rulemaking for adoption of a policy on Emergency Call-In and hereby authorizes adoption of said policy without further action by the Board if no substantive changes in the proposal result following the 30-day comment period.

- Board of Governors Policies

Resolved, That the West Virginia University at Parkersburg Board of Governors concurs with non-substantive alterations specific to WVU at Parkersburg with the transfer of WVU Board of Governors Policies 4, 11, 12, 14, 20, and 25 to the WVU at Parkersburg Board of Governors, as re-numbered E-04, F-11, B-12, E-14, E-20 and E-25.

- Policies to be Rejected

Resolved, That the West Virginia University at Parkersburg Board of Governors rejects policies 33 and 40 adopted by West Virginia University Board of Governors, because they are not applicable to West Virginia University at Parkersburg.

Mr. Wilson seconded the motion. Motion carried.

10. Information Items

- Planning for BAS in Criminal Justice

Dr. Rhonda Richards, Executive Dean of Academic Affairs, reported that West Virginia University at Parkersburg will begin planning on a new Bachelor of Applied Science in Criminal Justice program and presented a timeline for the program.

- Name Change: Children's Room to Early Learning Center

Dr. Rhonda Richards, Executive Dean of Academic Affairs, reported that WVU at Parkersburg was one of the first public colleges in the state to develop and provide day-care services on campus for its students and employees. The campus Children's Room has been in operation since the early 1980s. The college is presently engaged in a \$3.5 million building campaign to develop a dynamic child development center focusing on the arts, literacy, culture and technology in collaboration with its Early Childhood Education program.

Upon the recommendation of the Children's Room Advisory Committee, steps are being taken to change the name of the college's licensed day care center from the Children's Room to the Early Learning Center effective July 1, 2009. The present center has highly qualified staff and uses best practices with the children in curriculum, problem solving, and center based learning. The change in name will:

- more accurately reflect the quality learning environment provided in the center;
- reflect industry standard names for campus based child care centers;
- ease transition to the new building once it is built;
- be more attractive for accepting community children;

- reflect current practice, which is important since a campus based center should serve as a model for the community.

In addition, the plan is to accept more children from the community to fill spaces not used by students in the morning program and in evening hours. The public and collaborative Pre-Ks now serve the majority of four-year-old children; so, although the center will continue to serve children of students first and foremost, limited spaces for three-year-old children in the morning program will be available and the evening program can serve additional children ages 2 through 8 years. This is a sound financial decision and will be continued in the new program.

- Administrator Titles

President Gnage reported that effective July 1, 2009, to reflect the additional responsibility, authority and liability associated with the institution's independent status, the title for the Executive Dean, who is second in command to the President will be changed to Senior Vice President for Academic Affairs. In addition, the titles for both Deans presently Dean of Students and Dean of Workforce and Community Education will be upgraded to Vice Presidents. These titles are comparable to those for administrators in similar capacities at other institutions. Appropriate salary increases will be applicable only if the budget allows. (See organizational charts included in the agenda packet.)

- Revised Structure for Academic Area

Dr. Richards reported on the revised academic area structure for West Virginia University at Parkersburg.

As provided by Board of Governors Policy B-05 regarding changes in administrative organization, the president has approved a revised organizational structure within the academic area of the college to become effective for the 2009-10 academic year. Discussions between the Executive Dean and the appropriate faculty and staff took place during the 2009 Spring Semester. The revised structure will reduce the number of academic divisions from seven to five:

Existing Structure	Revised Structure
Business/Economics	Business, Economics, & Mathematics
Education	Education & Humanities
Health Sciences	Health Sciences
Humanities	Science and Technology

Natural Sciences & Mathematics

Social Sciences & Languages

Social Sciences

Technology

Academic divisions are created structures that support both the academic and administrative needs of the college. The goal is for divisions to come together in new and innovative ways that will open doors for interdisciplinary conversations. No changes will be made in what faculty teach, and all existing faculty and staff will be assigned within the new structure. Academic division chair assignments will continue to be offered as supplemental appointments on an annual basis. Although the revised structure will result in fewer chair assignments, additional coordinator assignments will be made in the humanities, mathematics and science areas. (See organizational charts included in the agenda packet.)

- Promotion and Tenure Report

President Gnage reported that the faculty promotion and tenure review process at West Virginia University at Parkersburg runs from January through May 15. It involves faculty file preparation, reviews and recommendations by department colleagues and chair, college colleagues and the Executive Dean, and approval by the President. The final step is notification of the Board of Governors of the decisions made as a result of this review process. Ten faculty members were promoted. (See attached list included in the agenda packet.)

- 2009-10 Holiday Schedule

President Gnage reported that, as authorized by Board of Governors Policy B-08, a holiday schedule for 2009-10 has been established and approved for West Virginia University at Parkersburg. This holiday schedule has been announced campus wide and is posted in the online Answer Book for ongoing accessibility. (See attached schedule in the agenda packet.)

- 2009-10 Academic Calendar

President Gnage reported that West Virginia University at Parkersburg has established an academic calendar for 2009-10. This calendar lists registration dates, student recesses and deadlines consistent with the academic calendar of West Virginia University. (See attached schedule in the agenda packet.)

11. Board Comments/Announcements

- Shakespeare Fest 09 will be July 7-12. The summer's productions will include "The Tempest" and "The Taming of the Shrew" and will be produced in an outdoor venue setting.
- Faculty and Staff Professional Development In-Service Program 8:30 a.m. Friday, August 21
- Faculty/Staff Welcome Back Picnic Noon - Friday, August 21
- WVUP and Area Roundtable have extended an invitation to the Legislature to have a traveling interim in Parkersburg.
- Ms. Starkey introduced the new student government president, Teresa Wamer, who will fill the student seat on the board next year.
- Mr. Campbell announced a one year Ad-hoc committee to review the President's Evaluation and Goals. Mr. Miller will chair the committee. Violet Mosser, Matt Santer, Kennad Skeen, and Gerard El Chaar will also serve on the committee.

12. Next Meeting

The next regular meeting of the WVU at Parkersburg Board of Governors will be held on August 12, 2009 in room 2209.

13. Adjournment

With no further business to be discussed, Mr. Burdette moved that the meeting be adjourned, Mr. Miller seconded the motion. Motion passed.

Respectfully submitted,

Patsy Bee

Executive Assistant to the President

Joe D. Campbell, Chairman

Keith Burdette, Secretary