

**MINUTES**  
**WEST VIRGINIA UNIVERSITY AT PARKERSBURG**  
**BOARD OF GOVERNORS**  
**August 11, 2010**

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, August 11, 2010 at the WVU Parkersburg beginning at 5:15 p.m. Board members present were: Joe Campbell, Curtis Miller, Matthew Santer, Violet Mosser, Teresa Wamer, Keith Burdette, Rock Wilson, and Gerard ElChaar who participated by conference phone. Absent was Cindy Bullock. Others present included Dr. Marie Foster Gnage and Patsy Bee.

Guests present included members of the Legislature, WVU at Parkersburg Foundation Board of Directors, community members, administrators, faculty, and staff.

**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. Board Chair Report**

Chairman Campbell welcomed guests.

- Fall Board Retreat. Mr. Campbell announced that the Fall Board Retreat will be held on the same day as our next scheduled Board meeting on October 13. He noted this session will provide orientation for any new members, training for current members and an opportunity to meet with Foundation Board members on future collaborations.
- Critical Dates. Mr. Campbell reminded Board members to review the critical dates that were provided in their agenda packets for future meetings for this year.

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

No Executive Session was held.

## 5. Minutes

Minutes of the regular Board meeting scheduled on June 9, 2010 were approved upon a motion by Mr. Miller and second by Mr. Smith.

## 6. President's Report

President Gnage welcomed members of the Board and guests. She thanked members of the Legislative delegation and members of the WVU at Parkersburg Foundation for their continued support. President Gnage updated Board members on events since the last meeting. She announced the hiring of the new procurement Director, Mr. Sampath Nagraj, and the new director of development, Ms. Susan "Kim" Jones, who will also serve as the new Executive Director of the WVU at Parkersburg Foundation. President Gnage provided an update on appropriations that were awarded to the Downtown Center Project. Congressman Molohan's office announced a \$1,000,000 appropriation for the project, and Senator Jay Rockefeller's office has announced a \$250,000 appropriation that was submitted previously to the late Senator Robert Byrd. President Gnage also announced that she has been appointed to the Executive Committee for the American Association of Community Colleges Board of Directors.

President Gnage introduced Dr. Rhonda Richards, Sr. Vice President for Academic Affairs. Dr. Richards provided an update on Career Ladder Effort – Two and Four Year Programs Road Map and Non Traditional Programs. Dr. Richards provided materials on Career Pathways, and the Baccalaureate Planning Document.

## 7. Committee Reports

- Executive Committee – Mr. Joe Campbell, Chair

The Executive Committee did not meet.

- Audit Review Committee – Mr. Rock Wilson, Chair

The Audit Review Committee did not meet.

- Administrative Services Committee—Mr. Gerard ElChaar/Mr. Greg Smith Co-Chairs

Mr. Smith reported that updates were provided on facilities and capital planning on the memory garden/clock tower project; 3 story stairwell; salt/motorcycle storage building; Caperton HVAC; projects at Jackson County Center (new carpet, patio replacement and parking lot paving); Downtown Center; Applied Technology building and the Child Development Center. In Business Services they were provided an update on fall semester preparations including notices to students and issues with the bookstore; and the new procurement director was introduced. In Information Technology they were provided an update on the wiring; lab and machine updates;

wireless update; staffing; Donor Perfect; Schedule 25; and update on meeting with Hewlett Packard Representatives. Human resources provided an update on recently filled positions and current open positions.

- Academic and Student Services Committee – Ms. Cindy Bullock, Chair

Mr. Miller reported that Academic Affairs provided updates on grants; Baccalaureate Planning Document; WV Community and Technical College System Virtual Community College at Parkersburg; and Student Success Planning Document. Workforce and Community Education provided updates on process FastTrack enrollment; changes in reporting data; and update on Business and Industry training. Student Services provided an update on enrollment; Unplanned Pregnancy Project; counselor position; and athletic clubs.

- Campus Development Committee – Mr. Curtis Miller, Chair

Mr. Miller reported that the Campus Development Committee met to discuss the Naming Opportunities and they received an update on the new construction projects.

## **8. Action Items**

- Institutional Undergraduate Tuition and Fee Waivers

Mr. Underwood, Vice President for Student Services provided a report on the Institutional Undergraduate Tuition and Fee Waivers. Mr. Burdette moved to approve the following resolution:

*Resolved*, That the West Virginia University at Parkersburg Board of Governors enter this report of the Institutional Undergraduate Tuition and Fee Waivers for FY 2009-10 into its minutes.

Mr. Miller seconded the motion. After questions and discussion by the Board, the motion passed.

## **9. Information Items**

- Update on Major Construction Projects

Dave White, Director of Facilities and Grounds, provided a power point presentation to update Board members on the following major construction projects:

- Downtown Center
- Applied Technology Building
- Child Development Center
- Student Square (Clock Tower)

- Update or Formation of Bookstore and Textbooks Policy

Teresa Wamer, Student Government President and member of the task force to review the Bookstore and Textbook policy provided the following report:

Series 51 requires the WVU at Parkersburg Board of Governors to adopt a policy addressing these points by November 22, 2010. To address this requirement, President Gnage appointed an ad hoc task force for the purpose of formulating a preliminary policy draft during the summer. The task force was chaired by Maggie Berdine, Professor of English, and included Teresa Wamer, President of the Student Government Association; Michele McVey, Manager of the Barnes & Noble Bookstore at WVU Parkersburg; Lauriel Edwards, Administrative Associate for the Business, Economics and Mathematics Division; and Debbie Richards, Special Assistant to the President. A preliminary policy proposal was presented to the Board and will be shared informally with faculty and students upon their return to campus this month so that their input may be sought or their questions answered. The proposal will then be posted for public comment prior to the Board's October meeting. The final policy proposal will be presented for the Board's approval on October 13, 2010.

- Update on Academic Programs

Dr. Rhonda Richards, Sr. Vice President for Academic Affairs reported that West Virginia University at Parkersburg has added three degree certificate programs and three additional majors to the Associate of Applied Science degree. These additions have been approved through the appropriate curriculum approval channels on campus and submitted to Charleston for inclusion on the institution's degree inventory. Additional updates to the WVU at Parkersburg degree inventory include four programs that have been suspended and two degree name changes. Additions include:

Degree Certificate in Solar Energy Technology (CIP 150505)

- Degree Certificate in Energy Assessment and Management Technology (CIP 150503)
- Degree Certificate in Residential/Commercial Electricity (CIP 460399)
- Associate of Applied Science in Machining Technology (CIP 480501)
- Associate of Applied Science in Solar Energy Technology (CIP 150505)
- Associate of Applied Science in Energy Assessment and Management Technology (CIP 150503)

Suspensions

- BS Criminal Justice (Collaboration with WV State University)
- BSN Nursing (Collaboration with WVU)
- AS in Data Processing

- AAS in Industrial Maintenance

Revisions:

- The listing for BSBA has been updated to separate the degree program from the major. The degree program is BS and the major is Business Administration.
- The name for the Degree Certificate in Industrial Electricity has been changed to Degree Certificate in Electricity and Instrumentation.

## 10. Consent Agenda

There were no Consent Agenda items.

## 11. Board Comments/Announcements

- Faculty-Staff Professional Development Week (August 16 -20)
- President's Address 9:00 a.m. Monday, August 16 – Multi-Purpose Room
- Welcome Back Picnic – noon Monday, August 16 – Student Lounge/Court Yard
- President's Reception for Adjunction Faculty – 5:30 p.m. Tuesday, August 17 – Community Room
- Classes Begin August 23

## 12. Next Meeting

The next regular meeting of the WVU at Parkersburg Board of Governors is scheduled for Wednesday, October 13, 2010 at the WVU Parkersburg main campus.

## 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

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Joe D. Campbell, Chairman

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Curtis Miller, Secretary