

**MINUTES**  
**WEST VIRGINIA UNIVERSITY AT PARKERSBURG**  
**BOARD OF GOVERNORS**  
**December 8, 2010**

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, December 8, 2010 at the WVU Parkersburg campus beginning at 5:15 p.m. Board members present were: Joe Campbell, Matthew Santer, Cindy Bullock, Violet Mosser, Keith Burdette, Cheryl Donohoe, Steve Chancey, Rock Wilson. Absent were Gerard ElChaar, Teresa Wamer, and Curtis Miller. Others present included Dr. Marie Foster Gnage and Patsy Bee.

Guests present included members of the WVU at Parkersburg Foundation Board of Directors, members of the media, 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**

Mr. Campbell provided committee assignments for the Board for 2010-2011 (see attached).

Mr. Campbell reported on the ACCT Training on advocacy that was held today for all Board of Governors officers of WV Community and Technical Colleges.

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

Chairman Campbell announced a need for the Board to go into Executive Session to discuss some issues regarding the salary policy task force agenda item that President Gnage would be reporting on later in the meeting. Mr. Burdette moved to go into Executive Session at 5:58 p.m. Ms. Bullock seconded the motion. Motion passed. At 6:53 Mr. Burdette moved to return from Executive Session. Ms. Donohoe seconded the motion. Motion passed.

## 5. Minutes

Minutes of the regular Board meeting scheduled on October 13, 2010 meeting was approved upon a motion by Mr. Smith and second by Mr. Burdette.

## 6. Committee Reports

- Executive Committee – Mr. Joe Campbell, Chair

The Executive Committee did not meet.

- Audit Review Committee – Mr. Rock Wilson, Chair

Mr. Wilson reported that the Audit Committee met today and received the auditor's report from Deloitte & Touche LLP. The audit received the highest opinion it could receive with no deficiencies or misstatements. A copy of the report will be made available to any Board member wishing to review the document and a copy will be posted on the web site. Mr. Burdette moved to approve the audit report. Mr. Santer seconded the motion. Motion passed.

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

The Administrative Service Committee did not meet.

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

The Academic and Student Services Committee did not meet.

- Campus Development Committee – Mr. Curtis Miller, Chair

The Campus Development Committee did not meet.

## 7. President's Report

President Gnage welcomed members of the Board and guests. Some announcements included the following:

Governor Tomblin will be the speaker at the December Commencement Ceremony.

Long-time friend of WVU Parkersburg and member of the WVU at Parkersburg Foundation Mrs. Shirley Lawrence-Berrey passed away. She and her husband, Dr. Robert Lawrence-Berrey who served many years as chair of the Foundation, made many contributions to the college, and established the Study Abroad

Scholarship Program which has provided study abroad scholarship opportunities for several students.

This week the President participated in a forum with Senator Jay Rockefeller in Ripley, West Virginia regarding broad band telecommunications.

President Gnage explained the importance of the College Completion Challenge and the support it is receiving from the American Association of Community Colleges, American Community College Trustees, Phi Theta Kappa and other organizations. She noted that this is an action item on our agenda today.

## **8. Action Items**

### **Accepting the College Completion Challenge - A *Call to Action***

Dr. Marie Foster Gnage provided a report on the College Completion Challenge. After discussion and questions, Mr. Burdette moved to approve the following:

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves the call to action to engage WVU Parkersburg to advance “the completion agenda” -- increasing the number of students who complete degrees, certificates, and other credentials with value in the work place.

Ms. Bullock seconded the motion. Motion passed.

### **Capital Campaign Feasibility Study**

Ms. Susan Kim Jones, Executive Director of the WVU at Parkersburg Foundation provided a report on the Capital Campaign Feasibility Study. After discussion and questions, Mr. Burdette moved to defer this agenda item to the February 9 Board meeting until all Board members had an opportunity to review the proposals submitted. Ms. Bullock seconded the motion. Motion passed.

## **9. Information Items**

### **Salary Policy Task Force**

Dr. Gnage thanked members that served on the Faculty and Staff Salary Policy Task Force.

Recommendations for classified staff are as follows:

- Fully fund Classified Staff Salary Schedule (Mercer)
- Use the evaluation of performance (merit) to determine classified staff raises in the future. Doing so will not only encourage continuing improvement in job performance but will provide the opportunity for

staff who have achieved the 15<sup>th</sup> step (15 years of service) to be recognized for their continuing contributions to the college.

President Gnage added that they will need to check to make sure it is okay to use merit for all staff.

Recommendations for faculty are as follows:

- Create equity among the faculty according to rank and degree level (Associate's, Bachelor's, Master's and Doctoral).
- Establish salary schedule for faculty at the assistant professor, associate professor, and professor ranks according to degree level.

President Gnage asked that recommendations be considered for action at a future Board meeting. Mr. Campbell thanked the Task Force and suggested a resolution be presented at the next Board meeting.

### **Pathways Demonstration Project for HLC Pioneer Institutions**

President Gnage announced that WVU Parkersburg has been invited to participate in the Higher Learning Commission's new Pathways Demonstration Project as a pioneer institution. Twenty institutions will be participating in a three-year initiative to develop a new protocol for institutions seeking continued accreditation. The Pathways Demonstration Project institutions will work with the Higher Learning Commission to achieve the following goals:

- To enhance institutional value by opening the Improvement Process for stable, healthy institutions so that they may choose Quality Initiatives to suit their current circumstances;
- To reduce the reporting burden on institutions by utilizing as much information and data as possible from existing reports and collecting them in electronic form as they naturally occur over time;
- To enhance rigor by using a system that checks institutional data annually, allows for additional assurance review as needed, and looks in depth twice in the 10-year cycle;
- To integrate as much as possible all HLC processes and Commission requests for data into the Assurance Process and continued accreditation cycle;
- To be as cost efficient as possible.

As part of this process, WVU Parkersburg will have an assurance visit in 2014/2015 and will select a Quality Improvement activity that centers on the assessment of student learning.

### **State of the College Finances/Budget Picture**

Dr. Vincent Mensah, Chief Financial Officer provided a report to the Board on the State of the College Finances. He noted a positive assessment by the auditors and that the college is in a very strong financial position. See attached.

### **Continuing Renovations – Downtown Center**

Dave White, Director of Facilities and Grounds provided an update to the Board on the continuing renovations of the Downtown Center. He noted that the façade construction for the Downtown Center will begin on January 3 with March 31 as the completion date. The electrical upgrade/elevator installation should be complete by June 1, 2011.

### **Consent Agenda**

Mr. Burdette moved to approve the following Consent agenda item:

#### **Policy A-06, Naming Opportunities**

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves the adoption of Policy A-06, Naming Opportunities, as revised.

Ms. Mosser seconded the motion. Motion passed.

### **10. Board Comments/Announcements**

Mr. Burdette reported on his attendance at the ACCT meeting in Canada.

### **11. Next Meeting**

The next regular meeting of the WVU at Parkersburg Board of Governors is scheduled for Wednesday, February 9, 2011.

**12. Adjournment**

With no further business to be discussed, Mr. Burdette moved that the meeting be adjourned. Ms. Bullock 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