

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS

May 11, 2011

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, May 11, 2011 at the WVU Parkersburg campus beginning at 5:45 p.m. Board members present were: Joe Campbell, Matthew Santer, Violet Mosser, Cheryl Donohoe, Steve Chancey, Teresa Wamer, Jamie Six, Curtis Miller, Greg Smith, and Gerard El Chaar. Absent was: Cindy Bullock, Rock Wilson. Others present included Dr. Marie Foster Gnage and Patsy Bee.

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

1. Call to Order

Mr. Campbell, Chair of the WVU at Parkersburg Board of Governors, called the meeting to order. Chairman Campbell welcomed Legislators, Foundation Board Members, administrators, faculty, staff and members of the media.

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

No report.

4. Minutes

Minutes of the regular Board meeting scheduled on March 30, 2011 was approved upon a motion by Mr. Miller and second by Ms. Wamer.

5. President's Report

President Gnage introduced the College Chorale of West Virginia University at Parkersburg with conductor Professor H. G. Young, III. The group performed two songs from their upcoming Spring Concert.

President Gnage presented her report to the Board noting several activities on campus such as the employee and student awards days, and the upcoming recognition of the Honorary Class of 2011. In addition to the dinner in their honor scheduled for May 13, they will be invited to march in our convocation on September 17.

6. Committee Reports

- Executive Committee – Mr. Joe Campbell, Chair

Mr. Campbell reported that the Executive Committee met today at 3:00 p.m. in the President's Conference Room to review the agenda for today's meeting; receive updates on the construction projects and request from construction trades; and discussed a timeline for the President to develop goals for next year to be presented at the next Board meeting.

Audit Review Committee – Mr. Greg Smith, Chair

The Audit Committee did not meet.

- Administrative Services Committee—Mr. Curtis Miller

Mr. Miller reported that the Administrative Services Committee met today and received updates on the facilities and capital planning such as the Downtown Center, Applied Technology and Child Development Centers including bid updates; Energy Lab updates, and updates on the new Information Technology Center. They received an update from Business Services on the possible change in ERP from MAP/Oracle to Banner Finance/HR and Indirect cost agreement with the federal government. Human Resources provided an update on open positions; RFP for ERP system: (Payroll/Human Resources, Procurement, Financials, Treasury Management). Information Technology provided an update on R25 scheduling, I-dashboard, wiring project, JCC and Classroom AV.

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

Ms. Mosser reported in the absence of Ms. Bullock that the Academic and Student Services Committee met and received an update from the Academic Affairs area on faculty positions for fall 2011; grants and programs; summer instructional planning activities; and state rules and regulations. Workforce and Community Education provided an update on FastTrack; Community Education; professional development for WCE Staff; potential new software; business and industry training; and WorkKeys. Student Services provided an update on admissions series and policy; enrollment; engagement assessment; and athletics.

- Campus Development Committee – Mr. Curtis Miller, Chair

The Campus Development Committee did not meet.

7. Action Items

Agreement and Rules of Engagement between West Virginia University at Parkersburg and WVU at Parkersburg Foundation, Inc.

President Gnage provided a report on the Agreement and Rules of Engagement between WVU Parkersburg and the WVU at Parkersburg Foundation, Inc. After some discussion and questions, Mr. Miller moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the Agreement and Rules of Engagement between West Virginia University at Parkersburg and WVU at Parkersburg Foundation, Inc. for 2011-2012, as presented.

Mr. Smith seconded the motion. Motion passed.

Implementation of WVU at Parkersburg Chief Executive Special Pay Plan

Dr. Vincent Mensah, Chief Financial Officer, provided a report on the implementation of WVU Parkersburg Chief Executive Special Pay Plan. After some discussion and questions, Mr. Smith moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the implementation of a West Virginia University - Parkersburg Chief Executive Special Pay Plan under Section 403(b) of the Internal Revenue Code.

Mr. Chancey seconded the motion. Motion passed.

8. Information Items

Budget 2010-2011

Dr. Mensah provided a report on the state of the college's finances and the budget. (See attached document that was distributed.)

2011-12 Holiday Schedule

President Gnage reported that as authorized by Board of Governors Policy B-08, a holiday schedule for 2011-12 has been established and approved for West Virginia University at Parkersburg, a copy of which was included in the agenda. This holiday schedule has been aligned with the schedule of holidays observed by West Virginia University because of the payroll processing system of which WVU Parkersburg is a part. The schedule has been announced campus wide and is posted in the online "Answer Book" for ongoing accessibility.

Capital Campaign Feasibility Study

Ms. Susan (Kim) Jones, Executive Director of the WVU at Parkersburg Foundation, reported that after review of the presentations and proposals submitted by Hartsook Companies, Progressity, and Crandall, Croft & Associates, the WVU at Parkersburg Foundation Board recommends Crandall, Croft & Associates be the provider of these services. The Foundation will also commit to funding these services.

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

Chairman Campbell entertained a motion for the Board to go into Executive Session to discuss the President’s Evaluation, President’s Contract Renewal and some personnel issues.

Ms. Wamer moved to go into Executive Session at approximately 6:40 p.m. Mr. Miller seconded the motion. Motion passed.

At approximately 8:50 p.m. Mr. Miller moved to return from Executive Session. Mr. Six seconded the motion. Motion passed.

Approval of the Presidential Contract and Compensation.

Upon a motion by Mr. El Chaar and second by Ms. Donohoe, the Board approved entering into a contract with President Marie Foster Gnage based on the discussion in executive session, the details of which will be negotiated by Chairman Campbell and submitted to the WV Council for Community and Technical College Education for approval.

10. Consent Agenda

Mr. Santer moved to approve the following Consent agenda items:

Policy A-56, W. Va. Freedom of Information Act

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the adoption of Policy A-56, W. Va. Freedom of Information Act, as revised.

Proposed Policy on Appropriate Use of Computer Resources

Resolved, That the West Virginia University at Parkersburg Board of Governors authorizes a notice of proposed rulemaking for adoption of Policy E-57, Appropriate Use of Computer Resources, and hereby authorizes adoption of said policy without further action by the Board if no comments are received.

Mr. El Chaar seconded the motion. Motion passed.

11. Board Comments/Announcements

Chairman Campbell announced that the Board would need to hold another meeting before the end of the year to discuss some items that were not ready for the Board agenda this month. At this time, a conference call will be held on June 15. Additional information will be provided when details are finalized.

12. Adjournment

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

Respectfully submitted,

Patsy Bee
Executive Assistant to the President

Joe D. Campbell, Chairman

Jamie Six, Secretary