

**MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS**

September 14, 2011

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday, September 14, 2011 in the College Theatre at the WVU Parkersburg campus beginning at 5:45 p.m. Board members present were: Joe Campbell, Matthew Santer, Violet Mosser, Cheryl Donohoe, Jamie Six, Curtis Miller, Cindy Bullock, Steve Chancey, and Loren Bell. Absent were Rock Wilson, Greg Smith, and Gerard El Chaar. Others present included Dr. Marie Foster Gnage and Patsy Bee.

Guests present included administrators, faculty, staff, and members of the media, and Foundation Board Members.

1. Call to Order

Mr. Campbell, Chair of the WVU at Parkersburg Board of Governors, called the meeting to order, and introduced new Board Member Loren Bell, Student Representative.

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 reminded Board members of the Retreat on November 2, and noted that they will receive training hours for their attendance. Several items will be discussed including a report from the Faculty Salary Task Force that was appointed as a fact finding committee regarding faculty salaries.

4. Minutes

Minutes of the regular Board meeting scheduled on June 15, 2011 was approved upon a motion by Mr. Miller and second by Ms. Bullock.

5. President's Report

President Gnage provided a report to the Board including an update on events held during this week in celebration of Founders Week which is a week-long celebration of WVU Parkersburg's 50th Anniversary. President Gnage also introduced the new Human Resources Director, Ms. Cynthia Ashby, and announced the resignation of the Development Director and WVU at Parkersburg Foundation Executive Director Ms. Kim Jones. She provided a report on activities with the American Association of Community Colleges Board of Directors, and announced her appointment to the AACC 21st Century Commission on the Future of Community Colleges.

6. Committee Reports

Executive Committee. The Executive Committee did not meet.

Audit Review Committee. The Audit Review Committee did not meet.

Administrative Services Committee. Mr. Miller reported that the Administrative Services Committee received updates on the Downtown Center, the Applied Technology Center, the Child Development Center, the Energy Lab, Theatre renovation, and the Institutional Advancement block renovation. Business Services provided an update on the change in ERP from MAP/Oracle to Banner Finance/HR – Initial Assessment and Indirect Cost Agreement with the Federal Government. The new HR Director was introduced and an update was provided on new faculty positions for fall, salary increases, and the Classified Staff Salary Schedule.

Academic and Student Services Committee. Ms. Bullock reported that the Academic and Student Services Committee received reports from Academic Affairs on new faculty, grant updates, the Berlin Project, Technology and Academics, and Program Updates. Workforce and Community Education provided a report on Fast Track enrollment; Correctional Center Education, Community Education, Professional Development for WCE staff, WorkKeys and business and industry training. Student Services provided an enrollment update, Financial Aid and scholarship update, and an update on athletics.

Campus Development Committee. Mr. Miller reported that the Campus Development Committee reviewed the Executive Summary of the Capital Campaign Feasibility Study, received an update on all the construction projects, and were provided a list of all current projects.

7. Action Items

Approval for Certificate Program in General Studies

Dr. Rhonda Tracy, Sr. Vice President for Academic Affairs presented the Certificate in General Studies program to the Board for their approval. After some questions and discussion, Mr. Chancey moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the Certificate in General Studies Program.

Ms. Mosser seconded the motion. Motion passed.

Reduction Graduation Fee

Mr. Anthony Underwood, Vice President for Student Services presented a recommendation to the Board for approval of a Reduction in Graduation Fee. After some discussion, Mr. Chancey moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves a reduction in the fee for graduation applications as presented.

Mr. Miller seconded the motion. After additional discussion, the motion was amended by Mr. Chancey to approve the following resolution to include the statement “effective for December, 2011 graduation.”

Resolved, That the West Virginia University at Parkersburg Board of Governors approves a reduction in the fee for graduation applications as presented effective for December, 2011 graduation.

Mr. Miller seconded the amendment to the motion. Motion passed.

Proposed Tuition Rates for Affordable Tuition

Mr. Underwood presented a proposed tuition rates for affordable Tuition to the Board for their approval. Mr. Six moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the tuition rates for the Affordable Tuition Program as presented, effective for spring 2012.

Ms. Bullock seconded the motion. After some additional discussion the motion passed.

Proposed Revision of Salary Policy B-29

Chairman Campbell recognized Mr. Santer who made a motion to remove the Proposed Revision of Salary Policy B-29 from the Consent Agenda for discussion. Ms. Mosser seconded the motion. The motion was approved and the agenda item was open for discussion.

Resolved, That the West Virginia University at Parkersburg Board of Governors authorizes a notice of proposed rulemaking for revision of Salary Policy B-2 and hereby authorizes adoption of said policy revision without further action by the Board if no comments are received.

President Gnage provided a report on the proposed revision of Salary Policy B-29 clarifying that the revision to the policy was added so professors would be able to receive compensation where they were previously redlined.

Mr. Chancey moved to accept the Salary Policy B-29. Mr. Miller seconded the motion. After several questions and discussion, the motion and second were withdrawn and the agenda item was tabled until the next Board meeting.

8. Consent Agenda

Chairman Campbell entertained a motion to approve the Consent Agenda. Mr. Chancey moved to approve the following Consent Agenda items:

Institutional Undergraduate Tuition and Fee Waivers

Resolved, That the West Virginia University at Parkersburg Board of Governors enter this report of the Institutional Undergraduate Tuition and Fee Waivers for FY 2010-11 into its minutes.

Proposed Policy E-58, Affordable Tuition Program

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the adoption of Policy E-58, Affordable Tuition Program as presented.

Ms. Bell seconded the motion. Motion passed.

9. Information Items

Fiscal Update

Dr. Mensah provided an update on the state of the college's finances and the budget.

Construction Update

Mr. White provided an update on construction projects for the Downtown Center, Applied Technology Center, Child Development Center, and Energy Lab.

Capital Campaign Feasibility Study

Ms. Kim Jones, Executive Director to the WVU at Parkersburg Foundation reported that the WVU at Parkersburg Foundation contracted consulting firm Crandall Croft and Associates to conduct a Feasibility Study for a Capital Campaign during the month of August 2011. The report has been completed and reviewed by the Foundation Board. On behalf of the Foundation, Ms. Jones provided a copy of the report to the Board for their review. She asked that the Board review the report and respond to the comments and recommendations.

After some discussion, Mr. Miller moved that that the Board of Governors Executive Committee meet with the WVU at Parkersburg Foundation Board Executive Committee to review and comment on the recommendations. Motion passed.

Amendment to Memorandum of Understanding with St. Petersburg College, FL

Dr. Tracy provided a report noting that WVU at Parkersburg entered into a Memorandum of Understanding with St. Petersburg College of St. Petersburg, Florida, to provide an

opportunity for WVU at Parkersburg students to pursue the Veterinary Technology Program offered by St. Petersburg College in November, 2008. An amendment extending the Memorandum of Understanding is attached as well as a copy of the original Memorandum of Understanding that was presented to the Board at the November 12, 2008 meeting.

After some discussion, Ms. Donohoe moved to extend the agreement. Ms. Bullock seconded the motion. Motion passed.

10. 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 Legislative Audits.

Mr. Chancey moved to go into Executive Session at approximately 6:30 p.m. Mr. Santer seconded the motion. Motion passed.

At approximately 7:15 p.m. Mr. Chancey moved to return from Executive Session. Ms. Mosser seconded the motion. Motion passed.

11. Board Comments/Announcements

Chairman Campbell reminded Board members of the Founders Week events including a performance by the *Profs*, the 50th Anniversary Gala, and Convocation. He also announced the first Distinguished Performance Series this year would be held on October 18 at 7:00 p.m. featuring SFJAZZ.

12. Adjournment

With no further business to be discussed, Mr. Six moved that the meeting be adjourned. Ms. Bell seconded the motion. Motion passed. The next meeting will be held on Wednesday, November 2.

Respectfully submitted,

Patsy Bee
Executive Assistant to the President

Joe D. Campbell, Chairman

Jamie Six, Secretary