

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
April 10, 2019

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday April 10, 2019, in the Francis and Nina Phares Board Room at the WVU Parkersburg Campus, beginning at 3:15 p.m. Board members present were: Sam Winans, Donna Smith, Steve Hardman, Jeff Matheny, Joseph Oliverio, Jason Landers, John Denbigh, Chris Cunningham, and JB Skidmore. Others present included Dr. Chris Gilmer and Brady Whipkey.

Guests present included administrators, faculty and staff.

1. Call to Order

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

2. Roll Call

Roll Call was taken by Brady Whipkey, Chief of Staff to the President and Secretary to the Board of Governors, noting that a quorum was present.

3. Board Chair Report

Chairman Winans, began his report by appointing a Nominating Committee for the 2019-2020 Slate of Officers. Committee members will consist of John Denbigh as Chair, John Hushion, and Chris Cunningham. Members will present the Slate of Officers for vote at the May 8, 2019 Board of Governors meeting. Chairman Winans also reported that the campus looks amazing and thanked all those involved for their hard work.

4. President's Report

Dr. Gilmer began his report by informing members of meaningful happenings since the last meeting. Dr. Gilmer and Brady Whipkey made and served banana pudding for 250 people as part of the United Way Men Cook Challenge, winning first place in the "Sweet" category. Former Interim President Jane Milley and her wife Charleen visited campus. Washington State Community College President Vicky Wood and Dr. Gilmer set reciprocal campus visits for later this spring. David Creel was named to the Board of Directors for the Actors Guild of Parkersburg, Brady Whipkey was named to the Board of Directors of the Boys and Girls Club. Dr. Gilmer taught Professor Joyce Stovers English class at the Jackson County Campus. Dr. Gilmer has the great honor of being selected along with Kiki Angelos to serve as grand marshals of the 10th Annual Easter Parade. Dr. Gilmer and Senta Goudy met in Charleston with the state director of the Appalachian Regional Commission, Jim Bush, and gained his support for our ARC Power Grant application. Dr. Gilmer, Senta Goudy and Brady Whipkey visited in Pittsburgh with Dr. Jim Denova, Vice President of the Benedum Foundation, who is very encouraging about the likelihood of additional funding for early college and local leadership in the arts. The college hosted a dinner for administrators and teachers from Pleasants and Tyler Counties as part of our continuing and intensive outreach to the school districts in our service area. Dr. Gilmer also participated in the strategic planning forum of the Wood County Development Authority, as well as regular Board of Directors meetings of

ArtsBridge and the Mid-Ohio Valley Regional Council.

Next, Dr. Gilmer discussed events held on campus since the last meeting. An arts development luncheon with 15 local leaders in the arts was held to discuss ways in which we can be a positive force in fostering collaboration among the organizations. The college also hosted an advisory council meeting for our surgical technology program/ hundreds of students and supporters for the Very Spectacular Arts; the Mid-Ohio Valley Consortium; and The Climb women's history month series. The college also continues to host visits from students of all ages from our service area. The Social Justice Committee, sponsored forums on religious freedom and autism awareness. The English department sponsored a poetry reading for National Poetry Month as well as a publication, The Poorhouse Rag. Dr. Gilmer then reported we honored Dr. Cindy Gissy and her staff, as the President's Point of Pride for the month of March, with a luncheon at Oakland Mansion. Dr. Gilmer also announced the Division of Education under the leadership of Dr. David Lancaster, as the President's Point of Pride for the month of April.

Dr. Gilmer then reported our finances are in excellent condition. We will be presenting today the 2019-2020 balanced budget for consideration, including implementation of the Governors recommendation for raises. Our state legislative allocation is almost \$1 million greater than in past fiscal year. We are one of only three community colleges in the state receiving a one-time supplementary funding, in our case \$500,000.

Dr. Gilmer reported that later this month construction on a new parking lot at our ATC building and reconnecting the two parking traffic thoroughfare areas on the front of the Parkersburg campus will begin. This summer the courtyard will be totally renovated, a new roof on the activities wing, upgrades to the elevator and sprinkler system. Significant cosmetic upgrades are occurring in the main building on the Parkersburg campus. Upgrades will continue throughout the summer, including new lights for the main entrance in Parkersburg, spreading into other buildings and onto the Jackson County Campus.

Dr. Gilmer also reported to the Board we have a standard mid-cycle due to the Higher Learning Commission (HLC) spring 2020 and our next scheduled HLC visit is 2024. During the most recent two visits, two areas of possible enhancement have been noted-shared governance and assessment of student learning. The college has retained contractual services of Dr. David Mathieu to help us build and implement a systemic plan toward ensuring an excellent HLC visit.

Next, Dr. Gilmer discussed the upcoming May Commencement Ceremony. Chad Shealy, Superintendent of the Vicksburg/Warren Public Schools in Mississippi, one of America's most transformative public educators, along with Sharon O'Neill, 83-year-old member of the graduating class of 2019, will serve as commencement speakers. Commencement will be at 10:30 a.m. on Saturday May 11, in the campus activities center. In conjunction with commencement, a small subgroup of National Institutes for Historically-Underserved Students members will be on campus to help draft a self-assessment instrument that colleges can use to assess their own degree of readiness to serve students. WVU Parkersburg and four other institutions will then pilot this instrument fall 2019 and spring 2020, making necessary revisions after the pilot. We will share this important new tool with colleges nationally as the first significant academic product of the National Institutes. We are beginning the planning process for the third major national convening to be held in

Parkersburg in November 2019.

Dr. Gilmer then informed the members that he is invited to take part in the commencement ceremony at Sinte Gleska University, one of the nation's most esteemed Native American-serving universities, in South Dakota in August 2019, and is attempting to bring Sinte Gleska fully into the work of the National Institutes. Dr. Gilmer also reported he has been selected as the Scholar-in-Residence for the Tennessee Williams Tribute in Columbus, MS, birthplace of the Pulitzer Prize winning author, September 2019. While in Columbus, he will also meet with newly inaugurated President of Mississippi University for Women, Nora Roberts, MUW is the oldest public college for women in America, and also hopes to bring them fully into the work of the National Institutes.

Lastly, Dr. Gilmer reported on upcoming events. Our Honors Ceremony is scheduled for Friday, May 3, at 5:30 p.m. in the activities center. The Board is cordially invited. United Bank sponsors the event. Our Business Partner of the Year, Camden Clark Medical Center, will be recognized, as well as a number of outstanding students, faculty and staff. On Saturday, May 4, under the leadership of VP Gaskin, the WVU Parkersburg Foundation will host a Kentucky Derby party at Oakland. In conjunction with the Chamber of Commerce of the Mid-Ohio Valley and the Belpre Chamber of Commerce, we will host a Chamber Business After Hours and a joint community open house from 4:30 p.m. until 7 p.m. on Tuesday, April 16, throughout the first floor of the main building.

5. Approval of Minutes

The minutes of the Regular Board meeting of March 13, 2019, were approved upon a motion by Mr. Denbigh, seconded by Ms. Smith.

6. Committee Reports

- Executive Committee

Chairman Winans reported that the Executive Committee met to discuss finance update, financial aid audit, HLC, foundation, administrative reorganization, enrollment, salary equity review, physical plant upgrades, legislative update, tuition and fees discussion, and then an open discussion.

- Administrative Services Committee:

Mr. Hardman reported that the Administrative Services Committee met and discussed renovations to facilities and campus. A report was received on Information Technology updates. A report was received on Institutional Advancement and Foundation updates. A report was received on marketing and communication efforts and website updates. A report was received on contracts, bids and financial budget updates.

- Academic and Student Services Committee:

Ms. Smith reported that the Academic and Student Services committee met. A report was received on summer and fall semester registration, summer schedules and streamlining of new student process. A report was received on WED short term programs, community education programs, business & industry updates, and miscellaneous activity. A report was received on Professional Advising Center, Tutoring and Testing Center, and Career Services.

7. Executive Session

Chairman Winans asked for a motion to move into Executive Session, with no motion being made the Board moved on to the next agenda item.

8. Action Items

- Approval of Mercer Pay Scale Increases

Alice Harris, Executive Vice President of Finance and Administration presented to the Board the proposed resolution to approve salary increases sufficient to bring employees up to the minimum of the new Mercer Pay Scale as approved by the State of West Virginia for qualified employees effective July 1, 2019. VP Harris provided detailed information on how this effects the proposed budget.

After review and discussion, Mr. Landers moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves pay increases for all staff whose salaries are currently below the minimum of the new State of West Virginia approved Mercer pay scale.

Mr. Cunningham seconded the motion. Motion Passed.

- Approval of Governor Justice's 5% Pay Increase

Alice Harris, Executive Vice President of Finance and Administration presented to the Board the proposed resolution to approve Governor Justice's 5% pay increase effective for the pay period including October 1, 2019, except for faculty that will become effective the date of the FY 2020 contract execution. VP Harris provided detailed information on how this effect the proposed budget.

After review and discussion, Mr. Denbigh moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves a pay increase equal to the lesser of 5% or \$2,370 for employees

Mr. Cunningham seconded the motion. Motion passed.

- Approval of 2019-2020 Budget

Alice Harris, Executive Vice President of Finance and Administration presented to the Board the proposed resolution to approve 2019-2020 budget. VP Harris provided the members with a copy of the budget to review prior to the meeting and presented a detailed overview.

After review and discussion, Ms. Smith moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves a final budget for West Virginia University at Parkersburg for 2019-2020

Mr. Matheny seconded the motion. Motion passed.

- Approval of Honorary Degree

President Gilmer, presented to the Board the proposed resolution to approve the granting of honorary degree during the Spring 2019 Commencement Ceremony. President Gilmer provided members with a bio the nominated individual.

After review and discussion, Ms. Smith moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the granting of Honorary Degree from West Virginia University at Parkersburg

Mr. Denbigh seconded the motion. Motion passed.

9. Information Items

- Fiscal Update

Ms. Harris provided a detailed report on the budget summary for March 31, 2019. With review and discussion, Ms. Harris answered questions from the members.

10. Board Comments/Announcements

None

11. Next Meeting

May 8, 2019, Francis & Nina Phares Board Room

12. Adjournment

With no further business to be discussed, Chairman Winans adjourned the meeting. The next meeting will be held May 8, 2019, in the Francis & Nina Phares Board Room.

Respectfully submitted,

Brady Whipkey
Chief of Staff to the President
Secretary to the Board of Governors

Sam Winans, Chairman

Steve Hardman, Secretary