

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
December 21, 2022

A special meeting of the West Virginia University at Parkersburg Board of Governors was held on Wednesday December 21, 2022, in the Francis & Nina Phares Board Room of WVU Parkersburg and via Zoom Video Conferencing, beginning at 11:00 a.m. Board members present were: Steve Hardman, Joe Oliverio, Donna Smith, Jason Landers, Stephanie McCoy, Ami Shaver, Blaine Hess, Rose Beebe, and Lauren Hissem. Others present included Dr. Torie Jackson and Brady Whipkey.

Guests present included administrators, faculty and staff.

1. Call to Order

Mr. Hardman, 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. Possible Executive Session under the authority of WV Code §6-9A-4-2A, to discuss approval of the Executive Search Firm.

Chairman Hardman asked for a motion to move into Executive Session, under authority of WV Code §6-9A-4-2A, to discuss approval of the Executive Search Firm. Hearing no motion, Chairman Hardman continued with the meeting in open session.

4. Action Items

Prior to action items being presented, Dr. Jackson recused herself from the meeting.

- Approval of Executive Search Firm to Assist with the Recruitment of the Next WVUP President

Alice Harris, EVP, presented to the Board the resolution for approval of executive search firm to assist with the recruitment of the next West Virginia University at Parkersburg President.

EVP Harris, reported at the instruction of the West Virginia University at Parkersburg Board of Governors, the college issued a request for proposal to identify and hire an executive search firm to assist the Board with the selection process.

WVUP's Chief Purchasing Officer, Jeannine Ratliffe received two timely presented, written proposals in response to the request for proposal. On December 13, 2022, Ms. Ratliffe provided copies of the technical portion of the proposals to members of the executive search firm selection committee. The

selection committee consisting of Steve Hardman, Joe Oliverio, and Jeannine Ratliffe met on Tuesday, December 13, 2022, to discuss the technical and pricing aspects of each proposal. The committee also contacted a sample of the references provided by each of the firms. The committee carefully evaluated and assigned points on the technical aspects of each proposal. When the technical evaluation was completed, the pricing portion of the proposals was opened and the point values relating to the overall cost were assigned to the scoring sheet.

After tabulating the combined points of the technical and pricing portions of all proposals received, the firm **Academic Search** is the committee's choice to assist the college with its executive search.

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 firm **Academic Search** to assist with the search for the next West Virginia University at Parkersburg President.

Mr. Hess seconded the motion. Motion passed.

5. Board Comments/Announcement

6. Next Meeting

Next meeting will be held January 17, 2023.

7. Adjournment

With no further business to be discussed, Chairman Hardman, adjourned the regular meeting of the Board of Governors.

Respectfully submitted,

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

Steve Hardman, Chair

JP Hushion, Secretary