

MINUTES  
WEST VIRGINIA UNIVERSITY AT PARKERSBURG  
BOARD OF GOVERNORS  
August 15, 2023

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Tuesday, August 15, 2023, in the Francis & Nina Phares Board Room of WVU Parkersburg and via Zoom Video Conferencing, beginning at 3:15 p.m. Board members present were: Joe Oliverio, Blaine Hess, Savannah Morgan, Steve Hardman, Donna Smith, JP Hushion, Jason Landers, Stephanie McCoy, Ami Shaver, Andrew Walker, Cody Irick and Michael Meyer. Others present included Dr. Torie Jackson and Lauriel Rader.

Guests present included administrators, faculty and staff.

**1. Call to Order**

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

**2. Roll Call**

Roll Call was taken by Lauriel Rader, Secretary to the Board of Governors, noting that a quorum was present.

**3. President's Report**

President Jackson delivered the following report:

The theme for the Mid Ohio Valley is that it is a great place to live, work and play. Since we live and work here, how does that correlate for us as a business?

At WVU Parkersburg, we intentionally focus on service to our institution, service to our community, and service to our students. It's the opinion of this college's executive leadership team that we truly excel in our mission objectives.

We are an institution that provides accessible, life-changing educational opportunities in a safe and supportive environment.

It reminds me of the oft quoted phrase on the Statue of Liberty. "Give me your tired, your poor, your huddled masses yearning to breathe free."

It's not really a stretch. We ask our community to send us those who need a change or are ready to begin a new path. It can be high school to college. It can be those who have already been in the workforce that are looking for another opportunity. They can be emotionally or physically tired. They all join us for a hope to enhance their financial stability. Renewal of purpose, financial enhancements - it helps all breathe easier.

So this task we have before us is one of purpose. I've heard it so much in the last few weeks as we have met with students, parents, and the community. Our employees have been reminded that what they do changes lives. Our board chair explained to them yesterday that they were - in a sense - like travel agents helping book an experience.

The experience of college for students is vital - and it comes in many forms. As of today, we are an institution that is 64% traditional age (meaning 23 and under) and 36% nontraditional (meaning 24 and above).

As of today, also, we are 2,362 students strong - already an FTE increase of 120 students and a headcount increase of 88. However, I say that to tell you that our goal to be up by 150 students is still on track as we expect that many additional students just in dual credit enrollments that aren't in the system until later this week or next. We truly will be up more than 200 students this fall. For that, we give thanks.

A brief look at news articles about higher education in West Virginia and beyond shows a different story. We are cautioned about an enrollment cliff. We are saddened to see another one of our fellow colleges no longer have the financial capacity to operate. I tell you this, governors, to remind you of what makes WVUP special. We are unique and uniquely positioned to help varied groups of students.

Our enrollment is up because of partnerships with companies like WVU Medicine Camden Clark, Chemours, Constellium and so many more. Our local companies find value in the education we provide their current employees and their future employees - they continue with the local theme of the MOV being a great place to work and live.

Yesterday was a great day to see it in action. It was the opening of the fall semester with all faculty back on campus. It was time to share our State of the College address. And to further illustrate our current partnerships, yesterday was also a signing ceremony for 27 of our nursing students to receive stipends from CCMH while being our students. What makes this so special is that local companies are helping students in the path to education. And the students are appreciative.

One of the nursing students who signed, Carsen Hesson says this will go a long way in getting her through nursing school and to follow in her mom's footsteps.

"She's the best nurse I know," Hesson said. "I look up to her and I really admire what she does. And I've seen a lot of people she's touched, and it makes me want to do the same thing."

"They may be one flat tire away from dropping out of nursing school," WVU Medicine at Camden Clark Medical Center chief nursing officer, Carol Grove said. "And with our support and WVU-P's support to make sure that they are successful, I believe that this will make a big difference for them."

WVUP does support students. Send us your students yearning for something more. Trust us to educate them, keep them safe, and support them. That, governors, is our mission and our privilege. And it is another reason why I am WVU Parkersburg Proud.

#### **4. Approval of Minutes**

Chairman Oliverio stated the minutes from the Regular Board meeting of June 21, 2023 are submitted for review. With no corrections to be made, minutes are approved as submitted.

#### **5. Committee Reports**

- Executive Committee

Chairman Oliverio announced that he represented the Board at the State of the College address. He shared a special congratulations to this Board, the previous Boards, to Alice Harris and her team, for the sound financial footing the college is on. The Employee Recognition program is back, to honor employees for their years of service to the institution. HLC is coming to campus on March 4-5, 2024. Please keep your calendars open for these dates. Many people are working on the reaffirmation. Thank you to everyone who is involved in this process. The Executive Committee talked about the enrollment update and discussed the formats of the 2pm Committee meetings. Moving forward, we will have a hybrid format of special presentations and updates, as deemed appropriate by the President. Meeting invites have been sent to the entire Board, except for the lunch meetings. These invites will be sent out later this week. Next year, we will send block calendar invites for the entire day, instead of getting multiple calendar invitations.

- Academic and Student Services Committee

Mr. Hess reported the Academic and Student Services Committee met and had a thorough update on the Cosmetology Program, from Dean Wilson. The Cosmetology program will start on August 28<sup>th</sup>. This is one week later than the rest of the college, due to an extensive building renovation and setting up the equipment needed for this program. This was made possible by a Perkins Grant and Tech Program Grant. Lisa Carter, Program Director, has 15 years of experience running a similar Cosmetology Program at New River Community College. The committee met two of the Cosmetology instructors, Jessica Freeman who has 22 years of experience and John Stanley, who has been practicing for 36 years. John is ranked 4<sup>th</sup> in the world in an international competition, in Paris. On August 11<sup>th</sup>, the program passed their State Inspection. There are 36 students enrolled in the program this semester. There will be an Open House and Ribbon Cutting in late September or early October.

- Administrative Services Committee

Ms. Morgan reported the Administrative Services Committee met with Dr. Jackson to hear an update about the Jackson County Center and the upcoming renovations. Dr. Jackson gave a recap from the Board Members' tour in April.

Jeannine, Cody, Bob and team sold a surplus of furniture and reallocated furniture in the upper atrium for a lounge area for students. Office space has been revamped and new furniture is on the way. Flooring and painting have been refreshed as well. New sign options were presented. The lower atrium area will be used in the future for a small ATC, this will require equipment. Some will come from the main campus and some will require grant funding. Mason Bishop and team have been hired as grant writers for the ATC and equipment for a specialized science grant. The Committee members learned some facility updates. The IT Department shared that 50 computers have been repurposed into the classroom from the computer labs. Valcom PA system has been updated in nearly every area of the campus. Network equipment has been updated across campus. Nicole Shutts shared the recruitment plans in the Fall 2023, include 6 straight weeks of fairs at the high schools and tailgating events at all the rival football games. HR shared there are 8 positions open and in the hiring process.

## 6. Information Items

- Fiscal Update  
Alice Harris, Executive Vice President of Finance & Administration, provided a detailed report on the budget summary as of month ending July 31, 2023. There were no questions from the members.

## 7. Action Items

- Approval of Williamstown High School Dual Credit Pathway  
Dr. David Lancaster, Vice President for Academic Affairs, presented to the Board the resolution for approval of the Williamstown High School Dual Credit Pathway. Dr. Lancaster reported that in support of West Virginia Policy Commission Series 19 regarding the Dual Enrollment Pilot Program, West Virginia University at Parkersburg will offer courses at Williamstown High School leading to a certificate or degree beginning Fall 2023. These courses shall be lower division undergraduate courses jointly agreed upon by Williamstown High School and WVUP, and such courses shall be transferable between the State's institutions of higher education. These courses are not part of the State's EDGE program, the College Board's Advanced Placement Courses, the College Board's College Level Examination Program; and Articulated credit.

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

*Resolved*, That the West Virginia University at Parkersburg Board of Governors approves offer of dual credit courses as part of career pathways at Williamstown High School

Ms. Smith seconded the motion. Motion passed.

- Approval of updated Board of Governors Policies to reflect a review of the Salary Policy - Updated Answer Book #VI-11B Tuition and Fees  
Dr. Torie Jackson, President, presented to the Board the resolution for approval of the updated Board of Governors Policies to reflect a review of the Salary Policy. Dr. Jackson reported the current Board of Governors policy B-29, Salary Policy, is designed to allow the college to make incremental increases to employees in the form of raises. This policy is to be considered on a regular basis by the BOG to examine entry level salaries based on academic degree and faculty rank (benchmarked with peer institutions and market), as defined and approved by the Board of Governors.

While the institution is putting BOG Policy B-29 out for comment, a proposed change to salary procedures is also ongoing for Answer Book #IV-15, Faculty Salaries and Performance-Based Increases. That policy will be brought before the BOG in the September 2023 meeting, at the same time comments will be shared from the accompanying B-29, Salary Policy.

A notice of proposed rulemaking will be issued proposing the revision of these policies in regards to salary policies. If no substantial comments are received during the 30-day comment period, these policy proposals will be considered approved following the comment period without further action by the Board of Governors. Upon approval by the Board of Governors, these policy proposals will be submitted to the Chancellor of the WV Council for Community & Technical College System for final approval.

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

*Resolved*, that the West Virginia University at Parkersburg Board of Governors approves an update to the Board of Governors policy B-29 “Salary Policy” to be reflective of updates occurring in the campus procedures guidelines known as the “Answer Book.”

Ms. Smith seconded the motion. Motion passed.

- Approval of updated Board of Governors Polices to reflect Affirmative Action compliance  
Dr. Torie Jackson, President, presented to the Board the resolution for approval of the updated Board of Governors Policies to reflect Affirmative Action compliance. Dr. Jackson reported the substantive revisions proposed in the attached copy of five Board of Governors policies are designed to allow the college to be in compliance with Affirmative Action requirements:

Policy A-43, Disability Accommodations, is updated to include a nondiscrimination notice, as well as references to Section 508 of the Federal

Rehabilitation Act of 1973, as amended; Americans with Disability Act; Americans with Disabilities Amendments Act of 2008.

Policy A-63, Rights of Pregnant and Nursing Mothers, is updated to include a nondiscrimination notice.

Policy D-46, Code of Student Conduct, is updated to include a nondiscrimination notice, as well as references to Section 504/Title II of the Federal Rehabilitation Act of 1973, as amended; Americans with Disability Act; Americans with Disabilities Amendments Act of 2008. The policy updates also include updated responsibility since the college no longer has a Vice President of Student Services; those responsibilities will fall under the Vice President of Academic Affairs.

Policy D-47, Student Academic Rights and Responsibilities, is updated to include a nondiscrimination notice; and updated titles. Policy D-47 will replace West Virginia University Policy 15, Student Academic Rights, WVU and Regional Campuses. Policy D-47 was transferred from the WVU Board of Governors on July 1, 2008.

Policy A-44, Policy and Procedures Regarding Harassment and Discrimination, is updated to include a nondiscrimination notice; updating Title IX/Title VI/Section 504 coordinator information. Policy A-44, Policy and Procedures Regarding Harassment and Discrimination, Appendix 2, is updated to include a nondiscrimination notice; updating Title IX/Title VI/Section 504 coordinator information.

A notice of proposed rulemaking will be issued proposing the revision of these policies in regards to Affirmative Action policies. If no substantial comments are received during the 30-day comment period, these policy proposals will be considered approved following the comment period without further action by the Board of Governors. Upon approval by the Board of Governors, these policy proposals will be submitted to the Chancellor of the WV Council for Community & Technical College System for final approval.

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

*Resolved*, that the West Virginia University at Parkersburg Board of Governors authorizes a notice of proposed rulemaking for revision of five Board of Governor policies in regards to Affirmative Action changes, and hereby authorizes revision of said policy without further action by the Board if no comments are received.

Ms. McCoy seconded the motion. Motion passed.

**8. Executive Session under the authority of WV Code §6-9A-4(b)(9), to discuss consideration of real estate and legal matters**

Chairman Oliverio asked for a motion to move into Executive Session, under authority of WV Code §6-9A-4(b)(9), to discuss consideration of real estate and legal matters. Ms. Morgan moved to adjourn to Executive Session. Mr. Hess seconded the motion. The motion passed and the Board moved into Executive Session at approximately 3:52 p.m.

Chairman Oliverio announced the Board would return to the regular meeting at 4:05 p.m. Ms. Smith moved to return to regular session. Mr. Hardman seconded the motion. Motion passed.

**9. Board Comments/Announcement**

Chairman Oliverio open the floor for announcements. Dr. Jackson announced there will be a Farmers Market today from 3pm-5pm at the Riverhawk Farm. Ms. Smith announced there will be Board of Governors training session in Charleston at the Embassy Suites on October 11-12, 2023.

**10. Next Meeting**

Next meeting will be held September 19, 2023.

**11. Adjournment**

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

Respectfully submitted,

Lauriel Rader  
Secretary to the Board of Governors

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Joe Oliverio, Chair

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Savannah Morgan, Secretary