

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
October 17, 2023

A regular meeting of the West Virginia University at Parkersburg Board of Governors was held on Tuesday, October 17, 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: 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. Hess, Vice Chairman 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:

(Moment of silence for the passing of math faculty Drew Carpenter on Sept. 22)

I had a moment on the stage on Friday night and Sunday afternoon at the Actors Guild for the Hee-Haw performance. I appeared in the corn field.

Writing the script on their own, the actor decided to say this about our college:

"The best and the brightest seek good education
But boy it's expensive, they pay and they pay
But "woo-vup" can cheaply teach you a vocation
Now Torie Jackson is leading the way"

The response from me: turning around and singing, "Where, Oh Where, Are You Tonight?"

It's being part of the community and I'm honored to take on such interesting roles. I was joined by Kiki Angelos, Keith McClung, Pam Creel and Jon Leavitt. Apparently, it's a good idea to see Keith if you've made your spouse mad, Pam when you need wine to make a situation better, and Jon when things have gone really bad.

In a much different presentation, All Within My Hands Foundation for Metallica Scholars Initiative listed the following announcement yesterday: "Four of your

distinguished colleagues will share their knowledge and experience to provide you and your college's Metallica Scholars team with inspiration and possible ideas for how you all might leverage the Metallica brand in the future to attract much-needed resources into your Metallica Scholars-related program(s) and your college in general."

I get to be the first to speak in that line up to share how we are continuing the growth of the CIT/CS programs that began to be highlighted for expansion with Metallica Scholars. This discussion will focus on the future WVUP Technology Center and the \$10 million gift that allows for the college's Foundation to purchase and renovate that property. The Foundation hopes to close at the end of the month on that property purchase, as the appeal process ends. The bankruptcy appeal time is completed, but the receivership appeal time was 30 days from the Oct. 22 hearing.

Leveraging support is the idea behind the Metallica Scholars sustainability plan. It's also part of what we do at WVU Parkersburg for program expansions.

Yesterday, I had the opportunity to meet during Legislative interims with Speaker of the House Roger Hanshaw and House Finance Chairman Vernon Criss. I wanted to share with them my concerns about pushes for associate of arts or sciences degrees in high school. These degrees require students to obtain 60 hours of general education courses, 30 more hours than is necessary for most baccalaureate degrees. Both delegates understood the message presented about cautioning students to only take courses needed for degrees and not taking so many courses that they lose financial support from both federal and state aid.

What the delegates would like to see is continued efforts to work with union leaders on providing the necessary 5 classes of general education for their apprentices to receive a two year technical degree upon completion of the apprenticeship programs. WVU Parkersburg is willing to consider many different ways to meet these needs and will continue to work with union leaders to provide opportunities in non-traditional means - just like we are doing with plant workers at Chemours. We received three letters of support this week from union leaders for our next application for another Strengthening Community Colleges grant. The last one focused on nursing expansion. This one will focus on advanced manufacturing technology program expansion. We also completed a National Science Foundation grant application for advanced manufacturing as well. Many thanks to Dean Michele Wilson and EVP Alice Harris for their assistance with that application.

In talking with legislators, we also had an opportunity to discuss the underfunding of the dual credit initiative. WVU Parkersburg was offered 475 registrations - that was one class for 475 of our students. We have more than 800 students in our dual credit program. Due to other colleges not participating in this pilot program, we were able to get an extra 300 registrations - upping it to 775. Again, this is only one class for each student. Often, our students take 2-3 classes. So, while it is a benefit, it is not free dual credit.

Yesterday, we celebrated the beginning of Nest Fest week with a pink day to honor one of our own - April Briggs - who is courageously fighting breast cancer. We know she is not alone in this fight and that cancer impacts all of our campus community.

Today, the homecoming-style event features Halloween costume bests. We also have a community Trunk or Treat from 6-8 p.m. tonight in the lower parking lot.

Wednesday will feature cowboys and hippies. Thursday is twin day and Friday will be a blue and gold school spirit day.

Tomorrow, after the Mid-Ohio Valley Consortium - which is a group of local school leaders, community leaders and your WVUP team - meeting, I will travel to the Community Colleges of Appalachia fall conference held in Keyser at Potomac State College. I will be traveling to the National Alliance of Concurrent Enrollment Partnerships conference on Saturday for a few days. Next week, I will finish a bit of travel with a trip to Nashville for the National Association for Community College Entrepreneurship conference. We have already received \$5,000 for our pitch entrepreneurship idea for NAACE and hope to present in a later round for an opportunity to receive more funding from them - as well as connecting with additional funding sources.

In regards to funding, the West Virginia Community and Technical College System board approved our application for a Technical Program Development grant last week for Radiology Technology. We will work to hire a coordinator and begin the steps to create this new program - one requested by both WVU Medicine Camden Clark and Memorial Health Systems to meet local job needs.

I also had the opportunity to discuss a potential partnership with the deans of the WVU Statler College of Engineering leadership about an opportunity to build a 2+2 program with them if we are able to start a mechanical engineering program. That will likely be our next TPD request to the state, and a good fit with the WVUP Technology Center as part of our strategic growth.

Thank you to all of you who were able to join us for the inauguration ceremony on Oct. 6th. Part of that message I shared that night, I will reiterate to you today.

“I’ve been listening to this college for years. I know it’s unique value and I understand what it was, what it is, and what it can become.”

“What we have before us today is opportunity. That’s a vast word - some might even say vague. Let it be just that. Let’s not limit what we can become by what the odds say we should be.”

“So, yes, the vision for WVUP focuses on education. This vision is strongly rooted in our community college opportunities- to be nimble and flexible as we adapt to

workforce needs- and to realize the gift we have of being a hybrid institution that offers baccalaureate degrees.”

“And my commitment to this community is that we will also be an economic development driver. We won’t continue to do things the same way we have always done them. And we will know when we need to do things differently because we will listen - to the college, to the community, to each other.”

This means we will continue to appear on a stage of HeeHaw when asked. We will share our story on any national stage that requests. We will dress up and have fun. We will seek funding sources in a variety of places. And, we will always have discussions with legislators on how we can work together to provide more opportunities for our students and our local employers. These, governors, are more reasons why I am WVU Parkersburg proud.

4. Approval of Minutes

Vice Chairman Hess stated the minutes from the Regular Board meeting of September 19 2023 are submitted for review. With no corrections to be made, minutes are approved as submitted.

5. Committee Reports

- Executive Committee

Ms. Smith reported that the Executive Committee met to discuss updates on the newly formatted enrollment report, which shows enrollment numbers by program. HEPC is conducting Civil Rights Audits to review employment opportunity guidelines, policies and they are requesting Spanish language versions of the application and additional documents. We also discussed the upcoming renovations of the Jackson County Center. Once we have the Applied Manufacturing Technology Center, we will be better able to serve companies in the area and the Jackson County school system.

- Academic and Student Services Committee

Vice Chairman Hess reported the Academic and Student Services Committee received an update on the HLC draft completion process, Criterion 3 and Criterion 4. The HLC visit will be on March 4-5, 2024. Dr. Jenny Waters shared the HLC timeline which included: creating sub-committees to work on each of the 5 Criteria, offering public forums, peer reviewers will analyze the information, the Administration and Board of Governors will have an opportunity to review the documents and provide feedback. In December 2023 the report and supporting documents will be uploaded to the HLC website. In January 2024, an HLC liaison will visit campus to share information and provide mock-interviews.

Dr. Jared Gump shared information on Criterion 3 - Teaching and Learning: Quality, Resources & Support. The four sections in Criterion 3 are:

- Rigor of academic offerings appropriate to higher education

- Programs engage students in collecting, analyzing & communicating information; in mastering modes of intellectual inquiry or creative work; & in developing skills adaptable to changing environments.
- Has the faculty/staff needed for effective, high-quality programs & student services
- Institution provides support for student learning & resources for effective teaching

Katie Life shared information on Criterion 4 - Teaching and Learning: Evaluation and Improvement. The three sections in Criterion 4 are:

- Quality Educational Offerings
- On Going Assessment
- Pursuit of Educational Improvements

- Administrative Services Committee

Ms. Morgan reported the Administrative Services Committee received an update on the HLC draft completion process, Criterion 1, Criterion 2 and Criterion 5. (The HLC timeline information is listed above in the Academic & Student Services Committee report.)

Dr. Torie Jackson and Mr. Andrew Walker shared information on Criterion 1 - Mission. The mission statement of WVU Parkersburg is - WVUP provides accessible, life-changing, educational opportunities in a safe and supportive environment. The three sections in Criterion 1 are:

- Mission is Publicly Articulated and Operationalized
- Mission Demonstrates Commitment to Public Good
- Opportunities for Civic Engagement in Diverse Society

Dr. David Lancaster and Mr. Andrew Walker shared information on Criterion 2 - Integrity: Ethical and Responsible Conduct. The five sections in Criterion 2 are:

- Policies & Processes to ensure fair & ethical behavior
- Presents itself clearly & completely to students & public
- Board is autonomous
- Committed to academic freedom and freedom of expression
- Policies & procedures calls for responsible acquisition, discovery & application of knowledge

EVP Alice Harris shared information on Criterion 5 - Institutional Effectiveness, Resources and Planning. The three sections in Criterion 5 are:

- Effective Leadership
- Resource Base Supports Educational Offerings & Future Plans
- Systematic, Integrated Planning & Improvement

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 September 30, 2023. There were no questions from the members.

- Policy Update

Dr. Torie Jackson, President, shared an update on the Board of Governors policy C-40, Transferability of Credits and Grades. Dr. Jackson reported that no substantial comments have been received. Policy will be considered approved at end of 30-day comment period.

This policy is designed to be a guide on the acceptance and transfer of credits from our institution. This policy needed to be refreshed to be in alignment with federal practices for anticipated articulations with the Department of Defense for veteran students.

A notice of proposed rulemaking was issued proposing the revision of these policies in regards to transferability of credits and grades policy. 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.

7. Action Items

- Approval of an online option for the BAT

Dr. David Lancaster, Vice President for Academic Affairs, presented to the Board the resolution for approval of an online option for the BAT. Dr. Lancaster reported that WVUP currently has two options for our Bachelor of Applied Technology (BAT) degree: Software Engineering and Cybersecurity & Network Administration. We have previously had two articulation agreements with Pierpont Community and Technical College and Blueridge Community and Technical College. Students from those institutions completed their first two years of the BAT program at their home institution and took the last two years as WVUP students. Faculty in those programs were able to develop options for these students to attend all of their classes remotely. We have recently signed an articulation agreement with Aiken Technical College in South Carolina. We anticipate creating more agreements as the opportunity permits. Currently there is no online designation for the BAT majors. Having online options would allow students in these programs to register for classes that are typically restricted to online-only programs and would give them the in-state tuition rate available to all online programs at WVUP.

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

Resolved, That the West Virginia University at Parkersburg Board of Governors will allow for the addition of fully-online options for the Bachelor of Applied Technology in Software Engineering and Cybersecurity & Network Administration.

Ms. Smith seconded the motion. Motion passed.

- Approval of updated Board of Governors Policies to reflect a review of the Equal Opportunity policy

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 Equal Opportunity Policy. Dr. Jackson reported the current Board of Governors policy A-34, Equal Opportunity, Affirmative Action and Nondiscrimination, is designed to allow the college to create equal opportunity and nondiscrimination with respect to employment, admission and the administration of all educational programs and activities. Updates to this policy remove affirmative action language for admissions to comply with recent a U.S. Supreme Court ruling.

A notice of proposed rulemaking was issued proposing the revision of these policies in regards to salary policies. 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 approves an update to the Board of Governors policy A-34 “Equal Opportunity, Affirmative Action and Nondiscrimination” to be reflective of updates in any federal updates to the affirmative action guidelines.

Ms. Morgan seconded the motion. Motion passed.

- Approval of updated Board of Governors Policies to reflect a review of the Employee Leave policy

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 Employee Leave policy. Dr. Jackson reported the current Board of Governors policy B-24, Employee Leave, guides the college practices in regards to employee leave. The changes include an update of terminology from classified and non-classified to exempt and non-exempt, which is the language consistent with the Fair Labor Standards Act. In addition, part of the policy referred to WVU and now references WVU Parkersburg. Also, inclement weather closures, which are rare, allow for time to be made up or for remote work to occur based on supervisor discretion.

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, Ms. Smith 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 E-39 “Assessment, Payment and Refund of Fees” to be reflective of equitable and current practices.

Ms. Shaver seconded the motion. Motion passed.

- Approval of updated Board of Governors Policies to reflect a review of the Payment and Refund of Fees policy

Dr. Torie Jackson, President, presented to the Board the resolution for the approval of the updated Board of Governors Policies to reflect a review of the Payment and Refund of Fees policy. Dr. Jackson reported the current Board of Governors policy E-39, Assessment, Payment and Refund of Fees, guides the college practices in regards to assessment of fees, as well as guidelines and timelines on payment of fees and refunds for withdrawals. The review of this policy allows for a discussion on equitable practices for students who are administratively withdrawn for nonattendance and those who completely withdraw using the withdrawal process within the first three weeks of a semester. Simultaneously, the campus administrators will review Answer Book Policy #VI-10C “Withdrawal and Return of Title IV Financial Aid,” particularly referencing the refund penalty to be in compliance with federal regulations and equitable practices.

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, Ms. Smith 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 E-39 “Assessment, Payment and Refund of Fees” to be reflective of equitable and current practices

Mr. Irick seconded the motion. Motion passed.

- Approval to utilize Unrestricted Reserve Funds for renovations at the Jackson County Center

Dr. Torie Jackson, President, presented to the Board the resolution for approval to utilize Unrestricted Reserve Funds for renovations at the Jackson County Center. Dr. Jackson reported the Jackson County Center at WVU Parkersburg has not offered a full degree in many years. By renovating the facility to turn the first floor into an Applied Technical Center, two complete degrees can be offered at this location, including the Advanced Manufacturing Technology AAS degree and the Multi-Craft Technology Electrical Maintenance and Reliability Track AAS degree. The first year of the AAS degree in Reliability and Maintenance Technology will also be offered in the renovated location.

These degrees are those requested by companies in the Jackson County area, including Constellium and Timet, to provide their needed workforce. General education courses will continue to be offered at the facility as well. The proposed estimate of a max of \$450,000 will include all power, lighting and demolition, and has been vetted by a local electrical engineer. This will not include fixtures, furniture and equipment. The college administration plans to seek additional funding for equipment.

Reserve balances as of June 30, 2023, totaled approximately \$22 million based on draft financial statements and are more than adequate to support these expenditures.

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

Resolved, that the West Virginia University at Parkersburg Board of Governors approves the utilization of college unrestricted reserves up to an amount not to exceed \$450,000 to fund the renovations of the Jackson County Center

Ms. Smith seconded the motion. Motion passed.

8. Board Comments/Announcement

Vice Chairman Hess shared the following announcements:

- Update from the WV Board of Governors Summit - Mr. Landers, Ms. Morgan and Mr. Walker shared an update from the Board of Governors Summit. There were great speakers with lots of helpful information on the following topics; the state funding formula, enrollment, changes with the FASFA application, financial challenges facing some colleges. Overall, it was a great experience.
- October 27, 2023 at 11:00 a.m. - Cosmetology Ribbon Cutting, 313 Murdoch Ave. Parkersburg

9. Next Meeting

Next meeting will be held January 16, 2024.

10. Adjournment

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

Respectfully submitted,

Lauriel Rader
Secretary to the Board of Governors

Joe Oliverio, Chair

Savannah Morgan, Secretary