

MINUTES
WEST VIRGINIA UNIVERSITY PARKERSBURG
BOARD OF GOVERNORS
January 7, 2025

A regular meeting of the WVU Parkersburg Board of Governors was held on Tuesday, January 7, 2025, 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, Stephanie McCoy, Ami Shaver, Vasanth Ananth, David Bowles, Jared Decker, Scott Seese, Andrew Walker and Cody Irick. 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 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:

Happy New Year, governors!

Two years ago, at my first conference for the National Association of Community Colleges for Entrepreneurship, NAACE, I met a man in a fox suit. It was his gig. People give him a word. He uses a typewriter and writes a poem. He receives cash. The purchaser receives crafty words from a fox - a poetry fox.

The word I gave him was two words - community college.

His poem:

“First thing you notice is they walk differently.

Some hurriedly, some with purpose.

Some students at community colleges walk quickly because they just got off work and are racing to class.

And others walk briskly because they know they’re walking toward a future that they want to be here.”

I remind you of this poem as a different giant animal - Ricky the Riverhawk - recently inspired our students to share some stories through our texting platform.

Ricky's two words were: first generation.

Our students responded:

“I’m first gen and I’m proud because I’m making my momma proud!”

“I am First Gen. I am proud to show that no matter where you come from, you can overcome. I’m proud of breaking generational curses.”

“Yes! I’m proud because I’m a 42 year old momma who works full time and going to school the last three years. I started during covid and graduated last May with my associates and will graduate in Dec with my RBA.”

“I’m proud because I want to do better for my kids.”

“First Gen here. I’m proud because I’ve tried so many times, and now I’m finally confident that I’ll be successful.”

“I am a First Gen college student. I am proud because I will be able to guide other family members to a better future if they choose to do college”.

“I am a first Gen college student. My parents have worked hard their whole lives and made sure that we always had what we needed. In doing so they didn’t get their own chance to go to college. I’m proud of my family for where they are and hope to be a part of my family having college graduates!”

“I’m a first gen and I’m proud because it shows my determination for wanting a better future for myself and my children.”

“I am a first gen student. I’m proud because I’m showing my son that you can still do it even if most of our family hasn’t gone to college.”

“I’m proud to be First-Gen because despite the obstacles put in my way by both my life and my family, I have found a way to go to college to better myself.”

“I am first generation. I’m extremely proud of myself and hope to make myself a career that will last and hopefully make myself and my family’s lives better.”

“I identify as a first-generation student, and I am proud because I have the opportunity to continue my education.”

“I’m a first gen. I am so proud of this because I have paid for my education with my own scholarships and grants and my loans. I haven’t depended on my parents for my education. This is my second degree and I plan to eventually go further.”

“I am a first gen and I’m proud because I’m doing what my parents wanted to but never got the chance to.”

"I'm the first person to attend college in my family. Not just my immediate family but my family as a whole. I hated high school so much....when I was 16 my mother told me I could drop out if I wanted to. I never did and kept going and eventually graduated. I had my oldest daughter very young and had to raise my sister due to my mother being an addict. I'm 31 and am 1 semester away from graduating with my Bachelor's degree. I've overcome a lot to be here. I'm immensely proud of myself. My 2 daughters will get to see me walk across that stage and know that anything is possible. You don't have to let where you came from define you."

As we start a new year, it is important to remember why we work so hard to have affordable higher education in our community. It's important to reflect on our students and the life-changing opportunities we provide them.

Your role is essential in helping govern this institution as we meet the community needs and anticipate growth during a time of enrollment decline. This is the third year that you have given me the opportunity to join you in leading this institution. In that amount of time, we have taken risks and will soon be seeing the benefit of those endeavors. We have set a plan for strategic growth and have transformed some of our facilities. And this year will be transformative. It will be exciting to report back next year on how much has transpired in 2025.

I do encourage you to reflect on the words Community College and First Generation.

What comes to your mind when you hear these words?

I can tell you that both sets of words make me WVU Parkersburg Proud because they mean that our students can Achieve More.

4. Approval of Minutes

Chairman Oliverio stated the minutes from the Regular Board meeting of October 22, 2024, are submitted for review. With no corrections to be made, minutes are approved as submitted.

5. Committee Reports

- Executive Committee

Chairman Oliverio shared updates from the Executive Committee. He shared that several Board Members attended the December commencement. The Spring commencement will be Saturday, May 10, 2025. Mr. David Bowles agreed to serve as a new member on the Executive Committee. He shared, enrollment updates, noting a 101.3% enrollment rate and anticipated further increases. There are several upcoming events, including the State of the College Breakfast for all staff and faculty and the start of classes next week. He shared facility updates, including snow removal efforts and the Jackson County Center manufacturing class will begin next week. Cosmetology program is thriving and overflowing. They are exploring ways to expand the facility. He shared that more

information would be forthcoming about the Board member orientation and the potential for replacing another board member in the future. Chairman Oliverio reminded the Board members to fill out their Ethics filings by January 31st.

- Academic and Student Services Committee

Mr. Blaine Hess reported that the Academic and Student Services Committee received an update from Dr. Lancaster on fraudulent student processes. Dr. Lancaster shared that last spring staff members realized there were issues with fraudulent students using fake social security numbers and addresses to access financial aid. Efforts to identify and weed out these fraudulent enrollees are now in place. This issue is being addressed by multiple departments and staff members, as well as the Inspector General's Office. Dr. Lancaster expressed his gratitude for the staff's efforts in identifying and combating this issue.

- Administrative Services Committee

Ms. Savannah Morgan reported that the Administrative Services Committee received an update from Jeannine Hetrick-Ratliffe about the Annual Financial Audit with CliftonLarsonAllen, LLP. They provided a brief overview of the audit scope and process and the results in the governance communication letter. They have a risk-based audit approach, reviewing estimates, budget, controls, policies, compliance and trend analysis. They noted there were no material weaknesses and an unmodified opinion, which is the highest they can provide to us.

6. Information Items

- Fiscal Update

Mr. Bradley Wilson, Director of Financial Analysis & Institutional Research, CFO, provided a detailed report on the budget summary as of month ending November 30, 2024. There were no questions from the members.

- Policy Update E-48 “Bookstores, Textbooks, and Open Educational Resources”

Dr. Torie Jackson, President, shared an update on the Board of Governors policy E-48, Bookstores, Textbooks, and Open Education Resources. Dr. Jackson reported that no substantive comments were received.

Policy E-48 for “Bookstores, Textbooks, and Open Educational Resources” did not have the words Open Educational Resources (OER) in its title. The purpose of the policy is to ensure appropriate, high quality, and affordable Educational Materials are selected for courses by the college. This policy was last updated in 2006.

Updates to Policy E-48 include the addition of OER, including availability, costs savings and affordability, support for faculty and staff, and sustainability and innovation. The addition of OER as an option reduces the financial burden on students and fosters an innovative learning environment. This update also defines “Educational Materials” as including textbooks, articles, videos, open educational resources, and other resources.” In addition, this update also reflects

the college as the manager of the bookstore. The edits also include the removal of section 4, which is copied from code and is unnecessary as the code is referenced and may be updated more frequently than policy. Also, in following with state policy, this update changes the name of the “Textbook Affordability Committee” to the “Educational Resources Affordability Committee” as is reflected in state code. The BOG will have an annual update on Educational Resource Affordability in a committee meeting from the Executive Director of Finance and Administration, who oversees the bookstore. Additionally, the required provisions are reflective of current practices.

This policy proposals will be submitted to the Chancellor of the WV Council for Community & Technical College System for final approval.

- Policy Update E-52 Capital Spending

Dr. Torie Jackson, President, shared an update on the Board of Governors policy E-52, Capital Spending. Dr. Jackson reported that no substantive comments were received.

Policy E-52 for “Capital Spending” is established to present guidelines, delegate authority, and assign responsibility for the governance of the capital planning and management activities of WVU Parkersburg. This policy also governs the acquisition of facilities, real property, and capital equipment by purchase, lease, or lease-purchase.

Updates to Policy E-52 (last updated in 2009) includes the change of a required 10-year facility master plan to a Campus Development plan. The WV Legislature repealed the 10-year facility master plan requirement in 2019 and replaced it with the updated Campus Development plan. These plans are then approved by the BOG and forwarded to the West Virginia Community and Technical College System Council. WVU Parkersburg will be doing an updated Campus Development plan in Spring 2025.

This policy proposals will be submitted to the Chancellor of the WV Council for Community & Technical College System for final approval.

- Acknowledgement of tuition and fee waivers for Fiscal Year 2024

Dr. Torie Jackson, President, shared information on the acknowledgement of tuition and fee waivers for Fiscal Year 2024. Dr. Jackson reported, as noted in Board of Governors Policy E-20 for “Awarding of Student Tuition and Fee Waivers,” the following tuition waivers were provided in FY 2024.

A total of \$175,439.35 was awarded as tuition and fee waivers in the three semesters of Fall 2023, Spring 2024 and Summer 2024 combined. Of that total, \$93,022.35 was for student waivers, and \$82,417.00 was for employee waivers.

Examples of waiver scholarships include WVUP Spouse & Dependent Scholarship, WVUP Employee Scholarship, WVU Parkersburg Tuition Waiver, Presidential Scholarship (\$76,178.35, which are given to students at area high schools chosen by their schools who are not Promise eligible), HSTA Waiver and the WVUP Purple Heart Waiver.

A total of 53 students received tuition waivers in FY 2024.

7. Action Items

- Policy update and approval of the Board of Governors Policy D-53 “Campus Participation of Students with Felony and Sexual Offense Records”

Dr. Torie Jackson, President, presented to the Board the resolution for update and approval of the Board of Governors Policy D-53 “Campus Participation of Students with Felony and Sexual Offense Records”. Dr. Jackson reported, clarifying comments were received. Three people sent comments regarding this policy. Those comments were all based on the idea that this was a new policy that was allowing students with felony and sexual offense records to attend college.

Policy D-53 for “Campus Participation of Students with Felony and Sexual Offense Records” regulates the participation of students with felony and sexual offense convictions in academic and extracurricular activities and provides faculty and staff with a procedure for reviewing the appropriateness of student participation in academic activities without violating student privacy. Updates to Policy D-53 include an update of state code references, enhances the explanation of the effect of an applicant’s criminal record based on the nature of the offense(s) and any potential risk posed to the institution by the admission of the applicant, and clarifies language for record keeping and record access. It also removes the requirement for the college to have a link to the sex offender registry on the website, which is not a state code requirement.

To clarify with respondents, we noted the changes to this policy are an update in language, and not a new practice. The current Policy D-53 for “Campus Participation of Students with Felony and Sexual Offense Records” regulates the participation of students with felony and sexual offense convictions in academic and extracurricular activities only when necessary and provides an administrative procedure for reviewing the appropriateness of student participation in academic activities without violating student privacy. This does not prevent students with felonies from attending the campus. It also is a self-reporting process. Please remember that WVU Parkersburg is an open admissions community college, but must follow guidelines for reporting and record keeping.

Updates to Policy D-53 include an update of state code references, as it follows the guidelines for every open admission college in the state in *135 Series CSR 23, Basic Guidelines and Standards for Admissions to Community and Technical Colleges*. This update enhances the explanation of the effect of an applicant’s

criminal record based on the nature of the offense(s) and any potential risk posed to the institution by the admission of the applicant, and clarifies language for record keeping and record access.

With your approval, this policy proposal will be submitted to the Chancellor of the WV Council for Community & Technical College System for final approval.

After a review of the comments and discussion, Mr. Hess moved to approve the following resolution:

Resolved, that the West Virginia University at Parkersburg Board of Governors approve an update to the Board of Governors policy D-53 "Campus Participation of Students with Felony and Sexual Offense Records"

Mr. Ananth seconded the motion. Motion passed.

- Approval of Board of Governors Policy updating the policy for employee development (Policy B-26)

Dr. Torie Jackson, President, presented to the Board the resolution for approval of the Board of Governors Policy updating the policy for employee development. Dr. Jackson reported the current Policy B-26 for "Employee Development" is established to denote the college's plans to maintain programs appropriate to the needs and resources of its employees to develop knowledge, skills, and abilities applicable to their jobs. This policy was last updated in 2005.

Upon review of the current policy and in consultation with an attorney to the Chancellor of the WV Council for Community & Technical College System, it is proposed that the current policy for WVU Parkersburg be stricken and that a new policy be added. The attorney provided the following policy as a suggestion and we have modified it to meet the process for WVU Parkersburg. This new policy will include definitions for types of employee development, eligibility requirements, reimbursement agreements, and responsibilities for both grantors and applicants.

WVU Parkersburg will continue to utilize a Professional Development Committee and the College Administration to both plan and execute opportunities for professional enhancement both at the college and at conferences deemed applicable to employee development.

A notice of proposed rulemaking will be issued proposing the revision of these policies in regards to Freedom of Information 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 approve an overhaul to the Board of Governors policy B-26 "Employee Development"

Mr. Bowles seconded the motion. Motion passed.

- Approval of Board of Governors Policy updating the policy for tuition and fee waivers (Policy E-20)

Dr. Torie Jackson, President, presented to the Board the resolution for approval of the Board of Governors Policy updating the policy for tuition and fee waivers. Dr. Jackson reported the current Policy E-20 for "Awarding of Student Tuition and Fee Waivers" is established to present guidelines for tuition and fee waivers. This policy was last updated in 2018.

Changes to Policy E-20 include the addition of FAFSA requirements for receipt of tuition and fee waivers. This allows for any applicable state and federal grants to be received by the institution before this last-dollar-in waiver is applied. It also denotes the addition of the number of waivers awarded and the total cost as being added into the BOG minutes annually. Finally, current code authorizations for waivers are updated.

The two largest categories of tuition and fee waivers are for employees and their spouses and dependents, as well as for Presidential Scholars. The Presidential Scholars group recognizes one student from each of the high schools in our 7-county service region and from the CTE centers. These students are chosen by the administration in their schools and are not Promise eligible.

A notice of proposed rulemaking will be issued proposing the revision of these policies in regards to Freedom of Information 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. Morgan 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-20 "Awarding of Student Tuition and Fee Waivers"

Mr. Seese seconded the motion. Motion passed.

- Approval of Board of Governors Policy updating the policy for freedom of expression on campus (Policy F-11)

Dr. Torie Jackson, President, presented to the Board the resolution for approval of the Board of Governors Policy updating the policy for freedom of expression on campus. Dr. Jackson reported the current Policy F-11 for "Freedom of Expression and Use of Facilities" applies to all non-commercial speech on the campuses of WVU Parkersburg. This policy was last updated in 2002.

Changes to Policy F-11 begin with a name change to the policy and then include definitions such as "outdoor assembly areas" and "freedom of expression" to be in line with WV Code §18B-2A-4. It also outlines the definitions to ensure that gatherings continue to maintain order and public safety on campus.

A notice of proposed rulemaking will be issued proposing the revision of these policies in regards to Freedom of Information 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. Hess 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 F-11 "Freedom of Expression on Campus"

Mr. Seese seconded the motion. Motion passed.

- Approval of Two New Programs: AAS Radiologic Technology and CAS Computing Technologies

Dr. David Lancaster, Executive Vice President for Academic Affairs, presented to the Board the resolution for approval of two new programs: AAS Radiologic Technology and CAS Computing Technologies. Dr. Lancaster reported that healthcare has encountered numerous challenges in recent years, with radiology playing a crucial role in the overall functioning of healthcare systems. At the core of all imaging processes are Radiologic Technologists. Radiologic Technologists are responsible for conducting all imaging examinations within healthcare settings. After completing their education, they can specialize in various areas, including Computerized Tomography, Magnetic Resonance Imaging, and Interventional Radiology, among others. Hospitals have faced difficulties in filling these positions due to a shortage of graduates in the field. This program will not only address immediate staffing needs at local hospitals but also support rural healthcare partners who are facing similar challenges.

A CAS in Computing Technologies will be a lead into both the CS and CIT programs, as all classes are required in both. This will provide an additional credential for students as they work through these programs and provide an incentive for HS students to take additional classes through us as well. The Wood County School's tech center offers a 1-year completer program in computer systems. WVUP administration worked with Dr. Jason Hughes to develop this curriculum so that students in that program will be able to get dual credit in their junior year for four of these classes, then come to our campus for a half-day their senior year and take our classes to complete this certificate. These students will then have Math, English, and all the common classes shared between the CS and CIT degree, fast tracking them to completing either of those programs with one year of college credit completed.

The attached programs of study have been approved by the College-wide Curriculum Committee, the Executive Vice President for Academic Affairs, and the President.

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

Resolved, that the West Virginia University at Parkersburg Board of Governors approves the following programs: Associate of Applied Science in Radiologic Technology and Certificate of Applied Science in Computing Technologies

Mr. Ananth seconded the motion. Motion passed.

- Approval of Educational Partnerships with Local Prison Facilities

Dr. David Lancaster, Executive Vice President for Academic Affairs, presented to the Board the resolution for approval of educational partnerships with local prison facilities. Dr. Lancaster reported, West Virginia University Parkersburg's mission is to provide accessible, life-changing educational opportunities. To that end, WVUP is committed to expanding educational access to underserved populations, including incarcerated individuals. The FAFSA Simplification Act, effective July 1, 2023, reinstated Pell Grant eligibility for incarcerated students, which presents a significant opportunity to expand access to higher education for incarcerated individuals. The Higher Learning Commission requires prior approval for institutions to offer Pell-eligible prison education programs and Board approval is the first step in the process.

Currently, the West Virginia Division of Corrections and Rehabilitation and the West Virginia Department of Education Schools of Diversion and Transition have identified interest and have capacity for WVUP to offer the Associate of Applied Science in Welding Technology at St Marys Correctional Center and Parkersburg Correctional Center.

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

Resolved, that the West Virginia University at Parkersburg Board of Governors approves the offering of courses as part of degree pathways at Division of Corrections and Rehabilitation facilities within our service area

Mr. Walker seconded the motion. Motion passed.

8. Executive Session under the authority of WV Code §18B-1B-6(c), to discuss the Presidential Evaluation

Chairman Oliverio asked for a motion to move into Executive Session, under authority of WV Code §18B-1B-6(c), to discuss the Presidential Evaluation. Mr. Hess moved to adjourn to Executive Session. Mr. Seese seconded the motion. The motion passed and the Board moved into Executive Session at approximately 4:04 p.m.

Chairman Oliverio announced the Board would return to the regular meeting at 4:55 p.m. Mr. Hess moved to return to regular session. Ms. Morgan seconded the motion. Motion passed.

9. Board Comments/Announcement

There were no comments or announcements.

10. Next Meeting

Chairman Oliverio shared the next meeting will be held March 18, 2025.

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

Joe Oliverio, Chair

Savannah Morgan, Secretary