

MINUTES
WEST VIRGINIA UNIVERSITY PARKERSBURG
BOARD OF GOVERNORS
June 11, 2025

A regular meeting of the WVU Parkersburg Board of Governors was held on Wednesday, June 11, 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: Blaine Hess, Savannah Morgan, Stephanie McCoy, Ami Shaver, Vasanth Ananth, David Bowles, Jared Decker, Scott Seese, Andrew Walker, Cody Irick & Isabella Hileman. 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 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:

What will it take to make us robot-proof in the future? Can we embrace robots and still have a human element? How do we help our students know of the current technologies as they learn their disciplines?

These are all questions pondered recently as I had the opportunity to attend both the Community Colleges of Appalachia annual conference and the National Association of Community Colleges for Entrepreneurship Pathways to Prosperity Summit.

I used my plane time to further contemplate this idea of being Robot-Proof - a book where Joseph Auon challenges us to understand Higher Education in the age of Artificial Intelligence. He believes learners will need two cognitive capacities to keep them relevant - entrepreneurial mindsets and cultural agility. This means the act of creating value in original ways. It also is an understanding of the appreciation that people from varying cultures, experiences, and backgrounds bring to an organization.

It is predicted that organizations without "critical imagination" are those that will fail. We must be systems thinkers who possess the ability to tackle the problems that challenge us most.

I had the opportunity to share how WVUP is doing this as an entity during these recent conferences.

At NAACE, I shared how we are tackling BIG problems like housing, transportation, economic development growth, childcare, and changing workplace environments through the Innovation and Technology Center ecosystem build out.

At CCA, Michele Wilson joined me as we shared the story of the Jackson County Center - one you know well - one that is a revitalization of a college in a community by asking the community what it needed and then meeting those needs.

That shows our entrepreneurial spirit. That shows our ability to be flexible, adaptable, creative, and transformational. Thus, teaching entrepreneurship - especially social entrepreneurship - should be a priority for our institution.

WVUP just held its third Pitch Competition. Students are encouraged to “pitch” those ideas they have for a business that can allow them to meet a need in their community - to provide a service or a product to assist others.

According to the book I was reading, we have three types of people in the world - those who are oblivious to everything, those who just complain, and those who see a problem and seek a solution.

Let me introduce you to Evan Bain, the winner of this year’s pitch competition - one who will always use his entrepreneurial mindset to tackle problems instead of allowing them to be a source of complaint.

Dr. Jackson conducted a brief interview with Evan Bain. Then Evan shared a video with the Board Members.

Governors, we can be extremely proud of the direction our institution is taking and the students who are helping guide us along that pathway. Together, we will assist our community in achieving more.

4. Approval of Minutes

Vice Chairman Hess stated the minutes from the Regular Board meeting of April 15, 2025, are submitted for review. With no corrections to be made, minutes are approved as submitted.

5. Committee Reports

- Executive Committee

Vice Chairman Hess shared updates from the Executive Committee. He shared the following updates: Dr. Jackson’s contract was approved by the Chancellor’s Office. Congratulations to Ami Shaver on being named a Sharp Shooter in the Executive magazine. He thanked the Board Members for attending the tour of the ITC in May. He shared the summer enrollment numbers are up, and he shared

WVU Parkersburg was given an award from the Association of Community College Trustees. Vice Chairman Hess also shared the following update to House Bill 3279: this bill was passed by the WV Legislature and signed into law in April 2025. For WVU Parkersburg, the change is that our faculty, staff, and student representatives will now serve in a non-voting advisory capacity. He shared the updated term limits and role clarifications of the Board Representatives. He also shared the following impacts and considerations: we recognize and appreciate the continued value our faculty, staff, and student representatives bring to this Board. While their roles are now advisory, we remain committed to ensuring these voices are actively engaged in all Board matters and decision-making processes. At WVU Parkersburg, we will ensure this by changing our approach to taking minutes for the BOG. We will now include feedback from the student, staff and faculty member in the minutes. For example, if the faculty representative is opposed to a policy change and shares that in the discussion process of the Board meeting, it will be noted in the minutes that the faculty representative opposed the motion. Similarly, if a resolution for a raise for employees was considered, and both the faculty and staff members spoke in favor of it, the minutes would reflect that those members were in favor of the motion.

- Academic and Student Services Committee

Mr. David Bowles reported that the Academic and Student Services Committee received an update and a tour about the Professional Studies Division from Dr. Bobbi Marshall, Dean of the Professional Studies Division and team members. The Board Members learned about the eight programs in the division, the student headcount, faculty members and various events hosted by the division. They toured the Education Resource Room called the PEC and the Criminal Justice Sim-Lab.

- Administrative Services Committee

Ms. Savannah Morgan reported that the Administrative Services Committee received an update and tour from Chris Schmitt, Manager Auxiliary Services, about Ricky's Café and the Riverhawk Book & Supply Store. He shared the following information about Ricky's Café: revenue from 2019-2025. They provided catering for over 100 events. They expanded their menu. They use local produce from the Riverhawk Farm and have upgraded several machines. He shared the following information about the Riverhawk Book & Supply Store: revenue from eCampus and sales from students. They're expanding their offering of apparel with an in-house heat press. They will have a new coffee/expresso machine and they offer Ricky's Grab n Go snacks for students, staff and faculty.

- Nominating Committee & Election of Officers

Ms. Stephanie McCoy reported the Nominating Committee met and recommended the following slate of officers. Those officers are listed below:

Blaine Hess - Chair
Savannah Morgan - Vice Chair
Vasanth Ananth - Secretary

With no further nominations, Mr. Seese moved to approve the slate of officers. Mr. Bowles seconded the motion. Motion passed.

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 May 31, 2025. There were no questions from the members.
- Policy Update to the Board of Governors Policy A-44 "Policy and Procedures Regarding Harassment and Discrimination"
Dr. Torie Jackson, President, shared an update on the Board of Governors policy A-44, Policy and Procedures Regarding Harassment and Discrimination. Dr. Jackson shared comments with Board Members and reported that no substantive comments were received, but did read to the board the one comment that was received. Policy is considered approved 30 days from the March 18, 2025, meeting of the WVU Parkersburg Board of Governors.

The current Board of Governors policy A-44, Policy and Procedures Regarding Harassment and Discrimination, is designed to provide a workplace and educational environment free from discrimination, harassment, and retaliation.

In August 2023, we updated this policy to be in compliance with findings from a civil rights audit for the institution. It was 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.

We are seeking an update now to remove procedural aspects of policy, which will result in the title change of removing the words "and Procedures." Much of the language of this policy is based on current federal and state guidelines in reference to harassment and discrimination and do not need to be restated in our policy as long as it references relevant State and Federal civil rights laws and regulations, which it does. The changes to this policy are recommended by the WV Council for Community & Technical College System advisors.

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

- Policy Update to the Board of Governors Policy A-45 "Adoption or Amendment of Rules"

Dr. Torie Jackson, President, shared an update on the Board of Governors policy A-45, Adoption or Amendment of Rules. Dr. Jackson reported that no substantive comments were received. Policy is considered approved 30 days from the March 18, 2025, meeting of the WVU Parkersburg Board of Governors.

The current Policy A-45 for “Adoption or Amendment of Rules” establishes the procedures for adoption, amendment, or repeal of rules of the college’s Board of Governors. This policy was last updated in 2013.

Changes to Policy A-45 begin with updated definitions of rules and regulations, to comply with WV Council for Community & Technical College System, 135 C.S.R. 4. This policy update also includes a procedural aspect of notice requirements and responses to comments to posted policy changes. In addition, the policy includes updates to emergency rulemaking procedures.

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

- Policy Update to the Board of Governors Policy B-05 “Change in Organization”
Dr. Torie Jackson, President, shared an update on the Board of Governors policy B-05, Change in Organization. Dr. Jackson reported that no substantive comments were received. Policy is considered approved 30 days from the March 18, 2025, meeting of the WVU Parkersburg Board of Governors.

The current Policy B-05 for “Change in Organization” establishes the procedures for initiating and implementing changes to the administrative organization of the college. This policy was last updated in 2002.

Changes to Policy B-05 begin with a more clear scope of its purpose, assuring alignment with institutional mission, state laws, and stakeholder consultation. The theme of alignment with the strategic mission of the college is also part of the organizational changes update and compliance with accreditation standards. This policy update also includes a procedural aspect of how the President will inform the Board of Governors of changes at the college level involving major new programs, services, or structures.

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

- Policy Update to the Board of Governors Policy B-27 “Work Scheduling”
Dr. Torie Jackson, President, shared an update on the Board of Governors policy B-27, Work Scheduling. Dr. Jackson shared comments with Board Members and reported that no substantive comments were received. She also shared that responses to each of those comments were provided with a more clear understanding of the changes and no objections remained. Policy is considered

approved 30 days from the March 18, 2025, meeting of the WVU Parkersburg Board of Governors.

The current Policy B-27 for “Work Scheduling” establishes the standards for determining alternative work schedules which accommodate both the business needs of the college and, as feasible, the personal needs of employees. This policy was last updated in 2005.

Changes to Policy B-27 include a revised definitions of terms like “workweek” and “variable times.” It includes updates to match the Fair Labor Standards Act. It adds procedural requirements, such as notification responsibilities of the institution when making changes to employee work schedules. It details the general provisions, including the President’s responsibilities to adjust or change employee work schedules to support the mission and goals of the institution. In addition, it updates the eligibility for employees to have alternative work schedules, as well as the responsibilities for supervisors and Human Resources. Updates to this policy comply with WV Council for Community & Technical College System, 135 C.S.R. 55.

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

Mr. Andrew Walker, Faculty Representative, shared that he was in favor of the response to the faculty members comments, and that the faculty overall did support the policy change.

- Policy Update to the Board of Governors Policy B-21 “Employee Discipline”

Dr. Torie Jackson, President, shared an update on the Board of Governors policy B-21, Employee Discipline. Dr. Jackson reported that no substantive comments were received. She shared any comments that were providing, noting the explanations to those employees and that no further objections were known. Policy is considered approved 30 days from the April 15, 2025, meeting of the WVU Parkersburg Board of Governors.

The current Policy B-21 for “Employee Discipline” is established to outline the means by which WVU Parkersburg may take counseling and/or disciplinary action to correct an employee’s work-related behavior which does not meet the expectations set by the supervisor or other appropriate authority. This policy was last updated in 2017.

The Employee Discipline policy is already in effect. This update enhances the scope and applicability of the policy to better describe the progressive disciplinary process. In addition, this policy update includes the addition of a Professional Standards of Conduct section, which outlines expected workplace behavior in the areas of Academic and Professional Excellence, Ethical and Responsible Behavior, Respect and Nondiscrimination in the Workplace, Legal

and Institutional Compliance, and Service and Community Engagement. The Human Resources department has been requesting a Professional Standard of Conduct be added to policy, and these standards were selected as they adhere to WV CTCS policies, as well as those of WVUP. Finally, this policy update includes a clear definition of gross misconduct, as explained in section 5.3. Clearly defining the employee discipline process allows all employees to know expectations set forth by the institution.

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

- Policy Update to the Board of Governors Policy B-62 “Mandatory Reporters”
Dr. Torie Jackson, President, shared an update on the Board of Governors policy B-62, Mandatory Reporters. Dr. Jackson shared comments with Board Members and reported that no substantive comments were received. The comments were shared that questioned the policy and the answers provided that left no remaining known objections. Policy is considered approved 30 days from the April 15, 2025, meeting of the WVU Parkersburg Board of Governors.

The current Policy B-62 for “Mandatory Reporters” establishes the procedures for the college in response to the Clery Act, Title VII and Title IX – all federal laws. This policy was last updated in 2014.

Changes to Policy B-62 include new code citations, updates to employee titles, and the role of the Campus Police. Section 5 includes five additions of Campus Police and Security as a campus entity to whom reports can be made. The previous policy asked for all reports to go to the Social Justice Officer, a position that the college no longer employs. This update allows the Campus Police to have authority, instead of a Social Justice Officer. It also includes the Title IX Coordinator as another college employee to whom a complaint can be filed. The Campus Police and Title IX Coordinator do work together when mandatory reporting occurs on campus.

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

- Policy Update to Approve Recension of Board of Governors Policy C-23 “Credit for Public School Service”
Dr. Torie Jackson, President, shared an update to approve recension of Board of Governors Policy C-23, Credit for Public School Service. Dr. Jackson reported that no substantive comments were received. Policy is considered approved 30 days from the April 15, 2025, meeting of the WVU Parkersburg Board of Governors.

The current Policy C-23 for “Credit for Public School Service” is dated in 2005, which was reflective of West Virginia University practices at the time. WVU Parkersburg became an independent institution again in 2008.

This policy notes an assurance that college students obtain credit toward graduation for service performed in public schools as tutors, student advisors, and mentors. The credit obtained for public school service falls within the Education degree and credit is appropriately provided there. Tutoring on our campus occurs on campus and not in public schools. Students in dual credit programs who are on public school campuses have the same services provided to them as all students as part of our equal access processes. Due to changes in process, we ask to rescind this policy.

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

7. Action Items

- Approval of Updated Board of Governors Policies to Reflect a Review of the Equal Opportunity Policy (Policy A-34)

Dr. Torie Jackson, President, presented to the Board the resolution for approval of updated Board of Governors Policies to reflect a review of the Equal Opportunity policy. Dr. Jackson shared all the comments received with the Board Members. Multiple comments were received. All were shared and noted in the meeting, as were the responses. Dr. Jackson reiterated the college’s viewpoint in regards to this required policy update: “At WVU Parkersburg, our mission is to provide accessible, life changing educational opportunities in a safe and supportive environment. In doing this, we will continue to make sure that we provide access to all and that we operate in a collegial and respectful environment that values the contributions of all employees and students,” she said.

Dr. Jackson shared this policy was originally put out for comment at the March 18, 2025, meeting.

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.

In October 2023, we updated this policy to remove affirmative action language for admissions to comply with recent a U.S. Supreme Court ruling.

We are seeking an update now to remove the words “gender identity” and “sexual orientation” from the list of equal employment opportunity adjectives as recommended by the WV Council for Community & Technical College System

advisors. We will also remove the language of “affirmative action” and will focus on “equal opportunity.”

Since substantial comments were received during the 30-day comment period, this policy proposal will be considered approved only with action by the Board of Governors.

Upon such approval by the Board of Governors, this policy proposal will be submitted to the Chancellor of the WV Council for Community & Technical College System for final approval.

Mr. Andrew Walker, Faculty Representative, commented and shared that he was in opposition of this policy. After review and discussion from several other Board Members, Mr. Bowles 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 and state mandates

Ms. McCoy seconded the motion. Motion passed.

- Approval of Board of Governors Policy updating the Policy for Allowance of Naming Opportunities (Policy A-06)

Dr. Torie Jackson, President, presented to the Board the resolution for approval of the Board of Governors Policy updating the policy for Allowance of Naming Opportunities. Dr. Jackson reported the current Policy A-06 for “Naming Opportunities” establishes the process for naming of buildings, areas or programs at WVU Parkersburg. This resolution authorizes the adoption of an updated version to reflect current institutional practices and provide a clear, consistent framework for the naming of college buildings, spaces, and programs.

The existing policy, last updated in 2010, has been revised to modernize language, clarify naming categories, and align with WVU at Parkersburg Foundation practices and applicable West Virginia Code (§18B-1-6 and §18B-2A-4).

Summary of Changes:

- Updates institutional title references
- Refines eligible naming types and removes outdated categories (e.g., quads, athletic fields)
- Clarifies gift requirements (must be irrevocable and accessible)
- Adds reference to the Foundation’s policy for name removal procedures
- Updates naming duration expectations for individuals, organizations, and corporations
- Expands academic categories to include “academic chairs/deans”

- Reinforces alignment with institutional mission by excluding advocacy organizations

A notice of proposed rulemaking will be issued proposing the revision of this policy in regards to “Naming Opportunities” policy. If no substantial comments are received during the 30-day comment period, this policy proposal will be considered approved following the comment period without further action by the Board of Governors. Upon approval by the Board of Governors, this policy proposal 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 approve an update to the Board of Governors Policy A-06 “Naming Opportunities”

Mr. Seese seconded the motion. Motion passed.

- Approval of Board of Governors Policy Updating the Policy for Allowance of Alcoholic Beverages on Campus (Policy A-18)

Dr. Torie Jackson, President, presented to the Board the resolution for approval of the Board of Governors Policy updating the policy for Allowance of Alcoholic Beverages on Campus. Dr. Jackson reported the current Policy A-18 for “Alcoholic Beverages on Campus” establishes the rules that govern the possession and use of alcoholic beverages on property owned, leased, or controlled by WVU Parkersburg. This policy was last updated in 2003.

The proposed revisions to Policy A-18, *Alcoholic Beverages on Campus*, clarify and modernize the institution’s approach to regulating alcohol use on campus property. While maintaining the original intent of limiting alcohol-related activity, the policy has been updated for clarity, consistency, and alignment with current practices.

Notable changes include:

- Renaming and reformatting key sections for improved readability;
- Expanding Section 4 from a narrow focus on athletic events to encompass all campus-sponsored public events;
- Adding a new Section 5 on compliance and enforcement, which outlines consequences for policy violations and reinforces the institution’s commitment to safety and legal compliance.

These updates ensure the policy remains applicable to a wider range of campus events while upholding WVU Parkersburg’s responsibility to foster a safe and professional environment.

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

After review and discussion, Mr. Seese 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 A-18 “Alcoholic Beverages on Campus”

Ms. Shaver seconded the motion. Motion passed.

- Approval of Board of Governors Policy Updating the Policy for Disposition of Obsolete and Unusable Materials (Policy E-25)

Dr. Torie Jackson, President, presented to the Board the resolution for approval of the Board of Governors Policy updating the policy for Disposition of Obsolete and Unusable Materials. Dr. Jackson reported the Policy E-25 for “Disposition of Obsolete and Unusable Equipment, Surplus Supplies and Other Unneeded Materials” establishes the process for removal of unneeded and unwanted materials, supplies, and equipment that is college property. This policy was last updated in 2005.

Changes to Policy E-25 include a revised process and inclusion of the Chief Procurement Officer’s role in the determination of surplus material and the process for removal of such materials. It also outlines the process for depositing any funds from a surplus sale. Additionally, the process of donating unwanted materials is denoted.

A notice of proposed rulemaking will be issued proposing the revision of this policy in regards to “Disposition of Obsolete and Unusable Equipment, Surplus Supplies and Other Unneeded Materials” policy. If no substantial comments are received during the 30-day comment period, this policy proposal will be considered approved following the comment period without further action by the Board of Governors. Upon approval by the Board of Governors, this policy proposal will be submitted to the Chancellor of the WV Council for Community & Technical College System for final approval.

After review and discussion, Ms. Shaver 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 E-25 “Disposition of Obsolete and Unusable Equipment, Surplus Supplies and Other Unneeded Materials”

Ms. Morgan seconded the motion. Motion passed.

8. Board Comments/Announcement

Mr. Andrew Walker shared the following announcement:

- On June 21, 2025, at 5:30pm, the Foundation Board will host a West Virginia Day Celebration at Oakland Estate.

9. Next Meeting

Vice Chairman Hess shared the 2025-2026 Board of Governors meeting dates with the Board Members. The dates are listed below:

Tuesday, August 19, 2025
Tuesday, October 14, 2025
Tuesday, January 20, 2026
Tuesday, March 17, 2026
Tuesday, April 21, 2026
Wednesday, June 10, 2026

Next meeting will be held August 19, 2025.

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

Blaine Hess, Vice Chair

Savannah Morgan, Secretary