

**Minutes**  
**West Virginia State University**  
**Board of Governors**  
**Annual Meeting**  
**Erickson Alumni Center**  
**June 13, 2013**

- I. **Call to Order:** Chairman Larry Rowe called The Annual Meeting of the West Virginia State University (WVSU) Board of Governors to order at 2:01 p.m.
- Present:** Mrs. Millie Booker, Dr. Tom Guetzloff, Mr. Paul Konstanty, Mr. Larry Salyers, Dr. Ann Brothers Smith, Mr. Tom Susman, Mr. Gary Swingle, Mr. Scotty White, and Mr. L. Vincent Williams. Mr. William Lipscomb participated by conference call. Dr. John Thralls was absent.
- II. **Verification of Appropriate Notification of Public Meeting:** Notification was verified. The Chairman noted that there was a quorum.
- III. **Approval of the Agenda:** *Mr. White motioned to approve the agenda as presented and Mr. Williams seconded the motion; motion carried.*
- IV. **Approval of the Minutes for April 25, 2013:** *Mr. Guetzloff requested that the minutes be amended under item VIII on page 10 to reflect that he voted nay on President Emeritus Hazo Carter's contract. Mr. Susman motioned to approve the minutes with the aforementioned revision. Mr. Williams seconded the motion; motion carried.*
- V. **Announcements from the Chairman:** Chairman Rowe thanked the Board of Governors for selecting him to serve as chair for FY 2013 and said it has been a rewarding experience. He expressed his appreciation for the hard work and dedication by everyone during the past year. Chairman Rowe stated that Dr. Donna Simon will not be continuing her position with the University. On behalf of the Board of Governors, he presented Dr. Simon with a plaque to acknowledge her for her service to the University and as the liaison to the Board.

Election of Officers: Chairman Rowe stated that three officers are to be elected during the Annual Meeting each year and offices take effect on July 1. Mr. Williams presided over the election and opened the floor for nominations. He entertained motions for each position. Mr. Rowe nominated Mr. Susman as Chair, Mr. Swingle nominated Dr. Smith as Vice Chair, and Dr. Smith nominated Mr. Williams as secretary.

*Mr. Swingle motioned to close the nominations. Mrs. Booker seconded the motion; motion carried. Mr. Konstanty motioned to approve the slate of nominated officers. Mr. White seconded the motion; motion carried.*

*Mr. Susman motioned that the Board of Governors present a resolution in honor of Chairman Larry Rowe for his services. The commendation is to be on record as part of*

*the minutes and a copy of the resolution presented to the Governor. Mr. Swingle seconded the motion; motion carried. The language for the resolution is attached to these minutes.*

*Mr. Williams motioned that the Board of Governors present a resolution to Mrs. Booker, whose term on the Board ends as of July 1, 2013. Mr. Williams read the resolution aloud and requested that it also be on record as part of the minutes. Mr. Swingle seconded the motion; motion carried. Mrs. Booker was also recognized for her work as the clerk for the Presidential Search Committee. The language for the resolution is attached to these minutes.*

## **VI. Reports from Board of Governors' Committees:**

### Institutional Advancement:

Chairman Rowe chaired the committee and presented the report.

- There was a fundraising target of \$3 million by the end of this year and we are currently at \$2.3million compared to \$500,000 this time last year.
- There was a target of 1,000 people who made a financial contribution by the end of this year and we are currently at 716 compared to 359 this time last year.
- A presentation was given on the new Net Community alumni website that will launch on July 1, 2013. Anyone who wants to register to support the University may do so. The website also allows alumni to post announcements and search names and class years of fellow alum.

### Academic Policies:

The committee did not meet prior to the Annual Meeting.

### Recruitment and Retention:

Dr. Smith chaired the committee in Mr. Lipscomb's absence and presented the report.

- President Hemphill and Kitty McCarthy, along with her staff, were commended for their work in the areas of recruitment and retention.
- Freshmen applications are up in- and out-of-state.
- Visits to high schools have increased and staff is continuing to build relationships between the University and high school counselors.
- Freshmen applications as of June 7, 2013 are 1,982, compared to 1,625 this time last year.
- At the census date last year we had 31 out-of-state students confirmed, and we have 77 already confirmed for fall 2013.
- Transfer students remain to be a challenging area because we do not know where they are to recruit. To date, we have 120 transfers admitted, and of that number, 70 have confirmed.
- New Student Orientations continue to improve and our numbers are currently 27 percent ahead of last year through the first three programs.
- EMAS-Pro Solutions have been selected as the vendor for customer relationship management program. This will improve how we communicate with students more efficiently and help with our outreach efforts.

- This semester we only had 38 students on academic suspension which is low compared to past years.
- Of our 204 student-athletes, 36 percent had a 3.00 or higher GPA for the spring semester.
- Dr. T. Ramon Stuart did an analysis of data on conditional admit students, and he found that students who actively participated in support programs regularly generated a higher GPA compared to students who did not.

#### Audit:

Mr. Vincent Williams chaired the committee and presented the report.

- Single audit findings by the state had to do with proper reporting and clarifying mistakes. The auditors are meeting with proper staff correct these areas.
- The legislative audit is ongoing.
- The majority of higher education institutions had additional billing from Deloitte and Touche. Costs varied from a few thousand dollars to over \$20,000. Committee members received a copy of the allocation of each college and university. The University will check with the Higher Education Policy Commission about using a different auditor next year.

#### Finance:

Mr. Larry Salyers chaired the committee and presented the report.

- The committee reviewed May data for the E&G budget; a slight surplus is anticipated.
- The housing account should improve with new housing and the dining service contract.
- A public hearing will be held with regard to Gore and Prillerman Halls.
- Fleming Hall renovation is on schedule. We will have all the funds drawn down by August 2013.

#### **Executive Session:**

*Mr. Williams motioned for the Board to go into executive session according to West Virginia Code 6-9A-4, to discuss real estate matters. Mr. White seconded the motion; motion carried.*

*Motion to come out of executive session and reconvene into regular session was made by Mr. Susman. Mr. Swingle seconded the motion; motion carried.*

*Mr. Susman motioned that President Hemphill and the administration work in conjunction with Attorney Willis-Miller and be empowered to execute documents as needed that would allow the administration to proceed fully with the residence hall project. Mr. Swingle seconded the motion; motion carried.*

#### **VII. President's Report:**

The President stated that on June 17, 2013 the West Virginia Board of Public Works will act on the transfer of property of the former West Virginia Rehabilitation Center property to the University. The transfer of this property will enhance the University's ability to

grow, especially in the areas of science, nursing and technology. The President thanked Melvin Jones and Tom Bennett for their work on the property transfer. While public funding levels were down this year, due primarily to sequestration and elimination of federal funding lines, this was still a successful year for WVSU in grants and sponsored research. From July 1, 2012 to date, the University's Research and Development Corporation has received more than 42 grants. Forty-six percent of those grants came from West Virginia, 40 percent were federal, 11 percent were from private foundations and donors, and 3 percent were awarded from the city or county. The President said funding from the private sector rose significantly this year and is expected to increase again in FY 2014. The University had a 27 percent success rate in gaining grants this year, amidst a national average of 19 percent. He said it is exciting to know all of our faculty are seeking grant funds. He asked that Dr. McMeans and his team be recognized for their hard work. The inaugural edition of State Magazine has been mailed. The magazine is another element of our overall communication strategy and is a collaboration of campus and alumni news. The President acknowledged Pat Schumann and Dr. Donna Simon for their work and the work of their teams on the magazine.

Also, plans are underway for entering students this fall. Several activities and programs will be held to impact their success and focus on retention. Move In and Welcome Day experiences will include assistance with desktop and laptop hookups, the New Students Got Talent event, an open house at the TAP room, and Commuter Connection Day. The President gave kudos to Kitty McCarthy and her staff for their efforts in planning and carrying out these events. Students and faculty will return to a new wireless infrastructure in the fall. Phase one of a three-phase technology plan is underway. The initial phase includes upgrading the fiber grid to 10gig, which will enable a much faster flow of network traffic, more system reliability, added security, and greatly enhanced wireless coverage. Another investment will be in upgrading the telephone system. The President recognized Dr. Donna Simon and the IT staff for their work on these upgrades. On-campus interviews are being conducted this week with two candidates for the Director for Institutional Research and Assessment position. The President stated that Dr. Donna Simon has been on campus less than 12 months, but she has made a lasting impact on the University and the community. For the record, he recognized the hard work, blood, sweat and tears she has given to the University.

- Action item 7.a.i.: President Hemphill asked the Board to approve the recommended schedule of the Board of Governors meetings for FY 2014, as listed on page 11 in the agenda book. *Mr. Susman motioned that the Board tentatively accept the dates, review calendars, and move meetings to coincide with other events on campus. Mr. Swingle seconded the motion; motion carried.*
- Action item 7.a.ii: This item was covered earlier in the meeting following the executive session.
- Item 7.a.iii: As the fiscal year comes to a close, University Advancement staff is focusing on two goals. First, raising \$3 million in gifts and pledges and second, achieving participation from 1,000 donors. They are making great progress in

these areas. A year-end appeal letter has been mailed to alumni who have not yet participated this year.

- Items 7.a.iv, v, and vi: The President asked Mr. Melvin Jones to present the University E&G, all funds and auxiliary budget reports. Mr. Susman said given the fact that Mr. Jones and others present must attend a meeting in Charleston that begins at 5:00 p.m. and almost the entire Board was in the Finance Committee meeting, that they not present the financial information again to the full Board. It was agreed that the Board members may contact Mr. Jones at a later time if they have any questions.

VIII. **Other Matters:** President Hemphill acknowledged the presence of Ashley Schumaker who will be joining the WVSU team on July 1, 2013 as Chief of Staff and Special Assistant to the President.

IX. **Next Meeting Date:** The tentative next meeting date is on September 19, 2013.

**Adjournment:** 4:12 p.m.

West Virginia State University Board of Governors  
Recognizes and Appreciates the Distinguished Service of  
Chairman Larry L. Rowe

WHEREAS, Governor Larry L. Rowe served on the West Virginia State University Board of Governors as its Chairman from 2011-2013; and

WHEREAS, Governor Rowe has participated as a faithful member of the Academic Policies Committee, Audit Committee, Executive Committee, Finance Committee, Institutional Advancement Committee and Recruitment and Retention Committee; and

WHEREAS, Governor Rowe lead the effort to hire Dr. Brian O. Hemphill as the 10th President of West Virginia State University; and

WHEREAS, Governor Rowe used his position as Governor to positively impact and encourage discussion of issues of importance to West Virginia State University; and

WHEREAS, Governor Rowe is a respected local attorney, civic leader, generous community volunteer and loyal ambassador of West Virginia State University; and

WHEREAS, Governor Rowe has shown a special interest in promoting the University's Booker T. Washington properties in Malden, West Virginia; and

NOW, THEREFORE, BE IT RESOLVED that the West Virginia State University Board of Governors, meeting on this 13th day of June, 2013, hereby commends Governor Larry L. Rowe for his contributions to West Virginia State University; and

BE IT FURTHER RESOLVED that this commendation is archived on the pages of the minutes of this meeting and a ceremonial copy presented to Governor Rowe as a token of the Board's appreciation.

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Tom Susman, Secretary  
WVSU Board of Governors

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Dr. Brian O. Hemphill, President  
West Virginia State University

West Virginia State University Board of Governors  
Recognizes and Appreciates the Distinguished Service of  
Mildred (Millie) Booker

WHEREAS, Mildred (Millie) Booker was elected by the West Virginia State University Classified Staff to serve as its representative on the Board of Governors on July 1, 2009, and,

WHEREAS, Governor Booker during her service on the board vigorously and unstintingly presented the interests of WVSU classified staff, and advocated and assured that the interests of WVSU staff were understood and appreciated, including, but not limited to working conditions and pay, and,

WHEREAS, Governor Booker's advocacy for staff was always presented in a collegial manner, and,

WHEREAS, Governor Booker's service on the Board included an awareness of and a responsibility for joining other board members in assuring that the governance and statutory duties of the board were dutifully performed with energy, vision, and care, and,

WHEREAS, the Board of Governors seeks to recognize Governor Booker for her noteworthy service,

THEREFORE, BE IT RESOLVED that the West Virginia State University Board of Governors, at its meeting this 13th day of June 2013, commends and salutes Governor Mildred (Millie) Booker for her outstanding service as a member of the Board.

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Larry L. Rowe, Chair  
WVSU Board of Governors