

**West Virginia State University Board of Governors**  
**Grand Hall, Erickson Alumni Center**  
**June 16, 2016**  
**Minutes**

**1. Call to Order and Roll Call**

Dr. Smith called the meeting of the West Virginia State University (WVSU) Board of Governors (BOG) to order at 12:00 p.m.

**Present:** Dr. Guetzloff, Mr. Konstanty, Mr. Lipscomb, Ms. Pitchford, Dr. Smith, Mrs. Squirts, Mr. Swingle, Dr. Thralls and Mr. Williams. Several members of the administration, faculty and staff were also present.

**2. Verification of Appropriate Notice of Public Meeting**

Dr. Smith announced the verification of appropriate notice of public meeting.

**3. Review and Approval of Meeting Agenda**

Dr. Smith asked to strike "Oath of Office" from Item I. Mr. Swingle motioned for approval of the agenda as amended, and Ms. Pitchford seconded the motion. The motion carried.

**4. Review and Approval of Minutes of Previous Meeting**

Dr. Thralls motioned for approval of the minutes of the April 28, 2016, meeting, and Mr. Williams seconded the motion. The motion carried.

**5. Announcements from the Chair**

On behalf of the Board, Dr. Smith wished Vice President for Business and Finance Melvin Jones happy birthday and thanked him for his commitment and hard work for the betterment of the University. In addition, she expressed appreciation to her fellow Board members and thanked them for their support this past year in her role as Board Chair.

- a. Prior to the Board meeting, a resolution was drafted to recognize Mr. Payton for his service as the student representative on the Board of Governors. Dr. Smith read the resolution aloud and asked that a copy be attached to the meeting minutes for the record. Dr. Guetzloff motioned for adoption of the resolution, and Mr. Swingle seconded the motion. The motion carried. Dr. Smith and President Hemphill presented a ceremonial copy of the resolution to Vice President Kitty McCarthy in Mr. Payton's absence. The resolution will be provided to Mr. Payton at a later date.

A resolution was also drafted prior to the Board meeting to recognize Mr. Salyers for his service on the Board of Governors. Dr. Smith read the resolution aloud and asked that a copy be attached to the meeting minutes for the record. Mr. Swingle motioned for adoption of the resolution, and Mr. Konstanty seconded the motion. The motion carried. Dr. Smith and President Hemphill presented a ceremonial copy of the resolution to Vice President Melvin Jones in Mr. Salyers' absence. The resolution will be provided to Mr. Salyers at a later date.

- b. Dr. Smith said the following dates have been proposed as outlined on page 9 of the Board book for Fiscal Year 2017 meeting dates – September 28, 2016; December 8, 2016; December 9, 2016 (retreat); January 26-26, 2017; March 16, 2017; April 27, 2017; and June 15, 2017. Following Board discussion, Mr. Swingle motioned for approval by the Board to approve the proposed Fiscal Year 2017 meeting dates as presented. Mr. Williams seconded the motion, and the motion carried.
- c. Dr. Smith stated three officers are to be elected during the Annual Meeting each year and become effective on July 1. Dr. Smith opened the floor for nominations. Mr. Swingle moved that the full slate of officers remain the same for Fiscal Year 2017, and Ms. Squirts seconded the motion. Following Board discussion, Dr. Smith called for the vote, and the motion failed. Dr. Smith reopened the floor for nominations. Dr. Guetzloff motioned for approval to re-elect Dr. Smith as Chair, elect Mr. Lipscomb as Vice Chair, and elect Ms. Pitchford as Secretary. Mr. Williams seconded the motion, and the motion carried.

## 6. Reports from Board Committees

### Institutional Advancement:

Dr. Smith chaired the Committee and presented the report.

- To date, the campaign total is \$19,648,427.
- The Brian O. Hemphill scholarship fund has been fully endowed.
- The Committee received a report on alumni engagement.
- Copies of the Homecoming schedule and a list of activities planned by Alumni Relations were distributed.
- Dr. Smith noted the National Alumni Association conference as successful, and she thanked President Hemphill and his Cabinet for attending.

### Audit:

Mr. Swingle chaired the Committee and presented the report.

- The Committee received a report on audits, both in progress and upcoming.
- Business and Finance staff are working to reconcile accounts, close books and make necessary preparations so the auditors can begin their work as scheduled.
- The Committee received a report on the status of the Purchasing Card audit.

### Recruitment and Retention:

Ms. Pitchford chaired the Committee and presented the report.

- The Committee welcomed the new Director of Admissions, Ashley Weir.
- To date, freshman applications for fall 2016 increased 150 percent from last year, which is indicative of the benefits resulting from the partnership with Royall & Company. Admits are at 3,185 compared to 1,223 in fall 2015, and freshman confirmations are 403 compared to 352 last year, an increase of 14 percent.
- Transfer applications increased 12 percent with 451 compared to 388 last fall. Transfer admits are 172 compared to 153, and transfer confirmations increased 14 percent.

### Academic Policies:

Dr. Thralls chaired the Committee and presented the report.

- The Committee received a report on scheduled program reviews for the next two years. Next year there will be three full program reviews and two follow-up reports. The following year there will be five full program reviews and two follow-up reports.
- The newly created Office of International Affairs has opened on the third floor of Ferrell Hall. International recruiting is handled by the office staff, which is separate from the work of the Admissions staff.
- The Committee heard reports on online degree programs, as well as early enrollments.

### Finance:

Committee Chair Tom Susman was unable to attend. As a result, Mr. Swingle presided over the meeting and presented the report.

- The Committee received a report on balances of the E&G and auxiliary accounts as of May 31.
- Members of the Committee were pleased to learn that tuition revenue has already exceeded the budget for the year.
- The Committee received an update on Fiscal Year 2017, which will be presented to the full board later on the agenda.

### **7. Possible Executive Session under the Authority of West Virginia Code §6-9a-4 to Discuss Legal, Personnel and Property Matters**

Mr. Konstanty motioned for approval to go into executive session, under the authority of West Virginia Code §6-9a-4 to discuss legal, personnel and property matters. Mr. Williams seconded the motion, and the motion carried.

A motion to arise from executive session and reconvene into regular session was made by Mr. Williams, and Dr. Thralls seconded the motion. The motion carried. Dr. Smith asked for the record to reflect that the Board only discussed items related to the topics listed, that no decisions were made in executive session, and no motions or votes were taken.

### **8. Report from the University President**

President Hemphill said he would like to begin by reporting on the arrival of a new cohort of English as a Second Language (ESL) students from Mexico, as well as a variety of summer camp attendees. More than 300 students checked in the residence halls this past weekend. He acknowledged the many faculty and staff who make these experiences so very special. President Hemphill provided a brief update on philanthropic giving for Fiscal Year 2016. As of today, the University has 1,051 donors and \$7.6 million in gifts compared to 1,163 donors and \$4.2 million in gifts last year. He thanked Vice President Pat Schumann, and all of those who worked to make this year's completion of the Capital Campaign a resounding success. President Hemphill acknowledged Major General Charles C. Rogers and Brigadier General Walter F. Johnson, III. Last week, Provost Kumara Jayasuriya and Lt. Col. Derrick Spears attended a special ceremony at Fort Knox for the announcement and recognition of the 2016 inaugural class of the U.S. Army

ROTC National Hall of Fame, which was awarded to ROTC alumni whose character and distinguished service epitomize the qualities Army ROTC embodies. President Hemphill asked the Board to join in acknowledging WVSU alums General Rogers and General Johnson for this special recognition and their selfless service to our country.

**a. University Reports Forwarded by Board Committees**

- Item 8.a.i: President Hemphill asked Vice President Jones to provide the budget report. Vice President Jones distributed copies of the April and May reports and provided an update on the May report. He said the target for May activity is 91.67 percent. Total income is at 98.21 percent and expenditures are at 86.91 percent. In June, the University will receive an additional \$100,000 from the R&D Corporation for indirect costs. Vice President Jones provided the percentages for each area: Academic Affairs (93.27 percent), Student Affairs (88.26 percent), President's Office (91.95 percent), University Relations (71.09 percent), Physical Facilities (70.24 percent), University Advancement (81.51 percent), Finance (91.06 percent), and College Wide (75.18 percent).

For the Auxiliary accounts, Vice President Jones said staff are reviewing the Student Union and Housing accounts to identify what is causing the negative net activity. The Dining Services, Faculty Housing, Bookstore, and Parking accounts have positive net activity.

- Item 8.a.ii: President Hemphill provided an update on work being done in preparation for the Fiscal Year 2017 budget. The legislature passed a budget, which will go to the Governor for his signature. He said although budget cuts affected higher education institutions, the percentage of the cut is less than what was anticipated, and the University is in a good position to address the cut. Vice President Jones noted that the budget passed by the Board in April will be amended per the state budget and brought back before the Board.

**9. Special Recognition and Other Matters**

On behalf of the Board, Dr. Smith recognized Chief of Staff Ashley Schumaker for her commitment and dedication to the University during her three-year tenure. Dr. Smith read aloud a resolution and asked that it be archived in the meeting minutes. A copy of the resolution was presented to Chief of Staff Schumaker.

Dr. Smith said today marks the final Board meeting during the tenure of President Hemphill. Prior to the Board meeting, a resolution was drafted to recognize President Hemphill for his exemplary service to the University. The resolution was read aloud and will be attached to the meeting minutes for the record. The resolution, along with a replica of the presidential medallion, were presented to President Hemphill.

**10. Next Meeting Date**  
September 28, 2016

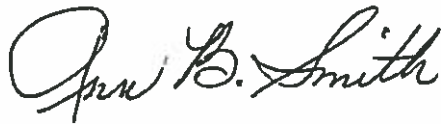
**11. Adjournment**

With there being no further business, the meeting adjourned at 2:19 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "William Lipscomb". The signature is written in a cursive style with a large initial "W".

William Lipscomb  
Secretary (Outgoing)

A handwritten signature in black ink that reads "Ann B. Smith". The signature is written in a cursive style with a large initial "A".

Approved:  
Dr. Ann Brothers Smith  
Chair