

**West Virginia State University Board of Governors**  
**Grand Hall, Erickson Alumni Center**  
**June 15, 2017**  
**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 PM.

**Present:** Dr. Guetzloff, Mr. Kelley, Mr. Konstanty, Mr. Lipscomb, Mrs. Pitchford, Dr. Smith, Mrs. Squirts, 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**

Mrs. Pitchford motioned for approval of the agenda, and Mr. Konstanty 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 27, 2017 meeting, and Mr. Kelley seconded the motion. The motion carried.

**5. Announcements from the Chair**

Dr. Smith stated there were several special presentations for members of the Board whose terms were ending. She expressed appreciation to the members for their service and proceeded with the presentations.

- a. Prior to the Board meeting, a resolution was drafted to recognize Dr. Thralls 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. A ceremonial copy of the resolution was presented to Dr. Thralls by Dr. Smith and President Jenkins. Dr. Thralls thanked the Board for the privilege of serving with them all these years, stating that it has been a capstone experience and he is humbled by the opportunity. He noted that he has worked with boards throughout his career and found this Board to be extraordinary in its commitment to the University and higher education community. He said he would continue to hold WVSU very close in both his mind and heart.

Prior to the Board meeting, a resolution was drafted to recognize Dr. Guetzloff for his service as the faculty 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. A ceremonial copy of the resolution was presented to Dr. Guetzloff by Dr. Smith and President Jenkins. Dr. Guetzloff expressed his appreciation to faculty present for electing him to serve as their representative for four consecutive terms. He

thanked the Board for their support, hard work and commitment which helped move the University forward.

Prior to the Board meeting, a resolution was drafted to recognize Mrs. Squirts for her service as the classified staff 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. A ceremonial copy of the resolution was presented to Mrs. Squirts by Dr. Smith and President Jenkins. Mrs. Squirts thanked everyone and said it has been a pleasure and honor serving on the Board. She stated that the experience has been both educational and inspiring.

Prior to the Board meeting, a resolution was drafted to recognize Ms. Shafer for her 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. Smith and President Jenkins presented a ceremonial copy of the resolution to Interim Assistant Vice President Joe Oden in Ms. Shafer's absence. Dr. Smith read aloud a statement prepared by Ms. Shafer. In her note, Ms. Shafer said the experience taught her about the inner workings of the Board and showed how much time is put into the University. The Board taught her more than she ever imagined she would learn and helped her grow a deeper love for the University. Ms. Shafer thanked the Board for the memorable experience. The resolution will be provided to Ms. Shafer later.

Mr. Williams motioned for adoption of the four resolutions as presented, and Mrs. Pitchford seconded the motion. The motion carried. Mr. Williams commented that he has served with Dr. Thralls for a number of years, and his professionalism and demeanor are aspiring attributes. He further expressed appreciation to Dr. Thralls for his diligent work on the various academic programs brought before the Board. Mr. Williams also recognized Dr. Guetzloff, Mrs. Squirts and Ms. Shafer for their engaging representation of their respective constituent groups.

## **6. Reports from Board Committees**

### **Institutional Advancement:**

Dr. Smith chaired the Committee and presented the report.

- Total number of donors this year are 1,217 compared to 1,032 last year. Total giving is down compared to last year, which is largely due to the completion of the capital campaign. New gifts include but are not limited to \$150,000 from BrickStreet, which will be divided to support different initiatives of the University, and another gift of \$25,000.
- To date, the total cash flow for this year is \$1.6 million. The Committee discussed how much of cash is actually seen and it was noted that a good amount flows through scholarship.
- The Committee received a presentation on planned giving about including WVSU in wills, trusts, etc. A new user-friendly website was created about planned giving. Staff are working to make videos of individuals who have already made commitments to the University through planned giving.

- Copies of the Save the Date for F<sup>2</sup>Q were distributed to the Board. There was an inquiry about how the event and funds raised impact student success, and Vice President for Planning and Advancement Patricia Schumann said the inaugural event cleared \$14,000, which is going to endowed scholarships. Two students were awarded scholarships this year from those funds. Dr. Smith noted that Diane Strong played a key role in outreach to the community to engage new people and businesses.
- The Committee discussed the idea of holding the next Black and Gold Gala on campus.
- Director of Alumni Relations Belinda Fuller provided an update on alumni engagement. One highlight was the communication and postcard campaign started for prospective students, as well as graduates.
- The Committee received information on upcoming alumni events, as well as a copy of the Homecoming schedule and brochure.
- WVSU National Alumni Association President Dr. Lateef Saffore developed a quarterly newsletter to enhance communication with alumni, which can be accessed on the alumni website.

#### Audit:

Mr. Swingle was absent. As a result, Mr. Williams presided over the meeting and presented the report.

- The Committee received an update on audits.
- There are no current audits internally or externally.
- Auditors visited campus for the initial intake in preparation for next year's audit.
- The state hired a new audit firm for OPEB and expects audits to be conducted more timely.

#### Recruitment and Retention:

Mr. Konstany chaired the Committee and presented the report.

- Director of Admissions Ashley Weir reported on metrics and various recruitment initiatives.
- Provost and Vice President for Academic Affairs Dr. Kumara Jayasuriya provided an update on retention efforts.
- The new advising center for freshmen has opened and is going well.

#### Academic Policies:

Mrs. Pitchford chaired the Committee and presented the report.

- The Committee reviewed two academic program proposals.
- The B.S. in Engineering program was approved with one caveat that if the faculty recommends that minimum admissions standards change it would come back before the Board for ratification. The M.S. in Sports Studies program was also approved. Through Committee discussion, it was agreed to add reference to Earl Lloyd on page 52 of the proposal in regard to individuals cherished as part of the history of the University. The Committee will recommend approval by the full Board for both programs later on the agenda.

**Finance:**

Mr. Williams chaired the Committee and presented the report.

- The Committee received an update on the April budget, which indicated the University was on target as of April 30.
- The May budget could not be finalized due to a system glitch and will be distributed to the Board when available.
- Committee discussion was held on Athletics budget. Staff said adjustments would be made to tuition waivers for student-athletes to help address the deficit.
- The Committee discussed the Upward Bound program. State and local representatives are working to have the U.S. Secretary of Education to re-review the University's application. The loss of the program will result in staff being repositioned in other areas of the University, including the R&D Corporation.
- The Committee discussed the state budget, which is still being negotiated.
- Discussion was held on the housing budget and expenses related to maintenance.

**7. Report from the University President**

President Jenkins said the University would host a variety of summer camps such as the Governors School for Math and Science, Health Sciences and Technology Academy, North/South Football training camp, and the Coach Grant S. Gray and William "Weege" Sawyers Summer Youth Program. He expressed his appreciation to the Board members whose terms are ending for their service and said he enjoyed working with them the past year. President Jenkins also acknowledged Vice President for University Relations and Operations Kimberly Osborne, who has accepted a position at UNC Greensboro. He said the University would not be where it is today in terms of marketing and branding without her. In addition, he introduced Executive Assistant Amanda Fellure and said she will be assisting staff with the Board moving forward. President Jenkins also thanked Vice President for Business and Finance Melvin Jones and Director of Physical Facilities Marvin Smith for their work to beautify the grounds and facilities. Lastly, President Jenkins acknowledged Dr. Micheal Fultz for leading flood relief efforts last year that resulted in the University receiving a Partners for Progress and Prosperity Regional Award (P3) from the American Chemical Society. Through this effort, WVSU students, staff and faculty, as well as the Kanawha Valley Section of the ACS, partnered with the Chemical Alliance Zone in June 2016 to provide relief to the affected schools by replacing lab and science equipment for Clendenin Elementary and Herbert Hoover High School.

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

- Item 7.a.i: President Jenkins said, as recommended by the Academic Policies Committee, he brings before the Board for approval the B.S. in Engineering with a Major in Chemical Engineering program proposal. Dr. Thralls noted a provision with respect to possible admissions changes in the future being brought back before the Board for approval. Mr. Kelley motioned that the Board approve the program proposal as presented with the provision, and Mr. Konstanty seconded the motion. The motion carried.

- Item 7.a.ii: President Jenkins said, as recommended by the Academic Policies Committee, he brings before the Board for approval the M.S. in Sports Studies program proposal. Mrs. Pitchford commented that the Committee requested that Earl Lloyd be added on page 52 of the proposal concerning individuals who are cherished as part of the history of the University. Mr. Konstanty motioned that the Board approve the program proposal as amended, and Mr. Williams seconded the motion. The motion carried.
- Item 7.a.iii: President Jenkins asked Mr. Jones to present the BOG Budget Report. Mr. Jones provided an overview of the April report, which is on a modified cash basis. The income and expenditure rate target is 83.33 percent. Total income from beginning of the year to April 30 is at 92.21 percent, which is ahead of budget the rate. Total expenses are at 83.7 percent. The income for May and June are typically much lower because income payments are not being received those months; this will pick back up as beginning of the semester nears. Dr. Guetzloff inquired about the percentage of expenses in physical facilities. Mr. Jones explained it was for the entire campus and expenses have not all been transferred out to the appropriate areas. Dr. Guetzloff asked about Athletics, and President Jenkins said he began working mid-year to reduce the deficit in Athletics. He said the University must continue to reduce the amount of waivers awarded from different areas because there is no revenue attached to the waivers. Board discussion was held on housing and repair expenses.

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

Mr. Williams 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. Dr. Thralls seconded the motion, and the motion carried.

A motion to arise from executive session and reconvene into regular session was made by Mr. Kelley, and Mr. Konstanty 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.

**9. Announcements from the Chair Continued**

- a. Dr. Smith said the following dates have been proposed as outlined in the Board book for Fiscal Year 2018 meeting dates – September 14, 2017; December 7, 2017; January 24-25, 2018; March 15, 2018; April 19, 2018; and June 14, 2018. Board discussion was held on potentially changing the April meeting date to be closer to the Black and Gold Gala. President Jenkins said he would look at the possibility of having the Board meeting that Thursday, Foundation Board of Directors meeting on Friday, with the Black and Gold Gala being held on Saturday. Any recommended changes to Board meeting dates would be brought back to the Board for approval. There being no further discussion, Mr. Konstanty motioned that the Board approve the proposed Fiscal Year 2018 meeting dates as presented with the possible

amendment to the April meeting date. Mrs. Pitchford seconded the motion, and the motion carried.

- b. 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. Mrs. Squirts proposed a slate of Mr. Williams as Chair, Mr. Lipscomb as Vice Chair, and Mrs. Pitchford as Secretary and moved that the Board elect these individuals. Dr. Guetzloff seconded the motion, and the motion carried. It was noted that Mr. Williams served in past as Vice Chair and Secretary.
- c. Dr. Smith said the Board of Governors Bylaws and Board of Governors Policy #61 specifies that the Presidential Review Committee shall be appointed each year. She proposed the following membership: Mrs. Pitchford, Mr. Kelley, Mr. Konstanty, Mr. Jones, and Dr. Smith. Dr. Smith asked for a motion to establish the Committee as proposed. Mrs. Pitchford so moved, and the motion was seconded by Dr. Guetzloff. The motion carried. As Chair-elect, Mr. Williams asked that the Committee hold an organizational meeting to elect a chair and begin its work.

**10. Other Matters**

At the request of Mrs. Squirts, President Jenkins spoke on House Bill 2542 regarding the elimination of classified staff and how the legislation would impact the University.

Dr. Smith asked that the minutes reflect that Mr. Kelley served as the student representative on the University's governing body in 1988.

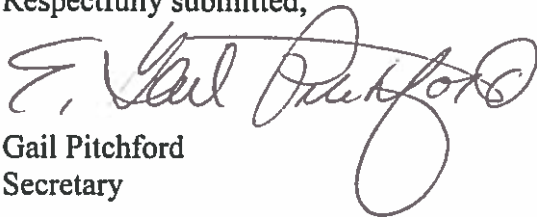
**11. Next Meeting Date**

September 14, 2017

**12. Adjournment**

With there being no further business, the meeting adjourned at 2:57 p.m.

Respectfully submitted,



Gail Pitchford  
Secretary

Approved:



Dr. Ann Brothers Smith  
Chair (Outgoing)



L. Vincent Williams  
Chair-elect