

**West Virginia State University Board of Governors**  
**Erickson Alumni Center, Grand Hall**  
**April 27, 2017**  
**Minutes**

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

Dr. Smith called the meeting of the West Virginia State University Board of Governors to order at 11:42 a.m.

**Present:** Dr. Guetzloff, Mr. Jones, Mr. Kelley, Mr. Konstanty, Mr. Lipscomb, Ms. Shafer, Dr. Smith, Mrs. Squirts, Mr. Swingle, Dr. Thralls, and Mr. Williams. Several members of the administration, students, 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 Agenda**

Dr. Thralls motioned for approval of the agenda as presented, and Mr. Swingle seconded the motion. The motion carried.

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

Mr. Swingle motioned for approval of the minutes of the March 26, 2017, meeting, and Mr. Kelley seconded the motion. The motion carried.

Before moving on to Committee reports, Dr. Smith noted that Dr. Guetzloff asked to share comments with the Board. Dr. Guetzloff expressed his appreciation on behalf of his family for the care and support they received from the Board and administration when his mother passed away.

**5. Reports from Board Committees**

Bylaws and Policy Review Special:

Mr. Konstanty chaired the Committee and presented the report.

- The Committee discussed BOG Policy #36, which was amended during the March meeting and redistributed for an additional 30-day comment. The comment period yielded no comments. The Committee voted to recommend that the full Board approve the policy as previously amended, which will be presented later on the agenda.
- The Committee deferred to the Board chair as to whether there is a need to meet in June.

Recruitment and Retention:

Mr. Konstanty chaired the Committee and presented the report.

- The Committee received reports on enrollment and efforts related to recruitment and retention.
- Mr. Konstanty asked for the record to reflect that the Committee was pleased to have Mr. Joe Oden report as Interim Vice President for Enrollment Management and Student Affairs.

- Total freshman applications increased one percent compared to last year; in-state applications are up 18 percent. Total freshman admits are slightly behind, but confirmations are level. Transfer admits increased 13 percent, and confirmations are up 30 percent over this time last year.
- The Committee also received information about outreach through collaborating with national alumni chapters. Dr. Lateef Saffore will lead a national signing day in Cleveland.
- An overview was provided on new initiatives to engage and retain students such as Freshmen Check-In and Talented Jackets.
- Staff is working on streamlining outreach to students who have not registered.
- Dr. Smith commented it was refreshing to hear that there is support of the effort by alumni to recruit.

#### Audit:

Mr. Swingle chaired the Committee and presented the report.

- The Committee received updates on current audits in process.
- Plans are underway for the initial fieldwork for the next Financial Statement Audit.

#### Academic Policies:

Mrs. Pitchford was unable to attend. As a result, Mr. Konstanty presided over the meeting and presented the report.

- The Committee received information regarding the Chemistry, B.S. program review and had in-depth discussion. The Committee voted to recommend to the full Board that the program be continued at the current level with no specific action and a follow-up report on assessment, which is due December 1, 2018. The item will be presented to the Board later on the agenda.
- Follow-up discussion from the March meeting was held on the possible discontinuation of the Recreation program. The Committee voted to recommend to the full Board that the program be discontinued, and the item will be presented later on the agenda.

#### Finance:

Mr. Williams participated by conference call. As a result, Mr. Swingle presided over the meeting and presented the report.

- The Committee discussed the finances of the institution including actual expenses and revenue for the current fiscal year budget.
- There was extensive review of proposals for the Fiscal Year 18 budget. Copies of materials distributed during Committee meeting will be provided to the full Board.
- The Committee voted to recommend the proposed Fiscal Year 2018 budget to the full Board, which will be presented later on the agenda.

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

President Jenkins thanked the Board, friends, and supporters who participated in inauguration. He said it was a very humbling experience and he appreciates all of the support and kind words from everyone. The President went on to say that the Fifth Annual Black and Gold Gala honoring outstanding supporters and friends of the University was an outstanding success. He gave kudos to the planning team for their work on the impressive

event. In addition, he expressed appreciation for Chuck and Minnie Jones for their work on the silent auction, which was the largest thus far. The Gala raised \$135,000 compared to \$94,000 last year. The silent auction tripled to \$15,000 over \$5,000 last year. The event also grew in participants, with about 370 compared to 300 last year. President Jenkins asked the Board to join him in applauding Mr. Kelley for his work as Master of Ceremonies for the Gala. He then acknowledged Mr. Oden and everyone involved in planning and carrying out another successful Cares Day, which had about 400 volunteers and 30 sites participating. President Jenkins stated he was proud of the Yellow Jacket Nation for their efforts to be involved in helping the community. Copies of a flyer was distributed to the Board for NASA Day taking place on campus on April 28. President Jenkins said more than 600 students will attend the event, which is another wonderful opportunity to showcase not only what the University does in terms of academics, but also with the community. Dr. Guetzloff added that the Research Symposium would also take place that day. Dean Naveed Zaman provided an overview of the symposium schedule and NASA Day exhibits. President Jenkins said the University has also had a great series of speakers brought to campus by the College of Business and Social Sciences. He acknowledged Dean David Bejou for the program he spearheaded. He announced that this would be Dean Bejou's last Board meeting as he has accepted a position at The State University of New York. President Jenkins thanked Dean Bejou for his work for the College and students and asked the Board to join him in a round of applause.

a. University Reports Forwarded by Board Committees

Item 6.a.i: President Jenkins said, as recommended by the Bylaws and Policy Special Committee, he brings before the Board for approval BOG Policy #36 as amended. Dr. Thralls moved that the Board approved the proposed BOG Policy #36 as amended and recommended by the Committee. Mr. Williams seconded the motion, and the motion carried.

Item 6.a.ii: President Jenkins said, as reported by the Academic Policies Committee, he brings before the Board for approval the discontinuation of the Recreation program. He asked Provost Kumara Jayasuriya to provide any additional information. Dr. Jayasuriya said four programs were reviewed by the Academic Policies Committee and a cost analysis was provided for each; the Recreation program was the only one that had a return on investment less than 100 percent, measuring at 42 percent. Of the six students in the program, three are seniors with one graduating in the current semester and the others in the next two consecutive semesters. A plan is in place to teach out the remaining three students, or they may choose to change their majors. Dr. Guetzloff noted that he voted against this item in Committee and expressed his concern that warnings of possible program discontinuations were not heeded. Mr. Konstanty said the program seemed to have a decrease in interest by students. Mr. Swingle agreed and said it does not mean the program was a failure. He also stated it is important for the University to look at the finances tied to academic program offerings. Mr. Kelley moved that the Board approve the discontinuation of the Recreation program as recommended by the Academic Policies Committee. Mr. Swingle seconded the motion, and the motion carried. Dr. Guetzloff voted nay.

Item 6.a.iii: President Jenkins said, as reported by the Academic Policies Committee, he brings before the Board for approval the program review for Chemistry, B.S. He stated that the recommendation of the Committee is continuation without specific action and a follow-up report on assessment due December 1, 2018. Mr. Kelley moved that the Board approve the recommendation as presented. Dr. Thralls seconded the motion, and the motion carried. Dr. Guetzloff recused himself from the discussion and did not vote, as he is a faculty member in the Chemistry Department.

Item 6.a.iv: President Jenkins asked Mr. Jones to provide the 2017-2018 budget and tuition and fees schedule. Copies were distributed to Board members who were not in the Finance Committee meeting. Mr. Jones deferred to Mr. Swingle for the recommendation from the Committee. Mr. Swingle said the Finance Committee would recommend that the board approve the tentative budget for a proposed five percent increase in certain tuition, fees, and room and board costs for the 2017-2018 year with the discretion of the President and his administration to further increase such certain costs by up to another five percent depending upon the additional reduction in state appropriations when the final state budget is approved. Dr. Guetzloff said one thing that has always come up with students is the charge for the commuter meal plan and it just says on their bill "commuter" and if we have that term he does not feel it is an accurate description and students do not realize what it is and just see a \$300 charge per semester. He thinks it is a disservice and hopes to see it corrected, and President Jenkins said it would be. Dr. Thralls said, if he understands correctly, the recommendation would be to approve this on a contingency basis and to give the President the discretion to generate additional increases if needed and that would include an additional five percent tuition increase. Mr. Swingle affirmed and said, unfortunately, the University has no idea at this point and time what the additional percentage of decreases may be with respect to the state. Dr. Thralls said he does not know what other institutions are doing, but he read in the newspaper that a nearby institution had several contingency plans. He knows the University has a need to plan for next year, but he hates to do this ahead of the state budget because it reverses the order of things. He stated that he has complete confidence in the President, as he has indicated on numerous occasions; however, if the University finds itself, after the state budget is determined, with a need for additional increases, he would like for those to come back to the Board. He said his concerns with respect to the tuition matter are known. He further commented that it is a decision with potentially broad implications and he felt it is the responsibility of the Board to be involved in the matter. Mr. Williams said the Finance Committee considered implementing a larger increase, which would narrow the President's range, but they agreed it would be better to leave it at the President's discretion. He said the comments that were made in Committee and to the President are sensitive to the need to keep tuition as low as possible. President Jenkins commented on Dr. Thralls' statement about bringing any additional increase to the Board and said that decision would not be made in isolation and a proposal would be brought before the Board for discussion before moving beyond the five percent. Dr. Smith said the Committee was faced with another challenge in that there is a deadline for submitting fees to HEPC. Dr. Thralls wondered if HEPC would look at that deadline if there were no state budget. Mr. Swingle said the University has a responsibility to

the students and students' parents to give them some indication of what the increases may be. Dr. Thralls said he thinks the five percent is reasonable, but beyond that he would like the Board to examine carefully and have full and free debate and he is pleased that any additional increases would be brought back to the Board. He would also like it if the Board looked at not only tuition but also other areas within the University's financial structure. Dr. Guetzloff asked if the new NSO fees are on the proposed budget information that was presented, and it was noted that they are included on page three. Dr. Guetzloff asked if the most would be 10 percent, with the range being from five to 10 percent, and Mr. Swingle affirmed. Mr. Swingle said the five percent essentially gives a balanced budget for the coming year and the University already planned for decreases to some expenses. Mr. Kelley commented that he believes if a student came to an institution and was enrolled full time and staying on course that it is unfair to raise that student's tuition while attending the institution. President Jenkins said Mr. Kelley's point is well noted; he referred to a conversation held earlier in Recruitment and Retention Committee where he talked about an initiative with the early enrollment program and said it is in line with Mr. Kelley's comment. Dr. Smith clarified that the intent was to take the recommendation and move it into a motion and asked Mr. Swingle to restate the recommendation. Mr. Swingle said that the Finance Committee would recommend that the Board approve the tentative budget with a proposed five percent increase in certain tuition, fees, and room and board costs for the 2017-2018 year with discretion to the President and his administration to further increase such certain costs by up to five percent depending on any additional reductions to state appropriations when the final state budget is finalized and approved with the concurrence of the board. Mr. Williams so moved and Mr. Swingle seconded the motion. The motion carried. Dr. Guetzloff voted nay.

President Jenkins concluded his report with a reminder that spring Commencement is on May 13 at 10:00 a.m. in the D. Stephen and Diane H. Walker Convocation Center. He acknowledged Ms. Shafer and said this would be her last Board meeting as she is graduating. President Jenkins thanked her for her service as the student representative on the Board. Ms. Shafer thanked everyone for their support and said she appreciates all she has been taught at State and had the best experience possible. She will be applying for medical school in the fall. Athletic Director Nate Burton commented that Ms. Shafer is the epitome of a student-athlete. Mr. Oden echoed Mr. Burton and said he fondly remembers the first day she arrived on campus with her parents. President Jenkins asked everyone to join him in applauding Ms. Shafer and wishing her well on her future endeavors.

**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. Dr. Guetzloff seconded the motion, and the motion carried.

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

Mr. Lipscomb moved that the Board authorize President Jenkins to initiate a civil lawsuit on the matter discussed in executive session. Mr. Swingle seconded the motion, and the motion carried by a unanimous vote.

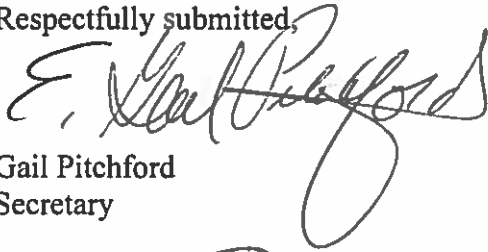
**9. Next Meeting Date**

The next meeting will be held on June 15, 2017.

**10. Adjournment**

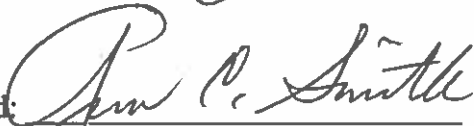
With there being no further business, the meeting was adjourned.

Respectfully submitted,



Gail Pitchford  
Secretary

Approved:



Dr. Ann Brothers Smith  
Chair