

**West Virginia State University Board of Governors
Grand Hall, Erickson Alumni Center
September 14, 2017
Minutes**

1. Call to Order and Roll Call

Mr. Williams called the meeting of the West Virginia State University (WVSU) Board of Governors (BOG) meeting to order at 12:05 p.m. He welcomed new student representative Elijah Roberts, new faculty representative Dr. Frank Vaughan and new classified staff representative James Buchanan and administered a ceremonial oath of office. The new members took a formal oath of office prior to their respective Committee meetings attended earlier. Mr. Williams noted that Dr. Thralls will continue to serve until his successor is appointed by the Governor.

Present: Mr. Buchanan, Mr. Kelley, Mr. Konstanty, Mr. Lipscomb, Mrs. Pitchford, Mr. Roberts, Dr. Smith, Mr. Swingle, Dr. Thralls, Dr. Vaughan and Mr. Williams.

2. Verification of Appropriate Notice of Public Meeting

Mr. Williams announced the verification of appropriate notice of public meeting.

3. Review and Approval of Agenda

Mr. Konstanty motioned for approval of the agenda as presented, and Mrs. 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 June 15, 2017 meeting, and Dr. Smith seconded the motion. The motion carried.

5. Reports from Board Committees

Presidential Review:

Mr. Konstanty chaired the Committee and presented the report.

- The Committee met in August and earlier this morning to review BOG Policy #61 and develop a timeline for the end of contract cycle review.
- The Committee will begin scheduling meetings with the caucus groups as identified.
- The meeting with alumni will take place over Homecoming weekend.
- The Committee will likely meet again in November to discuss comments received and prepare the report to be submitted to the full Board in December.

Institutional Advancement:

Mr. Williams chaired the meeting and presented the report.

- The Committee received a comparative gift report on cash received year-to-year.
- An update was provided on the push to raise \$300,000 by Homecoming for the Presidential Scholarship Fund.

- The Committee received information about the Tower Club, which is a new fundraising initiative for individuals who give monthly. The targeted amount is \$18.91 per month. Members receive a 30 percent discount in the Bookstore.
- Staff provided an update on the marketing campaign, which included the new interstate billboard with a Yellow Jacket Nation image. President Jenkins commented on the marketing piece and noted the importance of continuing to market and brand the University. He gave kudos to Mr. Jack Bailey, as well as Gazette reporter Jake Jarvis for his coverage of the University.
- The Committee discussed the Second Annual F²Q event being held on Sunday, September 17, as well as Homecoming on September 28-30 for which Mr. Williams gave an overview of scheduled activities.

Finance:

Mrs. Pitchford chaired the Committee and presented the report.

- The Committee elected Mrs. Pitchford as Chair, and Mr. Kelley was elected to serve as Presiding Officer in Absence of Committee Chair.
- Business and Finance staff provided a report on all funds and expenditures through August 31, 2017. Revenue was reported at \$7.8 million and expenses were at \$6 million.
- The Committee also heard a review of cash monitoring, and the process is moving along smoothly.
- The Committee reviewed the actual budgets for Fiscal Years 2016 and 2017 and a Fiscal Year 2018 revised budget comparison.

Audit:

Mr. Lipscomb chaired the Committee and presented the report.

- The Committee elected Mr. Lipscomb as Chair, and Dr. Smith was elected to serve as Presiding Officer in Absence of Committee Chair.
- The Committee received update on the financial statements audit. Auditors from Clifton Larson Allen will be on campus next week.
- The draft financial statement audit will be completed by the end of this week.
- The Committee received an update on the bond audit.

Academic Policies Committee:

Mr. Kelley chaired the Committee and presented the report.

- The Committee elected Mr. Kelley as Chair, and Mr. Konstanty was elected to serve as Presiding Officer in Absence of Committee Chair.
- The Committee reviewed two academic program proposals.
- The B.S. in Engineering with a concentration in Civil Engineering and M.S. in Computer Science programs were approved. The committee will recommend approval to the full Board later on the agenda.
- Following Committee discussion, it was recommended that a process be created where proposals for new academic programs are also taken to the Finance Committee to ensure the University has the resources to implement the programs. President Jenkins noted that there is a process in place that make certain new programs do not take away from other academic programs, as well as a review

process after five-years to assess if the program is still viable. Programs are also designed to become self-sustained.

Recruitment and Retention:

Dr. Smith chaired the Committee and presented the report.

- The Committee elected Dr. Smith as Chair, and Mr. Lipscomb was elected to serve as Presiding Officer in Absence of Committee Chair.
- The Committee welcomed Dr. Yvette Underdue Murph to the administration.
- Staff provided a report on recruitment and retention and initiatives.
- After reviewing data, the Committee learned there might be some initiatives that could be handled internally rather than paying outside services.
- President Jenkins reported the overall enrollment is 3,909, an increase of 11 percent. He thanked Joe Oden for his work on the admissions and recruitment piece and said he did an outstanding job in keeping the division steady during a year of transition with different interim vice presidents.
- The first-to-second year retention rate is 58.8 percent, which is the highest in the last five years.
- Board discussion was held on recruitment and retention initiatives and admissions application tracking.

Mr. Williams noted that he would be sitting in on some Finance Committee and that Mr. Swingle will be added to the University Advancement Committee. In addition, Mr. Williams said he is appointing a Special Committee on Policy Review to look at legislative changes with respect to House Bill 2542, which provides greater flexibility with relations to personnel issues at the institutions, and identify any impact it would have on BOG policies and recommend any modifications to the full Board. Members appointed are Mr. Konstanty as chair, Mr. Kelley, Mr. Swingle, Mr. Lipscomb and Mr. Buchanan. He asked that a copy of the bill be provided to the Committee members.

6. Report from the University President

President Jenkins welcomed everyone and asked for a round of applause for Mr. Williams and his first meeting as Chair. He said the University had a busy summer and good start to this academic term. On August 17, the Class of 2021 was provided a warm welcome to the State family during the New Student Convocation and the 6th Annual State Stride. President Jenkins thanked Mr. Lipscomb and Mr. Konstanty for attending this important event and the staff of Enrollment Management and Student Affairs for making it a resounding success. Under the direction of Nate Burton and with the help of Jack Baily and Mr. Konstanty, the University launched its first television sports show that airs every Saturday at 9:00 a.m. on Fox11. The show highlights games from the previous week and upcoming games and showcases the great work of WVSU. The third episode airs this Saturday. President Jenkins said the WVSU Loyalty Program was recently launched and is designed to show the University's loyalty to students who have taken classes through the early enrollment and collaborative programs. He had an opportunity to meet with Putnam County high school principals and will meet with Kanawha County principals next month. The program, with the tagline "My State My Rate," freezes tuition for students that took six credit hours or more and enroll at WVSU as a first-time freshman taking fifteen credit

hours. He thanked Nathan Gainer for his work on the early enrollment program, which has grown tremendously over the last few years. He also acknowledged the University's team that worked diligently over the summer on the logistics for the WVSU Loyalty Program.

President Jenkins said Bachelor of Science in Engineering with a major in chemical engineering and a Master's of Science in Sports Studies, which were previously approved by the Board in June, were approved at the beginning of August by the West Virginia Higher Education Policy Commission. Dr. Kumara Jayasuriya is working now to finalize the submission to the Higher Learning Commission for final approval, and the expected start date for both programs is fall 2018. These programs are designed specifically to fill the job vacancies of today and long into the future.

President Jenkins reported that he formed a Budget Efficiency Task Force to develop a plan that will reduce the University's budget by \$1.5 million. The task force will review four main areas of the University (personnel, services, programs and overall efficiencies). The task force is co-chaired by Dr. Jayasuriya and Melvin Jones with Tom Bennett, Dr. Underdue Murph, Dr. Paige Carney, Ms. Debbie Williams, Dr. Rob Wallace, Dr. Naveed Zaman, Matt Carroll, Frehot Hailou, Mr. Buchanan and Dr. Richard Ford completing the task force. The group will hold a series of town hall meetings and submit a report to me later this fall.

a. University Reports Forwarded by Board Committees

Item 6.a.i: President Jenkins said he brings before the Board for approval the M.S. in Computer Science program, as recommended by the Academic Policies Committee. Dr. Thralls moved that the full Board approve the program as presented. Mrs. Pitchford seconded the motion, and the motion carried.

Item 6.a.ii: President Jenkins said he brings before the Board for approval the B.S. in Engineering program with a concentration in Civil Engineering, as recommended by the Academic Policies Committee. Mr. Swingle moved that the full Board approve the program as presented. Mr. Konstanty seconded the motion, and the motion carried.

Item 6.a.iii: President Jenkins said he brings before the Board's consideration modified meeting dates for the upcoming fiscal year. The December date would be moved from December 7 to December 8 to reduce travel costs for out-of-state Board members to attend commencement on Saturday, December 9. The same applies for moving the April 19 meeting to May 11. Moving the March 15 meeting date to April 6 allows for an additional meeting in advance of the budget submission to the state. Dr. Smith noted that traditionally the Foundation Board meets before the Black and Gold Gala, which would conflict with the proposed April 6 meeting date. President Jenkins yielded to Mr. Kelley in his role as Foundation Board Chair, who said they would work around the date change. Mr. Swingle moved that the Board approve the revised meeting dates as proposed. Mr. Konstanty second the motion, and the motion carried.

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. Swingle 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 Mrs. Pitchford seconded the motion. The motion carried. Mr. Konstanty 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. Konstanty noted the upcoming football game on September 16 vs. Notre Dame.

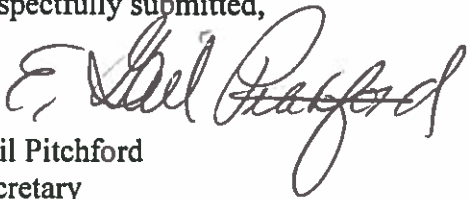
9. Next Meeting Date

December 8, 2017

10. Adjournment

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

Respectfully submitted,



Gail Pitchford
Secretary

Approved: _____

Mr. Leon Vincent Williams
Chair