

West Virginia State University Board of Governors
Erickson Alumni Center, Grand Hall
March 20, 2014
Minutes

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

Chair Susman called the meeting of the West Virginia State University Board of Governors (BOG) to order at 12:31 PM.

Present: Mrs. Jarvis, Mr. Konstanty, Mr. Lipscomb, Dr. Smith, Mr. Swingle, Dr. Thralls, Mr. White, and Mr. Williams. Dr. Guetzloff participated by conference call.

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

Mr. White motioned to verify the appropriate notification of the meeting, and Mr. Williams seconded the motion. The motion carried.

3. **Review and Approval of Agenda**

Chair Susman requested to modify the agenda and move items 8.a.i and 8.a.ii to immediately follow item 5. Mr. Konstanty motioned for approval of the agenda as amended, and Mr. Swingle seconded the motion. The motion carried.

4. **Review and Approve Minutes of Previous Meetings**

Dr. Thralls motioned for approval of the minutes of the meetings held on January 22, 2014; January 23, 2014; and February 24, 2014, and Mr. White seconded the motion. The motion carried.

5. **Announcements from the Chair**

Chair Susman said the State family was deeply saddened by the loss of President Emeritus Dr. Hazo W. Carter, Jr. who passed away in February. The Chair announced that a resolution for Dr. Carter was adopted during the February 24, 2014 special meeting on and later presented to his daughter, Angela, on behalf of the Board. Chair Susman read the resolution aloud and asked that it be attached to the minutes for the record. Mr. Swingle motioned for approval to include the resolution as a part of the meeting minutes for the record, and Mrs. Jarvis seconded the motion. The motion carried.

Chair Susman noted that Dr. Guetzloff is participating by conference call, because he is attending the 247th American Chemical Society National Meeting & Exposition in Dallas, Texas. Dr. Guetzloff said he received an award and his paper, "A Good Way to Transition to an Online Course," was presented to more than 10,000 chemists at the meeting. Chair Susman congratulated Dr. Guetzloff on this accomplishment.

8. **Report from the University President**

a. University Reports

- Item 8.a.i: President Hemphill introduced Dr. Angela Bell, Vice Chancellor for Policy and Planning at the Higher Education Policy Commission (HEPC). Dr. Bell provided an update regarding the new statewide Master Plan, *Leading the Way*.

Access. Success. Impact., which will guide the work of the Commission and the institutions through 2018. During the two-year process of developing the Plan, the HEPC received input from stakeholders, and performed a data analysis on progress goals in *Charting the Future* and the needs of the state. The conceptual model is based on three focal areas – access, success, and impact. Dr. Bell said there are goals and objectives for each of the focal areas; some are tangible and others are more open-ended.

For the area of access, the goal is to increase access to postsecondary education for both traditional and non-traditional aged West Virginians and the objectives are: (1) increase enrollment overall and in important target populations; (2) increase the percentage of West Virginia high school graduates continuing on to higher education in the following fall to the SREB average; (3) institutions will provide a plan for a comprehensive, collaborative access effort and report on the success and outcomes of this effort; and (4) institutions will provide their comprehensive financial aid plan that guides institution-level financial aid allocation, administration, and outreach and report on the success and outcomes of this plan.

For the area of success, the goal is to increase the number of students at system institutions completing quality academic programs. The objectives for this goal are: (1) improve the outcomes of students requiring developmental education; (2) increase the retention rate of students overall and specifically in important target populations; (3) increase the number of students making progress toward on-time completion; (4) increase the four- and six-year graduation rates of students overall and specifically in important target populations; (5) institutions will provide summaries of the reporting year's academic program reviews, focusing on academic quality, evaluation of stated program outcomes, assessment of student learning, and future actions to be taken; and (6) institutions with graduate programs will enhance and report on institutional efforts to improve the outcomes of graduate students.

For the area of impact, the goal is to increase the impact that public colleges and universities have on West Virginia through production of qualified graduates ready to contribute to the workforce and community, provision of needed services, and research and development that promote knowledge production and economic growth. The objectives for this goal are: (1) increase the number of degrees awarded annually at the undergraduate and graduate levels overall and in needed areas; (2) institutions will address regional economic needs through development and promoting pathways to the West Virginia workforce for students and recent graduates; (3) institutions will provide a plan for how the institution and its students are engaging with external organizations (government, business, non-profit) to solve critical regional civic and/or social issues; (4) decrease the system average federal student loan cohort default rate to 9.0 percent; and (5) increase research and development activities which contribute to West Virginia's economic growth.

Dr. Bell said the Compact reporting process is different than in the past. Institutions were required to submit targets for objectives with system-set metrics by November 1, 2013. The next steps are to develop and submit strategies for a means of assessment (due November 1, 2014) and report on implementation of

strategies, outcomes of assessment, and future plans (November 1, 2015 through 2018).

The Commission's responsibilities with Compacts include timely provision of data, providing support in the planning year in terms of best practices and professional development, reviewing initial targets, plans, strategies and yearly updates, and making recommendations for approval to the Commission. The Commission will also post Compacts on the website and recognize exceptional strategies and outcomes.

Dr. Bell said the Boards of Governors must approve institution Compacts including the numerical targets being set this fall. Boards need to understand the shift to focused, sustained efforts in strategies and comprehensive plans that require broad campus and community input. Additionally, they should understand the importance to the Legislature of institutional progress toward state goals.

Chair Susman said, with regard to the concept of four-year vs. six-year graduation rates, a significant part of state's population are non-traditional students or traditional students who commute and have families. He asked if there could be a data differentiation that addresses these students. Dr. Bell said the institutions are setting their own targets and not being compared to other institutions. She further stated there is a line of returning adults which also helps with traditional students with families. The HEPC will also be submitting data on differential targets.

- Item 8.a.ii: President Hemphill called on Mrs. Schumaker to provide an update regarding the institutional Compact metrics. Mrs. Schumaker said, after reviewing the Compact submission, the Higher Education Policy Commission asked the University to reevaluate several metrics. Mrs. Schumaker explained the adjustments, which are highlighted in the Board agenda book on pages 24-28.

Student Access

Enrollment

- Fall Underrepresented Racial/Ethnic Group Total was changed from 447 to 509, an increase of approximately 12%.
- Fall Adult (25+) Headcount was changed from 1,050 to 1,150, an increase of approximately 8%.

Student Success

Developmental Education Outcomes

- Students Passing Development Courses in Math was changed from 50% to 60%, an increase of 10%.
- Developmental Students Passing College-Level Course in Math remains at 28%. A change was requested but not made. This is the same case with English, which remains at 55%.

Retention

- Full-Time, First-Time Freshmen was changed from 65% to 70%, an increase of 5%.

- Returning Adults was changed from 60% to 65%, an increase of 5%.
- Four-Year Graduation Rate
- Returning Adults was changed from 35% to 40%, an increase of 5%.

There were no changes discussed by members of the Board or Commission in terms of the Impact section. Chair Susman requested that the Academic Policies Committee review the proposed adjustments with staff and bring this item back to the Board on May 1 for approval. Mr. Konstanty asked about the rationale for changing the numbers. Mrs. Schumaker said the University looked at how it was measuring and the data was recalculated. For example, enrollment rates increased slightly and if it continues to trend in that direction, the University should challenge itself to increase these figures. She said it is important to note that the initial/draft Compact goals were developed about a year and half ago. After reviewing, the HEPC may suggest changes, but the Board of Governors still has the flexibility to change the metrics until the November 1, 2014 submission. After that, no adjustments can be made.

6. **Reports from Board Committees**

Presidential Review Process Ad Hoc Committee:

Mr. Konstanty chaired the Ad Hoc Committee and presented the report.

- The Committee met on March 19, 2014. Prior to the meeting, the members received information on presidential review policies of comparative institutions. The Committee will develop an original policy on the presidential review process rather than mirror another institution. They will meet again on April 23, 2014 at 4:00 PM to review the first draft.
- The Committee will bring the draft proposed policy before the full Board on May 1, 2014 for approval and a thirty-day public comment period. It is anticipated that the policy will be presented to the full Board for final approval in June.

Institutional Advancement:

Chair Susman chaired the Committee and presented the report.

- The total number of donors to date for this year is 715, compared to 534 last year.
- The pledge balance has increased more than \$1 million since this time last year. There is also significant growth in cash gifts.
- The Committee received an update on the National Alumni Association Conference. More than 200 alumni are expected to participate. The University's vice presidents will also attend to interact with alumni and provide additional information about their respective areas.
- The Committee heard an update on the Black and Gold Gala. Ticket sales and sponsorships are going well.
- Alumni Relations will debut an updated version of *The Buzz* newsletter for WVSU alumni and friends.

Audit:

Mr. Williams chaired the Committee and presented the report.

- The Committee reviewed the proposed revised travel policy and proposed travel procedures manual for student groups and teams. The Committee requested to have the proposed travel policy slightly modified before presentation to the full Board that afternoon. The changes primarily addressed information that had not been updated since the last revision in 2003.
- The Committee also reviewed the proposed new policy on fixed asset inventory. The University does not currently have a measure in place to track and account for fixed assets and there have been exceptions in audits as a result.

Recruitment and Retention:

Mr. Lipscomb chaired the Committee and presented the report.

- The Committee received presentations from Mrs. Anderson and Ms. Ross.
- Freshman applications increased 19% over fall 2013, which is a 52% increase over fall 2012. Freshman admits increased 12% over fall 2013.
- Admissions staff will send letters welcoming students who have been confirmed.
- Outreach efforts by staff include, but are not limited to: sending e-mails to students regarding registration, attending college and spring fairs, and holding on-the-spot decisions days. Application fee waivers are continuing to be offered as well.
- A model room is on display in the University Union to demonstrate what the dorm rooms will look like in the new residence hall. The model room is open for viewing from 11:00 AM to 1:00 PM and 4:00 PM to 5:00 PM and can be used as a recruitment tool during campus tours.
- For the 2013-2014 academic year, \$16,574,174 in federal aid and \$2,303,359 in state aid has been disbursed to students. Compared to this time last year, disbursements are up \$1,338,695 in federal aid and \$6,475 in state aid. The increases are mainly due to FAFSA applications being received on-time. FAFSA Fridays will continue through April 19.
- Financial Aid customer service continues to improve. On March 14, 2014, 158 award notices were mailed to admitted, first-time freshmen. In the month of February, 347 students signed in to see a Financial Aid representative. Staff hosted a College Goal Sunday and 41 students attended.
- The average loan debt for the University's 2013 graduates is \$18,774 (May), \$25,037 (August), and \$14,178 (December). The statewide average loan debt is \$26,227, and West Virginia is ranked 25th in the nation.

Dr. Smith said many alumni have questions about recruiting. She asked if Ms. McCarthy's presentation at the upcoming alumni conference will provide measures or information about how alumni can assist with out-of-state recruitment. Dr. Smith also suggested a flow chart to help identify representatives for the different regions. Ms. McCarthy said she will include this information and have samples of a recruitment toolkit that alumni may receive upon request.

Academic Policies Committee:

Dr. Thralls chaired the Committee and presented the report.

- The Committee reviewed four academic programs. Dr. Thralls provided a report on each program to the full Board and said President Hemphill will formally present the Committee's recommendations as a part of his report.
- The Bachelor of Arts in Art is a relatively small program that has maintained a stable number of majors, but has a low number of graduates. However, the program plays a large part in general education. After reviewing the materials, the Academic Policies Committee voted to recommend the program be continued at a reduced level of activity with conditions. Continuation of the program would call for a review of its curriculum to reduce the number of concentrations and courses offered in the program, and submission of a follow-up report to the Board of Governors in March 2015.
- The Bachelor of Science in Recreation has had a variety of activity and several options in the program. Despite efforts to reinvigorate interest in the program, it continues to struggle in terms of recruiting new students and thus to increase the number of graduates. The recreation component has decreased partly due to the closing of the West Virginia Rehabilitation Center. The therapeutic recreation option has not been in operation as a result of the loss of external accreditation and the inability to regain that accreditation. The Academic Policies Committee voted to recommend the program be continued at a reduced level of activity with conditions. Continuation of the program would call for the elimination of the therapeutic recreation option and a follow-up report to the Board of Governors in March 2015 to address items such as faculty data, program enrollment, course enrollment, graduate numbers, and assessment information.
- The Bachelor of Science in Social Work is a robust program with a long-standing record of graduates and job placement. The Academic Policies Committee voted to recommend continuation of the program at the current level of activity without conditions. Dr. Thralls said, as a note of information, discussions are being held regarding the possibility of a collaborative program with West Virginia University for a Masters in Social Work.
- The Bachelor of Science in Sports Studies is a relatively new program that has been operational for three years. The program has done well with enrollment and appears to have strong leadership. Although the number of graduates is low, it is projected that there will be an increase as the student enrollment grows. The Academic Policies Committee voted to recommend the program be continued at the current level with one condition. Continuation would call for the submission of a follow-up/progress report to the Board of Governors in December 2015 on program assessment.
- The Committee received an update from Dr. McMeans on the reaffirmation of accreditation. He will give a detailed presentation to the full Board.

Finance:

Mr. Williams chaired the Committee and presented the report.

- The Committee discussed the budget reports. The University is at approximately 67% in the budget.
- Discussion was held on the financial performances for the various areas. Expenses in the Physical Facilities area increased due to the water crisis and weather and the impact these had on utilities and repairs.
- The Committee did not find any exceptional items in the financial report.
- Updates were received on the construction projects. The Convocation Center officially opened on February 28; 204, the only remaining work is the finishing touches on the punch list. Chair Susman suggested the HEPC be invited to review the punch list to ensure the contract obligations are met. The new residence hall remains on-schedule and on-budget.
- Chair Susman noted that the Expenditure Schedule is tentatively due to the State Budget Office by May 1, 2014 which is the date of the next scheduled Board meeting. The University will request a one to two day extension, if needed, to avoid a special meeting.

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

Mr. Swingle motioned for approval to go into executive session, under the authority of West Virginia Code §6-9A-4, to discuss personnel and legal matters. Mr. White seconded the motion. The motion carried.

A motion to arise from executive session and reconvene into regular session was made by Mr. White and seconded by Mr. Williams. The motion carried.

There was a consensus of the Board to modify the order of the agenda and divert to items 8.b.i through 8.b.viii so they could be presented before traveling Board members had to depart.

8. **Report from the University President (continued)**

b. University Reports Forwarded by Board Committees

- Item 8.b.i: President Hemphill said, as reported by the Audit Committee, there is a complete revision to BOG Policy #5 (Travel Regulations) that is being proposed to the Board. The President asked Mr. Jones to provide any additional information related to this proposed revised policy. Mr. Jones said staff recommended a complete re-write of the Board's existing policy regarding travel. The proposed revised policy is a collection of best practices in state government and across higher education. It is recommended that the proposed revised policy be distributed campus-wide for a thirty-day comment period. Chair Susman asked if the same process would be used as the previous revised policy. Mr. Jones affirmed and said all comments would be brought back to the Board on May 1, 2014 and changes would be made only if comments received are germane. Mr. Swingle motioned for approval to distribute the proposed revision to BOG Policy #5 for a campus-wide, thirty-day comment period and Mr. Konstanty seconded the motion. The motion carried.

- Item 8.b.ii: Chair Susman said, as a response to the legislative audit, the Board requested staff to develop travel procedures that are specific to certain areas of the University, such as athletics. A manual was developed to formalize and streamline many of the practices currently in place. The procedures will go in effect pending approval of the proposed revised BOG Policy #5.

Chair Susman requested that the Board deviate from action items for a special recognition. President Hemphill said the latest edition of State magazine was recently distributed to alumni, friends, and supporters. This edition highlighted alumni such as U.S. Circuit Court Judge, and namesake of the University's new residence hall, The Honorable Damon J. Keith, and Board member, Gary Swingle. The President said the University's new marketing plan featuring the slogan *Find Your Passion* is well underway through regular airings of the new television commercial. The television campaign, which included approximately 200 airings across three local television networks, will wrap up at the end of this month. The campaign has been well received. The campaign will continue through the use of a billboard in the Charleston area as well as social media outlets. The University has also incorporated the *Find Your Passion* logo on letterhead and all news releases sent out by University Relations and Operations. As part of these efforts, the University will soon introduce a new logo. Additionally, the athletics logo is being updated to establish a visual brand consistency.

President Hemphill is pleased that students, faculty, staff, and alumni have embraced the University's new marketing plan. He said the new logos will only continue to build on that excitement and further position West Virginia State as a vital player in the state's higher education landscape for years to come. He asked the members of the University Relations and Operations team to please stand and be recognized for their hard work in these areas and more. The President asked everyone to join him in applauding Mrs. Osborne and her team for their work and commitment to the University.

Chair Susman thanked everyone present for their patience as the Board navigates through the agenda. The President proceeded with the items listed under his report.

- Item 8.b.iii: The President said a new policy is being proposed, as reported by the Audit Committee, which is BOG Policy #60 (Fixed Asset Inventory Policy). The President asked Mr. Jones to provide additional information related to this proposed new policy. Mr. Jones said staff has recommended an inventory policy to ensure compliance with inventory requirements defined by generally accepted accounting principles and state law. The proposed new policy establishes a \$5,000 threshold for tracking fixed assets. Mr. Swingle motioned for approval to distribute the proposed new BOG Policy #60 for a campus-wide, thirty-day comment period, and Mr. White seconded the motion. The motion carried.

Dr. Thralls requested that a full set of Board policies be provided annually for review and information. Additional policies may have information that should be updated. Chair Susman concurred and asked staff to prepare sets of the policies, electronic and in print if requested, and distribute them to the Board; on or around June 1 of each year.

- Item 8.b.iv: President Hemphill said he brings before the Board's consideration a program review for Art. This review has been endorsed by the Provost's Office and presented to the Academic Policies Committee. After reviewing the materials, the Academic Policies Committee voted to recommend the program be continued at a reduced level of activity with conditions. Continuation of the program would call for a review of its curriculum to reduce the number of concentrations and courses offered in the program, and submission of a follow-up report to the Board of Governors in March 2015. As indicated by Academic Policies Committee Chair Dr. John Thralls, the review is recommended, as outlined above, for approval by the full Board. Dr. Thralls motioned for approval of the program review as recommended by the Academic Policies Committee, and Mrs. Jarvis seconded the motion. The motion carried.
- Item 8.b.v: President Hemphill said he brings before the Board's consideration a program review for Recreation. This review has been endorsed by the Provost's Office and presented to the Academic Policies Committee. After reviewing the materials, the Academic Policies Committee voted to recommend the program be continued at a reduced level of activity with conditions. Continuation of the program would call for the elimination of the therapeutic recreation option and a follow-up report to the Board of Governors in March 2015 to address items such as faculty data, program enrollment, course enrollment, graduate numbers, and assessment information. As indicated by Academic Policies Committee Chair Dr. John Thralls, the review is recommended for approval by the full Board. Mr. White motioned for approval of the program review as recommended by the Academic Policies Committee, and Dr. Smith seconded the motion. The motion carried.
- Item 8.b.vi: President Hemphill said he brings before the Board's consideration a program review for Social Work. This review has been endorsed by the Provost's Office and presented to the Academic Policies Committee. After reviewing the materials, the Academic Policies Committee voted to recommend continuation of the program at the current level of activity without conditions. As indicated by Academic Policies Committee Chair Dr. John Thralls, the review is recommended for approval by the full Board. Mr. Konstanty motioned for approval of the program review as recommended by the Academic Policies Committee, and Dr. Smith seconded the motion. The motion carried.
- Item 8.b.vii: President Hemphill said he brings before the Board's consideration a program review for Sports Studies. This review has been endorsed by the Provost's Office and presented to the Academic Policies Committee. After reviewing the materials, the Academic Policies Committee voted to recommend the program be continued at the current level with one condition: continuation would call for the submission of a follow-up/progress report to the Board of Governors in December 2015 on program assessment. As indicated by Academic Policies Committee Chair Dr. John Thralls, the review is recommended for approval by the full Board. Mr. White motioned for approval of the program

review as recommended by the Academic Policies Committee, and Mrs. Jarvis seconded the motion. The motion carried.

- Item 8.b.viii: President Hemphill asked Mr. Jones to provide the budget report. Mr. Jones said E&G budget reports for January and February were provided, but he would only refer to February unless there are questions. He said the general revenue target is 66.7% and performance indicators in this report are based on that percentage. The University's total income is at 73.65%, which is 7% ahead compared to this time last year. The actual percentages for all of the areas are as follows: Academic Affairs (55.08%), Enrollment Management and Student Affairs (64.06%), President's Office (76.25%), University Relations and Operations (54.91%), Physical Facilities (56%), University Advancement (77.77%), and Finance (67.14%). The majority of the areas are under budget. He referred to the notes at the bottom of the report and said University Advancement is over as a result of personnel that was budgeted incorrectly at the beginning of the year. This overage will be offset by favorable numbers in the Finance area. The college-wide budget had a significant increase due to insurance payments and utility charges. Mr. Jones stated the budget column represents a 1% mid-year budget reduction, which amounted to approximately \$116,000. Overall, the University is doing well going into the last half of the fiscal year. Finance staff will continue to modify expenditures through year-end.

Mr. Jones continued the budget report with an update on the auxiliary accounts. The Student Union Operation account still has not received funds from Kanawha Valley Community and Technical College. This issue is expected to be resolved soon. A deficit remains in the Housing account and expenses continue to increase. Dining Services should be close to zero at the end of the year. The Faculty Housing account continues to be unfavorable. A large amount of repairs was required after two houses were vacated. The leases were moved up and occupants have a three-year window to remain in the dwelling. Both Athletic accounts are doing well. The Parking account has improved and has positive net activity. The Bookstore continues to do extremely well.

President Hemphill provided an overview of the recently completed 2014 regular legislative session, including the budget, as it impacts West Virginia State University. During the session, the Governor submitted to the Legislature a base budget of \$10,380,591 and a state land-grant match of \$1,673,390 for West Virginia State University. The Legislature passed the budget with this same base and land-grant match budget allocation in place, which resulted in a total reduction of 5.94% for Fiscal Year 2015, which begins on July 1, 2014. The President said one bill of particular interest to the University, which passed and is awaiting signature by the Governor, is House Bill 4496. The bill adds the University as a participating institution in the West Virginia Research Trust Fund, better known as Bucks for Brains. Should future funding be added to the Research Trust Fund, WVSU or the Research Corporation can obtain a one-for-one match on endowment proceeds for any of the following designated uses:

(1) To pay the base salaries of newly endowed department chairs, new professorship positions, new research scientists, and new research staff positions including, but not limited to, research technicians and support personnel, and to fund affiliated graduate or undergraduate student research fellowships. All positions or fellowships shall be engaged primarily in one of the following areas of research: energy and environmental sciences; nanotechnology and materials science; biological, biotechnological and biomedical sciences; transportation technology and logistics; biometrics, security, sensing and related identification technologies; or gerontology; or

(2) To purchase basic infrastructure directly related to an area of research including, but not limited to, laboratory and scientific equipment, and other essential equipment and materials.

a. University Reports (continued)

Item 8.a.iii: The President asked Dr. McMeans to provide an update regarding the University's on-going efforts regarding reaffirmation of accreditation. Before Dr. McMeans began, the President said Dr. McMeans graciously agreed to become involved in order to have someone engaged at the Cabinet level. Dr. McMeans has been leading the initiative with Drs. Whitehead and Kiddie heavily involved as Co-Chairs. The President asked the Board to join him in expressing their appreciation to Dr. McMeans for taking on this important responsibility.

Dr. McMeans reported that Dr. Linnea Stenson has been appointed as the Higher Learning Commission (HLC) liaison to West Virginia State University. Dr. Susan Murphy was contracted to assist the University with both the self-study and overall University assessment. As a peer reviewer for the HLC, she has participated in approximately 45 accreditation site visits; of those visits, she has served as team chair 25 times. Dr. McMeans said the current timeline was reassessed and adjusted in accordance with recommendations by the HLC and consultant.

Regarding current self-study activities, the second floor of Erickson Alumni Center has been identified as the Resource Room for materials necessary for the visit, as well as the location for the Visiting Team to review materials and work on the reports. The Self-Study Steering Committee is continuing to work with subcommittees to collect and analyze evidence on University performance related to respective criteria. The working group will complete draft three of the self-study. Dr. Murphy will return to campus in April to review the draft report. She will also give a workshop and hold meetings on evidence and data collection for the self-study.

Dr. McMeans concluded his report with an overview of the adjusted timeline. He will attend the HLC Annual Conference on April 10-14, 2014 in Chicago, Illinois. The mock evaluation team members will be identified on May 15. On July 15, draft three of the self-study will be uploaded. The mock team visit will occur on September 22-24, 2014. The report and findings of the mock team visit will be provided by October 9, 2014. From October 10, 2014 to January 15, 2015, the working group will make adjustments based on the mock visit findings. During

the period of January 15, 2015 to April 10, 2015, there will be a review of the self-study and supporting evidence, and the University will provide the Visiting Team with a list of persons and committees they will meet with during the visit. The actual campus visit by the HLC review team will be held on April 12-15, 2015.

Chair Susman asked about the timeframe for receiving feedback from the team following their visit in April. Dr. McMeans said the team begins writing the report immediately and feedback is given within four to six weeks. If the feedback is positive, a letter will be sent to the President indicating approval. Dr. Thralls expressed his appreciation to Dr. McMeans and asked if he sensed positive support within the institutional community to complete the process. Dr. McMeans indicated that he does. He further stated that the Provost is promoting the engagement of faculty in this important process and they have been very responsive when asked. Mr. Williams asked if expenses related to the reaffirmation visit will be included in the budget when it is presented to the Board. President Hemphill said a budget is being created for the review process and those items will be accounted for in the University's budget when it is presented to the Board for approval.

9. **Other Matters – Presidential Contract**

Mr. Konstanty motioned that the West Virginia State University Board of Governors approve an essential term sheet and agreement for President Brian O. Hemphill, Ph.D. under the terms and conditions discussed by the Board, and delegates to the Chair the authority to submit the required documentation to and communicate with the Higher Education Policy Commission for their consideration and subsequently enter into a formal written contract with President Hemphill on behalf of the Board. Mr. Swingle seconded the motion. The motion carried unanimously.

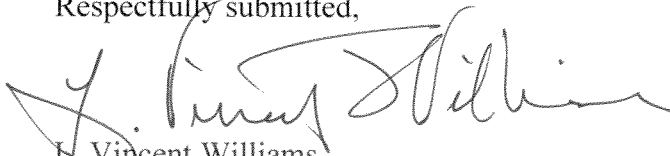
10. **Next Meeting Date**

Chair Susman said the next Board of Governors meeting will be held on May 1, 2014.

11. **Adjournment**

With there being no further business, the meeting adjourned at 4:47 PM.

Respectfully submitted,


E. Vincent Williams
Secretary

Approved:
Tom Susman
Chair

