

**West Virginia State University Board of Governors
Erickson Alumni Center, Grand Hall
September 15, 2016
Minutes**

1. Call to Order and Roll Call

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

Present: Dr. Tom Guetzloff, Mr. Paul Konstanty, Mr. William Lipscomb, Mrs. E. Gail Pitchford, Ms. Shealyn Shafer, Dr. Ann Brothers Smith, Mrs. Daisy Squirts, Mr. Gary Swingle and Mr. L. Vincent 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 stated she would like to move Item 7 on the agenda before the current Item 4. Mr. Williams motioned for approval of the agenda as amended, and Mr. Swingle seconded the motion. 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. Lipscomb 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. Konstanty 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 Mrs. Pitchford 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.

4. Review and Approval of Minutes of Previous Meetings

Mrs. Pitchford motioned for approval of the minutes of the June 16, 2016, Aug. 4, 2016, and Aug. 12, 2016, meetings, and Mrs. Squirts seconded the motion. The motion carried.

5. Announcements from the Chair

Dr. Smith stated, in accordance with the Bylaws, the Board is to yearly appoint a chair and elect four additional members to serve on a Presidential Review Committee. To that end, she recommended that Mr. Konstanty serve as chair and called for a motion. Mr. Swingle motioned to approve the recommendation for Mr. Konstanty to serve as chair of the Presidential Review Committee, and Mrs. Pitchford seconded the motion. The motion carried. Dr. Smith asked for the record to reflect that Mr. Konstanty did an excellent job

when the presidential review process was created, and the Board appreciates his continued leadership. Mr. Lipscomb, Mrs. Pitchford, Mr. Williams and Dr. Thralls were nominated as the four additional members. Mr. Swingle motioned for approval of the nominees, and Mrs. Squirts seconded the motion. The motion carried. Dr. Smith asked the Committee to review the Bylaws and BOG Policy #61 related to the review process. Dr. Smith called for nominations for the Presiding Officer in Absence of the Chair. Mrs. Squirts motioned for approval to elect Mr. Williams, and Mr. Lipscomb seconded the motion. The motion carried.

6. Reports from Board Committees

Institutional Advancement:

Dr. Smith chaired the Committee and presented the report.

- In accordance with the Bylaws, the Chair of the Board serves as chair of the Institutional Advancement Committee. Thus, Dr. Smith will remain as chair of the Committee.
- The Committee received a report on the Capital Campaign ending one year ahead of the goal with \$19,766,845 raised. The audit for the campaign is in progress.
- A comparative gift report was presented. Alumni engagement and giving are up with \$145,844 received since July 1 to present. The number of donors increased from 174 to 269.
- The Committee received an overview on various events held as part of President Jenkins alumni tour.
- Dr. Smith shared copies of upcoming alumni events that were reported on during Committee and provided a brief overview.

Recruitment and Retention:

Mr. Konstanty chaired the Committee and presented the report.

- The Committee elected Mr. Konstanty as Chair, and Dr. Guetzloff was elected as Presiding Officer in Absence of the Chair.
- The Committee received a report from Interim Vice President for Enrollment Management and Student Affairs Amanda Anderson.
- For the 10-day census, freshmen enrollment is up 436, and transfer students are at 239.
- In-state applications increased 30 percent, and out-of-state increased 247 percent.

Audit:

Mr. Williams chaired the Committee and presented the report.

- The Committee elected Mr. Williams as Chair, and Mrs. Pitchford was elected as Presiding Officer in Absence of the Chair.
- The Committee discussed the legislative audit that is in process. The legislative auditors are not conducting the audit on campus as in the past. They have submitted requests for information, and Mr. Jones and his staff are responding accordingly. There are no audit issues to report at this time.

Academic Policies:

Mrs. Pitchford chaired the Committee and presented the report.

- Mrs. Pitchford was elected as Chair, and Mr. Konstanty was elected as Presiding Officer in the Absence of the Chair.
- The Committee reviewed the draft Compact update, which will be presented to the full Board later on the agenda. The full Board will review the final Compact report in November and submit the document to HEPC by the Dec. 1 deadline. The 30-day census information will be included in the final version.

Finance:

Mr. Williams chaired the Committee and presented the report.

- Mr. Williams was elected as Chair, and Mr. Swingle was elected as Presiding Officer in the Absence of the Chair.
- The Committee received a year-end report for Fiscal Year 2016, which ended with a surplus of \$1.6 million.
- There was no BOG Budget Report for July due to continuing issues with Oasis and Banner.
- Committee discussion was held on fund balances, and information will be provided once the July report is available.

8. Report from the University President

President Jenkins began by reporting that the University had another great summer with a new cohort of English as a Second Language (ESL) students, as well as a variety of summer camp attendees. He expressed his appreciation to the many faculty and staff who helped make these experiences special and extended a special thank you to Physical Facilities and Residence Life staff for their day-to-day operational efforts and outstanding service exhibited during these activities. President Jenkins asked Vice President Jones and Interim Vice President Anderson to convey his appreciation to the staff and asked the Board to join him in applauding them for their work. He reported on the Fifth Annual New Student Convocation and State Stride held on Aug. 18, 2016, where the Class of 2020 was provided a warm welcome to the State family. He thanked members of the Board for participating, as well as all the staff who worked to make the event a resounding success.

a. University Reports Forwarded by Board Committees

- Item 8.a.i: President Jenkins said, as reported by Mrs. Pitchford, the Academic Policies Committee is beginning the review of a draft Compact for submission to the Higher Education Policy Commission by the Dec. 1, 2016, deadline. The Committee will meet as needed in order to prepare, adopt, and subsequently recommend a Compact document to the full Board for approval as part of its Nov.10, 2016, meeting.
- Item 8.a.ii: President Jenkins reported on progress made with the fall 2016 enrollment figures, which were shared during the Recruitment and Retention Committee and reported by Mr. Konstanty to the full Board. With an overall enrollment number of 3,483 students as of the 10-day census on Aug. 26, 2016,

the University experienced an 8.2 percent increase over last year with the first-time freshmen being the largest increased area. President Jenkins noted these are preliminary numbers, as the official numbers will be ran on Sept. 23, 2016, with the 30-day census report. He asked the Board to join him in recognizing the work of former Vice President for Enrollment Management and Student Affairs Kitty McCarthy, as well as Interim Vice President for Enrollment Management and Student Affairs Anderson and the entire team for their dedicated efforts to grow enrollment and retention.

- Item 8.a.iii: President Jenkins asked Vice President Jones to provide the June BOG Budget Report. Vice President Jones said the report was discussed in depth during the Finance Committee meeting. He provided an overview to the full Board of the modified cash basis report that covers E&G expenses of the University. The goal last year was to ensure the University could absorb the 4.5 percent cut from the state, and he was pleased to report that the goal was met. The income target was missed by \$16,000 (.08 percent), and expenses were at 92.54 percent. The fiscal year ended with a \$1.6 million surplus. Positions that were vacant for a long period of time were eliminated, which helped with the surplus. For auxiliary accounts, there were anomalies last year that are continuing to impact accounts. Business and Finance staff are analyzing the accounts to determine what is driving increased costs and deficits. Dr. Guetzloff inquired about the HEPC cash flow audit, and Vice President Jones stated it has not been completed.

President Jenkins concluded his report with an acknowledgement of Vice President McMeans and his team for their work on grant funding, which continues to both challenge and support faculty and staff in grant writing to bring more research funds to the University. Lastly, President Jenkins invited the Board to join him for the Homecoming events, beginning with his State of the University address on Sept. 29. A variety of events will continue on Friday and Saturday, with the Homecoming football game against the University of Virginia at Wise kicking off at 1:30 p.m. on Saturday.

9. Other Matters

Dr. Smith said she is appointing an ad hoc committee to review the Bylaws, along with BOG Policies #36 and #61, for any conflicts with HEPC procedural rules and to recommend any necessary revisions. She noted that there is a procedure in place for revising Board Bylaws and policies, which will be followed accordingly.

10. Next Meeting Date

Nov. 10, 2016

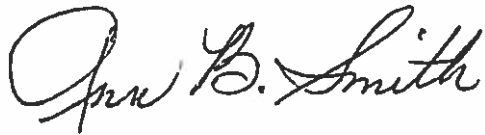
11. Adjournment

With there being no further business, the meeting adjourned at 2:22 p.m.

Respectfully submitted,



Gail Pitchford
Secretary



Approved: _____
Dr. Ann Brothers Smith
Chair