

## CORRECTED MINUTES

### Minutes

West Virginia State University Board of Governors Meeting  
September 23, 2010

**Call to Order.** The annual meeting of the West Virginia State University (WVSU) Board of Governors (BOG) was called to order at 1:30 p.m. by Chairman Eric Coleman. Other members present were: Mrs. Millie Booker; Mr. Kris Casdorff; Dr. Tom Guetzloff; Mr. Eric Hicks; Dr. James Rowley; Mr. Larry Salyers; Mr. Tom Susman; Dr. John Thralls; and Mr. L. Vincent Williams. Dr. Thomas Boston was absent. Dr. Hazo W. Carter, Jr., President of West Virginia State University, was also present along with members of the administration, faculty, and staff.

**Approval of Agenda.** Mr. Coleman asked if there were any changes to the agenda. There being none, Dr. Rowley moved that the agenda be approved as written and Mr. Williams seconded the motion. The motion carried.

**Approval of Minutes.** There being no changes, Dr. Rowley moved that the minutes for the June 10, 2010 meeting be approved as read. Mr. Hicks seconded the motion and the motion carried.

**Chairman's Report.** Chairman Coleman requested that the by-laws be revised because there is some language in them that still refers to terms of service and there is some legislation that has changed the terms of service for officers that needs to be corrected. Mr. Coleman asked that Dr. Carter have someone on his staff to address this issue. The Chair asked the Board for approval to appoint another standing committee as part of the by-laws. It would be the committee for Planning and Advancement. This committee would keep the Board abreast of the changes being made on campus, investments being made, etc.. regarding the Capital Campaign as it begins to grow. The Chairman would always be on that committee and then there would be rotating members from the non-committee chairs. He said this way everybody would be able to serve on this committee at some time. Mr. Williams moved to have another standing committee added to the by-laws. Dr. Thralls seconded the motion and the motion carried. Mr. Coleman said that Mr. Dave Hendrickson, Chair of the HEPC, meets with the chairs of all the Boards every third Thursday of each month. He explained that there may

be some times when he will not be able to attend these meetings and would need to poll Board members to see who may be able to represent him.

**President's Report.** Dr. Carter informed the Board that in late March 2010, the West Virginia Legislature identified the fact that public universities and colleges in West Virginia would receive funding reductions. The institutions were also informed that federal stimulus funds would be allocated to the universities and colleges. WVSU was notified by the Governor's Office of Economic Opportunity that we were awarded funds from the State Fiscal Stabilization Fund for the 2010-2011 Fiscal Year in the amount of \$1.26 million dollars. He said that he has signed the Grant Award Notice and it has been returned to the Governor's Office of Economic Opportunity. He also said that the administration in accordance with the resolution at the Board of Governors June 10<sup>th</sup> meeting has prepared a budget for this Fiscal Year which reflects a reduction of 2 ½% compared to last Fiscal Year. Dr. Guetzloff said that the Academic Affairs Office should not have its budget decreased by quarter of a million dollars because of the institution's mission which is to educate people. Dr. Carter responded to Dr. Guetzloff that he would be able to help with his president's discretionary account. Dr. Carter said The State of West Virginia and the WV Higher Education Policy Commission will still face challenges in the coming months as the economy continues to determine which direction it is going. Compared to many states, West Virginia continues to be in fairly good shape.

Dr. Carter stated that WVSU complied with the Governor's directive to freeze tuition rates. He noted that the Governor's directive is consistent with both the Mission Statement of WVSU and actions by the University over the past several years in trying to keep tuition and fees as affordable as possible. The President said he continues to meet on a regular basis with the Budget Council and the Vice President for Finance to discuss the University's budget and other related matters.

The preliminary figure for our enrollment for this year is 3,039 students. Additionally, we also have senior high school students taking college classes so we are anticipating an increase in the enrollment. Of the enrollment we currently have 2,669 students from Kanawha County. He also said he's pleased to report that as of September 23<sup>rd</sup>, WVSU has disbursed \$842,000 for financial aid which is more than the same time last year. We have

disbursed a total of \$7.12 million compared to \$6.2 million last year.

Dr. Carter informed the Board that ten Americorps volunteers began their one-year tenure at WVSU in August. These individuals will work between thirty-five and forty hours per week on campus to support our recruitment and retention efforts. He said the University's financial commitment to Americorps in order to receive the services of these volunteers is \$73,000 in cash and in-kind contributions. However, the cash value of their services to our campus is estimated to be over \$300,000.

Dr. Carter said for the fall 2010 semester, fifty-two students are enrolled with the Metro Tuition rate and fourteen of those are new students. He said the campus tours will continue and that to date, six campus tours have been conducted for approximately seventy-eight students. Upcoming scheduled tours include: Montgomery Upward Bound - 100 students; Bluefield High School - 40 students; Poca High School - 150 students; and Scott High School - 100 students. The President also said that the University will participate in several Recruitment and College Fairs over the next two months in the areas of: Marion, Harrison, Randolph, Tucker, Pendelton, Gilmer, Braxton, Kanawha, Cabell, and Mason counties as well as Richmond, Virginia and Baltimore, Maryland.

President Carter said that during the summer months, we have been working with Mr. David Goettler on finalizing the very important pre-case statement. He said the primary focus of our case will be ensuring that students have access to higher education and experiences in higher education. He plans for Mr. Goettler to meet with the Capital Campaign Action Committee to finalize the document and prepare for its distribution. The next Action Committee meeting will be on October 6<sup>th</sup>. He also said that during his State of the University Address, he announced the campaign to the students, faculty, and staff. He said the campaign will directly and indirectly benefit our students. He further explained that the purpose of the campaign is to raise funds that will greatly enhance financial support for our students in the form of additional scholarship money that will be available and will serve to assist our faculty and staff in furthering their education and research activities.

Regarding the Campus Master Plan, Dr. Carter informed that additional academic space for the campus will be realized in the Fleming Hall renovation

and addition that is being made available by \$15 million of an Education, Arts, Science, and Tourism Bond funding. The project will result in the upgrading of 35,000 square feet which currently exists in Fleming Hall and an additional 36,000 square feet will be added to the structure. This will double the square footage of a little over 70,000 square feet. He has appointed a campus-wide planning committee, which he chairs, consisting of faculty, staff and students who will collaborate with the architects to assure that the newly renovated facility will serve the needs of our students and can be used for classroom and programming space by all of the academic colleges. He informed the Board that the Campus Master Plan also calls for an additional residence hall. The University has released a Request for Information (RFI) for financing and development for design, engineering and construction of new student housing on campus property. The facility would have a 300-bed minimum including educational and recreational rooms. He said the expectation is that the financing institution or developer will be responsible for all aspects of the project including the financing, architectural and design work and construction of the facilities. Upon evaluation of the submittals, the University will soon follow with a formal Request for Proposals process. That process is an enhanced, in-depth submission from a prospective developer and is competitively bid.

Dr. Carter informed the Board that on June 15<sup>th</sup>, he attended a Kanawha County Commission meeting and on June 16<sup>th</sup>, he participated in the Greater Kanawha Valley Board of Trustees meeting.

On July 6<sup>th</sup>, he attended a Board of Directors meeting of the Central West Virginia Convention and Visitor's Bureau held at Yeager Airport. He also chaired a meeting of the WVSU Research and Development Corporation Board of Directors later that afternoon.

Friday, July 9<sup>th</sup>, he participated in a monthly conference call meeting with the other presidents of the 1890 Land-Grant Universities. He also joined several members of the WVSU Board of Governors at the Higher Education Policy Commission Board of Governors Retreat on July 23<sup>rd</sup> - 24<sup>th</sup> at Stonewall Jackson Resort in Ronoake, WV.

Dr. Carter chaired a meeting of the Metro Area Agency on Aging on August 2<sup>nd</sup>. On August 6<sup>th</sup>, he and Mrs. Carter hosted a dinner at the President's

home for several alumni where a presentation was made by Dr. Berry regarding the Capital Campaign. On August 23<sup>rd</sup>, he attended a special meeting of the WV Higher Education Policy Commission. On August 31<sup>st</sup>, he chaired the first meeting of the Fleming Hall Planning Committee.

On September 2<sup>nd</sup>, Dr. Carter reported that he chaired a meeting of the Martin Luther King, Jr. WV Holiday Commission. On September 14<sup>th</sup>, he attended the College Summit Board meeting. Also, on September 21<sup>st</sup>, he gave his 24<sup>th</sup> annual State of the State Address that was also his 7<sup>th</sup> State of the University Address. The address covered topics including: the Capital Campaign, updates of various projects, academic excellence, land-grant initiatives, and university presence in a variety of locations.

Regarding upcoming events, Dr. Carter informed the Board that next spring WVSU will observe the 120<sup>th</sup> anniversary of its founding on March 17, 1891. West Virginia State University started its celebration this August. To begin the celebration, he announced that the University would host an exclusive performance by the WV Symphony Orchestra on September 24<sup>th</sup> and that an invitation had been extended to the members of our Board. He also spoke about the full-page colored advertisement that was in the Sunday newspaper, The Charleston Gazette, on September 19<sup>th</sup>. The ad listed the events that would take place during the fall semester and incorporated the activities as a part of the year of celebration of the 120<sup>th</sup> anniversary. Dr. Carter complimented the Communication Team on a job well done and said that updates regarding the University's activities will be on the website and facebook. He said that another exciting event that will be part of our anniversary celebration is the Judge Damon Keith, "Marching Toward Justice" traveling exhibit. Judge Keith is an alumnus of WVSU. The University is seeking a grant from the WV Humanities Council to assist with funds for this exhibit. He reminded the Board members that copies of several letters of support were in their Information Folders.

President Carter gave the dates for Homecoming 2010 as October 11<sup>th</sup> through 16<sup>th</sup>. A variety of events took place during that week. A reception was hosted by Dr. and Mrs. Carter after the parade at the President's home for alumni and members of the WVSU Board of Governors. Dr. Carter announced that the ground breaking ceremony for Fleming Hall would be that week.

Dr. Carter said that on October 19<sup>th</sup>, Mrs. Carter and he would be hosting the annual Student Leadership Luncheon and Faculty and Staff Reception at the President's Home.

**Executive Session.** Mr. Susman, in accordance with West Virginia Code §6-9A-4, moved that the Board go into executive session to address personnel issues. Mr. Williams seconded. The motion carried.

Arising out of discussion during the executive session, and in accordance with West Virginia Code §6-9A-4, Mr. Susman moved that the Board of Governors proceed with its regular meeting and Mrs. Booker seconded. The motion carried.

The Chair asked that Dr. Carter's 2010-2011 Mutually Agreed Upon Objectives be approved in modification. Dr. Rowley moved that the Mutually Agreed Upon Objectives be approved in modification and Mrs. Booker seconded the motion. The motion carried.

**Executive Committee.** Mr. Coleman asked for a vote to release one policy for the thirty-day comment period in regards to the Intellectual Property Rights Management and then act on it at the November meeting. The vote was approved unanimously. The Chair said that Dr. Berry discussed the Suddenlink Partnership. He said that in addition to the coaches show, there is also a Fellows Program (three fellowships) where students can receive up to \$5,000 from a scholarship. The students work and help produce shows in addition to getting money for academics. He also said that in accordance with the marketing agreement, WVSU receives 70 percent of the proceeds of the merchandise with no upfront fee. There is also a partnership with The Wall Street Journal so that their employees can visit our students who are business majors. Mr. Coleman said he would like to have more details regarding the Media Center at the November Board meeting.

**Academic Policies Committee.** Chairman Rowley commended Dr. Carter on an article that was in the newspaper listing the creation of two new Masters Programs at WVSU to begin as early as next fall. He also recognized Dr. Barbara Ladner as a new academic dean. She was previously the Chair of the English Department. Dr. Rowley moved that the Board approve the

removal of references to associate degrees and insert references to master's degrees in the West Virginia State University Mission Statement. Dr. Guetzloff seconded the motion and the motion carried. Dr. Rowley said that the WV Compact is filled with very important information for WVSU and everyone should make themselves familiar with it. He reminded the Board members that they were given copies of it at the first Board meeting this academic year. Mrs. Shafer added that the year two report of the Compact is what has to be submitted to the WVHEPC by October 1<sup>st</sup>. Before it is finalized, it will come back to this Board of Governors.

**Recruitment and Retention.** Mr. Susman said meeting every six weeks is not productive for helping to facilitate the marketing and branding so the committee is going to meet every other week or every three weeks. He said there has been about an eight or nine percent reduction in enrollment which is partly due to the spin off of the KVCTC. Mr. Susman said that eighty percent of WVSU students receive financial aid and the Metro Tuition is breaking even. Mr. Coleman said it would be good for Dr. Berry and Dr. Epps to be present when the committee meets.

**Finance Committee.** Mr. Salyers said that Mr. Parker reviewed the 2010 Fiscal year end financial information. Mr. Parker mentioned that WVSU had a nice increase in some areas, tuition being one of them, but there are some other areas that are not seeing an increase. Food service and the daycare are two areas that continue to have issues. Mr. Salyers questioned approval of the Fiscal Year 2011 budget saying it was approved at the last meeting. Mr. Coleman explained the budget was approved but there were a few items that were outstanding which were the services agreement and the 2.5% budget reduction. Mr. Salyers said that Mr. Parker did a good job with that process and those two areas were reviewed by the committee. Mr. Coleman commented that the services agreement was still not final. Dr. Carter remarked that he has turned in a counter proposal to the President of the KVCTC trying to find solutions to it. President Carter said he's working with the Legislature on issues that are related to the resolution that the Board passed two years ago. Mr. Salyers said 2012 is going to be a challenging year for West Virginia State University. Mr. Coleman said he is going to have a conversation with the Chair of the KVCTC Board with regards to the services agreement. He said he may have to put together a negotiating committee on the Board when the Board is not meeting. So he said he may

have to call a meeting to get approval for that committee to move forward. The KVCTC's next Board meeting is early in November. Mr. Coleman said to table the approval of the 2011 budget.

**Update on Fleming Hall.** Dr. Whyte said Dr. Carter deserved a round of applause for working on this project for years so diligently. All four colleges will have access to the Fleming Hall space. The versatile addition will serve as a congregating space for performances, athletic events, orientations, exhibitions, and graduations. The renovated section will provide improved classrooms, offices, and updated infrastructure. Mr. Jody Driggs, of Silling Associates, is the main architect assigned to working with the planning for this project. Dr. Whyte introduced Mr. Driggs and he explained the different stages of the project and how each stage will be reached. He said the general schedule is to complete the designs in February 2011; bid the project around July 2011; allow construction to start around September 2011; and complete renovations by December 2012.

Dr. Epps distributed a packet regarding the Strategic Plan.

Mr. Parker introduced Lori Elliott, an alumna of WVSU, as the new Controller at WVSU.

**Adjournment.** There being no further business, Chairman Coleman asked for a motion for the meeting to be adjourned. Mr. Casdorff moved that the meeting be adjourned. Dr. Guetzloff seconded the motion. The meeting was adjourned at 4:32 PM.

Respectfully submitted,

Larry Salyers  
Secretary



## **CORRECTED**

### **Minutes West Virginia State University Board of Governors Meeting November 11, 2010**

**Call to order.** The annual meeting of the West Virginia State University (WVSU) Board of Governors (BOG) was called to order at 1:35 PM by Vice Chair Dr. John Thralls. Other members present were: Mrs. Millie Booker; Mr. Kris Casdorff; Dr. Tom Guetzloff; Mr. Eric Hicks; Dr. James Rowley; and Mr. Larry Salyers. Dr. Danny Boston and Mr. L. Vincent Williams participated by conference call. Chairman Eric Coleman and Mr. Thomas Susman were absent. Dr. Hazo W. Carter, Jr., President of West Virginia State University, was also present along with members of the administration, faculty, and staff.

**Approval of Agenda.** Dr. Thralls asked if there were any changes to the agenda. There being none, Dr. Rowley moved that the agenda be approved as written and Mr. Hicks seconded the motion. The motion carried.

**Approval of Minutes.** There were no changes to the WVSU Board of Governors Special Meeting held on October 14, 2010. Dr. Guetzloff stated at the September 23<sup>rd</sup> BOG meeting that the Academic Affairs Office should not have its budget decreased by a quarter of a million dollars because of the institution's mission which is to educate people. Dr. Carter responded to Dr. Guetzloff that he would be able to help with his president's discretionary account. Dr. Guetzloff wanted his comment added to those minutes. Dr. Guetzloff moved to approve the September 23<sup>rd</sup> BOG minutes with the amendment and Mrs. Booker seconded the motion. Both sets of minutes were approved with the amendment made to the September 23<sup>rd</sup> BOG minutes and the motion carried.

**Chairman's Report.** Mr. Coleman had no report. Dr. Thralls said that some Board members along with Dr. Epps and Dr. Byers discussed what will ultimately be the development of a new strategic plan for WVSU. He said it was recommended that there be another session when all Board members can attend so there will be full input in this process.

**Executive Session.** Mr. Salyers, in accordance with West Virginia Code §6-9A-4, moved that the Board go into executive session to address potential legal matters. Mr. Hicks seconded. The motion carried.

Arising out of discussion during the executive session, and in accordance with West Virginia Code §6-9A-4, Mr. Salyers moved that the Board of Governors proceed with its regular meeting and Mr. Hicks seconded. The motion carried.

**President's Report.** Dr. Carter informed the Board that WVSU has recently been notified by the Governor's Office on Economic Opportunity that we have been awarded funds from the State Fiscal Stabilization Fund and the Grant Award Notice indicates federal stimulus funds will be provided for the current Fiscal Year in the amount of \$1,026,811. WVSU has not received the final Grant Award Notice and are processing the required forms to receive the funds.

The President said that the administration has prepared a budget for Fiscal Year 2011 that is two and a half percent less than the Fiscal Year 2010 budget. The budget reductions were allocated among the various vice presidents and ranged from one percent to four percent. He said that each vice president has met with him and developed a financial plan to implement the proposed budget reductions in their respective area. He also said that the Budget Council continues to meet on a regular basis to discuss the University's budget and other related issues. The topic of possible future reductions in State appropriations and the effects of the future move of the Kanawha Valley Community and Technical College to the DOW Center were also discussed.

He informed the Board that he held a meeting with the members of the Executive Council and selected individuals from the Finance areas of the Gus R. Douglass Institute and the University regarding a new process that he is implementing to help members focus on their budgets. He explained that each member of the Council will have someone who will help monitor expenditures in their respective area and meet with them on a weekly basis. He will receive weekly reports.

Dr. Carter said that on October 18<sup>th</sup>, Chancellors Brian Noland and James Skidmore contacted the presidents of WVSU and KVCTC regarding the ongoing dispute between the two institutions over the service agreement. They requested that both presidents submit to both chancellors by October 29<sup>th</sup>, a detailed written summary of the matters in dispute regarding the service agreement. A detailed summary of our position on the matters in dispute was submitted on Friday, October 29<sup>th</sup>.

Dr. Carter reported that West Virginia State University received eight responses from prospective developers to its Request for Information (RFI) regarding the design, construction and financing of new students housing on campus. He said that Finance is in the process of reviewing the submissions to make certain that interested and qualified developers can proceed with the project. The President also said that preliminary review of the information packets indicates that multiple qualified developers are available and interested in this project. Upon completed formal evaluation of the submittals, the University will soon follow a formal Request for Proposals process. The RFP process is an enhanced, in-depth submission from a prospective developer and is competitively bid.

The President said that the University's percent of students who have not repaid a variety of financial aid loans stands at 10.1 percent. He said this figure represents a 4.4 percent reduction from the FY 2007 cycle where the University's rate was 14.5 percent. The FY 2008 default rate represents the most recent data available and is a snapshot in time. Dr. Carter said this is important to the University because under the current rules, all schools with default rates of 25 percent or greater for three consecutive years face loss of eligibility in the federal student aid programs.

President Carter informed the Board that the West Virginia Road-Runners recruitment tour is coming to an end. He said that WVSU was participating in this collaborative effort among the higher education institutions in the state to provide a common schedule of college fairs in virtually all portions of the State over a two-month period. He also said that upcoming out-of-state travel for recruiters in November included trips to New York,

Kentucky, and Ohio. Dr. Carter said the Office of Recruitment is receiving a list of materials (brochures and booklets) from our four colleges for their recruitment activities.

Dr. Carter said the University's Americorps members are currently working on several recruitment and retention initiatives. The Early Commitment Initiative's primary focus is to develop a relationship with all incoming freshmen and involves contacting these students five times during their first year to provide any assistance they need to be successful in their first year.

The President said the Early Referral Program was implemented this fall and we received over 800 student referrals from faculty members for students not attending class or doing poorly academically. The Americorps members contacted these students to provide information about tutoring and counseling. Dr. Carter also said that Americorps members will also be contacting students who have submitted an application for admission, but have not completed all the paperwork necessary to be fully admitted to assist them with the process. People will also be contacted who completed interest cards during recruitment sessions to cultivate a relationship with them.

President Carter said that Dr. Berry along with members of his staff, and he have been working with Mr. David Goettler on finalizing the Capital Campaign pre-case statement. It is in its final draft form. The document is very impressive and contains pertinent information related to our campus areas of student success and access. The Goettler Association has started to interview individuals who are prominent in our community with regards to our fund raising. A Capital Campaign Action Committee met on October 11<sup>th</sup> and on November 19<sup>th</sup>. Dr. Carter explained that part of the silent phase of the Capital Campaign is to increase giving by faculty, staff, and administrators. According to statistics from the WVSU Foundation Office, forty percent of our employees have given to the Foundation since January 1, 2000.

Dr. Carter announced to the Board that on Friday, September 24<sup>th</sup>, the Funding "All Hazards County Siren" was called into service and is now available. Funding for the siren was donated to Kanawha County for the notification device and the University was asked to house it on campus by the County. The siren is located by the student plaza. He said the University purchased solar panels that provide energy to operate the equipment. The siren was tested during dedication ceremony the same day. Kent Carper, President of the Kanawha County Commission and a State alumnus, several students, and others attended the ceremony where he gave remarks. The President said the University also received thirty-four all-weather radios from the Kanawha County Commission which were purchased by the Commission with grant funds. They will provide campus users with the latest weather updates as well as information in case of an emergency. The University has distributed the radios in locations such as residence halls, shelter-in-place sites, public safety, and the work control center. He said the radios and the siren add an extra layer of protection for the campus in the event of the threat of a natural or another kind of emergency.

The President said there was a first time performance by the West Virginia Symphony orchestra on September 24<sup>th</sup> in the Davis Fine Arts Theater. He and Mrs. Carter gave remarks during the program. He said the event was well attended and served as an

excellent kick-off for WVSU's 120<sup>th</sup> academic year celebration. He also said on September 29<sup>th</sup> he was interviewed by WSAZ television about the University's 120<sup>th</sup> Anniversary.

Dr. Carter said on October 1<sup>st</sup>, he chaired a meeting of the Martin Luther King, Jr. WV Holiday Commission. He participated in a Higher Education Policy Commission Council of President's meeting on October 5<sup>th</sup> and on October 6<sup>th</sup>, he chaired a meeting of the WVSU Research and Development Corporation.

The President informed the Board that Homecoming 2010 activities took place October 11<sup>th</sup> through 16<sup>th</sup> and on October 13<sup>th</sup>, he and Mrs. Carter hosted an Evening with the Alumni Generals at the President's home. On October 14<sup>th</sup>, they also hosted a reception for members of the President's Circle and on October 16<sup>th</sup>, he and Mrs. Carter hosted a reception in honor of the Board of Governors.

On October 26<sup>th</sup>, Dr. Carter co-chaired a meeting of the USDA/1890 Task Force in Washington, DC.

Dr. Carter chaired a meeting of the Fleming Hall Planning Committee on November 8<sup>th</sup> and on November 9<sup>th</sup> he had an open forum in the University Union entitled "A Conversation with the President." Students gathered with him in the lounge area of the Union for an informal discussion.

President Carter announced the WVSU Annual Holiday Party would be held on December 16<sup>th</sup> from 7 PM to 10 PM at the Embassy Suites in Charleston.

Dr. Carter also informed the Board that the graduate reception would be held on December 17<sup>th</sup> at 6 PM in the Wilson University Union and mid-year commencement exercises would be held on December 19<sup>th</sup> at 2 PM in the Charleston Civic Center.

Dr. Carter said that he and Mrs. Carter would be hosting the annual Holiday Open House for faculty and staff on December 20<sup>th</sup> from 3 PM to 5 PM.

President Carter announced that the Martin Luther King, Jr. West Virginia Holiday Commission is celebrating its Silver Anniversary in 2011. He said activities will be held on January 15<sup>th</sup> and 17<sup>th</sup> in honor of Reverend King's birthday. He told the Board that information regarding the events would be sent to them in the near future.

The President said that beginning February 14<sup>th</sup> 2011, the "Marching Toward Justice" exhibit will be on the campus. This exhibit is part of the Damon J. Keith Law Collection of African American Legal history. The exhibit tells the history of the Fourteenth Amendment. It will be on display in the Della Brown Taylor Art Gallery in the Davis Fine Arts Building. In addition to the exhibit, there will be lectures and projects throughout the eight weeks about the Fourteenth Amendment. Dr. Carter said that the Honorable Damon J. Keith is a Federal Circuit Judge for the United States Court of Appeals, Sixth Circuit in Detroit, Michigan. He is a 1947 graduate of West Virginia State College and plans to visit the campus this spring.

President Carter told the Board that located in the back of the Grand Hall was an informational display on a variety of the University's marketing and branding materials. He also said that a couple of years ago, he created the University's Communications Team that is made up of individuals across campus who are responsible for public relations, marketing, advertising, and branding. Dr. Carter thanked Mr. Hicks and Mr. Susman for working with the Team and invited everyone to view the information and pick up sample materials.

**Executive Committee.** Mr. Salyers said the Committee's recommendation is that the Intellectual Property Rights Management Policy #59 be adopted with two changes. One change is to 17.4.5 which is a mathematical change which corrects some totals and that caused a change in 17.4.5.3 which is the narrative explaining that same mathematical change. Also the elimination on page 23 of 21.1 entirely and substituting the new language. Dr. Thralls asked for a motion to approve Policy #59 with the changes. Dr. Rowley seconded. Dr. Guetzloff asked if these were recent changes or if these were changes that the Faculty Senate's Ad Hoc Committee worked with the Administration on. Dr. Epps said that comments were received from the faculty and the research council and those changes were apart of the modifications that the Faculty Senate's Ad Hoc Committee approved. Dr. Guetzloff expressed concern that the total faculty hadn't seen these totals. Dr. McMeans explained that the only changes was that the percentages did not add up to 100 percent. Dr. Guetzloff then asked if the oversight was in the faculty's or institution's favor. Dr. McMeans said it went to the physical support. The motion passed with one negative vote.

Mr. Salyers then asked for a recommendation that the WVSU Board of Governors Bylaws be approved with the revisions. The revisions reflect legislative changes related to the membership and officer terms and also the creation of a new standing committee on Institutional Advancement. Mr. Salyers moved that the Bylaws be adopted with the revisions. Dr. Guetzloff seconded the motion. Mr. Casdorff said he had a problem with Article 4, Section G, #2 of the Bylaws. He would like to amend #2 to say, "The committee shall be comprised of the Chair and one (1) board member who does not serve as chair on any other committee and one board member chosen from the following: faculty representative; classified staff representative; or student representative." Dr. Thralls asked for a motion to adopt the proposed amendment. Dr. Guetzloff seconded the motion. The motion carried. Mr. Williams said he would go with the original recommendation. After a brief discussion, Dr. Thralls asked for a motion to adopt the entire policy with the amendment. The motion carried.

**Recruitment and Retention Committee.** Mr. Hicks said that Americorps has been a real boon in the recruiting area. They are in constant contact with the freshmen making sure they are doing what needs to be done to move to the next level. They are also working to data base a lot of information which is essential to recruiting and contacting potential students. He said that starting on November 15<sup>th</sup>, Americorps would be hosting fairs at the local schools. They have also distributed one hundred and fifty "Return to Learn" posters in Kanawha and Putnam counties. Mr. Hicks reiterated that WVSU needs more faculty involvement regarding recruitment. He distributed information to the Board regarding the admissions and recruitment process. Dr. Guetzloff asked if WVSU still has

no application fee. Dr. Thralls answered by saying most public institutions in West Virginia do not have an application fee.

**Finance Committee.** Mr. Salyers said reports were distributed by Mr. Parker and his group. There was a discussion that some of the numbers were exceeding the 2.5% budget reduction but Mr. Parker explained that there are some reimbursements from other departments that should take care of themselves as the year progresses. There was also some discussion about the aging of accounts receivable and what efforts the University is taking to collect those debts. He said the audit for Fiscal Year 2010 is wrapping up. Mr. Parker provided a report regarding areas where there are deficiencies that continue to persist and one of those areas is the Child Development Center (CDC). He said that the Finance Committee had asked that the CDC no longer be a financial responsibility to the University by the first of January. It was suggested that it be taken over by some other entity or ultimately be closed. The Board instructed that the CDC no longer be a financial burden to the University. Mr. Salyers said information is still being gathered pertaining to the food service and housing. He said as of November 5, 2009, the cash position of the University was \$4.5 million and as of November 2010, the cash position had increased to \$5.5 million. The Finance Committee is in the process of articulating a mission statement as it relates to the finance area of the University. Mr. Salyers said other areas where deficiencies continue to persist are central services and Athletics.

**Academic Policies Committee.** Dr. Thralls noted that the Academic Policies Committee did not meet but Dr. Rowley commented on WVSU doing such wonderful things in the field of research. He recognized Dr. Guetzloff and Dr. Fultz and the WVSU chemistry department and commended them on receiving the ACS Award. He also recognized our Land-Grant programs and commended Dr. Carter, Dr. McMeans, and Dr. Toledo on the exciting research projects that are taking place on this campus. Dr. Rowley commented on increasing the size of our facilities in Hamblin Hall in the future because research is so important to this State and country.

**Adjournment.** There being no further business, Dr. Thralls asked for a motion for the meeting to be adjourned. Dr. Guetzloff moved that the meeting be adjourned. Mrs. Booker seconded the motion. The meeting was adjourned at 3:50 PM.

Respectfully submitted,

Larry Salyers  
Secretary

**Minutes**  
**West Virginia State University Board of Governors Meeting**  
**January 27, 2011**

**Call to Order.** The annual meeting of the West Virginia State University (WVSU) Board of Governors (BOG) was called to order at 1:33 PM by Chairman Coleman. Other members present were: Mrs. Millie Booker; Mr. Kris Casdorff; Dr. Tom Guetzloff; Mr. Larry L. Rowe; Mr. Larry Salyers; Mr. Tom Susman; Mr. Gary L. Swingle; Dr. John Thralls; and Mr. L. Vincent Williams. Dr. Thomas Boston and Mr. Eric Hicks were absent. Dr. Hazo W. Carter, Jr., President of West Virginia State University, was also present along with members of the administration, faculty, and staff.

**Approval of Agenda.** Mr. Coleman asked if there were any changes to the agenda. There being none, Mr. Salyers moved that the agenda be approved as written and Mr. Williams seconded the motion. The motion carried.

**Approval of Minutes.** There was one change to the November 11, 2010 minutes. On page 5 of 6 the word "boom" should have read "boon." There being no other changes, the Chair asked for approval of the minutes with the one correction. Mr. Casdorff moved that the minutes be approved with the one correction and Mr. Williams seconded the motion. The motion carried. Mr. Coleman asked for approval of the minutes of the Special Meeting on December 9, 2010. On a motion duly made and seconded the motion carried.

**Chairman's Report.** The Chair formally welcomed the new Board members, Mr. Gary Swingle and Mr. Larry Rowe. Mr. Swingle replaced Dr. Rowley and Mr. Rowe replaced Mrs. McClure. Mr. Swingle and Mr. Rowe were given packets containing the bylaws as well as some additional information regarding the committees. Subscriptions to the *American Association of Governing Boards* magazine will be sent to all Board members. Mr. Coleman said he found this magazine to be very insightful.

Chairman Coleman recognized the Dow Chemical Company Foundation's contribution to the K-12 Media Center of the Future. He reminded the Board that Dow has a history of financially supporting WVSU. Dow supported an endowed professor in the Chemistry Department to the tune of \$250,000 several years ago and continued its monetary support when that position expired. Mr. Coleman introduced Mr. Jim Guidarini who is Vice President of Dow and the WV Operations Site Leader. Mr. Guidarini gave WVSU a contribution of \$50,000 to the K-12 Media Center of the Future. The Vice President of Dow said Dow was looking forward to working with WVSU on this project. Mr. Coleman said Dow wanted to give a gift that would perpetuate Dow's presence and support of the project for the present and the future. The Chair said \$40,000 would be used to support the program right now and the remaining \$10,000 would be used to establish an endowment so there will be a continuous return on the investment.

Chairman Coleman recognized Dr. James Rowley with a plaque for his years of outstanding service on the Board. Mr. Coleman commented on the genuine love Dr. Rowley has for West Virginia State University. Dr. Rowley thanked the Chair and the

Board for his recognition. He said that friendships and serving students has been a blessing.

Mr. Coleman requested that the full BOG minutes and the committee minutes be emailed to the Board members ten calendar days after the Board meeting. He said the minutes do not have to be final, but in good draft form. He also reviewed the process for submitting items to be on the agenda. The items requests should be submitted to the President's Office via Crystal or Terri. The Chairs from the committees submit items they want on the agenda to Mr. Coleman. The items should be submitted to the President's office two weeks before the next Board meeting. Mr. Coleman will review the requested agenda items and decide which items are to be placed on the agenda.

Chairman Coleman said that he and Dr. Carter will be working over the next month to put together an agenda and find a facilitator to have a retreat and strategic planning session. This event will be for a full day and members of the Board, the President's Cabinet, the Deans for the Colleges, people from the community, representatives from the Faculty Senate, and other constituent groups will be in attendance to share their thoughts. Mr. Coleman said now that the Kanawha Valley Community and Technical College (KVCTC) is about to be gone, there will be new opportunities abounding. He said we need to take a step back and look at what our vision is and make sure the things we are doing align with our comprehensive vision that will move WVSU forward. The Chair said he and Dr. Carter will look at a couple of dates, but it will likely be in March.

**President's Report.** Dr. Carter reported on the meetings he had participated in since the last Board meeting on November 11, 2010. He also spoke about activities and upcoming events involving WVSU.

Dr. Carter informed the Board that we had been notified by the Governor's Office of Economic Opportunity that WVSU has been awarded funds from the State Fiscal Stabilization Fund and the Grant Award notice indicates federal stimulus funds will be provided for the 2011 Fiscal Year in the amount of \$1,026,811.00 and we have received all of these funds. Also, Acting Governor Earl Ray Tomblin submitted his budget proposal to the legislature for this Fiscal Year 2012. The budget proposal restores the general revenue budget level of \$10,749,172. The Governor's FY 2012 budget also included \$186,978.00 for a one time salary enhancement of 2% or a minimum of \$500 for all employees. Dr. Carter said he recommends that next year's budget include salary improvements.

The President said that on December 23, 2010, Chancellors Brian Noland and James Skidmore issued their ruling regarding the dispute between Kanawha Valley Community and Technical College (KVCTC) and West Virginia State University (WVSU) over the service agreement. The ruling was that the service agreement would be set at \$1,600,000 and at the same level of services provided during the Fall of 2010. Their ruling also stated that negotiations for the FY 2012 begin.



President Carter said for calendar year 2010, 33 active grants and contracts totaling \$3.64 million were received by WVSU and the Douglass Institute for research, extension, business development and outreach activities. Dr. Carter also said the initial contract was received for the follow-up EPSCoR funding, a five-year, \$2.44 million partnership between WVSU, the WV HEPC and the National Science Foundation. First year funding of \$500,000 started in September 2010. In FY 2010, WVSU through the Gus R. Douglass Institute, leveraged approximately \$4 in non-state funding for every \$1 received by the State. In fact, out of the \$12.3 million in revenues received by the entire WVSU Research and Development Corporation, 80% derived from non-state sources; which is also congruent with the aforementioned leveraging ratio.

Dr. Carter informed the Board that Tuesday, February 1, 2011 is West Virginia State University Day at the Legislature. The day has been set aside at the Capitol to showcase the University's programs and projects. The hours are from 9 AM to 2 PM. At 10 AM Acting Governor Earl Ray Tomblin will make an official proclamation for the Day in his reception area. Also, he announced that Higher Education Day at the Legislature will be Thursday, February 17. WVSU will join other public and private institutions with displays in the upper level of the capitol building to showcase higher education in West Virginia.

Mr. Coleman thanked Dr. Carter and reiterated that we should be working together through the budget regarding salary enhancements and that he is looking forward to the budget coming forward and back to the full Board to approve the budget for 2011-2012.

Dr. Guetzloff asked about the Rehabilitation Center and Dr. Carter responded saying he would receive that information during the Executive Session. He also asked about a command center on the University campus. Dr. Berry said there is a knowledge wall in East Hall. He said he asked Chief Saunders to take a look at it as a redundant command center if the designee command center regarding a crisis on campus has been compromised. He could use this facility to check with homeland security and interact with the state troopers. It is a redundant system, not a primary crisis command center. Funding for the state of the art equipment was Title III dollars allocated to Planning and Advancement.

**Executive Session.** Dr. Thralls, in accordance with West Virginia Code §6-9A-4, moved that the Board go into executive session to discuss a potential real estate purchase, real estate transfer, and legal matter. Mrs. Booker seconded the motion and the motion carried.

Arising out of discussion during the executive session, and in accordance with West Virginia Code §6-9A-4, Dr. Thralls moved that the Board of Governors proceed with its regular meeting and Mr. Susman seconded. The motion carried.

Mr. Coleman asked for a motion to approve the purchase of residential property at 4011 Fairlawn Avenue through the use of 1890 Facilities Program funds. Mr. Williams moved that the negotiations to acquire the property go forward and we enter into contract. Dr.

Guetzloff seconded the motion. There was a question regarding clarification of purchase. The word "purchase" was added to the motion. Mr. Rowe asked if the Board needs to authorize the executive committee to negotiate the transfer or do they have the power to do that as is. Mr. Coleman said that Land-Grant has the power to do that. The motion carried.

Mr. Swingle moved that the BOG accept the offer of the gift of the Rehabilitation Center and property while assigning the responsibility to the executive committee to negotiate the terms of the property transfer so that it does not become a financial burden to the institution. Mrs. Booker seconded the motion. Mr. Coleman asked if there were any points of clarification. Mr. Rowe said he feels there's a sense on the Board that there are several things that would be involved in this transaction that the executive committee would finalize. He said one, is that there is primary concern that there not be a burden of unreasonable debt imposed by this transfer of gift on the University. Second, that the Board would like to seek to continue the tenancy of the Rehabilitation Center agency on the site and to secure a commitment from that agency in some form to continue their lease hold for at least a five-year period that would then allow the University to have funds to make needed repairs to the buildings that the University and the Rehabilitation Center would agree for them to use during that lease hold period. Also, the Board wants funds to be secured for the demolition of unneeded buildings and also for site restoration after the demolition of various buildings at different times would be completed. Dr. Thralls asked that these points of clarification be included in the minutes to accompany the motion and Mr. Coleman said they would be included. The motion carried unanimously.

**Auditor's Report.** Mr. Juran gave an audit summary overview that said the independent auditor's report was an "unqualified clean opinion" which is the highest form of opinion that can be received. He said that the auditors "did not identify any deficiencies in internal control over financial reporting that they consider to be material weaknesses." He said that is the most positive thing they are allowed to say under material weaknesses. Mr. Juran said that "the results of their tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards." This, too, is the highest form of assurance under compliance that can be offered. He also said that under unrestricted net assets, there is a deficit of \$264,000. He noted that benefits liability increased from \$1,200,000 to \$4,500,000. Mr. Coleman asked what the basis was for such a large increase in one year's time and Mr. Juran said the increase will continue over the next couple of years and this is a major issue of concern with not only higher education institutions but also the K-12 school systems and all the State agencies. He said this is really a Legislative initiative that needs to be undertaken. Mr. Juran explained all of the findings to the Board but said the University should not be overly concerned about the deficit and to know that OPEB (other post employment benefits) is a major issue. He reiterated that the OPEB issue is something we should talk to our Legislature about; it is not an issue for the University. Dr. Guetzloff asked about the \$168,000 program expenses and Mr. Juran said that it is for the Foundation and the Foundation was not audited. Mr. Swingle explained that as funds come out of the temporarily restricted column, restrictions are lifted and the funds are actually expended through the unrestricted amounts of money

and that is why these things are equal. Mr. Swingle moved that the auditor's report and financial statement be accepted as submitted. Mr. Salyers seconded and the motion carried.

**Recruitment and Retention.** All Board members were given a copy of the WVSU Brand and Graphic Identity Manual which was put together by the Communications Team. Mr. Susman said he would like for all departments of the University to use the manual and follow the guidelines. Because of the uniformity, it gives the University a very professional look. Mr. Williams said that the manual may become a Board policy and that perhaps it could be placed on the web site for access. Mr. Coleman suggested that this be put on the agenda for the next Board meeting as an action item. Dr. Epps said the committee is in the process of creating how the manual will be presented to the University. The Committee will discuss the entire process of branding for the University. Mr. Rowe asked if someone saw a need to go outside of this, would there be a formal procedure for someone to seek permission to have something different. Mr. Susman said at the next Committee meeting the policies will be discussed. The Office of Admissions and Recruitment has distributed 15,000 hand-outs for recruiting purposes. Mr. Susman said Mr. Coston Davis, advisor of the WVSU Leadership Institute, gave a presentation at their meeting. The Leadership Institute is a 13-week program that works with students in various capacities. Mr. Davis suggested that this be something all freshmen should be involved in. Mr. Susman said there needs to be a closer look at the advisors' role in course selections for freshmen and sophomores. He also said that in between Board meetings, the committee will meet to discuss the marketing schedule and budget for fall 2011 enrollment. The Committee will be able to inform the Board how they are going to position the University. Mr. Susman said the Marketing Committee is making great progress. Dr. Guetzloff said he could talk with Mr. Susman later about the advising of students. He said there is already a procedure in place with Banner. Mr. Susman said he would invite Dr. Guetzloff to a Committee meeting to discuss this.

**Academic Policies.** Dr. Thralls said the Committee dealt with two items. One was program reviews and cost considerations. He said staff has developed some indicators that we will be able to use. There will be some program reviews at the next Board meeting and the cost indicators will be used as a trial run to see how it helps the Committee to make recommendations. The second item is the Compact Report. Dr. Thralls provided a brief background on the Compact and why we have them and the reason for the reports. He said it allows the Higher Education Policy Commission (HEPC) and institutions to see how we are meeting many of the goals of the Master Plan. Dr. Thralls explained that the second year report was due October 1, 2010 and was submitted on that date. After review, the HEPC requested additional information and set a January 15, 2011 resubmission date. Institutional compacts must be approved by the respective governing board as well as by the HEPC. Dr. Thralls said Dr. Guetzloff may elect to abstain from this action vote because he did not receive the packet. Dr. Thralls moved for approval of the second year report of the WVSU Institutional Compact. Mrs. Booker seconded. Dr. Guetzloff abstained. The motion carried. Mr. Coleman said there will be a master calendar of actions that need to be taken into consideration by the Board.

**Finance Committee.** Mr. Williams said the Committee discussed the Budget Date provided by the administration. The Service Agreement has been resolved and the first payment has already been paid. The KVCTC is due to pay \$400,000 but are in negotiations for other fees to be paid. This issue should be resolved in the next few weeks. Mr. Parker explained these are fees embedded in the Community College's tuition. They are fees for the Student Union, Athletics, and the Health Center. He said as soon as the Banner system is implemented the money will come on a routine basis. Housing, dining, and the Bookstore have met their obligations. The Committee asked for a time line regarding Fleming Hall at the next Board meeting. Mr. Parker also reported that the HEPC has some bonds available that the University is expected to receive in the amount of \$4 million for the renovation of Wallace Hall and the Davis Fine Arts Building. Mr. Williams said there was quite a bit of discussion about what an audit does and does not do. One thing it does not do is deal with the institution's financial control of how cash is handled. The Committee recommended that there be some examination of areas that handle cash regarding financial control. The University does not have its own internal auditor. There were some overpayments to the food service (AVI) for approximately \$80,000. It was recommended that the contract have some kind of procedure for resolution for the overpayments. The Committee also recommended that there be no sign off on a contract until there is resolution of this issue.

Mr. Parker gave the Committee some background information about the data that will be used to calculate what the budget should look like next year. Mr. Williams said there will probably be a tuition increase and maybe fee increases just to keep up and deal with the current expenses. The question was raised about the restoration of the budget back to '09 status and if that is where the budgeting process is starting. Mr. Parker said yes and that the budget issue about the restoration will be resolved sometime during the Legislative session. Dr. Thralls said we have heard reports on Recruitment and Retention and are aware of the separation of the KVCTC and there are some real issues related to tuition elasticity. He said we should proceed very carefully and look very critically at the extent to which we can meet our institutional needs through tuition and fees. Mr. Coleman said we should have a preliminary budget in April.

The current proposal for the Child Development Center (CDC) was to go forward and have the CDC operating until the end of the school year if funding was found. The Finance Committee voted to terminate the CDC at the end of May in its entirety. Mr. Coleman said this could be an action item for the next Board meeting. Dr. Guetzloff said regarding the CDC, we only look at the State side of revenue in and revenue out. He asked if it were possible for us to get all of the revenues. He also asked about federal funding like Title III monies. Mr. Williams said he didn't know of any federal dollars used for CDC other than through the subsidies of low income students at the CDC. Mr. Parker said all the revenues are linked to the report that was presented. He said there could be expenditures somewhere else that actually are incurred at the CDC. For example, there could be a part-time employee paid out of Title III but that would not be reflected as an expenditure in the day care report. Mr. Coleman asked when we offered day care services, was there a strategic intent tied to the services like recruiting, or nontraditional students. Mr. Williams

said it was to be an incentive to encourage students to enroll at WVSU to further their education. The utilization of the Center has declined where it is no longer advantageous to the University.

**Planning and Advancement.** Mr. Swingle said the Committee discussed WVSU Day at the Legislature and the Legislative Affairs briefing. He said we are striving for an additional \$3 million this year. We are asking for \$5 million with 1/5 of that per year over the next five years to help compensate the University for the loss of the KVCTC which is the number one priority. The number two priority is the WVSU 100% state match for federal money and we are asking for an additional \$843,000 for that purpose. The third initiative is the WVSU Campus-Wide Technology Platform which we are requesting a three-year commitment with \$1.1 million per year to help with the upgrades and enhancements of the outdated systems at the University. The Capital Campaign was also discussed and the necessity for the communication, coordination and cooperation amongst the Board of Governors, the administration and faculty, the Planning and Advancement Office and also the WVSU Foundation. He said the Campaign will take a lot of effort from everyone to make it successful. Mr. Coleman said that there will be a presentation at the next Board meeting by Mr. David Sayre, Chairman of the WVSU Foundation Board. Mr. Sayre will share with the Board of Governors their strategy for moving forward with the Campaign.

**Faculty Senate Presentation.** Dr. Ruhnke gave a presentation from the Faculty Senate. He expressed concern about the Leadership Institute. He said that one of the things that bothers faculty is that there seems to be a perennial issue with publication of the University catalog. He commented that the Style Manual is a very attractive document but the 2010-2011 catalog is still being printed and that is a problem. Dr. Teeuswissen said the format has been changed and there are now bulletins for each of the Colleges. He said it took some time to change that point of direction but that the catalogs will be moving at the right pace.

Dr. Ruhnke said faculty are also concerned that there have been no salary increases for several years; health care expenses have increased; and the slow moving severance of the KVCTC and the financial confusion that has resulted is an issue. Dr. Ruhnke said they are very concerned about the fiscal health of the institution and that faculty can handle bad news or at least honest news. He said the faculty is concerned about the tuition and fee increases. In terms of recruiting students, he said that we do not have the staff to recruit the caliber of students we desire. He also said the Admissions and Recruitment Office is understaffed and cannot manage a staff and recruit outside of the office also. He said Mr. Jackson has begun to solicit faculty to be involved in recruiting activities. In terms of retention of students, Dr. Ruhnke said many of our students are not ready to engage in university-level work and it will be difficult to retain them. With regard to institutional fund raising, WVSU's endowment today is smaller than the endowments of Concord, Fairmont, and Shepherd when he checked the numbers about eight years ago. He confirmed this with Dr. Rowley. Dr. Ruhnke said we cannot offer the kind of financial inducements to students that our competitors can offer. He said institutional fund raising and the recruitment of students are linked.

Dr. Ruhnke gave a list of Faculty Senate highlights from their meetings that included a vote to establish an honors program and discussions on an early retirement program. He said that the faculty also have concerns about the fee for a second parking pass. Some faculty feel that when you purchase a parking pass, you are basically renting space so they do not understand why an employee who has two cars and may need to drive one or the other due to family or other obligations should have to pay additional fees instead of swapping one pass. Dr. Ruhnke said that the faculty would like the Board to change that policy. Mr. Coleman said that the Board needs to revisit the policy and that they also need to see how many people are actually affected. Dr. Epps said the request to amend the policy needs to be submitted to the Board. Mr. Williams commented that the Finance Committee did not consider the employees and students who bring cars on campus as leasing land so the two parking passes for the a two car employee concept is one that can be reviewed. He said the Board wants the faculty to be happy. Mr. Williams said the Board has good faith that the KVCTC will proceed and be honest regarding the Service Agreement. He also said that WVSU needs to make adjustments to graduate our students and we are moving in the right direction for future growth. Dr. Guetzloff mentioned the KVCTC Service Agreements were renegotiated and when it was in reserves. Mr. Parker said we subsidized the KVCTC. Dr. Guetzloff said Dr. Ruhnke was talking about millions. Dr. Ruhnke said he felt the way this was set up by policy from the Legislature, WVSU was obliged to physically carry the KVCTC and that gave them leverage. Mr. Coleman said Dr. Ruhnke will be invited to the Board's strategic planning retreat. He also said that there will be a serious effort to look at salary increases. Dr. Guetzloff said faculty and staff only had three pay raises in eight years. Dr. Thralls said he appreciated the informative presentation and he would like to have future dialog with the faculty.

**Other.** Mr. Rowe asked if we have calculated the cost of the severance of the KVCTC. Mr. Coleman said that we have. Mr. Rowe then asked if the two institutions are actually separated and Mr. Coleman explained that they were separated by legislation and the University leases space to the KVCTC and provides certain services through the Service Agreement.

Mr. Coleman said that a request was made that the minutes be archived on line after they are approved.

**Adjournment.** There being no further business, Dr. Guetzloff moved that the meeting be adjourned and Dr. Thralls seconded the motion. The motion carried. The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Larry Salyers  
Secretary