

West Virginia State University Board of Governors
Erickson Alumni Center, Grand Hall
October 29, 2015
Minutes

1. Call to Order and Roll Call

Dr. Smith called the meeting of the West Virginia State University (WVSU) Board of Governors (BOG) to order at 12:05 p.m.

Present: Dr. Guetzloff, Mr. Konstanty, Mr. Lipscomb, Mr. Payton, Mrs. Pitchford, Dr. Smith, Mrs. Squirts, Mr. Swingle, Dr. Thralls, and Mr. 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

Mr. Lipscomb motioned for approval of the agenda as presented, and Mr. Williams seconded the motion. The motion carried.

4. Review and Approval of Minutes of Previous Meeting

Dr. Thralls motioned for approval of the minutes of the September 10, 2015 meeting, and Mr. Swingle seconded the motion. The motion carried.

5. Reports from Board Committees

Presidential Review:

Mr. Konstanty participated by conference call. As a result, Mrs. Pitchford presented the Committee report.

- Mr. Konstanty chaired a meeting of the Committee on October 22, 2015. The Committee received information regarding the evaluation of the President and discussed the report on said evaluation.
- The Committee voted to recommend approval of the report to the full Board, which will be presented later on the agenda.

Institutional Advancement:

Dr. Smith chaired the Committee and presented the report.

- To date, more than \$2 million has been raised this fiscal year.
- The annual telethon is in progress. Currently, \$2,825 pledges and gifts have been received from a total of 52 individuals.
- Several gifts are pending in the amounts of \$30,000, \$1.9 million, and \$5.7 million. Another proposal for \$1.5 million is being drafted.
- In Athletics, coaches are continuing fundraising and outreach to alumni.
- March 17, 2016 will be a “Day of Giving” as the University celebrates 125 years of service.
- The endowment has grown from \$4.3 million to \$6.2 million.

- Alumni engagement continues to strengthen, and Director of Alumni Relations Belinda Fuller is traveling regularly to meet with alumni chapters.
- The Committee received a report on Homecoming. The activities were successful and well-attended by alumni and friends of the University.

Recruitment and Retention:

Mrs. Pitchford chaired the Committee and presented the report.

- The Committee received a report on continuing recruitment activities, as well as new initiatives.
- The new Infinite Scholars initiative is made up of HBCU fraternities and sororities. The group mentors students and helps them make a decision about attending WVSU.
- The Committee also received information about e-recruitment. Admissions staff are looking at how students use mobile devices; approximately 70 percent of students have viewed college websites via mobile devices. In addition, students are more receptive to text messages.
- The Committee discussed the retention plan and six areas of focus.

Audit:

Mr. Swingle chaired the Committee and presented the report.

- The Committee discussed a report on the June 30, 2015 financial statement audit, which is currently in process. The audit should be completed by the end of November or early December. The final report will be presented to the Committee and full Board at a future meeting.

Academic Policies:

Dr. Thralls chaired the Committee and presented the report.

- The Committee met on October 14, 2015 to review the Compact updates. Slight modifications were made, which were mainly technical in nature. The revised draft Compact will be recommended to the full Board for approval later on the agenda.
- The Committee received program review follow-up reports for Political Science, Sociology, and Sports Studies. Recommendations regarding the follow-up reports will be made to the full Board later on the agenda.
- Discussion was held on an Intent to Plan for a Bachelor of Science in Civil Engineering, as well as a Full Program Proposal for the Master of Education in Instructional Leadership. The Intent to Plan for the Master of Education in Instructional Leadership was previously approved by the Board, and the West Virginia Higher Education Policy Commission granted authority to move forward with the full program proposal. Both items will be recommended to the full Board for approval later on the agenda.

Finance:

Mr. Susman was unable to attend. As a result, Mr. Swingle chaired the meeting and presented the report.

- The Committee discussed the E&G budget and the four percent reduction by the State of West Virginia.
- The Committee also reviewed the first-quarter budget comparisons.
- Additional budget information will be shared with the full Board later on the agenda.

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

Mr. Williams 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. Lipscomb 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 Mr. Swingle seconded the motion. The motion carried. Chair 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.

7. Report from the University President

President Hemphill said he would like to take a moment to reflect on Homecoming 2015. He received positive feedback from attendees and witnessed, once again, the unwavering dedication from alumni and friends to the University. The President expressed appreciation to members of the Board who attended Homecoming events. In addition, he acknowledged Vice President for University Advancement Pat Schumann and her entire team, especially Director of Alumni Relations Belinda Fuller, for their hard work in making Homecoming 2015 a resounding success.

a. University Reports Forwarded by Board Committees

- Item 7.a.i: Mrs. Pitchford provided the full Board with a summary of the President's annual review and read the following statement on behalf of Presidential Review Committee Chair Konstanty:

"I sincerely apologize to my fellow Board Members and to President Hemphill for my absence today, as I have to attend to my father in Florida. I greatly appreciate Governor Pitchford presenting the summary report to the Board in my absence. As Chair of the Presidential Review Committee, I would like to thank each and every person that participated in this annual review as it is an important process. Personally, I would like to publicly express my deepest appreciation to President Hemphill for his infectious enthusiasm, endless energy, capable leadership, commitment to shared governance, innovative thinking, and professionalism while advocating for this University. West Virginia State University is a strong and vibrant, student centered University because of President Hemphill's efforts. I appreciate all you do, the long hours you work, the amount of travel you undertake, and the sacrifices you make to put West Virginia State University first. I find your service to West Virginia State University to indeed be exemplary. GO STATE!"

Mrs. Pitchford stated the Presidential Review Committee provided the full Board with the summary reporting of President Hemphill's annual review in Executive Session and motioned that the following recommendation be approved by the full Board:

The Presidential Review Committee recommends to the full Board and thus moves that Chairwoman Smith report to the Chancellor that the annual review of Dr. Brian O. Hemphill, President of West Virginia State University was conducted for the year 2015, in accordance with BOG Policy #61, and that an open comment period began on September 14, 2015, and concluded on October 13, 2015, and that the Committee deemed the responses received to be sufficient for all demographics; and that based upon the summary report prepared by the Chair of the Presidential Review Committee, and provided to the full Board in Executive Session, the annual review of Dr. Brian O. Hemphill for 2015 was positive, and that Dr. Hemphill has exhibited exemplary performance in his leadership, dissemination of written information, and progress toward the mission of the University, including bench marks established in his current contract.

Dr. Guetzloff seconded the motion. Members of the Board expressed their sincere appreciation and gratitude to President Hemphill for his continued hard work and commitment to the University. The motion carried. President Hemphill thanked the Board and Mr. Konstanty for chairing the Presidential Review Committee. He also expressed appreciation to the President's Cabinet for their dedication and support.

- Item 7.a.ii: President Hemphill said, as reported by Dr. Thralls, the Academic Policies Committee has reviewed the Compact for submission to the West Virginia Higher Education Policy Commission (HEPC) by the November 1 deadline. The Compact, which is an annually required submission to the HEPC, is a process that heavily involves the Academic Policies Committee. As a result, the Academic Policies Committee, under the leadership of Dr. Thralls, met and discussed the Compact document on September 10, 2015, October 14, 2015, and earlier today, thereby recommending it to the full Board for approval as part of this meeting. Vice President Kimberly Osborne provided an overview of the Compact, which appears on pages 10 through 94 of the Board Book, and highlighted the changes made following the October 14, 2015 Academic Policies Committee meeting. Dr. Guetzloff expressed that the math and tutoring labs should be moved to the Academic Affairs Office to help the University reach the numbers expected by HEPC. He further stated that he made similar comments about these items, as well as other concerns, during the Academic Policies Committee meeting, and his comments were not appropriately reflected in the minutes. Dr. Thralls stated that meeting minutes are primarily taken to record actions and do not typically include discussions in detail unless it is requested at the time the comments are made. Mr. Williams moved that the Board of

Governors approve the HEPC Compact Submission, and Mr. Swingle seconded the motion. The motion carried.

- Items 7.a.iii, iv, and v: President Hemphill said, as reported by Dr. Thralls, the Academic Policies Committee received follow-up program review reports for three academic programs, including: (1) a Bachelor of Arts in Political Science; (2) a Bachelor of Arts in Sociology; (3) and a Bachelor of Science in Sports Studies, which appear on pages 95 through 146; pages 147 through 161; and pages 162 through 190 of the Board Book. These follow-up reports were requested by the Academic Policies Committee and the full Board as part of a prior program review cycle. Dr. Thralls stated two items were informally requested of Provost and Vice President for Academic Affairs Kumara Jayasuriya. For Political Science and Sociology, it was requested that informal assessment updates be presented to the Committee at the beginning of the 2016-2017 academic year. The President said he brings these items before the Board for approval.

Mrs. Pitchford motioned that the Board of Governors accept the follow-up program review report for Political Science. Mr. Williams seconded the motion and asked for the record to reflect that the program carries 120 credit hours. The motion carried.

Mr. Swingle motioned that the Board of Governors accept the follow-up program review report for Sociology, and Mrs. Pitchford seconded the motion. Dr. Guetzloff expressed concern about including the pre- and post-tests in the Board Book since it is a public record. Chief of Staff and Special Assistant to the President Ashley Schumaker said the detailed information is provided to the Board; however, it is not openly distributed to the public given the nature of the information. The motion carried.

Dr. Thralls motioned that the Board of Governors accept the follow-up program review report for Sports Studies, and Mr. Williams seconded the motion. Dr. Guetzloff inquired about only having one faculty member in the program, and Dr. Thralls stated it was reported during the Academic Policies Committee meeting that a second faculty member has been added. The motion carried.

- Item 7.a.vi: President Hemphill said, as reported by Dr. Thralls, the Academic Policies Committee received information on the Civil Engineering Intent to Plan, which appears on pages 191 through 201 of the Board Book. The President said he brings this item before the Board for approval. Following Board discussion, Mrs. Pitchford motioned that the Board of Governors approve the Intent to Plan for Civil Engineering and submit to the HEPC for review and consideration. Mr. Williams seconded the motion, and the motion carried.

- Item 7.a.vii: President Hemphill said, as reported by Dr. Thralls, the Academic Policies Committee received a full proposal for a Master of Education in Instructional Leadership, which appears on pages 202 through 303 of the Board Book. President Hemphill said he brings this item before the Board for approval. Following Board discussion, Dr. Thralls motioned that the Board of Governors approve the full proposal for a Master of Education in Instructional Leadership as presented. Mr. Williams seconded the motion, and the motion carried.
- Item 7.a.viii: President Hemphill asked Vice President for Business and Finance Melvin Jones to provide the BOG Budget Report for August and September. Mr. Jones distributed copies of the August and September reports. As of September 30, the general revenue target is 25 percent and, after the budget cut was factored in, the University is at 25.87 percent. Mr. Jones provided the actual percentages for all of the areas as follows: Academic Affairs (13.86 percent) Student Affairs (23.57percent), President's Area (19.89 percent), University Relations (20.85 percent), Physical Facilities (24.40 percent), University Advancement (23.02 percent), Finance (24.94 percent), and College-Wide (22.20 percent). The majority of the areas are on or below budget. Mr. Jones referred to the footnotes listed at the bottom of the report with additional information on department budgets. Expenses are at 18 percent, and the target is 25 percent, which indicates the budget control measures that are in place are working well.

For the auxiliary accounts, both Student Union Operation and Housing are slightly in deficits, but those are attributed to the timing with tuition revenue and financial aid drawdowns. Dining Food Services is doing well, and more students are utilizing the commuter meal plan. Diligent efforts are continuing to bring the Athletics accounts into balance. In addition, fundraising activity for Athletics has increased significantly. Faculty Housing is steady, and there are currently four vacant units. The Parking and Bookstore accounts both have positive net activity.

Before concluding his report, President Hemphill invited members of the Board of Governors to join him for a historic announcement on November 9, 2015 in the Judge Damon J. Keith Scholars Hall beginning at 4:30 PM.

8. Other Matters

No other matters were brought before the Board for discussion.

9. Next Meeting Date

December 11, 2015

10. Adjournment

With there being no further business, the meeting adjourned at 2:21 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "William Lipscomb".

William Lipscomb
Secretary

Approved:

A handwritten signature in cursive script, appearing to read "Ann B. Smith".

Ann Brothers Smith
Chair