

**Glennville State College
Board of Governors Meeting
April 18, 2018
Waco Center, Hall of Fame Room
Glennville, West Virginia**

Members Present: Mr. Greg Smith, Chairperson
Mr. Tim Butcher, Vice Chair
Dr. William Deel
Mr. Mike Forbes
Mr. Stephen Gandee
Mr. Richard Heffelfinger
Mr. Ralph Holder
Ms. Sue Morris
Mr. Mike Rust
Mr. Larry Baker, Faculty Representative
Mr. Dustin Crutchfield, Staff Representative
Mr. J. Cameron Woods, Student Representative

Staff Present: Dr. Tracy L. Pellett, President
Mr. John Beckvold, Vice President for Business & Finance
Ms. Rachel Adams, Coordinator of Off Campus Programs
Mr. Marty Carver, Vice President for Enrollment
Ms. Sheri Goff, Financial Aid Assistant & ACS Representative
Dr. Gary Morris, Vice President for Academic Affairs
Mr. David Hutchison, Vice President for Advancement
Mr. Jason Phares, Information Technology Manager
Ms. Krystal Smith, Chief Human Resources Officer
Ms. Kimberly Stephens, Head Women's Basketball Coach
Ms. Teresa Sterns, Executive Assistant to the President
Mr. Rusty Vineyard, Vice President for Student Life & Athletics
Mr. Jared Wilson, Assistant Professor of Land Surveying and Faculty Senate President

Others Present: Mr. Justin Woods, Newly Elected Student Government President

Call to Order

Chairperson Greg Smith called the meeting to order at 12:43 pm.

A quorum was established.

Approval of Minutes

RICH HEFFELFINGER MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 8, 2018 MEETING AS PRESENTED. CAMERON WOODS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment

N/A

Mr. Smith introduced Justin Woods as the new incoming Student Government President that will assume office as a Board member July 1, 2018.

President Pellett presented a certificate of recognition to Coach Kim Stephens for the outstanding accomplishments the coaches and women's basketball team achieved this academic year. A replica of the framed certificate will be placed in the Hall of Fame room.

Update on Staff Policies – Krystal Smith, Chief Human Resources Officer, reported that she and administration are in the process of revising the current *Personnel Policy 16 – Classified Employees* due to changes made by the legislature that include moving all staff to a market base pay. She hopes to bring the draft policy to the Board at its next meeting for approval.

Executive Committee

Mr. Greg Smith, Chair, reported that the committee met on April 3, 2018, set the agenda for the upcoming meeting, and discussed the following:

- Online offerings
- Providing certificate safety programs
- Dual enrollment
- Athletic Director Search
- Planning and prioritization/suspension of programs
- Tuition and Fees Schedule for FY2019

Business and Finance Committee

Mr. Rich Heffelfinger, Chair, reported that the Committee discussed the College's state of finances and the proposed resolution. The Committee agreed to modify the tuition and fee schedule to reflect a minor correction of a \$102.00 decrease in the Equity (Mollohan Campus Center construction) fee per semester and a .5 percent decrease in the total tuition and fees for the FY2019 academic year.

RICH HEFFELFINGER MOVED TO APPROVE THE TUITION AND FEES SCHEDULE FOR THE FY2019 ACADEMIC YEAR AS CORRECTED. MIKE RUST SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Enrollment Management Committee

Mr. Steve Gandee, Chair, reported that Mr. Carver's projection for fall incoming students and the projected summer enrollment is increasing. The Office of Admissions continues to host "Meet and Greet" and plan to attend sporting events at various schools next year. Mr. Gandee noted that as West Virginia (WV) demographics decrease, enrollment decreases. He suggested that the College seek students in other areas outside WV.

It was suggested to include pop-up ads within Blackboard using the Google Facebook Model. Jason Phares agreed to research how to include the pop-up ads in Blackboard.

Dr. Pellett announced the College will be entering an agreement with the Education Advisory Board (EAB), a consulting group to assist with recruiting students. Articulation agreements with Pierpont and New River Community and Technical Colleges are planned to be signed in the near future.

Mr. Smith requested Marty Carver provide a handout at the next meeting identifying career paths prospective students are requesting to major in that the College does not offer.

A discussion was held regarding the potential nursing program collaboration with WVU. President Pellett anticipates the nursing program agreement to be completed by fall.

Student and Academic Affairs Committee

Ralph Holder, Chair, requested that Dr. Morris discuss the proposed resolution and other members to provide updates.

Dr. Morris reported that faculty teaching at the correctional facilities are currently being paid a stipend; however, a set amount was never determined. The faculty are paid extra due to many factors that include teaching to a unique group and location, extra travel incurred, and security checks. The stipend being proposed is \$600.00 per semester.

President Pellett mentioned that the stipends are funded through revenues derived from contracts and Pell monies.

RICH HEFFELFINGER MOVED TO APPROVE THE FACULTY STIPEND FOR INSTRUCTION AT CORRECTIONAL FACILITIES. MIKE RUST SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Dr. Gary Morris discussed the planning and prioritization/suspension task force findings memo that was included in the book.

Chairman Smith suggested that the reason for suspension of programs be communicated to Alumni due to negative comments the College has recently been receiving.

Other members of the Committee briefly discussed their reports included in the book.

The Board discussed deficiencies that many incoming freshmen have and inquired if the College could offer a short-term summer class for those students needing assistance with deficiencies. Dr. Morris responded that the College may not offer developmental credit bearing courses and students are not permitted to receive financial aid for non-credit bearing courses. He suggested that the College may consider offering a boot camp but at a cost. Chairman Smith requested that Dr. Morris put a proposal for “boot camp” together and provide it at the next meeting to include costs. It was suggested to contact the owner of the Glenville McDonalds to seek his interest in sponsoring developmental course classes as he currently sponsors PSAT test fees for students.

Committee of the Whole

President Pellett explained that Board members who donated to the Board scholarship last year donated \$200.00 each. A donor made up the difference for members who did not donate. The scholarship was awarded to two students at \$1,000.00 each. The Foundation office will send each lay member of the Board an invoice for their part to cover full tuition and fees for the FY2019. It was suggested to modify the resolution so the scholarship may be allocated to support multiple students.

RICH HEFFELFINGER MOVED TO APPROVE THAT THE BOARD OF GOVERNORS AGREES TO FUND JOINTLY AN EQUIVALENT OF ONE FULL TUITION AND FEES SCHOLARSHIP, WHICH THE PROCEEDS MAY BE ALLOCATED TO SUPPORT MULTIPLE STUDENTS FOR THE FY2019 ACADEMIC YEAR. THE NEED-BASED SCHOLARSHIP WILL BE AWARDED TO A WEST VIRGINIA RESIDENT(S) WHO MEET(S) THE REQUIREMENTS OF THE WEST VIRGINIA PROMISE SCHOLARSHIP CRITERIA. MIKE RUST SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Presentations to Greg Smith and Mike Rust

President Pellett presented a citation from the WV House of Delegates to Chairperson Smith in appreciation to Glenville State College for demonstrating leadership across the state and beyond in making a more affordable college education possible for the citizens of West Virginia.

Dr. Pellett further presented Mike Rust with House Bill 4251, passed March 10, 2018. The bill amended WV Code §18B-2A-1 relating to certain higher education institution boards of governors membership; permitting officers, employees, or members of any other board of governors outside of this state and employees of any institution of higher education outside of this state to be appointed to a board of governor; and including, for institutions that have no classified employees, a member from the nonclassified employees.

President's Report

President Pellett reported the following:

- The new State Funding Model will take approximately twenty percent (\$1 million dollars) away from Glenville State College's budget. It is not anticipated to be implemented until 2020.
- The institution examined course fees and 68 of 125 course fees will be decreased. Students will now pay twenty percent (\$1,100) less in fees.
- In an effort to gauge student parking flow and usage, anyone who has a parking permit may park anywhere on campus in the next two weeks without receiving a parking ticket with the exception of parking in visitor, reserved, or special needs spaces.
- The College expects to repeal the extra fees charged for the 18th credit hour students are enrolled.

- The College is redesigning its bookstore from a physical layout enterprise to being an online one. This change will save students approximately thirty percent on book fees.
- Off campus programming is working with Braxton County School Board to allow high school students the opportunity to enroll in Glenville State's dual enrollment program and potentially graduate with an Associate's degree at the same time they graduate with a high school diploma.
- President Pellett suggested the Board might want to consider changing the time of the June Board meeting to 9:00 am due to the number of items to be discussed.

Mr. Rust suggested starting the June meeting at the earlier time that President Pellett suggested.

Announcements

Mr. Smith made the following announcements:

- Alumni Day is scheduled for Saturday, April 28, 2018. More information may be accessed on the College's website.
- Commencement is scheduled for May 5, 2018 at 10:00 am in the Waco Center.
- The next Executive Committee meeting is scheduled for May 30, 2018.
- The next full Board meeting will be held on June 13, 2018.
- Staff Council and Faculty Senate will meet with the Board directly following today's meeting in accordance with WV Codes §18B-6-3(g) and §18B-6-6(g).

Adjournment

With no further business and hearing no objection, Chairperson Smith adjourned the meeting at 2:35 pm.

Greg Smith
Chairperson

Teresa Sterns
Executive Assistant to the President