

**GLENVILLE STATE COLLEGE BOARD OF GOVERNORS
SPECIAL MEETING – SEPTEMBER 20, 2021 AT 10:00 AM
VIA ZOOM**

Members Present: Mr. Mike Rust, Chairperson
Mr. Stephen Gandee, Vice Chair
Dr. Kathy Butler
Ms. Ann Green
Mr. Tilden “Skip” Hackworth
Ms. Alexandria Lay
Mr. Robert Marshall
Mr. Doug Morris
Mr. Joe Parsons
Dr. Kevin Evans, Faculty Representative
Mr. Cody Moore, Staff Representative
Mr. Nic McVaney, Student Representative

Faculty & Staff Present: Ms. Rita Helmick, Vice President for Administration & General Counsel
Mr. Tim Henline, Director of Institutional Research
Mr. David Hutchison, Vice President for Advancement
Mr. Bert Jedamski, CFO
Dr. Mark Manchin, President
Ms. Ann Reed, Registrar
Mr. Jesse Skiles, Director of Athletics
Ms. Teresa Sterns, Executive Assistant to the President
Ms. Chelsea Stickelman, Director of Admissions
Mr. Jason Yeager, Vice President for Enrollment & Student Life

Call to Order

Chairperson Mike Rust called the meeting to order at 10:05am.

A quorum was established.

Consent Agenda

KEVIN EVANS MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.
KATHY BUTLER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Grants Update

David Hutchison reported that the College was awarded the ARC Power grant for \$1.4 million. The grant will allow for:

- Five Cyber Security Certificate Programs
- A 360° Firearms Simulator
- Computers, fiber, mock court room
- Director, professor, and other personnel
- Partners that include the Department of Defense, Department of Corrections, FBI, etc.

Enrollment Update

President Manchin referenced the weekly enrollment updates that the members receive and noted that the term “melt” will not be used after today due to misconceptions. “Melt” refers to students who registered but never showed up on campus.

Tim Henline reported the enrollment as of today is 1562 students. 1200 of the 1562 students are FTE. He explained that the FTE is calculated by taking the number of credit hours and dividing by 15; however, IPEDS and other agencies divide by 12. The total number of enrollment, excluding dual enrollment and 2nd Chance Pell, is 968 which includes commuters.

Jason Yeager reported that the current occupancy of residence housing is 640 (484 in Goodwin Hall and 156 in Pioneer Village).

Skip Hackworth asked how the percentage of students enrolled compares to the number of students the College budgeted for?

Budget Update

Bert Jedamski responded that the College budgeted for a 1612 gross number of students for fall and there were 1554 (58 students short based on last Tuesday’s report). The budget impact of 58 students short is \$110,000. The budget is \$200,000 short on housing/room revenue due to budgeting for 628 students in housing and 560 actual students in housing. He further discussed and explained the summer 2021 and fall 2021 enrollment summary charts along with the FY22 enrollment, tuition, and housing revenues. Bert announced that a financial statement will not be generated for October due to the audit and lack of support in the Business Office.

Kathy Butler requested that a date be included on all future enrollment data reports and indicate what number of total enrollment is first-time full-time freshmen.

Steve Gandee requested that the first-time freshmen and returning students be separated on future enrollment reports.

Kathy Butler inquired how much longer the College will be receiving Second Chance Pell grants?

President Manchin responded that the Second Chance Pell grants are renewed annually.

Kevin Evans requested that Bert Jedamski provide a report clarifying how the Barnes & Noble textbook fee is working and if the College is receiving the amount originally projected from the fee.

Adjournment

With no further business and hearing no objection, Chairperson Rust adjourned the meeting at 11:06 am.

Mike Rust
Chairperson

Teresa Sterns
Executive Assistant to the President