

**Glenville State College
Board of Governors**

January 16, 2002

Agenda

1. Call to order
2. Roll call/establishment of a quorum
3. Approval of the minutes of November 9, 2001
4. Public Comment Period
5. Presentations: Mountain Air – Professor John McKinney
Land Resources / Land Surveying – Professor Rick Sypolt
6. President's Report
7. Committee Reports
 - a. Executive Committee
 1. Delegation of duties to the President
 2. OCR report and actions
 3. Amicus Brief
 4. GSC Policies and procedures
 - b. Business Affairs Committee
 1. Budget reductions for FY 2002
 2. Budget process for FY 2003
 3. Transfer of property
 4. Release of business practices information
 - c. Student and Academic Affairs Committee
 1. General Education
 2. Residence Hall requirements
 3. Credit limits for degrees
 4. Academic Review Policy
8. Old business
9. New business
 - a. HEPC policy on tuition and fees
 - b. Capital request
 - c. Special project funding
 - d. March meeting
 - e. Board retreat
10. Adjournment

President's Report

- a. *Building Our Academic Community*
- b. NCA Accreditation
- c. New employees
- d. Enrollment
- e. Nicholas County Building
- f. GSC Foundation
- g. GSC Housing Corporation

Glenville State College
Board of Governors Meeting
January 16, 2002
Heflin Student Union, Verona Mapel Room
Glenville, West Virginia

Members Present: Mr. R. Terry Butcher, Chair
Mr. Terry Bean, Vice Chair
Mr. Ronald Blankenship
Mrs. Marjorie Burke
Mr. Joseph Peters
Mr. R. Fred Radabaugh
Ms. Frances Schmetzer
Mr. Donald Southall
Mr. Gerald Hough, Faculty Representative
Ms. Linda Carney, Staff Council Representative
Brandon Riffle, Student Representative

Members Absent: Dr. Willis J. Perry, Jr.

Faculty & Staff Present:

Dr. Thomas H. Powell, President
Ms. Marty Armentrout, Vice President for Enrollment
Dr. Philip Cottrill, Professor of Physical Science
Ms. Ronna Dittman, Executive Assistant to the President
Mr. Kent Gamble, Director of Admissions
Mr. Ed Grafton, Chair, Division of Land Resources
Mr. Buddy Griffin, NPR Satellite System Producer, Division of Fine Arts
Ms. Sarah Gower, Special Assistant to the President
Mr. Robert O. Hardman, II, Vice President for Business and Finance
Dr. James Hilgenberg, Chair, Division of Social Science
Mr. Mark Hullman, Assistant Professor of Business
Ms. Debra Johnson, Secretary, Division of Fine Arts
Ms. Cheryl McKinney, Vice President for Student Life
Mr. John McKinney, Chair, Division of Fine Arts
Ms. Lois Miller, Office Manager, Dining Services
Ms. Terry Reale, Assistant Professor of Education
Mr. Harry Rich, Professor, Associate Professor, Division of Fine Arts
Mr. Philip Rossano, Assistant Professor, Division of Fine Arts
Ms. Lori Schoonmaker, Assistant Director of Admissions
Dr. Debra Simon, Provost for the Community and Technical College
Mr. Rick Sypolt, Professor, Division of Land Resources
Ms. Rosemary Thomas, Vice President for Advancement

Guests Present: Dr. David Corcoran, Glenville Democrat-Pathfinder

Call to Order

Chairman R. Terry Butcher called the meeting to order at 12:40 p.m. Mr. Butcher noted that roll call had been taken and a quorum had been established.

Approval of November 9, 2001, Minutes

IT WAS MOVED BY MR. FRED RADABAUGH TO APPROVE THE MINUTES OF THE NOVEMBER 9, 2001. MR. TERRY BEAN SECONDED THE MOTION.

APPROVED UNANIMOUSLY AND CARRIED.

Presentations

Professor John McKinney, with the assistance of Mr. Buddy Griffin, presented a CD video presentation about "Mountain Air" and the Music Audition CD, used for recruiting and informational purposes. Following that, Professor McKinney and Mr. Griffin presented another CD video presentation, produced under the direction of Mr. Ed Grafton and Mr. Rick Sypolt, about the Land Resources Program. This CD is also used for recruiting and information purposes. The Board commended all involved for their work on the projects and hoped to see more such videos produced for the College.

President's Report

President Powell provided an update on the following:

- a. **Building Our Academic Community** – President Powell stated that the College is on track with this plan.
- b. **NCA Accreditation** – President Powell stated that the College is on schedule and reminded everyone that NCA would be on campus in April 2003.
- c. **New Employees** – President Powell introduced and/or announced the employment of the following:
 1. Ms. Sarah Gower, Special Assistant to the President. This new position will be filled each year by an outstanding graduating senior.
 2. Mr. Jeff Reed, Special Assistant to the President for Grant Development
 3. Mr. John Farmer, Public Relations Director
 4. Dr. Robert Freeman, Provost and Vice President for Academic Affairs. Dr. Freeman will join us on May 6, 2002.
- d. Dr. Joe Evans has been awarded the Curtis Elam Professor for Teaching Excellence for a three year period commencing July 1, 2002.
- e. **Enrollment** – President Powell provided copies of the Recruitment Plan and thanked Mr. Kent Gamble, Director of Admissions, and Ms. Marty Armentrout, Vice President for Enrollment Services, for their work in developing this plan.
- f. **Nicholas County Building** – President Powell reported that the environment study results were fine and that he and Dr. Debra Simon, Provost, Community and Technical College, were now working on the expansion and would be bringing a report before the Board at a later date.
- g. **GSC Foundation** – President Powell reported that the Foundation Annual Report was forthcoming.

- h. GSC Housing Corporation – President Powell reported that all was well and that meetings were scheduled with Mr. Robert Hardman, Vice President for Business and Finance, and Mr. Robert DuBray, Director of College Operations, to discuss deferred maintenance.

Committee Reports

Executive Committee

IT WAS MOVED BY MR. FRED RADABAUGH TO APPROVE THAT THE BOARD OF GOVERNORS DELEGATES THE POWERS (AS PRESENTED IN THE NOVEMBER 26, 2001, MEMO) TO THE PRESIDENT OF THE COLLEGE. MRS. MARJORIE BURKE SECONDED THE MOTION.

APPROVED UNANIMOUSLY AND CARRIED.

The Executive Committee received the report from the Office of Civil Rights on the College's Title IX compliance. Mr. Terry Butcher reported that the committee has no objection to the participation of the Board of Governors in the lawsuit regarding legal representation of various state agencies. Mr. Butcher also reported that the committee had no objection to the organization and numbering of Glenville State College Policies and Procedures as presented.

Business Affairs Committee

Discussion took place regarding the budget reductions for FY 2002. Mr. Fred Radabaugh, committee chair, offered suggestions for line items relating to administrative charges for clarification. Mr. Radabaugh also reported that the committee approved the Budget Reductions for FY 2002 as presented.

Some discussion took place regarding the budget process for FY 2003.

IT WAS MOVED BY MR. GERALD HOUGH TO APPROVE THE BUDGET PROCESS FOR FY 2003 AS AMENDED. MR. FRED RADABAUGH SECONDED THE MOTION.

IT WAS MOVED BY MR. TERRY BEAN TO AMEND THE PROPOSAL FOR THE BUDGET PROCESS TO CHANGE THE MAY 31, 2002, DATE (FOR BOARD APPROVAL OF THE BUDGET) TO MAY 15, 2002. MR. FRED RADABAUGH SECONDED THE MOTION.

THIS AMENDMENT WAS APPROVED UNANIMOUSLY AND CARRIED.

THE MAIN MOTION WAS APPROVED UNANIMOUSLY AND CARRIED.

The Board reviewed the FY 2002 - Budget Deficits and the Permanent Budget Reductions.

IT WAS MOVED BY MR. RONALD BLANKENSHIP THAT THE BOARD OF GOVERNORS APPROVE THE BUDGET REDUCTIONS AS PRESENTED. THE MOTION WAS SECONDED BY MR. DONALD SOUTHALL.

APPROVED UNANIMOUSLY AND CARRIED.

The Board then considered the matter of the transfer of property between the Higher Education Policy Commission and Glenville State College. Committee Chairman, Fred Radabaugh, stated that the committee suggested amending the resolution from Glenville State College to the Glenville State College Board of Governors.

IT WAS MOVED BY MR. FRED RADABAUGH THAT THE BOARD OF GOVERNORS DIRECT THE PRESIDENT TO ENTER INTO A CONTRACT WITH AN ATTORNEY TO EXECUTE THE TRANSFER OF PROPERTY FOR THE GLENVILLE STATE COLLEGE BOARD OF GOVERNORS AS PER SENATE BILL 653. MR. JOSEPH PETERS SECONDED THE MOTION.

APPROVED UNANIMOUSLY AND CARRIED.

The Board discussed the release of the business practices information and the President's request for permission to release the information as appropriate.

IT WAS MOVED BY MR. FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE THAT THE PRESIDENT RELEASE THE REVIEW OF THE BUSINESS PRACTICES, CONDUCTED BY DELOITTE & TOUCHE OVER THE SUMMER OF 2001, AS HE DEEMS APPROPRIATE. THE RELEASE OF THE INFORMATION SHOULD ONLY COME FROM THE PRESIDENT. THE MOTION WAS SECONDED BY MS. FRANCES SCHMETZER.

IT WAS MOVED BY MR. GERALD HOUGH TO AMEND THE MOTION TO END IT AFTER 2001.

WITH NO SECOND, THE MOTION DIED.

THE MAIN MOTION WAS APPROVED, WITH MR. GERALD HOUGH BEING THE ONLY DISSENT, AND CARRIED.

Student and Academic Affairs Committee

Committee Chairperson, Mrs. Marjorie Burke, reported that the Student and Academic Affairs Committee had reviewed the revised General Education Program. The Committee amended the "Society" theme by changing the work "Live" to "Life."

IT WAS MOVED BY MRS. MARJORIE BURKE THAT THE BOARD OF GOVERNORS APPROVE THE GENERAL EDUCATION PROGRAM AS AMENDED BY THE COMMITTEE. THE MOTION WAS SECONDED BY MR. TERRY BEAN.

APPROVED UNANIMOUSLY AND CARRIED.

Mrs. Burke reported that the Committee had reviewed the GSC Degree Requirements and recommended amending the plan by changing the word, "Maximum", throughout to "Minimum" and by adding an "s" to Degree.

IT WAS MOVED BY MRS. MARJORIE BURKE THAT THE BOARD OF GOVERNORS APPROVE THE GSC DEGREE REQUIREMENTS AS AMENDED. THE MOTION WAS SECONDED BY MR. TERRY BEAN.

APPROVED UNANIMOUSLY AND CARRIED.

Mrs. Burke reported that the Committee had reviewed the GSC Program Review Policy and had no recommended amendments.

IT WAS MOVED BY MRS. MARJORIE BURKE THAT THE BOARD OF GOVERNORS APPROVE THE GSC PROGRAM REVIEW POLICY AS PRESENTED. THE MOTION WAS SECONDED BY MS. FRANCES SCHMETZER.

APPROVED UNANIMOUSLY AND CARRIED.

Mrs. Burke reported that the Committee had reviewed the GSC Housing Policy and recommended that the policy be amended to specify students with "58 credit hours or less" and that the policy become "effective with new registration on or after February 1, 2002."

IT WAS MOVED BY MRS. MARJORIE BURKE THAT THE BOARD OF GOVERNORS APPROVE THE PROPOSAL AUGMENTING THE CURRENT HOUSING POLICY TO REQUIRE THAT ALL STUDENTS WITH 58 CREDIT HOURS OR LESS LIVE IN AN ON-CAMPUS RESIDENTIAL LIVING FACILITY. THE MOTION WAS SECONDED BY MR. GERALD HOUGH.

APPROVED UNANIMOUSLY AND CARRIED.

Mrs. Burke reported that the Committee had discussed "special arrangement students" and their inability to participate in all facets of College life. The Committee recommended that these "special arrangements students" be given a College identification card to permit their full participation.

IT WAS MOVED BY MRS. MARJORIE BURKE THAT THE COLLEGE PROVIDE IDENTIFICATION CARDS TO SPECIAL ARRANGEMENT STUDENTS. THE MOTION WAS SECONDED BY MR. FRED RADABAUGH.

APPROVED UNANIMOUSLY AND CARRIED.

New Business

President Powell reported on his discussions with HEPC Chancellor Michael Mullen regarding tuition and fees and referenced his letter, dated December 18, 2001, commenting on the proposed "Tuition and Fee Policy."

IT WAS MOVED BY MR. RONALD BLANKENSHIP THAT THE BOARD OF GOVERNORS SUPPORT PRESIDENT POWELL'S COMMENTS AND POSITION ON THE PROPOSED TUITION AND FEE POLICY. THE MOTION WAS SECONDED BY MR. FRED RADABAUGH.

APPROVED UNANIMOUSLY AND CARRIED.

President Powell also reported on the funding recommendation made by the HEPC to the Governor, noting that Glenville State College was the only state-supported school to receive no funding for capital improvements in the recommendations.

IT WAS MOVED BY MR. RONALD BLANKENSHIP THAT THE BOARD OF GOVERNORS APPROVE THE EXPLORATION OF A LEGAL OPINION ON THE CONSTITUTIONALITY OF THE PEER FUNDING MODEL FOR GLENVILLE STATE COLLEGE. THE MOTION WAS SECONDED BY MR. GERALD HOUGH.

APPROVED UNANIMOUSLY AND CARRIED.

Board members expressed their desire to provide visible support to President Powell's efforts to secure funding and to support the President's communication with the HEPC in that regard.

IT WAS MOVED BY MR. GERALD HOUGH THAT THE BOARD OF GOVERNORS DIRECT THE PRESIDENT TO APPROACH THE HEPC REGARDING THE BOARD'S SUPPORT IN THIS REGARD.

APPROVED UNANIMOUSLY AND CARRIED.

President Powell requested that the Board of Governors amend their meeting schedule for the March meetings of the Executive Committee and the full Board. Under agreement, the schedules were amended as follows:

Executive Committee Meeting: March 4, 2002
Board of Governors Meeting: March 20, 2002

Receiving no response to his request for additional items of business, Chairman Butcher declared the meeting adjourned at 4:00 p.m.



Ronita Dittman

Executive Assistant to the President