

**Glennville State College
Board of Governors Meeting
October 15, 2014
Waco Center, Hall of Fame Room
Glennville, West Virginia**

Members Present: Mr. Richard Heffelfinger, Chairperson
Mr. Tim Butcher
Dr. William Deel
Mr. Mike Forbes
Mr. Mike Fulks
Mr. Stephen Gandee
Mr. Ralph Holder
Ms. Sue Morris
Mr. Greg Smith
Mr. Paul Peck, Faculty Representative
Mr. Jason Phares, Staff Representative
Ms. Allison Taylor, Student Representative

Staff Present: Dr. Peter B. Barr, President
Ms. Janet Bailey, Director of Athletics
Mr. Duane Chapman, Dean of Student Affairs
Mr. Robert O. Hardman, II, Executive Vice President
Mr. Greg King, Associate Vice President of Enrollment
Dr. David Millard, Special Assistant to the President
Dr. John Peek, Provost and Senior Vice President
Mr. James W. Spears, Senior Vice President for External Relations
Ms. Teresa Sterns, Executive Assistant to the President

Others Present: Dr. Carol A. Cartwright, Association of Governing Boards Consultant
Dr. Thomas C. Meredith, Association of Governing Boards Consultant

Call to Order

Chairperson Rich Heffelfinger called the meeting to order at 12:36 pm.

A quorum was established.

Approval of Minutes

IT WAS MOVED BY GREG SMITH TO APPROVE THE MINUTES OF THE AUGUST 20, 2014 MEETING AS PRESENTED. RALPH HOLDER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment – N/A

Updates

Chairperson Heffelfinger welcomed and introduced Drs. Carol Cartwright and Thomas Meredith, Association of Governing Board Consultants.

Mr. Heffelfinger thanked all who submitted updates for the Board book and invited members to offer comments and ask questions.

Q. In reference to the Student Government Association update on page 22, please explain the pending issues with Aramark Food.

A. Allison Taylor responded that she had received student complaints about the quality, variety, and prices of food that Aramark is serving in the Rusty Musket and Mollohan Restaurant. Jacob Yokum, Student Government Vice President and Duane Chapman, Dean of Student Life, met with Aramark Director John Strunak and he is going to address the concerns and try to solve the problems.

Q. In reference to the External Relations update on page 15, why was there a decrease in enrollment at NRCTC and DMAPS?

A. Mr. Spears reported that the decrease is partially due to graduation and some students enrolled in the DMAPS two-year degree program not enrolling; however, College staff has counseled those individuals and numbers began increasing again.

Q. In reference to the External Relations update on page 17, what is the College's role in Mudlick Affordable Housing?

A. Mr. Spears indicated that the housing project is part of the Gilmer County Economic Development Association and that the College supports GCEDA and College representatives are participating in the planning.

Q. In reference to the External Relations report, please provide an update on the TAACCCT grant.

A. Mr. Spears reported that the grant award included Southern Community and Technical College and its grant was written to assist in training veterans. Glenville State will apply again next year.

Q. Is Glenville State active in the regional consortium?

A. Mr. Spears responded yes, Glenville State partnered with Calhoun-Gilmer Career Center and was awarded a grant. The TAACCCT grant was partnered with WVU-Parkersburg and Northern Community and Technical College.

Q. In reference to the External Relations update, please explain how the College is assisting with the GCEDA Farmer's Market?

A. Mr. Spears announced that the College is providing advice in relocating the Market.

Q. Please provide an update on the Honor's Program.

A. Provost Peek reported that the program was initiated fall 2013 with a goal of 10 students. There are currently 20 students in the program and the new goal is to recruit an additional 20 capping the number of students at 40.

Allison Taylor added that the professors have been presenting information on diseases to the junior and senior honor students and all will conduct their own research on diseases.

Q. In reference to the Academic Affairs update, please explain the upgrading of classrooms in the old gymnasium and the establishment of a seminar room for instruction in the Heflin Building?

A. Dr. Peek announced that four offices have been renovated in the building and faculty involved in the new Health and Human Performance program will occupy the offices in the spring. Minor cosmetic changes have been done to the classrooms to be used for the program. Eventually, instructional technology will have to be upgraded in those classrooms. Spaces have also been identified in the building for a Human Performance lab. President Barr announced that Mike and Nancy Rust are contributing \$100,000 dollars and a significant portion will go toward that lab.

Q. When will the Health and Human Performance courses be offered?

A. Provost Peek responded that introductory courses are currently being offered.

Q. Has the College targeted industries for Health and Human Performance course offerings?

A. Dr. Peek answered that the health program is being promoted through local radio and television stations. Additionally, the College will survey area businesses to determine course and certification interests.

Q. Please give an update on the Drivers Ed course.

A. Dr. Peek reported that the College is still waiting on an answer from the WV Department of Education. The Department's has responded the review is still in process.

Mr. Smith requested that Mr. Chapman provide a schedule of campus activities that encourage students to stay on campus and assist with the retention rates.

Mr. Chapman noted that a full calendar of events/activities has been completed and he will provide it at the next Board meeting.

President's Report

President Barr provided a partial list of his activities since the last Board meeting. He distributed a White Paper to all titled, "We Can't Get There From Here: The Value Added Solution," and presented a PowerPoint regarding value-added metrics to measure overall institutional success.

President Barr asked members to review the White Paper and provide feedback on anything that needs to be added or deleted.

Business and Finance Committee

Mr. Butcher reported that the resolution came about due to financing activities with BB & T. Glenville State financed Goodwin Hall and re-financed Pioneer Village. Moody's, a bond rating company, down-graded the College's bonds on the view that the College does not have enough cash reserves to cover to cover the bonds on a short-term call. Butcher stated that the College has not missed any payments and that the bond company wants cash reserves increased from \$2.97 million to \$5 million. The resolution was discussed with the Executive Committee of the Board and the Business and Finance Committee. The recommendation is to approve the resolution.

IT WAS MOVED BY TIM BUTCHER THAT THE BOARD OF GOVERNORS APPROVE TO COMMIT TO INCREASING AND STABILIZING UNRESTRICTED CASH RESERVES TO A LEVEL EQUAL TO OR GREATER THAN \$5,000,000 BY FISCAL YEAR 2023. GREG SMITH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Discussion of Compact

Provost Peek reported on the status of the Compact update and distributed a document that included HEPC deadlines for submission of the College's compact metrics, strategies and activities, master plan, and master facility plan. He also distributed a short version of the Compact strategies and activities report due November 1, 2014. Provost Peek announced that a final Compact draft would be submitted to the Board for approval at possibly a special meeting.

A strategic plan for 2015-2020 will be submitted to the Board for approval at its December 3rd meeting. A ten-year master facility plan for the College is due June 2015.

Q. Is there a financial pro-forma component for the strategic five-year plan?

A. Dr. Peek indicated that the strategic plan would identify goals and objectives incurring extraordinary costs.

New Business

N/A

Announcements

Mr. Heffelfinger made the following announcements:

- The Board parking permits will be mailed to all as soon as they are received from the company.
- Commencement will be held on December 13, 2014 at 10:00- a.m. at the Waco Center.
The next Executive Committee meeting will be held on November 19th and the next Board meeting will be held on December 3rd.

Mr. Spears announced that Shentel is broadcasting college news/events. The channel 182 broadcast is currently serving nine counties.

Mr. Heffelfinger further announced that the state's Legislative audit for the College was recently completed. The audit has not been publicized; therefore, if the Board would like to discuss the audit it will have to approve to go into executive session.

Executive Session

IT WAS MOVED BY GREG SMITH THAT THE BOARD OF GOVERNORS GO INTO EXECUTIVE SESSION UNDER THE AUTHORITY OF WV CODE §6-9-A-4(B)(12) TO DISCUSS PRELIMINARY DRAFTS OF THE STATE AUDIT. MIKE FORBES SECONDED THE MOTION.

President Barr requested that Mr. Robert Hardman be permitted to stay for the Executive Session.

MOTION CARRIED UNANIMOUSLY.

Rise from Executive Session

IT WAS MOVED BY GREG SMITH THAT THE BOARD RISE FROM EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION. MIKE FORBES SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

The Board briefly discussed the status of the College's nursing program.

Adjournment

With no further business and hearing no objection, Chairperson Heffelfinger adjourned the meeting at 2:37 p.m.

Richard Heffelfinger
Chairperson

Teresa Sterns
Executive Assistant to the President