

**Glennville State College
Board of Governors Meeting
February 8, 2017
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, via teleconference
Mr. Mike Rust
Mr. Paul Peck, Faculty Representative
Mr. Reed Ratliff, Student Representative
Ms. Ann Reed, Staff Representative

Staff Present: Dr. Peter B. Barr, President
Mr. Marty Carver, Vice President of Enrollment
Mr. Robert O. Hardman, II, Executive Vice President
Mr. Marcal Lazenby, Director of Athletics
Dr. Gary Morris, Chairperson, Department of Science and Mathematics
Mr. Dennis J. Pounds, Vice President for College Advancement
Mr. James W. Spears, Senior Vice President for External Relations
Ms. Teresa Sterns, Executive Assistant to the President
Dr. Milan Vavrek, Vice President for Academic Affairs

Others Present: Mr. Rick Eskins, Hayflich CPAs
Mr. Lawrence J. Smith, MSL Media Enterprises

Call to Order

Chairperson Greg Smith called the meeting to order at 12:45 pm.

A quorum was established.

Approval of Minutes

RICH HEFFELFINGER MOVED TO APPROVE THE MINUTES OF THE DECEMBER 7, 2016 MEETING AS PRESENTED. REED RATLIFF SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment

N/A

Report on FY2016 Audit from Hayflich CPAs– Rick Eskins

Mr. Eskins reported that he met with the Business and Finance Committee and discussed the entire audit along with the letter from the auditors. Mr. Eskins pointed out that Goodwin Hall Series 2 Bonds allows bond holders to call bonds within 120 days which causes it to be considered a current liability. He referred to and explained enumerated item 7 beginning on page 36 of the financial statements titled *Bonds Payable*. Mr. Eskins noted that a set of statements from the GSC Foundation was also included in the audit. He stated that management provided all the information to auditors as requested and there were no disagreements with management during the audit. Mr. Eskins further discussed the financial report and pointed out the *Emphasis of Matter – Series 2009 Bonds Payable* on page 2. He invited questions from the Board.

Mr. Heffelfinger referred to pages 11-12, items 1-10 in the financial statements and noted that during the Committee meeting, Mike Rust requested that an update on the items be provided at the next regularly scheduled meeting. He further reported that the Committee recommended approval of the audit.

Ralph Holder suggested sharing the list of items 1-10 with the new incoming president.

Mr. Peck inquired why the \$50,000 Capital Gift for 2016 reported on page 16 is not shown in the Capital Gifts and Grans (cash flows) 2016 column on page 17.

Mr. Hardman responded that the \$50,000 was a gift of capital asset, not cash, and it will not show up in the cash flows column.

RICH HEFFELFINGER MOVED TO APPROVE THE FY2016 AUDIT AS PRESENTED. TIM BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Updates

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

Q. Page 7 of the Board book notes there are currently 1239 students enrolled for spring. How does that number compare to fall?

A. Ann Reed responded that the current headcount is 1374 which includes all students enrolled.

Q. How many students graduated in December?

A. Ann Reed responded, "66."

Q. Does the number include FCI-Gilmer?

A. Ann Reed responded, "Yes."

The Board discussed the walking trail grant for the city of Glenville and the proposed construction of the roundabout that will be located near the College's north entrance.

Dr. Vavrek announced that the Higher Learning Commission will be visiting the campus on April 10-11 and the draft report is currently being shared across campus.

President Barr asked when the document will be ready to share with the Board and if an executive summary will be prepared?

Dr. Vavrek responded that the report will be ready after February 17th. He will prepare an executive summary.

Executive Committee

Greg Smith, Chair, reported that the Committee discussed the upcoming audit, bond refinancing options, food service options, and Board awareness of providing guidance to the new administration. Mr. Smith provided an update regarding the Presidential Search. The final three candidates will begin visits on campus next week. Each candidate will visit for two days and meetings will include faculty, staff, and students.

Q. Is the College going to retain its current food service?

A. Mr. Smith answered that no direct decision has been made yet.

President Barr indicated that a new offer was made by Aramark and the contract was currently extended through the spring semester.

Business and Finance Committee

Rich Heffelfinger, Chair, reported that the Committee reviewed and discussed the audit.

Mr. Hardman answered more questions regarding the audit that included the following:

Q. In reference to page nine of the audit, why have the utilities increased as the energy performance contract was supposed to save on utilities.

A. Mr. Hardman responded that there is a combination of things with one being the utilities at the Waco Center are new and winter was harsher last year. He was not sure if the energy performance savings were at what they originally predicted; however, noted that the Energy Services Group (ESG) is scheduled to meet and resolve the issue.

Mr. Hardman provided a brief overview of pages 40-42 of the financial statements regarding retirement liabilities in response to a question inquiring about the liabilities.

Mr. Peck referenced item 7 of page 12 and item 20 of page 55 and asked if both referred to the same plan for the College obtaining individual loans?

Mr. Hardman answered, "Yes."

Mr. Peck asked if the arrangements of securing the loans have been approved?

President Barr responded, "Yes, the arrangements were approved by legal counsel and the WVHEPC." He further noted that the College and Housing Corporation have different bylaws and fall under different rules.

Mr. Peck asked if they are blended?

Mr. Hardman referred to pages 16 and 17 of the financial statements and noted that the College and Housing Corporation are not subject to the same restrictions.

Mr. Peck inquired if the investment opportunities have been publicized.

Mr. Smith responded that it was announced to the Board several meetings ago.

President Barr responded that the College has spoken with other entities but was not publically announced.

Mr. Peck suggested that the investment opportunities be publicized to the community.

Mr. Heffelfinger noted that a public offering may be costly.

Mr. Peck indicated his concern that it is a private offering.

President Barr responded that the State does not have jurisdiction over the Housing Corporation. It is a separate 501(c)(3) corporation.

Mr. Peck asked if there will be additional funds other than the \$200,000 to be raised by the Housing Corporation?

President Barr responded, "Yes."

During the sequence of questions above, Mr. Peck asked if there was any potential conflict of interest that might have an impact on the College's upcoming accreditation. He was assured that due to the status of the Housing Corporation relative to the College that there was none.

Enrollment Management Committee

Steve Gandee, Chair, reported on recruitment and announced there is currently a ten percent increase of applicants and accepts. The Committee began its meeting at the Admissions Office and took a tour of the renovated Welcome Center. Mr. Gandee inquired with the Admissions staff as to what programs prospective students are showing most interest in or asking for and the responses were: engineering, nursing, land resources, and criminal justice. There has not been much interest in the area of teacher education.

Comments:

- The College may need to look at current programs and make adjustments according to workforce needs. and explore partnering with other institutions.
- The College may also want to consider offering a two year engineering program.
- President Barr noted that offering a two year program would be a struggle with Community and Technical College policies.
- A lot of job demand is in field and safety.
- There is a shortage of teachers across the east coast and the College may need to figure out a strategy to find students who want to become teachers.
- The low demand for teacher education is probably due to the barriers put into place by regulatory bodies in the form of tests, standards, and costs to students to take the tests for teacher preparation.
- It may be helpful to identify programs that are not so difficult to start?
- It was suggested to offer a two year pre-nursing program.
- The nursing field is so competitive, it would be difficult to get another institution to agree to hold at least five spots for Glenville State.

Mr. Smith reported that the presidential candidates provided a lot of “out of the box” ideas.

Student and Academic Affairs Committee

Ralph Holder, Chair, asked Dr. Vavrek to report on page 6 of the Board book.

Milan Varek, Vice President for Academic Affairs, reported that in addition to the Jazz and Commercial Studies program, a new concentration within the Bachelor of Arts in Music degree has been approved. Upcoming press releases will include the Health and Human Performance Bachelor of Science Degree and the Graphics and Digital Media major within the Bachelor of Arts in Art degree.

Mr. Spears referenced page 23 of the Board book and discussed the Student Support Services (SSS) program. He announced that the College receives \$250,000 a year to pay for staff, student trips, etc. The program will only allow 160 students to participate. Mr. Spears discussed the SSS 2015 academic year annual performance goals and noted that all were exceeded.

Mr. Carver suggested the College look at both SSS and Hidden Promise Scholars programs to see what can be done with students overall to increase retention.

Ms. Reed reported that an on-campus group had started a Pioneer Mentoring program and the group is currently working with Larry Porter on a grant to provide funding for the program.

Mr. Spears indicated that the SSS program is not all about money, it has a lot to do with personnel. The SSS director has said the retention is due to the requiring the students to visit with counselors.

Mr. Heffelfinger asked where the College currently is in the SSS five year cycle.

Mr. Spears responded, “Year two.”

Committee of the Whole

Chairperson Greg Smith referenced the proposed Alumni Referral Scholarship application included in the Board book on page 38. He announced that the application has since been amended to reflect the following:

The following was added to the top section at the end of the last paragraph in fine print on the handout; however, it has been changed to be added in the section currently labeled “Student #7” section in regular size text and bold print:

“This award cannot be used in conjunction with any existing housing waiver or housing scholarship provided or awarded by Glenville State College or the Glenville State College Foundation.”

MIKE RUST MOVED TO APPROVE THE ALUMNI REFERRAL SCHOLARSHIP APPLICATION AS AMENDED AND SUBJECT TO APPROVAL WITH MOUNTAIN EAST CONFERENCE (MEC). RICH HEFFELFINGER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Marcal Lazenby offered to discuss the scholarship with MEC and seek approval.

It was suggested to add text to the scholarship application noting that alumni not be permitted to nominate his/her immediate family member(s).

RICH HEFFELFINGER MOVED TO APPROVE THAT THE FOLLOWING TEXT BE ADDED TO THE ALUMNI REFERRAL SCHOLARSHIP APPLICATION, "A PROSPECTIVE STUDENT MAY NOT BE NOMINATED BY AN IMMEDIATE FAMILY MEMBER." TIM BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

President's Report

President Barr provided to the Board an article from the State Journal titled *Higher Education Provides Impressive Return on Investment*, a draft list of GSC quick facts, and a partial list of activities that he has been engaged in since the last meeting of the Board. He reported the following:

- President Barr introduced Dr. Gary Morris as the Interim Vice President for Academic Affairs who will replace Dr. Vavrek upon his retirement. Dr. Morris will begin his duties on April 15th.
- President Barr referenced the State Journal article he provided to the Board and discussed the importance of regional colleges and universities. He reported that Mr. Spears assisted the author of the article, Hallie Mason, in preparing the article.
- President Barr referenced the draft list of GSC quick facts he provided to the Board and noted that everyone may use the list as talking points to share about the College. He asked everyone to review the list and let him know if anything else needs to be added by Friday, February 10th.
- President Barr is planning to invite the Collaborative Project Team to the April Board meeting to provide a report.

Q. Will there be a presidential transition process?

A. President Barr responded that he plans to invite the new president to campus to participate in on-going searches and projects.

Mr. Smith requested that department chairs prepare a review of all current programs that GSC offers along with suggestions of restructuring, discontinuing, etc. He also asked Reed Ratliff to request a list from students regarding programs. Mr. Smith asked that all information be submitted in one report.

Reed Ratliff announced that students are complaining about faculty saying they do not have time to teach on-campus classes but have time to teach on-line courses. Students have indicated that they would rather take the courses on-campus rather than paying an extra \$150 fee for on-line technology costs.

New Business

N/A

Announcements

Mr. Smith made the following announcements:

- Winter Homecoming 2017 will be held on February 25, 2017 at the Waco Center. There are several events scheduled for the weekend including the Alumni Basketball game at 10:30 am.
- The Board of Governors and their spouses are invited to the scheduled dinners with each of the three presidential candidates and their spouses at 6:00 pm in the MCCC, Ballroom on February 13, 16, and 20th. Please rsvp to Teresa.

Q. Will the schedules for candidates be publicized?

A. Teresa Sterns responded that the open meetings with candidates will be posted on the Presidential Search webpage and emails of invitation will be sent to groups invited to the closed meetings with candidates. The closed meetings include HPC Superintendents, Department Chairs, Athletics, etc.

- Please note that there is a new GSC athletic website and on-line store.
- The next meeting of the Board is a special meeting scheduled for March 8th to choose a new President.

The Board recessed at 2:45 pm.

The Board reconvened at 3:00 pm.

Mr. Robert Hardman provided Board members with a letter he wrote to all.

Executive Session

TIM BUTCHER MOVED THAT THE BOARD GO INTO EXECUTIVE SESSION PURSUANT TO WV CODE §6-9A-4 SUBSECTIONS b-2-A AND b-9 TO CONSIDER A MATTER REGARDING THE ABOVE CITED LETTER AND TO DISCUSS POTENTIAL PARTNERSHIPS WITH A SEPARATE FOUNDATION. MIKE FORBES SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Rise from Executive Session

RICH HEFFELFINGER MOVED THAT THE BOARD RISE FROM EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION. MIKE FORBES SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Adjournment

With no further business and hearing no objection, Chairperson Smith adjourned the meeting at 3:55 pm.

Greg Smith
Chairperson

Teresa Sterns
Executive Assistant to the President