

**Glennville State College  
Board of Governors Meeting  
August 18, 2021  
Stonewall Resort, Pecan Room  
Roanoke, West Virginia**

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, Via Zoom  
Dr. Kevin Evans, Faculty Representative  
Mr. Cody Moore, Staff Representative  
Mr. Nic McVaney, Student Representative

Members Absent: Mr. Joe Parsons

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  
Ms. Tegan McEntire, Human Resources Director  
Dr. Mark Manchin, President  
Mr. Eric Marks, Information Technology Specialist & Staff Council Chair  
Dr. Gary Morris, Provost & Vice President for Academic Affairs  
Ms. Jamie Pennington, Administrative Assistant for President's Office  
Mr. Tom Ratliff, Executive Director of Operations  
Mr. Jesse Skiles, Director of Athletics  
Dr. Marjorie Stewart, Associate Professor of English & Faculty Senate Vice President  
Ms. Teresa Sterns, Executive Assistant to the President  
Mr. Jason Yeager, Vice President for Enrollment & Student Life

Others Present: Mr. Doug Patterson, Alumni Council President  
Ms. Sandy Pettit, GSC Foundation President

### **Call to Order**

Chairperson Mike Rust called the meeting to order at 1:33 pm.

### **Swearing In of New and Re-Appointed Board Members**

Vice Chair Steve Gandee administered the Oath of Office to the following newly appointed and re-appointed members, Kathy Butler, Skip Hackworth, Alexandria Lay, and Mike Rust (lay members), Cody Moore (staff representative), and Nic McVaney (student representative).

A quorum was established.

### **Public Comment** – N/A

Chair Rust announced that Dr. Jason Barr, Chair, Fine Arts Department was unable to attend and plans to present at the next Board meeting.

### **Constituent Comments**

**GSC Foundation** - Sandy Pettit, President, reported that the Foundation is a separate entity from the College. The Foundation's role is to provide assistance to the College's missions. She identified the Foundation staff and announced that endowments have grown to over \$18 million over the past seven years. In an effort to ensure that rental income covers the maintenance, upkeep, and other expenses for the clinic space at the Waco Center, the Foundation has changed tenants. The new tenant is WVU Medicine.

**Alumni Council** – Doug Patterson, President, reported that the Council is engaging Alumni Ambassadors to coordinate recruitment events within the 55 WV counties they live in. He further reported:

- The Council has hosted three events this year in Roane County, Kanawha County, and Lewis County.
- A senior send-off event is being planned for graduates in the hopes that they will stay involved in Alumni activities. Events are being planned for current students also to keep them engaged with the activities.
- Preparing for the Hall of Fame event on September 25<sup>th</sup> and Homecoming on October 23, 2021.
- The first floor of the Alumni Center is being re-painted and is expected to be completed prior to Homecoming.
- The Council is developing a list of needed projects that includes repairs, renovations, and costs for the Alumni Center. The list will be distributed to various supporters along with a request for funding the projects.

**Faculty Senate** – Marjorie Stewart, Vice Chair, reported the following:

- Senate met twice this semester to form meeting schedules
- Currently reviewing the faculty handbook
- Appointed members to the various committees on campus with openings
- Announced faculty members in the Department of Language & Literature that recently had paintings, writings, etc. published.

**Staff Council** –Eric Marks, Chair, reported that staff has been preparing for the fall semester including participating in staff trainings, campus beautification, improving technology, bookstore completion, etc. The first meeting of the academic year was held yesterday.

**Student Government Association (SGA)** –Nic McVaney, President reported

- Conner Ferguson has been assisting SGA’s structure, senators, organizations fair, etc.
- Attempting to increase demographics and diversity across campus.
- Planning a trip to Charleston to visit legislators.
- Reviewing the constitution.
- Setting goals for the year.
- Striving to get students more engaged in miscellaneous events by giving out t-shirts, etc. and revamping “Blue Madness.”
- Moved location of SGA office within the Mollohan Campus Community Center.

**Consent Agenda**

Jamie Pennington disseminated to the Board, a FY22 calendar of events submitted by various departments and constituent groups.

Dr. Kevin Evans requested confirmation on the approval of final draft policy 25B due to comments presented at the last Board meeting. Chair Rust confirmed that the Board did approve final draft policy 25B as presented.

Dr. Evans noted the following changes need to be made in the proposed minutes:

Page 3 – Business and Finance Committee section: Change spelling of acronym from “HERFF” to “HEERF.”

Page 4 – Slate of Officers section: Change “2021-20” to “2021-22.”

SKIP HACKWORTH MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. KEVIN EVANS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

**Committee Reports**

**Executive Committee/Chair Report**

Mike Rust reported the Committee met on August 4<sup>th</sup> via Zoom and discussed the following:

- Presidential Evaluation Process
- HEPC Loan Background Information
- Aramark Contract Background Information
- Set the Retreat Agenda for August 17-19
- Set August 18<sup>th</sup> Board Agenda

**Board Governance and HR Committee** - Ann Green reported that the Committee discussed the following:

- Rita Helmick presented a PowerPoint update on facilities and will present the master plan at the October meeting. She further provided a list of capital needs to the Committee and GSC Policy 44 along with a copy of WV Code §18B-10-5 regarding tuition and fee waivers.
- David Hutchison provided an update on the legislature and will provide a report on the Research Corporation at the Board retreat. He is working with Delegate Brent Boggs on planning the College’s 150<sup>th</sup> Founder’s Day celebration event.
- A draft of the Delegation of Powers were provided to all and it was requested that any suggested changes be submitted to Ann Green prior to the next meeting as the plan is to present to the Board for action at its next meeting.
- Tegan McEntire presented an update on newly hired employees.

**Enrollment and Student Life Committee** – Steve Gandee reported that Jason Yeager provided information on the recruitment plan for the academic year. He discussed orientation activities and announced that the number of students enrolled in online courses is growing.

Tim Henline presented a PowerPoint presentation that included enrollment trends, headcount of first-time freshmen per each county in West Virginia, fall 2021 general student information, current enrollment with a breakdown of each group.

**Academic Affairs Committee** – Skip Hackworth reported that the Committee discussed course enrollments and Gary Morris provided an overview and history of HLC visits and the process of the visits. The next HLC visit is scheduled for August 23, 2021.

**Business and Finance Committee** - Bert Jedamski reported that the following documents were provided to the Committee and discussed: student accounts receivable balances, FY22 cash flow projection spreadsheet, and the proforma for the Bachelor of Science in Nursing. He announced that the auditor is performing an onsite audit review and has uncovered no issues, no concerns regarding meeting the October 15 deadline, and final results will be a positive net revenue for the year.

### **President's Report**

Dr. Manchin reported the following:

Denise Campbell has been hired to assist with consulting for the nursing program. She holds a terminal degree in nursing and is a former delegate that works in the nursing field and is familiar with nursing school accreditations.

Dr. Manchin commended the administration and discussed specific issues, projects, and accomplishments of each area in the last year.

COVID vaccines will be provided on campus to anyone that wishes to get one; however, the vaccine will not be mandatory.

The College signed an agreement with Marshall to offer a nursing program in collaboration with Marshall. Students will be accepted as a GSC student into a pre-nursing program and the intent is to enroll thirty students in the first year. Marshall proposed to accept ten students into the full nursing program each year. The College hopes to offer the full nursing program at GSC within the next ten years.

Dr. Gary Morris reported that the College is re-appropriating the Academic Success Center (ASC) and will be hiring a Dean of Student Success & Retention instead of a Director for the Center. The Dean will oversee the ASC and Student Support Services (SSS).

**Board of Governors Bylaws** – Ann Green reported that the Committee recommends approval of the revised bylaws as presented.

Rita Helmick acknowledged she reviewed the bylaws and also recommends approval.

ANN GREEN MOVED TO APPROVE THE PROPOSED REVISED BOARD BYLAWS.  
BOB MARSHALL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

**Announcements**

Mr. Rust reminded the Board that a speaker is scheduled to present for the retreat at 5:30 pm this evening in the Pecan Room.

**Adjournment**

With no further business and hearing no objection, Chairperson Rust adjourned the meeting at 3:00 pm.

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Mike Rust  
Chairperson

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Teresa Sterns  
Executive Assistant to the President