

**Glenville State College
Board of Governors Meeting
August 18, 2004
Heflin Student Union, Verona Mapel Room
Glenville, West Virginia**

Members Present: Mrs. Marjorie Burke, Chair
Mr. R. Terry Butcher
Ms. Laura Kurtz Kuhns
Mr. Les Facemyer
Mr. R. Fred Radabaugh
Ms. Frances Schmetzer
Mr. Gary Arbogast, Faculty Representative
Ms. Mary Alltop, Staff Representative
Ms. Nicole Maxwell, Student Representative

Members Absent: Mr. Ronald Blankenship, Vice Chair
Mr. Joseph Peters

Staff Present: Dr. Robert N. Freeman, President
Dr. Kathy Butler, Vice President for Academic Affairs
Mr. Robert O. Hardman, II, Vice President for Business and Finance
Ms. Cheryl McKinney, Vice President for Student Life
Ms. Teresa Sterns, Executive Assistant to the President

Faculty Present: Dr. Edward Wood, Assistant Professor of History

Guests Present: Ms. Sandy Freeman

Call to Order

Chairperson Marjorie Burke called the meeting to order at 12:50 p.m. Mrs. Burke said roll call had been taken and a quorum had been established.

Swearing In of New Board Member

Chairperson Burke administered the oath of office for new Board of Governors member, Ms. Mary Alltop, staff representative elected by the staff. The oath was administered as follows:

Chair: Do you agree to faithfully serve as a member of Glenville State College's Board of Governor's abiding by its bylaws and adhering to the policies and procedures set forth by the Board and the Higher Education Policy Commission;

And,

Do you agree to work to the best of your ability to fulfill the College's mission, its *Renaissance of Shared Values* and the mandates of Senate Bill 653;

And

Do you agree to uphold the Constitutions of the State of West Virginia and of the United States of America, so help you God?

Answer: I do.

Chair: As Chair of the Board of Governors, I officially welcome you to the Board and ask that you come forward to take your seat at the Board table.

Approval of June 16, 2004, Minutes

IT WAS MOVED BY FRED RADABAUGH TO APPROVE THE MINUTES OF THE JUNE 16, 2004, MEETING. FRAN SCHMETZER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment

None

President's Report

- a. **Report on Staff Activities** – Dr. Freeman welcomed Ms. Mary Alltop to the Board of Governors. At Dr. Freeman's request, Ms. Alltop gave a report on the Classified Staff activities. Mary stated that the Ginney Grottendieck Scholarship will be awarded soon. She mentioned that the scholarship is funded by the Classified Staff and is awarded each year to a Classified Staff's son or daughter that attends GSC. She also noted that applications are being received for the Staff Presidential Scholarship and professional development funds and they expect to award those by the beginning of the semester. Mary announced that the Classified Staff Council asked her to extend appreciation for implementing the 0 step. She noted that currently, WVSOM, HEPC central office, WVNET, and Eastern CTC are the only others to implement this. She also extended the staff's appreciation for the placement of staff back to full-time.
- b. **Report on Faculty Activities** – At Dr. Freeman's request, Gary Arbogast reported that the Faculty Senate had met on Monday and selected new officers. He announced that Professor Paul Peck was selected as the President. He noted that the senate also looked at the legislative agenda and faculty perspective.
- c. **Report on Student Activities** – Nicole Maxwell indicated that there was no new report to share with the Board regarding Student Activities.
- d. **Update on Admission Data for Fall 2004** – Dr. Freeman reported that last years headcount was 1277 and FTE was 1205 at the end of the HEPC reporting period. He noted that the College's current headcount is 1222 and FTE is 1168. Dr. Freeman indicated that he anticipates 100-125 more students to register based on various sources. Dr. Freeman stated that he spoke to the faculty on Monday about retaining strategies. He also reported that the College has submitted a Trio Grant application which will help bring more first year students to GSC if it is funded.
- e. **Construction Update** – Dr. Freeman referred to the Heflin Student Union displays and discussed the new renovations that are to begin soon with asbestos abatement. Construction is anticipated to begin January 2005 and to be completed by Fall 2006. Dr. Freeman made reference to the rendering of the Robert F. Kidd Library on page 7 of the Board book. He noted that renovations of the library will include a new ADA compliant ramp at the rear entrance and a sprinkler system through out the library. Renovations will begin soon and be completed prior to the Spring semester. Dr. Freeman reported that the science building renovations bond had not been sold by HEPC due to a few legal revisions that are being made, but the College should receive five million dollars in January 2005 and have three years to expend the dollars upon receipt. He noted that most of the money will be spent on the labs for the students.
- f. **Introductions** – Dr. Freeman introduced a new faculty member, Dr. Edward Wood, Assistant Professor of History. He reported that Dr. Wood will also be working on the World War II project and helping Mrs. Freeman with archival issues. He also reported that the College had employed ten new faculty with doctorate degrees. He thanked Dr. Butler for all of her recruiting efforts to bring the faculty with doctorates to Glenville State College. He indicated that when NCA was on campus for the accreditation, the College had 32% faculty with doctorates and now it has 42%. He also added that after January 2005, the percentage will be 44-45% and he expects it to reach 50-55% by next year.

Fred Radabaugh commended everyone involved for all the work they have done in recruiting new faculty.

- g. **Planning Processes** – Dr. Freeman announced that a strategic planning group had been formed including Mrs. Burke, faculty, staff, students and community members to look at the planning and visioning for the College within the next five to ten years. The group is being facilitated by a group at WVU and they will be doing a study to provide to the Board for review in February. Dr. Freeman also announced that a campus master plan group had been established, as required by the HEPC, and will be focusing and reflecting on the renovations and construction of campus facilities that need to be accomplished within the next ten years.
- h. **Update on Recruitment of Faculty and Staff** – Dr. Freeman announced that Ms. Jackie Talbott has been employed as the new Human Resources Representative to replace Ms. Evie McPherson. He indicated that the search committee submitted two final applicants to him and Mr. Hardman. He noted that Ms. Talbott will join the College on September 1st.
- i. **Update on Research Zone proposal** – Dr. Freeman reported that the Research Zone proposal had been submitted to the Executive Committee of the Board and the full Board via fax and e-mail for approval. He noted that the majority of the Board approved the resolution proposal by phone and e-mail. Dr. Freeman indicated that the proposal will allow Braxton and Gilmer counties to offer tax incentives to businesses and it will benefit the College with funding and the wireless zone. He conveyed thanks to Delegate Boggs, Larry Baker, and all other individuals that were involved in implementing the proposal.
- j. **Budget Issues** - Dr. Freeman passed out a resolution to be acted on by HEPC at the August 20th meeting regarding the FY 2006 Appropriation Request – Operating and Capital Budgets. He announced that GSC will be cut 5.91% because student financial aid is exempt from cuts. He indicated that GSC’s budget reduction will be approximately \$324,400. He noted that the numbers are significant to GSC and therefore create more pressure on enrollment to recruit students.
- k. **Review of College Seal and Logo** – Dr. Freeman announced that the College had purchased software to print diplomas and in the process of getting the new equipment set up it was discovered that the College seal was almost the exact replica of the state seal. He noted that after researching further, it was found that the gentleman that designed the state seal had also designed the College’s seal exactly like the state seal with the exception of twelve minor differences. Dr. Freeman indicated that after conversations with offices in Charleston, it was suggested that GSC implement a new seal. Dr. Freeman suggested that he would bring a proposal to the Board regarding the new seal at the October meeting. Dr. Freeman mentioned that after speaking to a number of people on campus, he was informed that a committee had been organized in the past to recommend a new logo. He stated that the committee had recommended the rendering of the clock tower to be the logo, but the rendering was too difficult to reproduce so another rendering was submitted to campus without a majority voting and the present consensus of the campus is to go back to the original logo proposal of the clock tower. Dr. Freeman noted that he had discussed the new logo with the Executive Committee of the Board and the Executive Committee of Alumni Council and plans to discuss it with Staff Council, Faculty Senate, and the Student Government Association in the near future. He also

indicated that if a new seal and logo is approved, the transition will be completed with minimal expenses.

Marge Burke voiced her concerns regarding the Pioneer mascot the College used to have and indicated that she would like to see it back on campus.

Ms. McKinney stated that the Student Government Association (SGA) shifted the responsibility of choosing the Pioneer to Athletics last year, due to decreasing interest among the students. She indicated that SGA pledged \$500 for the expenses of the mascot.

Dr. Freeman announced that the College will have a Pep band to perform at all the home basketball games this year.

Committee Reports

Student and Academic Affairs Committee

Fran Schmetzer served as the sub-chair for the committee and reported that the committee agreed to the resolution regarding the program review with the amendment as proposed.

IT WAS MOVED BY FRAN SCHMETZER THAT THE BOARD OF GOVERNORS APPROVE THE PROGRAM REVIEWS FOR THE FOLLOWING PROGRAMS: BACHELOR OF SCIENCE IN BEHAVIORAL SCIENCE, BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION, REGENTS BACHELOR OF ARTS, ASSOCIATE OF SCIENCE IN CRIMINAL JUSTICE, BACHELOR OF ARTS IN HISTORY/POLITICAL SCIENCE, BACHELOR OF ARTS/BACHELOR OF SCIENCE IN INTERDISCIPLINARY STUDIES, ASSOCIATE OF ARTS IN GENERAL STUDIES AS PROPOSED. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Old Business

None

New Business

President Freeman announced that the Research Zone resolution was approved by all parties involved.

Ms. Kuhns inquired about the stipulations in the Board by-laws regarding electronic and telephone voting.

Following a discussion regarding the by-laws, Dr. Freeman noted that he would review the by-laws and make suggestions to the Board at the next meeting. It was further discussed that the Board confirm their votes for the Research Zone resolution.

IT WAS MOVED BY LES FACEMYER TO CONFIRM THE PREVIOUS VOTE THAT WAS CAST AND SUBMITTED VIA E-MAIL, TELEPHONE, AND FAX REGARDING THE RESEARCH ZONE PROPOSAL. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Dr. Butler provided new GSC Fact books to the Board.

Adjournment

With no further business and hearing no objection, Chairperson Burke adjourned the meeting at 1:50 p.m.

Teresa Sterns
Executive Assistant to the President