

**Glenville State College  
Board of Governors Meeting  
December 3, 2014  
Waco Center, Hall of Fame Room  
Glenville, West Virginia**

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

Members Absent: Mr. Stephen Gandee

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

Faculty Present: Dr. Kevin Evans, Professor of Chemistry  
Dr. Rico Gazal, Associate Professor of Forestry

Others Present: Mr. Jesse Alborano, GSC Student  
Mr. Sam Canfield, GSC Student

### **Call to Order**

Chairperson Rich Heffelfinger called the meeting to order at 12:40 pm.

A quorum was established.

### **Approval of October 15 and October 29, 2014 Minutes**

RALPH HOLDER MOVED TO APPROVE THE MINUTES OF THE OCTOBER 15<sup>TH</sup> AND OCTOBER 29, 2014 MEETINGS AS PRESENTED. GREG SMITH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Public Comment** – N/A

**Update on STEM Research** – Dr. Kevin Evans reported that Glenville State students participated and presented at the 2014 spring West Virginia Academy of Science conference at Shepherd University. The College tied for third place for the highest number of presenting students with one student winning first place for the best oral presentation. Other competitions that students attended and participated in were the NASA WV Space Grant Consortium with one student winning second place in the poster competition and the National Chi Beta Phi conference with one student placing in a three-way tie for first in the area of research. Nine students conducted undergraduate research last summer. Seven of the students conducted research on campus while one did research at the Rocky Mountain Biology Laboratories in Colorado and the other completing research at Marshall University. The College contributed \$17,000 toward the undergrad research program and the NASA West Virginia Space Grant Consortium matched the College's contribution. Seven students have been selected to conduct research for the upcoming spring/summer research program.

### **Undergraduate Research Student Presentations**

Jesse Alborano presented a PowerPoint presentation and discussed the research he conducted with Dr. Rico Gazal last summer on "The Effect of Precipitation on Diameter Growth of Tree-of-Heaven in an Oak Hickory Forest."

Sam Canfield presented a PowerPoint presentation and discussed the research he conducted in Colorado last summer on "Pocket Gopher Activity Across Elevation Gradients."

### **Updates**

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

Per Greg Smith's request at the October 15 and 29, 2014 meetings, the following documents were provided to the Board:

Student Activities Calendar for Academic Year 2014-15

List of 2014-15 Scholarships

List of Grants applied for by the College

Q. In reference to the student report on page 25, please explain students' complaints about parking situation.

A. Allison Taylor responded that students who pay to park at the Waco Center are asked to move their vehicles to campus to open up parking spaces for games/events. If the students want to drive back to the game/event and park in the lot, they are charged a five-dollar fee. Some of the students cannot find a parking space on campus due to full lots.

Janet Bailey commented that students are only asked to move cars onto campus until the Waco Center game/event is over. She further mentioned that the students might ride the shuttle back to the game/event. Duane Chapman indicated that he spoke with the resident directors about their views on the students' reaction to being asked to move their cars from the Waco Center for games/events. His perception is that it is merely an inconvenience to the students.

President Barr responded that cars displaying a campus parking pass/tag should not be charged the five-dollar fee to park at the games/events; however, the lots need to be cleared and then students may return to the event(s). This will eliminate students not moving their vehicles at all and just leaving them in the parking spaces.

Q. Are there plans to develop more parking areas for the Pioneer Village residents?

A. President Barr replied that plans are being developed for parking adjacent to Pioneer Village.

The following suggestions were offered:

- Ask coaches and athletes to park behind the building and students to move to the football parking lot during basketball games.
- Designate an area for students to park who want to attend the games.

Q. Is towing a first or last resort?

A. Mr. Spears responded that towing is a last resort. The violator is first given a warning and presented with a ticket the second time.

Q. In reference to page 10, what is "15 to Finish" initiative and what will it cost?

A. Dr. Peek replied that it is an initiative by HEPC to make students, advisors, parents, etc., aware that enrolling in 15 hours instead of 12 hours may save students money in loans and expenses by enabling them to complete their degrees in fewer semesters. [The 15 hours figure is obtained by dividing the now-standard 120 credit hours per program by 8 semesters for degree completion in four years.] HEPC will provide promotional materials to the College to help students see the importance of taking 15 hours instead of 12.

Mr. Heffelfinger asked Mr. Hardman to provide a brief narrative with the quarterly reports indicating whether the College is on target or not.

President Barr suggested re-looking at the quarterly reports and to begin submitting a quarterly projection.

Comments:

- In reference to page 22 regarding the question of faculty having free memberships to the Fitness Center and walking track at the Waco Center, due to janitorial fees and other expenses they should not be given free memberships.
- The Waco Center is too large of a facility to leave open to the public unless there are security officers there all of the time to monitor activity.

President Barr noted that security only does periodic checks of the building and he will request that the facilities committee work on a plan to allow more accessibility to the Waco Center and the amount to charge for usage.

Q. How are the interfaces coming along on the Customer Management Relationship Goldmine software?

A. Greg King replied that customer interactions would begin next week.

### **President's Report**

President Barr provided a partial list of activities that he has been engaged in since the last meeting to the Board and requested that he discuss his report at the next meeting to allow enough time to discuss the strategic plan.

### **Student and Academic Affairs Committee**

Dr. Peek discussed and answered questions regarding the initiatives of the strategic plan. He explained how the mission and vision statements were developed and requested the Board take action on its endorsement of the mission and vision statement as submitted.

GREG SMITH MOVED THAT THE BOARD OF GOVERNORS APPROVE THE COLLEGE'S MISSION AND VISION STATEMENT AS SUBMITTED IN THE COLLEGE'S STRATEGIC PLAN FOR 2015-2020. MIKE FORBES SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Dr. Peek further discussed and answered questions regarding the guiding principles values included in the preamble. He again requested that the Board take action on its endorsement of the guiding principles and preamble as submitted.

PAUL PECK MOVED THAT THE BOARD OF GOVERNORS APPROVE THE GUIDING PRINCIPLES AND PREAMBLE AS SUBMITTED IN THE COLLEGE'S STRATEGIC PLAN FOR 2015-2020. TIM BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Dr. Peek discussed and answered questions regarding the goals and objectives included in the draft strategic plan.

GREG SMITH MOVED THAT THE BOARD OF GOVERNORS APPROVE THE COLLEGE'S STRATEGIC PLAN FOR 2015-2020. TIM BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Dr. Peek concluded with two reminders. First, he noted that the strategic planning team had identified responsible parties for each of the Plan's objectives and possible dates for completion of assigned tasks. Second, he again advised the Board as to the integrated nature of the Strategic Plan, Institutional Compact, and other internal planning documents.

President Barr requested that Dr. Peek provide a copy of the full strategic plan with a timeline and the parties responsible to the Board at its next meeting.

### **Committee of the Whole**

President Barr announced that the draft policies included in the book will be brought back to the Board in final form at its next meeting with any changes and upon approval, submitted for a thirty-day comment period.

Greg Smith requested that an explanation to draft, amend, and/or repeal be submitted at the next Board meeting for each draft policy.

Professor Peck suggested adhering to the current guidelines in policy 12 until the amendments have been approved.

President Barr agreed that the existing policy would be adhered to.

**New Business**

N/A

**Announcements**

Mr. Heffelfinger made the following announcements:

- The Hidden Promise Scholar Graduation Dinner will be held tomorrow evening at 5:00 p.m. in the Ballroom.
- December Commencement will be held on Saturday, December 13, 2014 at 10:00 a.m. in the Fine Arts Center. Breakfast will be provided at 9:00 a.m. at the President’s Home for the Platform Party. A shuttle will also be provided to transport the platform party to/from the President’s Home to the Fine Arts Center.
- Janet Bailey announced that Glenville State women and men’s basketball would host Concord tomorrow evening beginning at 5:30 pm and the Gilmer County High School football team will be honored. GSC women and men’s basketball will also host UVA-Wise for two games this Saturday at 2:00 pm and 4:00 pm.
- The next Executive Committee of the Board meeting is scheduled for Wednesday, January 28, 2015 and the next Board meeting is scheduled for February 11, 2015.

**Adjournment**

With no further business and hearing no objection, Chairperson Heffelfinger adjourned the meeting at 2:45 pm.

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Richard Heffelfinger  
Chairperson

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Teresa Sterns  
Executive Assistant to the President