

**Glennville State College  
Board of Governors Meeting  
February 11, 2015  
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. Stephen Gandee  
Mr. Ralph Holder  
Ms. Sue Morris, via teleconference  
Mr. Paul Peck, Faculty Representative  
Mr. Jason Phares, Staff Representative  
Ms. Allison Taylor, Student Representative

Members Absent: Mr. Greg Smith, Vice Chairperson  
Mr. Mike Fulks

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  
Dr. David Millard, Special Assistant to the President  
Dr. John Peek, Provost and Senior Vice President  
Mr. Thomas Ratliff, Director of Physical Plant  
Ms. Krystal Smith, Chief Human Resources Officer  
Ms. Teresa Sterns, Executive Assistant to the President  
Mr. Ron Taylor, Director of Public Safety

Faculty Present: Dr. Joe Evans, Professor of Physical Science

Others Present: Mr. Rick Eskins, Auditor, Hayflich Grigoraci PLLC  
Mr. Jeff Murphy, Project Manager, Sightlines  
Mr. Jay Mejia, Sightlines

### **Call to Order**

Chairperson Rich Heffelfinger called the meeting to order at 12:58 pm.

A quorum was established.

### **Approval of December 3, 2014 Minutes**

RALPH HOLDER MOVED TO APPROVE THE MINUTES OF THE DECEMBER 3, 2014 MEETING AS PRESENTED. MIKE FORBES SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Public Comment** – N/A

**Presentation by Sightlines** – Mr. Jeff Murphy, Project Manager for Sightlines, discussed the facilities assessment that was completed by Sightlines for Glenville State College. Sightlines was contracted by the WV Higher Education Policy Commission (HEPC) to collect data beginning September 2014, perform preliminary presentations in December 2014, share system aggregate data with CFO group in January 2015, and present final presentations to the College, HEPC, and the legislature in February and after. HEPC's goal is to set a commonality to present to the legislature. After collection of facilities data, Sightlines compared Glenville State to peer institutions with similar building structures/systems. Mr. Murphy discussed key observations and then answered several questions from the Board.

**Report on FY2014 Audit** – Mr. Rick Eskins, Hayflich Grigoraci PLLC, presented the auditors' reports and discussed financial statements for the years ended June 30, 2013 and 2014. The financial statements were distributed to the Board. Upon conclusion of the presentation, Mr. Eskins offered the opportunity to answer questions from the Board members.

TIM BUTCHER MOVED TO APPROVE AND ACCEPT THE AUDIT ENDING JUNE 30, 2013 and 2014 AS PRESENTED. MIKE FORBES SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Updates**

Mr. Heffelfinger invited members to offer comments and ask questions regarding institutional reports presented in the Board Book

Q. How are the early intervention initiatives progressing?

A. Dr. Peek responded that the progress improves each semester and stated that studies show that students taking green courses are more successful.

Q. On page 26, if one ignores E & G Capital Fees and Other Capital Proceeds, the actual revenue from other categories is at about 93 % of the budget projections. Will this gap be closed during the second semester?

A. Mr. Hardman responded that he did not do the math but it more than likely will.

Comments: Member would like to see the budget increased for public relations to hire a full time sports information director instead of using a student employee. There is rarely anything in the Parkersburg News & Sentinel about Glenville State athletics. The College needs to have good coverage in the Parkersburg paper because it has always been a feeder for Glenville State.

President Barr responded that the sports information director is an employee of the College, not a student and acknowledged the importance of publicity in the Parkersburg region.

### **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 disseminated a report of updates received from the Executive Vice President not included in the Board book.

President Barr announced that the Obama's have been trying to get more students in college and are holding a competition regarding mentor programs across the nation. He showed a video that will be submitted on behalf of Glenville State exhibiting the Hidden Promise Scholar Mentor program. President Barr noted that he would like the Board to present the video to civic clubs across West Virginia. Board members suggested showing the video to the Governor, legislators, and broadcasting it on the local cable system.

President Barr stated that the College's special funding is expected to be cut by 80 percent by the legislature which will eliminate \$200,000 dollars from the correctional officers program and \$300,000 dollars from the Hidden Promise Scholars (HPS) program. He further mentioned that an additional 1.5 percent will be eliminated from the College's base budget. All state college and university funding is being cut and the Chancellor submitted a special presentation to the Senate Finance Committee to urge legislators not to make the higher education funding cuts. President Barr distributed a list of delegates and senators who are members of the finance committees along with a copy of a letter to the Chancellor from President Barr regarding how cutbacks of HPS and correctional officers programs will impact the College. He asked the Board to lobby on behalf of the two programs.

### **Business and Finance Committee**

Mr. Butcher reported that the Committee reviewed and discussed the tuition and fees scheduled for the 2015-16 academic year and recommends it for approval.

TIM BUTCHER MOVED THAT THE BOARD OF GOVERNORS APPROVE THE TUITION AND FEES SCHEDULE FOR THE 2015-2016 ACADEMIC YEAR AS PROPOSED. BILL DEEL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

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

President Barr explained that the current Pioneering Appalachia scholarship is geared toward West Virginia first-generation students. To increase enrollment, the proposed amended scholarship will provide more flexibility to recruit out of state students with a 3.0 GPA and not necessarily first-generation students. The students' FAFSA will be reviewed and the amount of scholarship will be determined/based on need.

Q. Is this Glenville State's scholarship? Does the provision for metro counties still pertain?

A. President Barr responded, "Yes," to both inquiries.

MIKE FORBES MOVED TO AMEND THE PIONEERING APPALACHIA SCHOLARSHIP TO ALLOW OUT OF STATE STUDENTS WITH A 3.0 GPA OR HIGHER TO BE ELIGIBLE AND RECIPIENTS WILL BE AWARDED VARYING RATES OF THE SCHOLARSHIP DEPENDENT UPON STUDENT NEED. BILL DEEL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Committee of the Whole**

President Barr asked Teresa Sterns to explain the process of the policies included in the book.

Ms. Sterns explained that the final draft policies included in the book will be submitted for the 30-day comment period upon approval of the Board. If no comments are received during the comment period, the policies will be forwarded to the Higher Education Policy Commission for final approval. If comments are received during the comment period, comments will be summarized and a determination will be made regarding each issue raised. All written comments and determinations will be made available to constituent groups and the public at least 10 days prior to the next Board meeting in which the Board will determine final approval. The policy, comments, and determinations will then be carefully preserved by the College and open for public inspection for a period of five (5) years from the date of final Board action.

Q. Are the policies in final draft?

A. President Barr responded, "Yes."

Q. If Student Government Association submits a comment during the 30-day period, will it be brought back to the Board?

A. President Barr responded, "Yes."

The following final draft policies were considered by the Board:

Glennville State Administrative Policy 6 - *Social Justice*

Glennville State Administrative Policy 8 - *Regulating Speed, Flow & Parking of Vehicles on Campus*

Glennville State Administrative Policy 10 – *Policy on Policies*

Glennville State Personnel Policy 13 – *Discrimination, Harassment, Sexual Misconduct, Stalking, Retaliation, Consensual Relationships, and Reasonable Accommodations/After number and title is approved: Glennville State Administrative Policy 6A – Social Justice, Discrimination, Harassment, Sexual Misconduct, Stalking, Retaliation, Consensual Relationships, and Reasonable Accommodations*

Glennville State Personnel Policy 46 – *Funding of Intercollegiate Athletics (Repeal)*

Glennville State Administrative Policy 48 – *Freedom of Information Act Requests*

Glennville State Administrative Policy 50 – *Equal Employment Opportunity and Affirmative Action*

Glennville State Administrative Policy 51 – *Clergy Act Campus Security Reporting, the Violence Against Women Reauthorization Act and Sexual Violence Prevention*

Glennville State Administrative Policy 52 – *Intellectual Property Rights*

MIKE FORBES MOVED TO APPROVE THE PROPOSED BOARD FINAL DRAFT POLICIES FOR FINAL FILING WITH THE HIGHER EDUCATION POLICY COMMISSION IF NO COMMENTS ARE RECEIVED AFTER THE 30-DAY COMMENT PERIOD. TIM BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **New Business** – N/A

### **Announcements**

Mr. Ratliff announced that the administration has reservations about Sightlines findings. He noted that Sightlines spent less than 30 minutes looking at the buildings and spent most of their time in the finance office.

Mr. Heffelfinger announced that the Board will hold a special meeting on Tuesday, March 3, 2015 at 11:00 am.

### **Executive Session**

RALH HOLDER MOVED TO GO INTO EXECUTIVE SESSION UNDER THE AUTHORITY OF WV CODE §6-9-A-4(B)(12) TO DISCUSS THE ASSOCIATION OF GOVERNING BOARD'S GOVERNANCE REVIEW REPORT OF THE BOARD OF GOVERNORS THAT HAS ONLY BEEN RELEASED TO THE CHANCELLOR, PRESIDENT BARR, AND THE BOARD MEMBERS. STEVE GANDEE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Rise from Executive Session**

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

MOTION CARRIED UNANIMOUSLY.

In the reconvened open session, Board Chairperson Heffelfinger appointed the following ad hoc subcommittees to prepare the Board's responses to the Chancellor's letter that accompanied the AGB report.

### **Governance and Leadership**

Paul Peck, Convener

Rich Heffelfinger

Greg Smith

*Staff Support:* David Millard and Teresa Sterns

### **Enrollment**

Stave Gandee, Convener

Jason Phares

Allison Taylor

*Staff Support:* David Millard, Greg King, and Jim Spears

### **Finance**

Tim Butcher, Convener

Mike Forbes

Mike Fulks

*Staff Support:* Peter Barr, Robert Hardman, II, and Teresa Sterns

### **Resources and Contingencies**

Bill Deel, Convener

Sue Morris

Ralph Holder

*Staff Support:* John Peek and Jim Spears

The subcommittee reports are to be organized into the Board's response at the Tuesday, March 3 meeting.

**Adjournment**

With no further business and hearing no objection, Chairperson Heffelfinger adjourned the meeting at 3:42 pm.

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Richard Heffelfinger  
Chairperson

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Teresa Sterns  
Executive Assistant to the President