

**Glenville State College  
Board of Governors Meeting  
April 6, 2016  
Waco Center, Hall of Fame Room  
Glenville, West Virginia**

Members Present: Mr. Greg Smith, Chairperson  
Mr. Tim Butcher, Vice Chair  
Dr. William Deel  
Mr. Mike Forbes  
Mr. Mike Fulks  
Mr. Stephen Gandee  
Mr. Richard Heffelfinger  
Mr. Ralph Holder  
Ms. Sue Morris  
Mr. Conner Ferguson, Student Representative  
Mr. Paul Peck, Faculty Representative  
Ms. Ann Reed, Staff Representative

Staff Present: Dr. Peter B. Barr, President  
Dr. Tara Cosco, Assistant Professor of Special Education  
Dr. Megan Gibbons, Assistant Professor of Spanish  
Mr. Robert O. Hardman, II, Executive Vice President  
Mr. Marcal Lazenby, Director of Athletics  
Mr. James Mencer, Head Volleyball Coach  
Mr. Dennis 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  
Ms. Ashley Weir, Director of Admissions

Others Present: Mr. Jacob Lutsy, GSC Student  
Ms. Brittany Vae White, GSC Student

### **Call to Order**

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

A quorum was established.

Mr. Marcal Lazenby introduced the newly hired head volleyball coach, James Mencer and announced that a new soccer coach had been hired and a new head women's basketball coach. He invited all to the head women's basketball coach press conference scheduled for Monday, April 9, 2016.

A financial status report for YTD 3/31/16 was provided as a handout to the Board by Mr. Hardman.

### **Approval of Minutes**

RICH HEFFELFINGER MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 10, 2016 MEETING AS PRESENTED. RALPH HOLDER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Public Comment**

N/A

**Report on GSC's International Programs (COIL & Education Abroad)** – Professor Megan Gibbons presented a PowerPoint presentation regarding updates on Glenville State's international program. She reported that Glenville State along with three other colleges are partners/members of "Generation Study Abroad." In summer of 2015, there were three students enrolled in the program and nine students are enrolled to participate in summer 2016. Two students traveled to London last summer along with GSC faculty. Professor Gibbons discussed the COIL (Collaborative Online International Learning) model and explained how it benefits students who are unable to travel abroad. Activities the students engage in include introductions, cultural comparisons, collaboration, and concluding activities with students in Spain and Mexico. COIL international partners include universities from Spain and Mexico that link courses. She shared a variety of cultural photos of students displaying their particular culture. Professor Gibbons also shared student's mundane collages and a student recorded video from Spain. Over the last four years, 14 students have participated in education abroad and the COIL program has reached 112 students over the last one and a half years.

GSC students Jacob Lutsy and Brittany Vae White spoke about their experiences during study abroad travel and participation in COIL.

### **Executive Committee**

Greg Smith, Chair, reported that the Committee discussed possible budget cuts, marching band, and agreed to appoint a subcommittee to review Personnel Policy 23 – *Guidelines for Employing and Evaluating the President at Glenville State College* due to comments received and bring back to the Board. He asked Rich Heffelfinger to chair the subcommittee and Mike Forbes to be a member. Mr. Smith invited any other members to serve. No other members signified interest in being on the subcommittee, so Mr. Smith offered to serve and appointed Teresa Sterns as the staff member to the subcommittee.

### **Business and Finance Committee**

Rich Heffelfinger, Chair, reported that the Committee reviewed and discussed the two tuition and fees schedule scenarios for the 2016-17 academic year and the impact of increasing tuition by 5%, room by 2.5%, or room and board a 7.5%. The budgets and possibility of refinancing bond debt was also discussed. Until the State rectifies its budget, the Committee recommends that the Board not take action on a final tuition and fees schedule for academic year 2016-17.

The Board did not take action on the FY2017 tuition and fees schedule.

### **Enrollment Management Committee**

Steve Gandee, Chair, reported that the Committee moved its meeting times to begin at 10:00 am and invited all to attend prior to the other committee meetings at 11:00 am. Mr. Gandee referred to a monthly enrollment report that President Barr shared with him and noted that the number of applications received and accepted were approximately 800 and generally 30% of those turn into enrolled by the fall semester. He announced that Ashley Weir reported that 182 students have registered to attend early registration that will be held in the next few weeks. Mr. Gandee asked the Board on Ms. Weir's behalf, to write a personal note and include contact information to some of the students who have applied and been accepted to GSC. He asked that each Board member send the notes to students who are interested in their particular area of expertise.

President Barr requested that Ms. Weir provide a general template to the members to follow for writing personal notes.

Mr. Smith asked that Ashley e-mail each member a list of students to write the notes to.

Ms. Weir agreed to e-mail the lists of students and provide each member with 10-15 GSC note cards and envelopes.

Mr. Smith asked Ms. Weir if admissions were still identifying educators in all the counties to assist with receptions.

Ms. Weir replied that they were and are also teaming up with Hidden Promise to attend community gatherings and working with staff and alums to hold receptions around the state.

Mr. Gandee shared the following ideas/efforts that the Committee discussed to assist with recruitment:

- Conner Ferguson and SGA will be making personal contacts with the newly enrolled students who will be eligible to participate in the Pioneer Peer Mentoring program.
- A Natural Resource Day has been scheduled to be held at Ike and Sue Morris' cabin in Marlinton, WV on April 16<sup>th</sup> and 15 students have registered to attend. Mr. Gandee requested that a Board member attend the event.
- Possibly offering a scholarship program that may be marketed similar to the scholarship that WV Wesleyan markets through the radio station Magic 106.5 and Metro News.
- Mr. Gandee plans to speak to "Happy" Joe Parson regarding Metro News marketing.

Mr. Gandee reported that Ann Reed informed him that there has only been 15 withdrawals this semester and 44 were expunged due to not showing up for classes. He reported that both numbers are lower than last year. The number of students that are referred to as "saves" was 27. The students were counseled during the semester and remained at Glenville State.

Mr. Deel inquired if the College needs a new system to track attendance.

Ms. Reed replied that the College has the system in place but it needs upgraded.

Mr. Spears mentioned that a student suggested that the College start a livestock farm for student interested in farming. The student mentioned that Billy and Marge Burke mentioned possibly donating land for it.

Conner Ferguson offered to gather student interest numbers regarding a livestock farm and follow-up with the Board.

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

Ralph Holder, Chair, asked Dr. Vavrek to speak to the Board regarding the Committee discussions.

Dr. Vavrek reported that the Committee discussed the updates he provided in the book regarding inquiries that the Board had presented at the last meeting. The updates included recruitment ideas obtained from faculty, electronic tracking of class attendance, and the expansion of on-line courses.

Mr. Smith reference Dr. Vavrek's update and asked him to explain why the potential academic programs are under construction.

Dr. Vavrek replied that the first three are moving forward as discussions continue with New River CTC.

Mr. Smith suggested that the College should consider hiring a media/marketing company to market specific programs.

Mr. Holder mentioned that a lot of universities the size of GSC sits on the borders of West Virginia and inquired as to whether GSC should change the name of "College" to "University" in order to attract more students due to status of it being a university.

President Barr replied that in West Virginia, universities must offer degree programs and must 70% of doctoral coverage. He suggested that it may have to be a hybrid program.

Dr. Vavrek reported that different program niches have been discussed and he will pursue looking into which may be approached.

Mr. Smith referenced page 10 of the book regarding the expansion of on-line courses and as Dr. Vavrek to provide the status of on-line courses.

Dr. Vavrek replied that the College continues to promote and will promote the on-line courses more once the policy is revised. Eight new courses were added in spring.

Mr. Smith asked how many on-line courses will be offered in fall?

Dr. Vavrek replied that he will check on the number and report back to the Board at its next meeting.

### **Committee of the Whole**

Chairperson Smith referred to the Board scholarship and asked President Barr to discuss the resolution.

President Barr reminded that Board that the scholarship has become an annual proposal and is specific to the Promise Scholarship. The Board scholarship is funded personally by the Board members.

Mr. Pounds announced that the amount paid by each member last year was approximately \$200 dollars each.

RICH HEFFELFINGER MOVED THAT THE BOARD OF GOVERNORS AGREES TO FUND JOINTLY THE BOARD OF GOVERNORS AWARD, A FULL TUITION AND FEE SCHOLARSHIP FOR THE 2016-17 ACADEMIC YEAR. THE NEED-BASED SCHOLARSHIP WILL BE AWARDED TO A WEST VIRGINIA RESIDENT WHO MEETS THE REQUIREMENTS OF THE WEST VIRGINIA PROMISE SCHOLARSHIP CRITERIA. BILL DEEL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

The Board considered the following final draft policies:

Academic Policy 33 – *College Credit for Prior Learning*

Policy 48 – *Freedom of Information Act Requests*

RICH HEFFELFINGER MOVED TO APPROVE THE PROPOSED BOARD FINAL DRAFT ACADEMIC POLICY 33 AND POLICY 48 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.

### **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 reported the following:

- Recruiting has begun for students interested in participating in the marching band. The College hopes to recruit 15-20 students this year and work toward a total of 60. Students residing on campus will receive an annual \$250 dollar scholarship and students residing off campus will receive an annual \$200 scholarship. The total scholarships estimated to be provided will amount to \$75,000.
- Michael Lipton visit GSC and reviewed available space at the Waco Center and Fine Arts Center to display the West Virginia Music Hall of Fame. While visiting, he mentioned inviting Mountain Stage to GSC to do some performances.
- President Barr met with Chancellor Hill regarding offering courses at New River CTC in Summersville. If a student receives financial aid, the student must take 12 hours of credit courses at one school of record. If a student takes six hours of credit courses at GSC and six hours at New River CTC, GSC could be registered as the student's "school of choice"/FTE and pay New River for the six hours the student is taking there. GSC plans to offer courses at New River CTC in fall, but the College will continue to work out an agreement with New River CTC in reference to FTEs.
- President Barr and Dr. Vavrek traveled to Buckhannon, WV with Jeff Boyles and visited/toured Appalachia Forest Products in hopes to develop internships for GSC to include grading lumber.
- President Barr, Jason Phares, and Josh Sponaugle met with Tim Maloney of Provinti via teleconference. Provinti was hired by the HEPC to audit GSC's IT controls. Provinti's timeline is to being the audit in mid-April and deliver a report by the end of May.

Mr. Deel inquired as to what the status of the IRS audit is.

Mr. Hardman replied that no indication has been given as to when they will finish.

Mr. Peck referred to the projected revenues and expenses included on the financial status report and inquired if the expense projections is an allocation of fixed costs.

Mr. Hardman replied that it is an allocation of fixed costs based on current distribution of fixed costs.

Mr. Peck referred to the Hidden Promise update in the book and suggested that since the whole state is participating in the Consortium the College should do a state-wide news release.

### **New Business – N/A**

## **Announcements**

Mr. Smith made the following announcements:

- Alumni Banquet will be held on April 23, 2016 at 6:00 pm in the MCCC, Ballroom.
- Hidden Promise Scholar Dinner will be held on April 27, 2016 at 5:00 pm at the MCCC, Ballroom.
- Commencement will be held on May 7, 2016 at 10:00 am in the Waco Center.
- The next Executive Committee of the Board will be held on May 25, 2016
- The next full Board meeting has been changed to June 1, 2016 which may be subject to change due to the budget.
- Staff Council and Faculty Senate will meet with the Board directly following today's meeting in accordance with WV Codes §18-B-6-3(g) and §18B-6-6(g).

Marcal Lazenby invited all to the acrobatic/tumbling meet this evening at 6:00 pm at the Waco Center. He announced that Winter Homecoming went well and both the basketball and football coaches had recruits that attended. The Pioneer Athletic Club will be hosting a "Burgers, Brats and Bats" event on April 16 beginning at 12:30 pm at the Sue Morris Sports Complex to support the GSC baseball and softball teams. GSC vs. University of Charleston at 1:00 pm.

Mr. Pounds announced that a new Alumni Chapter in Huntington has been organized by Professor Emeritus Gary Gillespie and a social/dinner will be held April 14 at 6:00 pm in Hurricane, WV at the Fireside Grille.

Mr. Smith announced that Resource U is needing a site to hold a free workshop for the community and asked the Board if anyone objected to the holding it at the Waco Center.

There were no objections by the Board.

## **Adjournment**

With no further business and hearing no objection, Chairperson Smith adjourned the meeting at 2:46 p.m.

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Greg Smith  
Chairperson

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Teresa Sterns  
Executive Assistant to the President