

**Glennville State College
Board of Governors Meeting
August 5, 2020
Mollohan Campus Community Center, Ballroom
Glennville, West Virginia**

Members Present: Mr. Mike Rust, Chairperson
Mr. Tim Butcher, Vice Chair
Mr. Stephen Gandee
Ms. Ann Green
Mr. Tilden "Skip" Hackworth
Mr. Robert Marshall
Mr. Doug Morris
Mr. Greg Smith
Dr. Kevin Evans, Faculty Representative
Mr. Jason Gum, Staff Representative
Ms. Jasmine Tarman, Student Representative

Faculty & Staff Present: Ms. Stacy Adkins, Director of Academic Success Center
Mr. John Beckvold, Vice President for Business & Operations
Mr. Marty Carver, Vice President for Enrollment & Student Life
Ms. Sheri Goff, Financial Aid Assistant & Advisory Council for Classified Staff Rep.
Mr. David Hutchison, Vice President for Advancement
Dr. Mark Manchin, President
Dr. Gary Morris, Provost & Vice President for Academic Affairs
Mr. Jesse Skiles, Director of Athletics
Ms. Teresa Sterns, Executive Assistant to the President
Dr. Marjorie Stewart, Associate Professor of English & Faculty Senate Vice President
Ms. Chelsea Stickelman, Director of Admissions & Staff Council Chair

Others Present: Mr. Harry Rich
Mr. Donnie Tucker

Call to Order

Chairperson Mike Rust called the meeting to order at 1:00 pm.

Swearing In of New Board Member

Mr. Rust administered the Oath of Office to the newly appointed student representative member Jasmine Tarman, Student Government President.

A quorum was established.

Public Comment – N/A

Special Recognitions/Presentations

Mr. Rust presented appreciation certificates to Greg Smith in recognition for his service as Chair of the Glenville State College Board of Governors from 2016 to 2020 and Ralph Holder in recognition for his service as a member of the Glenville State College Board of Governors from 2014 to 2020, as Chair of the Student and Academic Affairs Committee from 2015 to 2017, as Vice Chair of the Student and Academic Affairs Committee from 2018 to 2019, and as Chair of the Academic Affairs Committee from 2019 to 2020.

Mr. Donnie Tucker addressed the Board regarding the importance of GSC implementing a diversity program that would consist of diversity, equity, and inclusion in an effort to assist with recruitment and retention.

Ms. Stacy Adkins provided an update on the Academic Success Center and the status of the Hidden Promise Scholars (HPS) program that included:

- Number of full-time and part-time students that have registered for fall 2020.
- Number of HPS on and off campus.
- Plans for offering new student orientation online. It will include training on drug intervention, diversity, Title IX, etc.
- The Center serves as a student resource center that assists students in all areas and departments on campus as needed.
- Preparations are being made to revamp the Hidden Promise Scholar Program in the next year.

Constituent Comments

Faculty Senate – Dr. Marjorie Stewart reported that Senate does not meet during the summer and will reconvene in the fall. Faculty have been working to prepare online classes. Faculty has concerns about health due to COVID-19 and return to campus. Faculty are also concerned about the growing number of administrators that are being appointed while faculty are working more hours.

Dr. Morris, Dr. Manchin, and Mr. Rust commended the faculty for all of the work they have been doing to prepare for the fall reopening of school and asked that Dr. Stewart convey their appreciation to faculty.

Staff Council – Ms. Stickelman reported that the Board asked staff council to send a survey to staff regarding its morale. She will be sending the results from the fourteen-question survey to President Manchin and offered to send to Board members upon their request. Another survey will be conducted to include specific questions regarding the Board. Staff will be submitting ideas of things all would like to celebrate to monthly meetings. Staff is currently working on assignments to fill committee staff vacancies.

Student Government Association (SGA) – Ms. Tarman reported that students were having issues with face-to-face classes being assigned to online without any notification, so she worked with Dr. Morris and Stacy Adkins to resolve the issues.

Consent Agenda

President Manchin announced that the consent agenda is a work in progress and explained that consent is a number of information items that the Board consents it has reviewed. The YTD Budget Projection and Quarterly Financial Statement listed on the consent list are not included for this meeting because the reports have not been generated yet. The current list of consent items will be presented at every meeting and other items may be added as needed.

Mr. Smith suggested expanding the consent agenda to include items discussed in committees and include the information with the Board packets.

GREG SMITH MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. SKIP HACKWORTH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee Reports

Executive Committee/Chair Report - Mike Rust reported the Committee met on July 21, 2020, set Board meeting agenda, and discussed:

- Building enrollment and retention.
- Implementation of a new diversity and inclusion plan.
- “Return to Campus Re-Opening Plan.”
- Finances of the College.
- Food Service RFP.
- Newly proposed organizational chart and restructuring of the College.
- Improving GSC Alumni relationships.
- Ideas for improving community relations.

Board Governance Committee - Ann Green reported that the Committee discussed:

- Employee Status (*New hires, etc.*). She asked Teresa Sterns to send the report to the Board members.
- Staff training schedule.
- Employee turnover and retention costs.
- Reasons why employees are departing GSC.
- The HR Office is currently working on an exit interview plan for departing employees.
- Revisions to Final Draft Policies 6, 6A, and 9 have gone through the steps for the rule making process; however, it was determined by the Committee that Policy 9 still needs more work, so it will be removed from the policies listed for action.
- Board Training Plans for FY21 are tentatively being scheduled for October 20-21, 2020 at Stonewall Resort to include the Board meeting scheduled on October 21st.
- Board By-laws will be reviewed for needed revisions.

Business and Finance Committee - Doug Morris reported that the Committee discussed:

- New bid for food service.
- Cash flow statement.
- College's plan to pay back all monies owed to the GSC Foundation by September 2020.
- The Business Office is planning to run a scenario in regards to how the College plans to deal with loss of income in the budget in the event enrollment projections are not met.

Mr. Rust announced that John Beckvold would be leaving GSC and thanked him for his service.

Enrollment and Student Life Committee – Steve Gandee announced that Mary Carver would be leaving GSC and thanked him for his service. He further reported that the Committee discussed enrollment projections and future planning to address retention strategies.

Academic Affairs Committee – Skip Hackworth reported:

- Committee received an update on the status of the nursing program.
- Two new academic administrators will be coming to GSC to fill the Associate Vice President for Academic Affairs and the Dean of Teacher Education positions.
- Departments have elected department heads to represent their areas.
- A request for GSC to implement two graduate programs, Master in Teaching and a Master in Curriculum and Instruction, will be presented to the WV HEPC in September.
- Discussed the COVID-19 re-opening plan.
- Committee will review majors and program development in October.

President's Report

Dr. Manchin commended the last thirty days of employees' work in preparations for the COVID-19 re-opening plans. He discussed challenges that the College faces and noted that his vision and focus over the next few years for the College is:

- Safety of the campus.
- Ensure a programmatic instruction program that prepares students to complete their degree in a shorter amount of time.
- Reviewing a prospective nursing program.
- Evaluating academic achievement and auditing programs.
- Looking at becoming a University status.
- Student Life changing to a "Thrive & Alive" campus.
- Focus on the first year experience.
- Build better relationships with Alumni.

President Manchin announced that his inauguration is being postponed until the spring due to pandemic issues.

Athletic Update – Jesse Skiles announced that coaches were hired for softball, acro & tumbling, and wrestling. A new head athletic trainer was also hired. Homecoming and Hall of Fame is still scheduled for October; however, it may change due to COVID-19 concerns.

Advancement & Government Affairs Update – David Hutchison provided a brochure to all that included communications to alumni regarding how to submit information updates and how to keep in touch with GSC. He also provided each member a Board member worksheet to submit personal information about themselves to include in an upcoming Pioneer Progress newsletter. He reported:

- The Office of Alumni Affairs is partnering with other departments on campus to encourage more alumni participation.
- A survey was sent to six thousand alumni regarding their intention to attend or take part in virtual events and activities.
- Current planning to implement a new structure for alumni dues.

Actionable Items

The revised final draft policies that are being proposed for action were approved at the last Board meeting; however, during the thirty-day comment period administrative changes were made, so the Board will take action on the revised draft policies 6 and 6A. Policy 9 is being removed from the actionable items as it was determined it needs further revisions.

GREG SMITH MOVED TO APPROVE THE PROPOSED REVISED BOARD FINAL DRAFT POLICIES 6 AND 6A FOR FINAL FILING WITH THE HIGHER EDUCATION POLICY COMMISSION. ANN GREEN SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Announcements

Mr. Rust announced the following:

- **August 7th** - The Pioneer Football team will host the Annual Whitey Adolfsen Memorial Golf Tournament at the Glenville Golf Club beginning at 8:00 a.m.
- **August 12th** - GSC Night at Lambert’s Vintage Wines in Weston, WV from 5:00 p.m. to 9:00 p.m.
- **August 27th** – Roane County Alumni Event at Chestnut Ridge Winery in Spencer, WV at 5:00 p.m.
- **October 3rd** - GSC Homecoming and first football game.
- **October 17th** - Curtis Elam Hall of Fame Induction at Waco Center – Time TBA.
- Next Board retreat and meeting is scheduled for **October 20 -21, 2020 at Stonewall Resort.**

Adjournment

TIM BUTCHER MOVED TO ADJOURN THE MEETING. STEVE GANDEE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Chairperson Rust adjourned the meeting at 2:47 pm.

Mike Rust
Chairperson

Teresa Sterns
Executive Assistant to the President