

**Glenville State University
Board of Governors Meeting
February 15, 2023
Waco Center, Rooms A227/228**

Members Present: Mr. Mike Rust, Chairperson
Ms. Ann Green, Vice Chair, via Zoom
Dr. Kathy Butler
Mr. Daniel Durbin, via Zoom
Ms. Alexandria Lay, via Zoom
Mr. Robert Marshall
Mr. Doug Morris
Mr. Joe Parsons
Dr. Kevin Evans, Faculty Representative
Mr. Cody Moore, Staff Representative, via Zoom
Ms. Breanna Morgan, Student Representative, via Zoom

Members Absent: Mr. Tilden "Skip" Hackworth

Faculty & Staff Present: Ms. Rikki Butler, Director of Undergraduate & Graduate Admissions
Dr. Denise Campbell, GSU/MU Nursing Program Consultant
Ms. Bridget Carr, Associate Director of International Student Services
Dr. Mari Clements, Associate Provost and Associate Vice President for Academic Affairs
Ms. Rachel Clutter, Dual Enrollment Coordinator
Mr. John Galatic, Interim CFO
Dr. Dwight Heaster, Associate Professor of Business Administration
Ms. Rita Helmick, Vice President for Administration and General Counsel
Mr. David Hutchison, Vice President for Advancement
Dr. Gerda Kumpiene, Assistant Professor of Special Education
Mr. Bert Jedamski, CFO
Ms. Tegan McEntire, Director of Human Resources
Dr. Mark Manchin, President
Mr. Eric Marks, Information Technology Specialist & Staff Council Chair
Ms. Elizabeth Matory, Asst. Professor of CJ and incoming Faculty Senate President
Dr. Gary Morris, Provost and Vice President for Academic Affairs
Mr. Thomas Ratliff, Executive Director of Operations
Mr. Jesse Skiles, Director of Athletics
Ms. Teresa Sterns, Executive Assistant to the President
Ms. Chelsea Stickelman, Director of Academic Success Center
Mr. Jason Yeager, Vice President for Enrollment & Student Life

Others Present: Ms. Sandy Pettit, President, GSU Foundation

Call to Order

Chairman Mike Rust called the meeting to order at 9:03 am.

A quorum was established.

Public Comment – N/A

Special Presentations

Nursing Program Update – Ms. Denise Campbell reported that 29 pre-nursing students applied to Marshall University’s nursing program and all but four met the qualifications. Marshall filled the twelve spots on the GSU campus with the GSU students that scored the highest. All the other students will be considered alternates for the GSU campus or may transfer to Marshall’s campus.

Dr. Jason Yeager announced that 122 students have applied for the pre-nursing program for fall 2023. He noted that GSU had a stronger group of applicants than Marshall for spring. Marshall indicated their interest in filling nine of the nursing spots on their campus with GSU students since the GSU students scored higher points than the students at Marshall. Several students who did not get into Marshall’s nursing program will be staying at GSU; however, some will be switching their major

Grants Update – Mr. David Hutchison announced that Ms. Leslie Mason will not be presenting due to illness, so she will provide an update at the next Board meeting. David shared a PowerPoint that included the following grant information:

- Student Support Services grant is in year two of five and serves 153 first generation, low-income students.
- ARC grant is in year two of three and has provided cyber security upgrades in criminal justice and computer labs. GSU is partnering with Community and Technical Colleges and Career and Technical Centers to train students in cybersecurity.
- Department of Education SIP grant is in year two of five and focuses on retention initiatives, software programs, etc.
- Federal appropriations were received with the assistance of Senator Joe Manchin and Congresswomen Shelley Moore Capito. The appropriations will assist the University to purchase land resources equipment and technology modernization programs.
- Other grants/funding received include grants for the nursing program; Maier Foundation scholarships, EQT for Land Resources, and McGee Foundation scholarships.
- Applications were recently submitted for Pioneer Network, BRECC and USDA Distance Learning grants.

Chair Mike Rust requested that a financial report from the Research Corporation be provided at the next meeting.

GSU Foundation Update – Ms. Sandy Pettit, President of the GSU Foundation, announced the Annual Day of Giving is going live online today. There are various funds that one may contribute to including the Women’s Leadership, President’s Circle, Student Hardship, Clock Tower Restoration, etc. For this year, Foundations has provided approximately \$2.2 million in contributions made to the University for projects and scholarships. Scholarships were provided to over 300 students. Sandy further provided an overview of the amounts raised each year from 2017 – 2021.

Constituent Comments

Alumni Council – Mr. David Hutchison reported that Mr. Dustin Crutchfield has been hired as the new Alumni Director and will begin the position once a new public relations director is hired.

Faculty Senate – Ms. Elizabeth Matory, President, reported that faculty overload pay was distributed in January. She distributed a handout that identified senate members, title, department they represent, the college or university they graduated from, etc.

Staff Council – Mr. Eric Marks, Chair, reported that a large portion of the staff have been working on trying to get the issues resolved in the Science Hall due to the flood in December. The repairs are close to completion.

Student Government Association (SGA) – Ms. Breanna Morgan, President, reported the following:

- SGA created a resolution opposing Senate Bill 10 regarding campus carry.
- Advisory Council of Students is creating a document to send to administration regarding their views of campus carry.
- SGA passed out Valentines Day Cards to students across campus.
- A state-wide food drive is being planned for March.
- Planning is underway for a first-time SGA Masquerade Ball.

Consent Agenda

KEVIN EVANS MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.

JOE PARSONS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee Reports

Executive Committee/Chair Report

Chair Mike Rust announced that the Committee met on February 1st via Zoom. He reported:

- Headcount for spring increased from 1436 to 1482 compared to last spring.
- Received the formal letter from HLC that the University passed its accreditation visit.
- The Business Office is assessing and reviewing overload pay data.
- The budget will be presented at the May meeting.
- Two candidates were invited to campus to interview for the CFO position.
- Women's basketball team is 22-2. Wrestling team was awarded second runner-up in the MEC.
- A new schedule was proposed for the Board and Committee meetings.
- Set today's Board Agenda.

Board Governance and HR Committee – Ms. Alex Lay, Chair, announced that the presidential evaluation feedback details have been circulated to the Board. She referred to Ms. Tegan McEntire, Ms. Rita Helmick, and Mr. David Hutchison and asked they present their area updates.

Ms. Tegan McEntire provided a handout with updates that included current active open positions and the most current WV HEPC employee salary schedule dated July 1, 2017. The handout indicated the number of GSU employees at each paygrade. The current open positions for faculty do not include graduate program positions.

Tegan noted that currently, there are 35 employees making under \$15/hour. It would cost the University \$216,588 to bring those employees up to \$15/hour with benefits.

Ms. Rita Helmick reported the following:

- The University currently has one grievance, one Title IX, and one lawsuit.
- Science Hall flooded on Christmas Eve due to a frozen water line break.
- BRIM inspections took place last week.
- Marshall University toured GSU's nursing lab in January.
- A new carillon has been ordered for the clock tower.
- Facilities committee has been reactivated.
- Public Safety received new uniforms.

Mr. David Hutchison presented a PowerPoint and disseminated a handout with updates regarding government affairs, grants, scholarships awarded for FY23, tuition discounts offset, Pioneer Network, and upcoming events. Events included:

- Feb. 18 – Founder's Day Gala
- Feb. 17-21 – Founder's Day of Giving
- Feb. 28 - GSU Day at the Capitol
- March 1-5 – MEC Tournament
- April 20 – Scholarship Reception
- May 5 – 50-year Graduate Dinner and Women's Basketball Derby Fundraiser
- May 6 – Commencement

Chair Mike Rust announced that he appointed the following to the nominating committee and asked that they present the slate of FY24 officers at the June meeting: Ms. Alex Lay, Mr. Bob Marshall, and Mr. Joe Parsons.

Enrollment and Student Life Committee – Ms. Ann Green, Chair, asked Dr. Jason Yeager to present the information he prepared.

Dr. Jason Yeager presented a PowerPoint and reported:

- Headcount is up for spring enrollment.
- Enrollment numbers are up for summer.
- The University has received 300 more applications for fall 23 than received last fall.
- It has been suggested to offer a pre-chemistry course in summer for pre-nursing students.
- Student Life is doing a lot of needs assessments.
- Student Life has been doing many events to celebrate Black History month.
- The University will be transporting students in the charter bus to GSU's Day at the Legislature on February 28th in Charleston.
- Admissions will be setting up a table at the MEC tournament.
- Swimming pool has been updated and will be ready to go for summer soon.
- Admissions hopes to select a CRM vendor by the end of the month.
- International student enrollment numbers increased by fifty-six percent. Forty-five I-20's have been issued.

Ms. Rikki Butler announced the various schools scheduled to visit GSU in March and April. A Grow Your Own Day and Land Resources Day are scheduled to be held at the University. A satisfaction survey was completed by

various students on campus regarding the Aramark dining experience and sixty-seven percent of students indicated they are satisfied with the overall dining experience.

Academic Affairs Committee – Dr. Kathy Butler, Chair, referred to Dr. Gary Morris and asked that he share the information he prepared.

Dr. Gary Morris provided a packet of information that included a formal letter of notification from the Higher Learning Commission (HLC) indicating that the University has been placed on the Standard Pathway for reaffirmation of accreditation. The packet also included a timeline for implementation of the College of Health Science and Health Sciences programs; course evaluations assessment information; student evaluations of professors; and full-time faculty teaching loads for the 23-24 academic year in the Department of Business.

Dr. Gerda Kumpiene presented an update on enrollment numbers for Education Graduate programs. Currently, there are twenty students total in both programs. A fund has been set-up through the Founder's Day of Giving to raise scholarship funds for graduate students.

Dr. Gary Morris referenced the HLC accreditation reaffirmation letter and noted that there were no concerns identified. A mid-cycle review will take place in four years and another reaffirmation visit will take place in 2033. Another assurance team will be assembled for the mid-cycle visit. He further reported:

- The launching/implementation of the Masters in Criminal Justice program is being deferred until next year due to the current reduction of criminal justice faculty.
- Board policies 18 and 24 are currently going through the shared governance process.
- Due to the need of Health Sciences in central West Virginia, the President created a Health Sciences Task Force Committee chaired by Gary Morris. The ten-year timeline to complete the College of Health Science will include implementation of approximately fourteen different programs needed in this area. The Committee is working with Workforce WV and other organizations to forecast the needed positions/careers that will need to be in place for the future. Gary invited the Board to participate in the next task force meeting to be held via Zoom.
- Student participation in completing faculty evaluations have decreased due to online evaluation form. There is no incentive for the students to complete the evaluations. The evaluation results are shared with faculty as part of their annual review.
- An update on the Strategic Plan will be provided at the May Board meeting.

Dr. Dwight Heaster discussed the intent to launch an MBA program in fall 23 pending Higher Learning Commission and the WV Higher Education Policy Commission approvals. Currently, GSU has three faculty qualified to teach at the Master's level; however, five or six more full-time faculty and some adjunct faculty will be needed to cover 147 hours in graduate and undergraduate courses without faculty teaching an overload.

The Board recessed for lunch at 11:48 am and reconvened at 12:32 pm.

Business and Finance Committee – Mr. Doug Morris, Chair, reported that the Committee discussed fully implementing the OASIS general ledger accounting system instead of outsourcing it. He announced that Dr. Ed Magee, retired WVHEPC Vice Chancellor for Finance, has offered to assist GSU to implement the OASIS accounting program as a consultant for GSU.

Mr. John Galatic presented a PowerPoint and discussed the following:

- Audit material weakness remediation plan.

- John conducted an analysis exercise to gain a better understanding of adjunct, overload pay, course loads, and class size statistics to assist with future decisions regarding marketing and budgeting.
- Departmental margins, low enrolled classes, student/faculty ratios, etc. was analyzed for fall 2022 and spring 2023 and will be presented at the next Business and Finance meeting.
- John referred to the accounts receivable update on page 10 of the Board packet and noted that it increased this year versus last year. This was due to more students enrolled this spring than last spring and less HEERF funds to assist students with paying off their debt.
- The cash flow forecast in the Board packet includes outgoing cash for payroll in June. It shows an increase due to three pay periods in June (27 pay periods for FY23 versus 26 pay periods in FY22).
- The YTD operating statement reflects that the University is on track and close to what was originally budgeted for revenue, PR, and other expenses. There was an increase in advertising costs this year. The projected net revenue is within \$50K of what was budgeted for this year.

Athletics Committee – Mr. Bob Marshall, Chair, requested Mr. Jesse Skiles send the dates for the MEC tournament and NCAA tournament to the Board.

Mr. Jesse Skiles disseminated handouts to the Board and announced:

- Women’s basketball is number one in the MEC and fifth in the nation.
- Men’s basketball is sixth in the MEC.
- Wrestling finished second in the MEC and eighteenth in the nation.
- Some spring sports have begun.
- In the last decade, GSU added acrobatics & tumbling, boxing, women’s soccer, women’s golf, cheer, and wrestling. Total student athletes in those sports is 123.
- Jesse completed his book titled, “2022 National Champions,” and it is available for \$55.

President’s Report

President Manchin asked Ms. Rachel Clutter, Dual Enrollment Coordinator, to provide an update on the off-campus health sciences high school program for WV high school students.

Ms. Rachel Clutter distributed a brochure regarding the program and discussed the courses that high school students will be expected to take to earn twenty-four university credits during the duration of their enrollment in the program. The program will help students become better prepared for a successful transition into their chosen health sciences degree path. Students must be a junior or senior, have a 3.0 or higher GPA, and obtain consent from the high school counselor or principal to participate in the program.

President Manchin provided a handout to the Board that included his goals and objectives for FY24. He also provided notes from Marshall University’s visit to GSU and “Expanding Health Sciences” brochure to the Board. He discussed his goals and announced that the Health Sciences Task Force was formed and will seek recommendations for the greatest needs for healthcare in rural WV. The plan is to hire a Dean of Health Sciences to be housed at the Lily Gymnasium building for the first year. He further reported:

- Fair employee compensation is still a struggle. All employees received a \$1500 across the board raise last year and it is hopeful that a five percent raise will be approved by the legislature for this year.
- The teacher education program is the foundation of the University and the teacher preparation program continues to grow.
- Financial stability is better than it was two years ago.
- Facilities need to continue to be updated to ensure safety and health of our students and employees. Updated facilities will also assist with the recruitment of new students and employees.

- The current plan is to begin renovations of Clark Hall and the Clock Tower in the near future.

Per Chair Rust's request, Ms. Teresa Sterns provided a revised meeting schedule to all for review that included dates and times to hold committee meetings for the remaining academic year.

Dr. Kathy Butler requested that all updates and handouts be provided in the Board packet rather than at the Board meeting. This will allow members to review the information prior to the meeting. She also requested that the chairs of each committee include a one-page report in the Board packet that lists what he/she will be presenting at the Board meeting.

Announcements

Chair Mike Rust announced the following:

- Next Executive Committee meeting will be April 19, 2023 via Zoom.
- HEPC Board of Governors Summit is April 25-26, 2023 at Stonewall Resort
- Next BOG's meeting will be Wednesday, May 3, 2023

Adjournment

With no further business and hearing no objection, Chairperson Rust adjourned the meeting at 1:51 pm.

Mike Rust
Chairperson

Teresa Sterns
Executive Assistant to the President