

**Glennville State University
Board of Governors Meeting
October 18, 2023
Waco Center, Rooms 227/228**

Members Present: Ms. Ann Green, Chairperson
Ms. Alexandria Lay, Vice Chair, via Zoom
Dr. Kathy Butler, via Zoom
Mr. Robert Marshall
Mr. Doug Morris
Mr. Joe Parsons
Mr. Duane Chapman, Faculty Representative
Ms. Leslie Mason, Staff Representative
Mr. Jahzeiah Wade, Student Representative

Members Absent: Mr. Daniel Durbin
Mr. Tilden "Skip" Hackworth
Mr. Mike Rust

Faculty & Staff Present: Dr. Mari Clements, Provost and Vice President for Academic Affairs, via Zoom
Mr. Dustin Crutchfield, Director of Alumni Relations
Dr. Kevin Evans, Dean of Health Sciences
Ms. Maureen Gildein, Lecturer of Physical Education and Faculty Senate President
Ms. Rita Helmick, Vice President for Administration and General Counsel, via Zoom
Mr. Tim Henline, CFO
Mr. David Hutchison, Vice President for Advancement
Dr. Gerda Kumpiene, Assoc. Professor of Spec. Education and Graduate Programs Coord.
Ms. Tegan McEntire, Human Resources Director
Dr. Mark Manchin, President
Mr. Eric Marks, Asst. Director of Information Technology & Staff Council Chair
Mr. Drew Metheny, Controller, via Zoom
Mr. Quentin Murphy, Director of Marketing
Mr. Jason Phares, Director of Information Technology
Mr. Tom Ratliff, Executive Director of Operations
Dr. Mark Sarver, Associate Professor of Business
Mr. Jesse Skiles, Director of Athletics
Ms. Teresa Sterns, Executive Assistant to the President
Ms. Chelsea Stickelman, Directory of Academic Success Center, via Zoom
Ms. Connie Stout, Dean of Teacher Education
Mr. Jason Yeager, Vice President for Enrollment & Student Life

Call to Order

Chair Ann Green called the meeting to order at 9:05 am.

A quorum was established.

Public Comment – N/A

Special Presentations

Teacher Education Update – Connie Stout, Dean of Teacher Education, provided an information packet to all and reported:

- As of fall 2023, GSU had 150 students who declared Education as their major. 57 of the 150 students have been admitted to the Teacher Education program.
- GSU has two students in Residency I for fall 2023 and the students will move to Residency II in spring 2024.
- GSU has a total of 13 student teachers for fall 2023.
- GSU has signed “Grow Your Own Pathway to Teaching” MOU’s with 12 WV counties.
- GSU is in its fifth year of offering its own “Home Grown” scholarships. Since the first year, there have been a total of 46 scholars in the program. One graduated in fall 2022 and two graduated in spring 2023.
- Eight GSU students are participating in the Alternative Certification Pathway for fall 2023.

Gerda Kumpiene, Graduate Programs Coordinator, provided an update on Teacher Education graduate programs.

- This is the second year for offering two graduate programs, MACI and MAT. As of fall 2023, there are 27 graduate students.
- One MAT student and two MACI students are graduating in December 2023. A separate hooding ceremony will be held prior to the general Commencement.
- A Graduate Council was established and has accomplished revising and releasing the 2023 -24 Graduate Catalog and approving the Council Bylaws and Graduate Admission Procedures.
- GSU is currently working on offering an Autism Endorsement intended for professionals with a Multi-Categorical Special Education license.

College of Health Sciences Update – Kevin Evans, Dean of Health Sciences, provided an update on the College of Health Sciences that included the following:

- There are currently five faculty teaching in the College of Health Sciences. A Nursing instructor position will be posted today to work on retention and student success with pre-nursing students. This will be a grant funded position.
- There are three Health and Human Performance degrees being offered and 106 students are enrolled. The degree programs are: Athletic Conditioning and Coaching, Exercise Science, and Health Promotion. Nine students are enrolled in Health and Physical Education and 42 students are enrolled in Pre-nursing.
- Dean Evans plans to rebrand the Health Promotion program to Wellness Management in an effort to increase enrollment. The goal is to make it a fully online program by fall 2024.
- Other future degrees/majors being planned for are: Medical Laboratory Specialist, Athletic Training, Masters of Arts in Counseling, and Physician Assistant Program.
- Dean Evans, along with the Office of Admissions, attended the Mon Health High School Health Fair to recruit students for the College of Health Sciences on October 12. They have a schedule of other events they will be attending this academic year.

Constituent Comments

Alumni Council – Dustin Crutchfield, Director of Alumni Relations, reported the following:

- The 1973 and 1993 national runner-up football teams were honored at Homecoming.
- Dustin Crutchfield is working with the Office of Admissions and Graduate Studies to recruit Alumni into graduate programs.
- Alumni Council met in September and is pleased with the direction that GSU is going.
- A celebration is being planned for the first Graduate Studies graduates.
- The Business Hall of Fame ceremony will be held this weekend.
- *Pioneer Progress* magazines were mailed.

Faculty Senate – Maureen Gildein, President, presented a PowerPoint and reported:

- Corley Dennison, Vice Chancellor for Academic Affairs at the WVHEPC, met with Faculty Senate and shared information regarding shared governance. He further encouraged faculty to be active with the WV Legislature.
- Maureen announced various faculty accomplishments for fall 2023.

Staff Council –Eric Marks, Chair, reported:

- Staff assisted with preparing and setting up for various events since August including Admissions Open House and Homecoming.
- Staff Professional Development applications are being redone.
- Council is working on elections for open Staff Council positions.

Student Government Association (SGA) –Jahzeiah Wade, President, reported:

- Jahzeiah dismissed some of the SGA representatives; however, new students are interested in joining.
- Homecoming went well and SGA hosted Casino Night.
- SGA will be doing a campus clean-up from 2:00 pm – 5:00 pm on Sunday.

Consent Agenda

JOE PARSONS MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.
BOB MARSHALL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee Reports

Executive Committee/Chair Report

Ann Green reported the Committee met on October 4, 2023 via Zoom and set today's Board Agenda.

Board Governance and HR Committee – Alex Lay, Chair, reported:

- Tegan McEntire presented a Human Resources update.
- Jenny Boggs reported on PEIA updates.
- Rita Helmick provided updates on legal matters, facilities, GSU Housing Corporation, public safety, crisis management plan, and technology.
- David Hutchison shared a PowerPoint that included updates on governmental affairs, Alumni, GSU Foundation, scholarships, marketing and public relations, and grants.
- The Committee discussed the initiative to review and revise University policies.

- The President’s evaluation has been finalized and is on the agenda for approval.

Tom Ratliff reported that BRIM inspected all areas on campus and found twelve items that need fixed/repaired. He announced that the Clark Hall remodel is expected to be completed by the end of this semester.

Enrollment and Student Life Committee – Jason Yeager, Vice President for Enrollment and Student Affairs, reported:

- Office of Admissions hosted an open house on October 14.
- A Cheerleader recruiting event is scheduled for Saturday and thirty students are registered to attend.
- Student advising begins next week.
- Interviews begin today for the Director of Student Support Services open position.
- 105 Mountaineer Challenge Academy students will visit campus in December.
- Over 100 students are involved in intramurals.
- The new StarRez student housing software will assist with billing and scheduling dorm rooms.
- 139 students participated in the “Stop the Stigma Walk.”

Academic Affairs Committee – Kathy Butler, Chair, stated that the Committee met on October 4th and reported:

- Work continues on the Strategic Plan.
- There are 130 courses offered online.
- HLC approval is needed to offer 50% or more of the AA degree at multiple high school locations. Approval is being proposed for the Board today.
- The “Teachout” plan for former ABU students was approved by HLC.
- The HLC financial indicators report was submitted on time.
- HLC has approved the BA in Math and intent to plan for the MS in Criminal Justice. It is being proposed for Board approval today.

Mari Clements, Provost and Vice President for Academic Affairs, announced that a teaching assistant has been hired to assist international students in learning English.

President Manchin would like to explore offering an English Language Learners (ELL) Program for international students on campus.

Mark Sarver presented a PowerPoint on Faculty Development and referenced page 69 in the Board packet. He pointed out that Board Policy 20 states that the Faculty Development Committee is to review and make suggestions regarding funding faculty development. In 2022-23, the amount budgeted for faculty development was \$25K. The total cost for faculty development during that academic year was \$51,822.44. The University funded \$32,417.13 and the faculty had to cover \$19,405.31 out-of-pocket. The Committee recommends that each faculty member be provided \$1K funding a year from the University for faculty development. Additionally, faculty may share their funding with other faculty during the year if they do not use the entire amount.

Business and Finance Committee - Doug Morris, Chair, announced that the audit has been completed and asked Tim Henline to provide a report.

Tim Henline, CFO, reported that the FY23 audit found GSU ending the fiscal year \$1.5M cash positive. GSU typically ran in the negative in previous years. The auditors reported one finding which is a repeat of last year. It is a material management weakness due to being unable to pull the general ledger from OASIS. GSU currently does not have a complete general ledger. OASIS is not compatible with what GSU needs to do as an

institution to have a complete general ledger, so Excel spreadsheets have been used for keeping most accounting records. Due to not having a complete general ledger as a finding of the FY23 audit, GSU is moving to a complete general ledger software program that works universally across campus. The old and new systems will run parallel for at least several months to test the new system. The goal is to completely transform to the new system after a six-month period. The FY24 and FY25 budget projections are all good.

Athletics Committee – Bob Marshall, Chair, reported that GSU Athletics achievements are listed on the front cover of the *Pioneer Progress* magazine. He asked Jesse Skiles to provide an update on Athletics.

Jesse Skiles, Director of Athletics, announced that women’s golf captured their second consecutive MEC Championship and men’s golf placed fifth. He further reported:

- Soccer and Volleyball are on pace to make the MEC playoffs.
- Football is 3-3 with their most recent Homecoming win.
- MEC Cross Country championships are set for October 21st.
- Women’s Basketball Derby was successful.
- GSU will be hosting two basketball game days for elementary students.

President’s Report

Dr. Manchin reported that he, Leslie Mason, Ann Green, and Kathy Butler attended the HEPC Board Summit last week and learned about cyber security. He asked GSU’s Information Technology (IT) office to report on cyber security systems that the Institution currently has in place to protect against ransom ware.

Jason Phares, Director of IT, and Eric Marks, Asst. Director of IT, reported that GSU has three layers of filtering for all incoming emails due to the fact that most ransom ware comes from emails. IT keeps hard drives from all computers that are replaced with new ones for at least six months. All computers have either hard drives, OneDrive, Share Point, USB drives, or network shared drives to back up data. IT and Human Resources work together to provide end user training to employees. IT has cyber security and disaster recovery policies in place to protect all essential University data excluding end user personal data files.

Discussion/Actionable Items

Revised Intent to Plan for the Master of Science in Criminal Justice

BOB MARSHALL MOVED TO APPROVE THE MASTER OF SCIENCE IN CRIMINAL JUSTICE INTENT TO PLAN FOR SUBMISSION TO THE WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION (HEPC), WITH TARGET IMPLEMENTATION DATE OF FALL 2024. JOE PARSONS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Bachelor of Arts in Math

DUANE CHAPMAN MOVED TO APPROVE THE BACHELOR OF ARTS IN MATH FOR IMPLEMENTATION FALL 2024. BOB MARSHALL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

HLC Substantive Change Requests to approve six WV high school locations to offer more than 50% or more of the GSU Associate of Arts degree program

KATHY BUTLER MOVED TO APPROVE THE BRAXTON COUNTY HIGH SCHOOL, CALHOUN COUNTY MIDDLE/HIGH SCHOOL, GILMER COUNTY HIGH SCHOOL, MIDLAND TRAIL HIGH SCHOOL, NICHOLAS COUNTY HIGH SCHOOL, AND WEBSTER COUNTY HIGH SCHOOL AS GLENVILLE STATE UNIVERSITY SITES OFFERING 50-99% OF THE ASSOCIATE'S DEGREE. JOE PARSONS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Executive Session

IT WAS MOVED BY JOE PARSONS THAT THE BOARD OF GOVERNORS GO INTO EXECUTIVE SESSION UNDER THE AUTHORITY OF WV CODE §6-9A-4(b)(2)(A) TO DISCUSS THE PRESIDENT'S ANNUAL EVALUATION. DUANE CHAPMAN SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Rise from Executive Session

IT WAS MOVED BY KATHY BUTLER THAT THE BOARD RISE FROM EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION. JOE PARSONS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Presidential Evaluation

ALEX LAY MOVED TO APPROVE THE 2022-2023 PRESIDENTIAL EVALUATION FOR PRESIDENT MANCHIN AS PRESENTED. DUANE CHAPMAN SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Announcements

Ann Green announced the following:

- October 21st – Business Hall of Fame @ 5:30 pm in MCCC Ballroom. Tickets may be purchased at the GSU Foundation for \$50. Inductees are: Ann Green, Sandy Pettit, Kenny Kuhl, and Denzil Skinner.
- November 15th – All Committees to meet via ZOOM
- December 8, 2023 (Friday) – Board Meeting @ 9:00 am
- December 9, 2023 (Saturday) – Commencement @ 10:00 am @ the Waco Center
- GSU Women's Golf Team won the MEC Tournament for the second year in a row. The team will join the Board for lunch and be presented a Certificate of Recognition.

Adjournment

With no further business and hearing no objection, Chairperson Green adjourned the meeting at 12:05 pm.

Ann Green
Chairperson

Teresa Sterns, Executive Assistant to the President