

**Glenville State College
Board of Governors Meeting
April 21, 2020
Telephonically**

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

Faculty & Staff Participating: Mr. John Beckvold, Vice President for Business & Operations
Mr. Marty Carver, Vice President for Enrollment & Student Life
Mr. Dustin Crutchfield, Director, Public Relations
Ms. Sheri Goff
Ms. Stephany Harper, Director, Financial Aid
Mr. Tim Henline, Faculty Senate President
Mr. David Hutchison, Vice President for Advancement
Dr. Gary Morris, Interim Provost & Vice President for Academic Affairs
Dr. Kathleen Nelson, Interim President
Mr. Thomas Ratliff, Executive Director of Workforce & Community Development
Mr. Jesse Skiles, Director of Athletics
Ms. Teresa Sterns, Executive Assistant to the President
Ms. Chelsea Stickelman, Director, Admissions

Call to Order

Chairperson Greg Smith called the meeting to order at 1:16 pm.

A quorum was established.

Public Comment – N/A

Constituent Comments

Faculty Senate – Tim Henline acknowledged the good work that the administration, faculty, and staff have been doing working together to deliver online courses during the COVID-19 pandemic. The Faculty Senate's Constitution. Senate now consists of twelve members. The Board of Governors and ACF representative was split into two positions. Kevin Evans remains the representative for the Board of Governors, and the ACF representative will be elected at a later date. Mr. Henline announced that the Senate is currently partaking in ninety-six memberships on campus committees and he recommends reviewing the faculty memberships of those committees in an effort to decrease them.

Staff Council – Chelsea Stickelman reported that communication has been great across campus during the pandemic. Staff Council is scheduled to meet tomorrow and will start the process for electing staff council members for the next year and presenting nominations for Staff of the Year award. Council is planning to assure staff representatives will be present on campus committees that they are appointed to.

Student Government Association – Colton Ring thanked President's Cabinet, Board of Governors, and faculty for the processes that were put into place during the pandemic for students because it has been a struggle for students to adapt to all online courses. Senate continues to share information with Dr. Nelson and the Cabinet regarding the Stimulus Package about which they are being informed.

Consent Agenda

TIM BUTCHER MOVED TO APPROVE THE CONSENT AGENDA AS PROPOSED. JASON GUM SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee Reports

Executive Committee/Chair Report

Greg Smith reported:

- Committee met on April 8, 2020 and set the agenda for today's meeting.
- Presented ideas for Commencement activities in May.
- Discussed the academic restructure.
- Rescheduled the presidential on-campus interviews to May 27-29 with a special Board meeting in the afternoon on May 29 to discuss the presidential selection.

Board Governance Committee - Tim Butcher reported that the Committee met this morning and discussed

- Presidential Search - All candidates are still interested in the position, and it is the hope that the new on-campus interview dates will remain.
- The revised final draft policies being proposed for action were approved at the last Board meeting; however, comments were received during the thirty-day comment period. Changes suggested during the comment period were made to the policies, so the Board will take action on the revised draft policies.

TIM BUTCHER MOVED TO APPROVE THE PROPOSED REVISED BOARD FINAL DRAFT POLICIES FOR FINAL FILING WITH THE HIGHER EDUCATION POLICY COMMISSION.
MIKE RUST SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

- Draft policies part II included in the Board packet were posted for an informal fourteen-day comment period. No substantive comments were received. Two of the draft policies are new policies to address shared governance and animals on campus.

SKIP HACKWORTH MOVED TO APPROVE THE PROPOSED BOARD DRAFT POLICIES FOR FINAL FILING WITH THE HIGHER EDUCATION POLICY COMMISSION IF NO COMMENTS ARE RECEIVED AFTER THE THIRTY-DAY COMMENT PERIOD. COLTON RING SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

- The College Employee Demographic Report included in the Board packet reflects similar numbers of males, females, and minorities to the demographics in West Virginia. Tegan McEntire, Human Resources Director, provided the report along with an update on processes being utilized during the COVID-19 pandemic. Plans to re-open campus will be discussed at the Cabinet meeting next week.
- Process for Board Member replacements will include inviting member recommendation from constituent groups to present to the Governor of West Virginia who makes the official appointments to the Board.

Business and Finance Committee - Mike Rust asked John Beckvold to discuss the COVID-19 stimulus package impact on the College and the Aramark contract that he discussed during the Committee meeting earlier this morning.

- The Federal Coronavirus Stimulus Package funding that will be provided to the College is \$1.4 million. Half of the funding will be made available to students in the form of a grant. Monies will go to the students that did not return to campus after spring break for room and board reimbursement. College is still waiting on guidelines from the federal government how the remaining half of the stimulus package may be used.
- The College suspended the Aramark contract after spring break due the COVID-19 and the low number of students on campus. Meals are being provided to remaining students on-campus via local meal vendors. The College will be reviewing and evaluating other vendors versus Aramark prior to negotiating a new food service contract.
- Mike Rust reported that the Committee reviewed the budget revenue and expense assumptions and noted there was one hundred percent consensus of all attending the Committee meeting regarding the current budget development assumptions. He invited comment and concerns from all members regarding the FY21 budget development and assumptions. No comments or concerns were indicated.

- John Beckvold announced that budget assumptions will be revisited as the current report was based on March 2020. He also announced that his team will provide an operational and capital budget for the Board by May 22, 2020. John reported at the Board's request, the Cabinet reviewed faculty and staff housing rent. The College will be raising the rent on twenty-one rentals by 5.7 percent. A community market analysis was completed and the College's current rental rates are fifteen percent below the market rates.
- Mr. Rust referenced the Historical Expenditures Report included in the Board packet on page 179 and pointed out that the College has had a steady loss over the last ten years. Mr. Beckvold provided a balance sheet and cash flow statement to the Committee and plans to present an updated balance sheet and cash flow statement to the Board at all future meetings.
- John Beckvold reported that the strategy for summer cash flow is to borrow money from the Foundation due to the decrease of cash that comes in during June and July. The amount borrowed is planned to be repaid back to the Foundation in September 2020. The ultimate goal is to not have to borrow from the Foundation in future summer months.
 - Mr. Rust reported that the Committee recommends approval of an increase in the FY21 Tuition of \$577/year for in-state students and \$696/year for out-of-state students.

MIKE RUST MOVED TO APPROVE TUITION RATES FOR THE FY2021 ACADEMIC YEAR AS RECOMMENDED. ANN GREEN SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Mr. Rust invited questions from members regarding the financials discussed and received none.

Enrollment and Student Life Committee – Steve Gandee reported

- Marty Carver provided an enrollment and retention activities report of adjustments that had to be made due to the COVID-19 pandemic that included setting up Zoom open house meetings, creating a virtual tour of campus, scheduling detailed one on one student conversation via phone, etc.
- The EAB Contract is currently in existence; however, it is being reviewed and discussions are taking place regarding the need to renew or discontinue it.

Academic Affairs Committee – Ralph Holder asked Gary Morris to present the Committee report.

Gary Morris reported:

- Hidden Promise currently has 1212 high school students actively participating and 687 of the 1212 are seniors in 54 counties. The program recently hosted a community blood drive. There are 120 on-campus participating in the program.
- The 1-2-3 Teach is a new pilot program will provide the resources for exceptional high school students to complete 1 year of their Education program in the last 2 years of High School. This enables them to complete their teaching degree in 3 years post high school and to be back in the community teaching. The required courses will be taught online by GSC Education faculty in select partner school districts including Braxton, Calhoun, Clay, Gilmer, and Kanawha counties. The program will roll out in the Fall 2020.
- The Home Grown initiative is expanding and is now open to all 55 West Virginia counties; however, there are only 35 seats reserved. Students who participate receive a \$3000/scholarship a year.
- Most institutions are moving toward waving test scores as part of the admission process for incoming freshmen for the fall because delivery of these tests has been disrupted. While the impact of this will be minimal on the admission process, it will be more serious for courses that require the score for enrollment.
- The CAEP accreditation visit has been rescheduled for fall 2020.

- New academic awards, changes to program length or credits, elimination of academic awards include:
 - New Wildlife Management major being offered in Land Resources at no additional costs to the College. The College expects ten new students/year due to offering the new major.
 - The College is offering a new online GIS certificate program.
 - No academic programs have currently been recommended for elimination at this time; however, programs will continue to be reviewed.
- Dr. Morris referenced the list of articulation agreements on page 184 of the Board packet and noted the College has agreements with seventeen different organizations.
- Dr. Morris requested that the update regarding inactive academic projects from the past 3 years requested by the Board be moved to the June 2020 meeting to allow more time to gather data.
- Tom Ratliff reported on dual enrollment, Second Chance Pell, and articulation agreements being discussed with DMAPS and the Department of Highways.

Campus Updates

- David Hutchison reported the following regarding advancement and government affairs:
 - Worked with HC2 Strategies during the legislative sessions to obtain funding for the Home Grown Initiative. A legislative agenda needs to be prepared in early fall every year.
 - Advancement has been staying in touch with donors during the pandemic. Students were also contacted to inquire how the College could assist them during the pandemic.
 - Researching grants to apply to receive funding assistance.
 - Continue to work on obtaining funding for E-Sports.
- Jesse Skiles reported the following regarding the Athletic Program:
 - The reduction in tuition for out-of-state students the past year has assisted coaches in recruiting athletes.
 - Discussed recruiting efforts for the wrestling program.
 - Referenced page 185 in the Board packet and pointed out that coaches were encouraged to keep student athletes engaged with faculty and meeting their academic requirements during the pandemic.

Announcements

Mr. Smith announced the following:

- Requested that Teresa Sterns send a Thank You note to the Criminal Justice department regarding assisting with recruiting efforts/activities.
- Encouraged all to review Section 2.1 of draft policy 9 on page 64 of the Board packet and consider adding a section indicating that the Board must approve the disposition or transfer of College properties.
- Presidential on-campus interviews have been rescheduled to May 27-29, 2020. He asked that members let Teresa Sterns know if overnight lodging will be needed, so reservations may be made.
- May 29, 2020 special Board meeting has been scheduled to discuss presidential appointment selection.
- The May 27, 2020 Executive Committee meeting has been canceled; however, a proposed agenda for the June 10, 2020 special Board meeting will be forwarded to all for review.
- The next regular scheduled Board meeting is June 10, 2020.

Dr. Nelson announced:

- President's Cabinet will review Policy 9 and add a section to reflect Mr. Smith's request above.
- The virtual Commencement scheduled to air on May 9, 2020 is currently being videoed.

The Board took a five minute recess.

A roll call of members was taken upon reconvening the meeting and all members were present via teleconference.

Executive Session

IT WAS MOVED BY TIM BUTCHER 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 CONTRACT AND MATTERS RELATING TO PROPRIETARY DOCUMENTS. COLTON RING SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Rise from Executive Session

IT WAS MOVED BY TIM BUTCHER THAT THE BOARD RISE FROM EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION. DOUG MORRIS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Action Emanating from Executive Session

IT WAS MOVED BY TIM BUTCHER THAT THE BOARD OF GOVERNORS APPROVE TO EXTEND INTERIM PRESIDENT KATHLEEN NELSON’S CONTRACT WITH THE REGISTRY ON A MONTHLY BASIS UNTIL A NEW PRESIDENT IS SEATED. ANN GREEN SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Adjournment

With no further business and hearing no objection, Chairperson Smith adjourned the meeting at 4:00 pm.

Greg Smith
Chairperson

Teresa Sterns
Executive Assistant to the President