

**Glenville State College  
Board of Governors Meeting  
December 16, 2020  
MCCC, Ballroom  
Glenville, West Virginia**

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

Faculty & Staff Present: Ms. Stacy Adkins, Director, Academic Success Center (ASC)  
Mr. Jeremy Carter, ASC Counselor & Hidden Promise Scholars (HPS) On-Campus Coord.  
Ms. Maureen Gildein, Lecturer of Physical Education and Alumni Council President  
Ms. Rita Helmick, Vice President for Administration  
Mr. David Hutchison, Vice President for Advancement  
Mr. Bert Jedamski, CFO  
Ms. Caren Jenkins, Controller  
Dr. Mark Manchin, President  
Mr. Eric Marks, Information Technology Specialist  
Dr. Gary Morris, Provost & Vice President for Academic Affairs  
Dr. Brian Perkins, Assoc. Professor of Forestry & Faculty Sen. Pres., via teleconference  
Mr. Thomas Ratliff, Executive Director of Workforce & Community Development  
Mr. Jesse Skiles, Director of Athletics  
Ms. Teresa Sterns, Executive Assistant to the President  
Dr. Marjorie Stewart, Assoc. Professor of English & Faculty Sen. Vice Pres., via teleconference  
Ms. Chelsea Stickelman, Director of Admissions & Staff Council Chair

### **Call to Order**

Chairperson Mike Rust called the meeting to order at 1:30 pm.

### **Swearing In of New and Re-Appointed Board Members**

Mr. Rust administered the Oath of Office to the following newly appointed and re-appointed lay members: Frederick W. "Joe" Parsons and Doug Morris.

A quorum was established.

### **Public Comment** – N/A

**Special Recognitions/Presentations** – Stacy Adkins and Jeremy Carter presented a report on the Academic Success Center (ASC) and provided handouts that included: ASC Vision Statement, ASC Successes, chart of students currently registered, HPS Program relaunch plan, and other information.

Ms. Adkins and Mr. Carter reported the following:

- ASC registered 251 students and 69 are still in progress.
- Plan to host superintendent meetings again.
- Funding for the HPS Program could be restored depending on activities.
- HPS Summer Camps generally cost approximately \$50,000.

Mr. Morris inquired about the amount of funding needed to secure the HPS program.

David Hutchison responded that he would provide the information at the next meeting.

### **Constituent Comments**

**Alumni Council** - Maureen Gildein, Alumni Council President, reported the following:

- There are 16 GSC alumni chapters in West Virginia and other states.
- *Pioneer Progress* magazine is currently being printed.
- Alumni Awards Banquet was held last Saturday in person, virtually, and live streamed.
- The next Alumni Council meeting will be held in February 2021.

**Faculty Senate** – Brian Perkins reported:

- Dr. Manchin invited the Senate, Staff Council, and Student Government to attend President Cabinet meetings.
- Kevin Evans shared results of the faculty survey with the Executive Committee at its last meeting.
- The Senate is:
  - Updating and revitalizing committees.
  - Reviewing the Board of Governors Overload Policy 25A, procedures for overload and how faculty are paid.
  - Planning to review how faculty are evaluated in spring.
- The fifteen credit hour teaching requirement is still an overwhelming issue with faculty.

**Staff Council** – Chelsea Stickelman reported:

- Council has been discussing changes to its constitution.
- Six staff members were awarded professional development funds toward pursuing masters and doctorate degrees.

- Board Policy 16 excludes coaches from being able to receive professional development funds. Staff Council is looking at ways to address the issue.

**Student Government Association (SGA)** – Jasmine Tarman reported that SGA has not met for a month due to COVID-19, so there are no updates to report.

### **Consent Agenda**

Teresa Sterns noted that the below corrections will be made to the October 20, 2020 minutes.

1. Page 3 of the board packet, top of page in header, change “Glennville” to “Roanoke.”
2. Page 4 of the board packet, second sentence under “GSC and Foundation Relations Update” change “WV News” to “Metro News.”

GREG SMITH MOVED TO APPROVE THE CONSENT AGENDA AS AMENDED. JASON GUM SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Committee Reports**

#### **Executive Committee/Chair Report**

Mike Rust reported:

- Committee met on December 2, 2020
- Set Today’s Board Agenda and discussed:
  - Financial Status of College.
  - Accounts Receivable.
  - Strategic Plan Update.
  - Master’s Program Letter of Support to the Higher Learning Commission.
  - Faculty Survey Results.
  - Number of GSC employees paid below the federal poverty level.
  - Donor “Thank you” letters.

**Board Governance Committee** - Ann Green, Chair, reported that the Committee discussed the following:

- Human Resources (HR) updates that included four new hires, one faculty retiring, and two faculty leaving.
- HR is administering COVID-19 testing for employees from 8:00 am – Noon, Monday – Friday.
- Requested members submit nominations for future Board members.
- Minor revisions need to be made to the current Board by-laws.
- Requests that the President’s Office invite local elected officials to join the Committee at its next meeting.

**Business and Finance Committee** - Doug Morris, Chair, asked Bert Jedamski to present the information discussed in the Committee meeting.

Mr. Jedamski reported that the Committee discussed:

- Current cash flow projection.
- Possibly requesting another loan of \$500,000 from the GSC Foundation.
- Accounts receivable issues and possible solutions.
- Tuition discounting analysis.

**Enrollment and Student Life Committee** – Steve Gandee reported that the Committee discussed issues affecting enrollment and student life. Jason Yeager provided and discussed an enrollment report and a draft student financial agreement.

**Academic Affairs Committee** – Gary Morris reported:

- A faculty scholarship summary was provided to the Committee.
- The financial impact of moving faculty from teaching 12 credit hours to 15 hours showed a savings of \$105,000 from fall to fall.
- The HLC ten year comprehensive visit is scheduled for September 2022.
- Discussed the graduate degree programs action item presented in the Board packet.
- Chelsea Stickelman and Ann Reed provided an update on a grant that was received to assist students on campus to graduate in a timely manner.
- In reference to page 14 of the Board packet, an Ad-hoc committee and sub-committees have been assigned to address long and short term accounts receivable issues. Upon recommendations from sub-committees, the Ad-hoc Committee will develop a plan and present it to the Board for possible action.
- The Board was provided booklets that included information from past and present efforts to implement a nursing program at GSC.

### **President's Report**

Dr. Manchin reported on the status of a nursing program plan. He suggests starting a 2+2 program with West Virginia University (WVU) at minimal costs then later implement a four-year independent nursing program at GSC. He will invite Dean Tara Hulsey to the January Board meeting to discuss WVU's proposal for the nursing program.

Dr. Morris indicated that GSC will need updated equipment, two full-time faculty members, and a nursing lab to start the nursing program.

Chair Rust announced that the nursing plan is preliminary and a more in-depth discussion will take place at a special meeting scheduled in January. He requested that Dr. Manchin send the nursing program proposal, upon receipt from WVU, to the Board one week prior to the meeting in January.

Dr. Manchin further reported that as of today, there are no positive COVID-19 cases on campus.

### **Actionable Items**

ANN GREEN MOVED TO ENDORSE AND APPROVE THE COLLEGE DEVELOPING AND IMPLEMENTING GRADUATE DEGREE PROGRAMS AT GLENVILLE STATE COLLEGE.  
GREG SMITH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

**Announcements**

Mr. Rust announced the following:

- A special Board meeting has been scheduled for 9:00 am on Wednesday, January 20, 2021 to discuss and possibly take action on a nursing program proposal. The meeting will be held in the Mollohan Campus Community Center, Ballroom. The only committee that will meet that day is the HR & Board Governance.
- Next Executive Committee meeting is scheduled for February 3rd.

**Adjournment**

With no further business and hearing no objection, Chairperson Rust adjourned the meeting at 2:39 p.m.

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Mike Rust  
Chairperson

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Teresa Sterns  
Executive Assistant to the President