



**GLENVILLE**  
**STATE UNIVERSITY**

## AGENDA

Glenville State University

Board of Governors

February 15, 2023

9:00 a.m.

Waco Center

Rooms A227/228



**BOARD OF GOVERNORS**  
**February 15, 2023**  
**Waco Center, Rooms A227/228**  
**9:00 AM**

**AGENDA**

1. Call to Order
2. Establishment of a quorum
3. Public Comment Period
4. Special Presentations
  - A. Nursing Program Update – *Denise Campbell, Nursing Consultant for MU/GSU Consortium*
  - B. Grant Update – *Leslie Mason, Senior Director of Grants and Compliance*
  - C. GSU Foundation Update
5. Constituent Comments
  - A. Alumni Council - *Doug Patterson, President*
  - B. Faculty Senate – *Elizabeth Matory, President*
  - C. Staff Council - *Eric Marks, Chair*
  - D. Student Government Association – *Breanna Morgan, President*
6. **Consent Agenda (Action Item)**
  - A. Minutes of the December 9, 2023 Meeting
  - B. Cash Flow Projection Statement
  - C. Accounts Receivable Report
7. Committee Reports
  - A. Executive Committee - *Mike Rust, Chair*
  - B. Board Governance and Human Resources Committee – *Alex Lay, Chair*
  - C. Enrollment and Student Life Committee – *Ann Green, Chair*
  - D. Academic Affairs Committee – *Kathy Butler, Chair*
  - E. Business and Finance Committee – *Doug Morris, Chair*
  - F. Athletics Committee – *Bob Marshall, Chair*
8. President’s Report
9. Announcements
  - A. Founder’s Day Gala– February 18, 2023 – 6:00 pm Reception in Rusty Musket and 7:00 Dinner/Gala in MCCC, Ballroom
  - B. Glenville State Day at the Legislature in Charleston on February 28, 2023
10. Adjournment

**Glennville State University Board of Governors  
Meeting of February 15, 2023**

**ACTION ITEM:** Consent Agenda

**COMMITTEE:** Committee of the Whole

**RECOMMENDED RESOLUTION:** Be it RESOLVED that the Board of Governors approves the Consent Agenda as proposed.

**STAFF MEMBER:** Dr. Mark Manchin, President

**BACKGROUND:**

The Consent Agenda is a board meeting practice that groups routine business and reports into one agenda item. The consent agenda can be approved in one action, rather than filing motions on each item separately. The items on the consent agenda are non-controversial items or routine items that are discussed at every meeting. They can also be items that have been previously discussed at length where there is group consensus.

The following items are included in the Board packet and listed on the proposed consent agenda.

1. Minutes of the December 9, 2022 Meeting
2. Cashflow Projection Statement
3. Accounts Receivable Report

**Glenville State College  
Board of Governors Meeting  
December 9, 2022  
Waco Center, Rooms A227/228**

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

Faculty & Staff Present: Dr. Denise Campbell, GSU/MU Nursing Program Consultant  
Ms. Rachel Clutter, Dual Enrollment Coordinator  
Mr. John Galatic, Interim CFO  
Dr. Donal Hardin, Assistant Professor of Criminal Justice  
Ms. Rita Helmick, Vice President for Administration and General Counsel  
Mr. David Hutchison, Vice President for Advancement  
Mr. Bert Jedamski, CFO  
Dr. Mark Manchin, President  
Mr. Eric Marks, Information Technology Specialist & Staff Council Chair  
Ms. Elizabeth Matory, Asst. Professor of CJ and Faculty Senate President  
Dr. Mark Sarver, Associate Professor of Business  
Mr. Jesse Skiles, Director of Athletics  
Ms. Teresa Sterns, Executive Assistant to the President  
Dr. Marjorie Stewart, Professor of English  
Ms. Connie Stout, Dean of Teacher Education  
Mr. Jason Yeager, Vice President for Enrollment & Student Life

Others Present: Mr. David Jacobson, CPA, CliftonLarsonAllen LLP, via Zoom  
Dr. Joe Evans, Faculty Emeriti

### **Call to Order**

Chairman Mike Rust called the meeting to order at 2:00 pm.

A quorum was established.

### **Public Comment** – N/A

### **Special Presentations**

**GSU's Home Grown Program, Dual Enrollment, and WV Grow Your Own Update** - Connie Stout and Rachel Clutter provided a packet to everyone that included information regarding the Grow Your Own (GYO) West Virginia Teaching Pathway, GSU's Homegrown Initiative, and Dual Enrollment programs. They provided a brief overview of each program.

### **Nursing Program Update** – Denise Campbell reported:

- There are 32 students enrolled in the pre-nursing program for Spring.
- Marshall University visited GSU last month and met with the pre-nursing students.
- An application is being completed to submit to the Board of Nursing. Marshall will request twelve seats from GSU. Nineteen pre-nursing students have submitted applications to Marshall's nursing program and Marshall will choose students to fill the seats in March.
- GSU is working on other Health Sciences programs to offer students who do not stay in the nursing program.

**Audit Presentation** – David Jacobs, Audit Manager for CliftonLarsonAllen LLP reported that GSU was provided an unmodified clean opinion. There was a material weakness related to six adjusting journal entries that included Higher Education Emergency Relief Funds (HEERF), Nursing grant revenues recognition, GASB 87 implementation, other grant revenues, leases, insurance recoveries, and GSU Foundation payments made on behalf of the University. The Institution has developed a remediation plan to address the findings. A plan will also be developed to improve the usage of OASIS or other systems as a full cycle General Ledger Accounting System.

Chairman Rust requested the Board recess for a break at 2:59 pm. The Board reconvened at 3:07 pm.

### **Constituent Comments**

**Alumni Council** – David Hutchison reported the following:

- Alumni Director Conner Ferguson resigned and accepted a position in Student Life.
- The Alumni Banquet was moved to the Spring due to the vacant Alumni Director position.
- The Senior Send-Off was held last evening.
- Winter Homecoming is scheduled for January 21, 2023.

**Faculty Senate** – Elizabeth Matory, President, reported:

- Ten of the twelve senators are new members.
- Departments/programs that are under staffed and need more faculty include: Education, Business, Criminal Justice, and Physical Education.
- Three sub-committees have been established: FAR Evaluation, Provost Evaluation, and Overload Policy.
- An internal evaluation of the departments was performed to assess what is needed in the area of administrative support. A consensus was not reached on how to report to the Board. Senate hopes to

discuss the issues further next semester as most administrative responsibilities, such as answering departmental phones, fall on the Chairs.

**Staff Council** –Eric Marks, Chair, reported:

- Council is working to fill various committee openings.
- Staff constitution is being updated.
- The staff handbook is being reviewed and updated.

**Student Government Association (SGA)** –Breanna Morgan, President, reported:

- Homecoming activities went well.
- On October 7<sup>th</sup>, SGA made proclamations for the Lady Pioneers Golf Team.
- Tim Underwood is assisting two SGA representatives with preparing mental health surveys to make sure students know what resources are available for them.
- Aramark provided a food tasting for SGA in an effort to obtain input and feedback of what to include in further meal planning and what needs improvement.
- The student organizations dinner was held to recognize the December graduates.
- Elections will be held in March.

### **Consent Agenda**

DOUG MORRIS MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.  
CODY MOORE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Committee Reports**

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

Mike Rust reported the Committee met on November 9<sup>th</sup> via Zoom. Marshall University’s administrative nursing team joined the meeting while at Glenville State and announced they would be meeting with the nursing students and reviewing the lab to make sure everything needed is in place. There are currently 300 students in Marshall’s undergraduate nursing program. It is their hope to allocate at least ten and maybe a few more openings of acceptance for GSU pre-nursing students who qualify to be admitted into the nursing program. The Committee further discussed the following:

- The University is planning for December Commencement events. Everyone is encouraged to attend.
- The College of Health Sciences Task Force Committee was scheduled to meet later in the day on November 9<sup>th</sup>.
- Football finished at seven wins and four losses.
- Winter sports have begun.
- Set today’s Board Agenda

**Board Governance and HR Committee** – Kathy Butler, Vice Chair, reported:

- Tegan McEntire provided a handout that included a list of current active positions, new hires, vacancies, and employees that retired. She has begun a compensation study for full-time staff. The majority of employees in paygrade 1 on the salary schedule are below \$25K. GSU salaries are comparable to other WV state institutions in all paygrade levels other than paygrade 1.
- Rita Helmick shared that all the boilers have been updated; public safety has new uniforms; working on a new card swipe system; and technology installed new computers, hard drives, and monitors across campus from SIP grant funds.

- David Hutchison provided a report that included a list of upcoming events, an update on grants, scholarships awarded this year, and shared marketing and public relations publications. He announced that Speaker Hanshaw and Senate President Blair were re-elected.
- Alex Lay received comments from constituent groups regarding the president's evaluation and is compiling the information.

**Enrollment and Student Life Committee** - Ann Green, Chair, reported that Jason Yeager presented a PowerPoint and discussed enrollment numbers. He also reported:

- The college going rate across the state is 42%.
- Overall student count for the fall term is 1630.
- Currently, there are 1236 students enrolled for spring 2023.
- Spring Open House is scheduled for January 21, 2023
- There are currently 576 students in housing.
- Admissions would like to obtain a new CRM program, "Slate."

**Academic Affairs Committee** – Kathy Butler, Chair, reported:

- Denise Campbell provided a detailed update on the pre-nursing program.
- Gary Morris shared information about the unofficial HLC visit report. He also provided an update on the College of Health Sciences Task Force Committee. The Committee plans to put an organizational structure in place by fall 2023. Gary presented a shared governance chart that shows how decisions and changes are made across campus. Board policies 18, 24, and 28 are being reviewed by the Shared Governance.

**Business and Finance Committee** – Doug Morris, Chair, reported that the Committee recommends approval of the audit. Bert Jedamski, Doug Morris, John Galatic, Dan Durbin, and Ed Magee will be working on a proposed plan to bring back to the Committee to address the General Ledger Accounting System concern .

**Athletics Committee** – Bob Marshall, Chair, reported that Jesse Skiles provided a handout that included an overview of fall sports. Thirteen out of seventeen sports teams had 3.0 GPAs for fall. He introduced and provided background information on several of the coaches. Kids Day with Santa Claus will be held on December 19<sup>th</sup> at the Lady Pioneers vs. Chowan game at the Waco Center. Also on December 19<sup>th</sup>, Men's basketball will be playing Marshall University in Huntington.

### **President's Report**

Dr. Manchin reported that the three main things he focuses on as president is health and safety, academic success, and financial stability. He announced:

- Working on installing new safety lights and cameras around campus.
- Enhancing the education program. Clark Hall will be the next building to be renovated and it will house Teacher Education.
- Planning to eventually move the College of Health Sciences to the Waco Center.
- Interviews took place today with candidates for Criminal Justice faculty open positions.

**Discussion/Actionable Items**  
**Audit Report for FY2021**

DOUG MORRIS MOVED TO APPROVE THE FY2022 AUDIT. DAN DURBIN SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

**Announcements**

Mike Rust announced the following:

- Commencement will be held tomorrow at 10:00 am in Waco Center. The Platform Party breakfast begins at 8:30 am in the Vantage Suite. Robing will begin at 9:30 am in the Athletic Film Room.
- Next Executive Committee meeting will be February 1, 2022 via Zoom.
- Next BOG's meeting will be Wednesday, February 15, 2022.
- GSU Day at the Legislature is February 28, 2023.
- HEPC Board of Governors Summit is April 25-26, 2023 at Stonewall Resort

**Adjournment**

With no further business and hearing no objection, Chairperson Rust adjourned the meeting at 4:02 pm.

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Mike Rust  
Chairperson

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Teresa Sterns  
Executive Assistant to the President



**Glenville State University**  
**Cashflow Projection FY 2023**

	Actual Oct-22	Actual Nov-22	Actual Dec-22	Actual Jan-23	Projected Feb-23	Projected Mar-23	Projected Apr-23	Projected May-23	Projected Jun-23
<b>Beginning Cash</b>	\$ 5,178,570	\$ 5,105,829	\$ 4,237,941	\$ 2,547,099	\$ 3,764,699	\$ 4,054,318	\$ 3,685,678	\$ 4,747,146	\$ 3,460,281
<b>Incoming:</b>									
<b>Appropriations (approx 50% of PR)</b>	1,692,072	-	-	1,692,072	-	-	1,692,318	-	-
<b>Federal COVID-19 Funds</b>	-	-	-	-	-	-	-	-	-
<b>Current Cash deposits</b>	28,677	27,972	24,176	89,977	1,935,345	1,335,351	1,368,141	563,775	953,220
<b>Education &amp; General</b>	205,680	619,107	85,330	397,798	980,142	-	-	-	-
<b>Auxillary</b>	54,910	1,065	14,176	152,318	112,651	-	-	-	-
<b>Capital</b>	6,357	-	-	-	-	-	-	-	-
<b>Gifts, Donations, WVHE grant</b>	126,952	343,555	151,269	909,471	43,317	-	-	-	-
<b>Federal Grants</b>	31,598	9,075	23,003	186,878	165,000	50,000	30,000	50,000	80,000
<b>PAC Funds from Foundation</b>	-	-	-	-	-	250,000	-	-	-
<b>Scholarship funds from Foundation</b>	-	-	867,125	-	-	600,000	-	-	-
<b>East Bonds Reimbursement</b>	-	-	-	-	-	-	-	-	-
<b>Insurance Claims</b>	-	-	-	-	-	-	-	-	-
<b>DMAPS Rental Income - HC</b>	-	-	-	-	-	-	-	-	-
<b>Available Cash</b>	<u>\$ 7,324,816</u>	<u>\$ 6,106,603</u>	<u>\$ 5,403,020</u>	<u>\$ 5,975,612</u>	<u>\$ 7,001,154</u>	<u>\$ 6,289,669</u>	<u>\$ 6,776,137</u>	<u>\$ 5,360,921</u>	<u>\$ 4,493,501</u>
<b>Outgoing:</b>									
<b>Payroll costs total</b>	1,124,431	1,135,931	1,058,578	1,092,984	1,150,000	1,150,000	1,150,000	1,150,000	1,675,000
<b>Pcard Payments</b>	17,958	334,518	558,631	-	-	300,000	300,000	200,000	200,000
<b>Barnes &amp; Noble Bookstore Services</b>	368,521	-	-	-	325,000	-	-	-	-
<b>Aramark Services</b>	145,275	-	389,747	437,329	621,827	500,000	-	-	-
<b>Utilities</b>	114,121	28,381	154,294	203,354	174,133	125,000	125,000	125,000	125,000
<b>Cash Disbursement/Operating expenses</b>	101,464	118,428	61,210	178,509	306,078	150,000	150,000	136,500	136,500
<b>4499 Transfers to FAC</b>	-	-	-	-	-	-	-	-	-
<b>Capital Projects &amp; Insurance Claims</b>	113,100	-	-	-	34,159	-	-	-	-
<b>Debt service &amp; Capital Assessments</b>	228,991	203,991	360,898	228,991	203,991	278,991	203,991	203,991	360,898
<b>Insurance Claim Payments</b>	-	-	-	-	-	-	-	-	-
<b>Repayment of Loan from Foundation</b>	-	-	-	-	-	-	-	-	-

**Glenville State University**  
**Cashflow Projection FY 2023**

	Actual Oct-22	Actual Nov-22	Actual Dec-22	Actual Jan-23	Projected Feb-23	Projected Mar-23	Projected Apr-23	Projected May-23	Projected Jun-23
Energy Savings Loan Payments	(40,000)	48,656	290,374	69,746	52,769	100,000	100,000	85,149	-
HEPC Ed Grant Payments	5,126	5,126	16,175	-	78,879	-	-	-	-
HEPC Nursing Federal Grant 8770 (\$1,700,000)	40,000	(6,368)	(33,987)	-	-	-	-	-	-
Aramark Grant Payments	-	-	-	-	-	-	-	-	-
<b>Cash used</b>	<u>2,218,987</u>	<u>1,868,663</u>	<u>2,855,920</u>	<u>2,210,913</u>	<u>2,946,836</u>	<u>2,603,991</u>	<u>2,028,991</u>	<u>1,900,640</u>	<u>2,497,398</u>
<b>Ending Cash</b>	<b>\$ 5,105,829</b>	<b>\$ 4,237,941</b>	<b>\$ 2,547,099</b>	<b>\$ 3,764,699</b>	<b>\$ 4,054,318</b>	<b>\$ 3,685,678</b>	<b>\$ 4,747,146</b>	<b>\$ 3,460,281</b>	<b>\$ 1,996,103</b>
Remaining State Funds Included in Bal.	\$ 1,308,841	\$ 766,149	\$ 66,573	\$ 1,281,311	\$ 821,311	\$ 1,311	\$ 1,233,629	\$ 690,000	\$ -
Remaining Energy Savings Loan in Bal.	\$ 698,038	\$ 698,038	\$ 407,664	\$ 337,918	\$ 285,149	\$ 185,149	\$ 85,149	\$ -	\$ -
Remaining HEPC Ed Grant in Bal.	\$ 828,208	\$ 774,427	\$ 758,252	\$ 758,252	\$ 679,373	\$ 679,373	\$ 679,373	\$ 679,373	\$ 679,373
Remaining HEPC Nursing Grant in Bal.	\$ (54,500)	\$ (48,132)	\$ (14,145)	\$ (14,145)	\$ (14,145)	\$ (14,145)	\$ (14,145)	\$ (14,145)	\$ (14,145)
Remaining Aramark Grant Funds	\$ 964,162	\$ 964,162	\$ 964,162	\$ 964,162	\$ 962,074	\$ 962,074	\$ 964,162	\$ 964,162	\$ 964,162
<b>Remaining Balance of unrestricted funds</b>	<b>\$ 1,361,080</b>	<b>\$ 1,083,297</b>	<b>\$ 364,593</b>	<b>\$ 437,202</b>	<b>\$ 1,320,556</b>	<b>\$ 1,871,916</b>	<b>\$ 1,798,978</b>	<b>\$ 1,140,891</b>	<b>\$ 366,713</b>

## Accounts Receivable Update

### Student AR Balances - Point In Time, Trend Comparison

#### Semester Based Balances

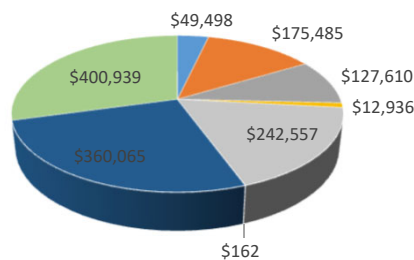
As of Date	Summer, 2020	Fall, 2020	Spring, 2021	Summer, 2021	Fall, 2021	Spring, 2022	Summer, 2022	Fall, 2022	Spring, 2023
9/1/2020	\$ 90,804	\$ 4,786,668							
10/2/2020	\$ 40,382	\$ 2,858,126							
12/6/2020	\$ 35,843	\$ 1,187,725							
2/1/2021	\$ 24,868	\$ 776,026	\$ 2,335,105						
8/17/2021	\$ 10,564	\$ 471,272	\$ 177,476	\$ 93,331	\$ 7,987,033				
10/11/2021	\$ 6,184	\$ 418,020	\$ 114,232	\$ 13,560	\$ 597,865				
12/15/2021	\$ 6,259	\$ 416,203	\$ 106,490	\$ 9,962	\$ 233,373	\$ 7,077,842			
2/9/2022	\$ 6,082	\$ 412,992	\$ 103,575	\$ 9,007	\$ 190,834	\$ 1,100,879			
8/9/2022	\$ 5,925	\$ 402,916	\$ 95,837	\$ 8,184	\$ 160,662	\$ 142,448	\$ 132,587	\$ 8,605,681	
10/11/2022	\$ 5,925	\$ 403,726	\$ 97,956	\$ 7,909	\$ 158,900	\$ 139,560	\$ 9,276	\$ 1,184,376	
12/1/2022	\$ 5,925	\$ 397,839	\$ 97,731	\$ 7,609	\$ 160,302	\$ 137,251	\$ 12,450	\$ 369,184	
2/3/2023	\$ 5,925	\$ 382,845	\$ 95,581	\$ 6,921	\$ 159,772	\$ 131,574	\$ (29)	\$ 253,075	\$ 1,433,310

Less Pending Aid: 64,058

**Net Amount Due: \$ 1,369,252**

#### Spring, 2023 AR Balance Composition

Category	Net Amount Due	Student Count	Percent of Total	Avg per Student
Dual Enrollment (High School Students):	\$ 49,498	372	3.6%	\$ 133
2nd Chance Pell (Correctional Institutions):	\$ 175,485	150	12.8%	\$ 1,170
Financial Aid Pending:	\$ 127,610	42	9.3%	\$ 3,038
Withdrawn, Expunged, or Other Issues:	\$ 12,936	25	0.9%	\$ 517
Payment Plans:	\$ 242,557	99	17.7%	\$ 2,450
Balance Under \$500:	\$ 162	38	0.0%	\$ 4
Attendance, Fin Aid, or Admission Issues:	\$ 360,065	62	26.3%	\$ 5,808
Other:	\$ 400,939	127	29.3%	\$ 3,157
<b>Total Spring, 2023 AR Balance as of 2/3:</b>	<b>\$ 1,369,252</b>	<b>915</b>		<b>\$ 1,496</b>



- Dual Enrollment (High School Students):
- 2nd Chance Pell (Correctional Institutions):
- Financial Aid Pending:
- Withdrawn, Expunged, or Other Issues:
- Payment Plans:
- Balance Under \$500:
- Attendance, Fin Aid, or Admission Issues:
- Other: