

**Glenville State University  
Board of Governors Meeting  
December 8, 2023  
Waco Center, Rooms 227/228**

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

Members Absent: Mr. Daniel Durbin

Faculty & Staff Present: Ms. Bridget Carr, Associate Director of International Student Services  
Dr. Mari Clements, Provost and Vice President for Academic Affairs  
Mr. Dustin Crutchfield, Director of Alumni Relations  
Ms. Maureen Gildein, Lecturer of Physical Education and Faculty Senate President  
Ms. Rita Helmick, Vice President for Administration and General Counsel  
Mr. Tim Henline, CFO  
Mr. David Hutchison, Vice President for Advancement  
Ms. Tegan McEntire, Human Resources Director  
Dr. Mark Manchin, President  
Mr. Eric Marks, Asst. Director of Information Technology & Staff Council Chair  
Mr. Quentin Murphy, Director of Marketing  
Ms. Kendra Pullen, Professional Mental Health Counselor  
Mr. Tom Ratliff, Executive Director of Operations  
Ms. Peggy Runyon, Foundation Project Director, via Zoom  
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  
Mr. Charles Yakubow, Academic Success Advisor; VA Support  
Mr. Jason Yeager, Vice President for Enrollment & Student Life

Others Present: Ms. Audra Blackwell, Energy Systems Group (ESG)

### **Call to Order**

Chair Ann Green called the meeting to order at 9:02 am.

A quorum was established.

### **Public Comment**

Mark Sarver reported that \$1K will be placed in the FY25 budget for each faculty member to use for faculty development. He expressed his appreciation to the Board.

### **Special Presentations**

Audra Blackwell, Energy Systems Group (ESG), presented a PowerPoint and provided a brief overview of ESG. GSU's original project with ESG was completed in 2013. Ms. Blackwell gave a summary of improvements to GSU and energy savings through year nine. The energy savings amount to date is \$3,229,654. This amount exceeded ESG's original guarantee of savings by \$112,000.

### **Constituent Comments**

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

- Hosted a Senior Send-off for the December graduates yesterday evening.
- Held a Mid-Ohio Valley Christmas Dinner this month.
- Attended the November Teays Valley Gathering.
- Sponsored GSU Student Teachers Breakfast for Exit Day.
- Planning for Founders Day and the Founders Day Gala.
- The monthly electronic Alumni Newsletters have been averaging a twenty-eight percent open rate.
- New decking and railings were installed on the Alumni Center and new windows are next on the list of repairs.

**Faculty Senate** – Maureen Gildein, President, thanked the Board for its support of raising the Faculty Development funds and reported:

- Senate has been working on revisions to the Faculty Handbook.
- Collaborating with the Academic Policy Committee to draft an Artificial Intelligence (AI) policy.
- Liz Matory resigned from Senate to work at FCI-Gilmer. Senate hopes to have a replacement by January.

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

- Council has been reviewing the Staff Development application.
- Staff have been working diligently to prepare for deferred maintenance projects.
- Council hopes to fill open committee positions in January.

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

- Held the Senior Awards Send-off.
- Shuttle Committee is finalizing data received from shuttle surveys in January regarding shuttle time schedules.

## **Consent Agenda**

JOE PARSONS MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.  
SKIP HACKWORTH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

## **Committee Reports**

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

Ann Green reported the Committee met on November 15, 2023 via Zoom and set today's agenda.

### **Board Governance and HR Committee** – Alex Lay, Chair, reported the following:

- HR Director Tegan McEntire provided an update that included active positions, new hires, and retirements.
- Rita Helmick and Tom Ratliff presented updates on facilities, deferred maintenance projects, technology, legal matters, and public safety.
- David Hutchison presented a PowerPoint and discussed Advancement's 2023-2024 Operational Plan.

### **Enrollment and Student Life Committee** – Skip Hackworth, Chair, referred to the Enrollment & Student Life update provided in the Board Packet and announced:

- GSU hosted various recruitment events in November and December.
- Several advising, registration, and recruiting sessions are scheduled to take place during the spring term.
- Intramural tournaments are taking place this week, along with the student organization dinner.
- The level of student engagement in activities has increased.
- Sixty-five students are registered to stay on campus in student housing over the holidays.
- Six new international students will be coming to GSU in the spring.

### **Academic Affairs Committee** – Kathy Butler, Chair, asked Dr. Mari Clements to provide an overview of the updates discussed at the Committee meeting.

Mari Clements reported:

- Received Advancement's Operational Plan to include in the Strategic Plan.
- Criminal Justice faculty are working on a plan to offer a Master's program and hopes to present to the Board at its February meeting.
- Working on spring schedules and getting students registered.
- Liz Matory is transferring from the Criminal Justice to the Business Department and will be teaching at FCI-Gilmer in the spring.
- Dr. Minfeng Li will be filling Dr. Kevin Evans' open teaching position for chemistry.
- Dr. Robert Rice has been hired to teach Criminal Justice.
- Working on various articulation agreements.
- Submitted the financial indicator report to HLC and received a recommendation that GSU should monitor spring to fall retention.
- Preparing an overload report to pay faculty on time.
- Working with facilities to move faculty to new areas on campus.

**Business and Finance Committee** – Doug Morris, Chair, reported that the budget is still being prepared for next year and asked Tim Henline to provide an update.

Tim Henline reported:

- PEIA approved another increase to insurance premiums. The premiums will continue to increase through 2028. The cost increase almost doubled from last year and it impacts both employees and the Institution. Tim is working with another company to assist employees with covering the twenty percent of costs that employees have to pay after the insurance pays its eighty percent.
- The number for spring enrollment is higher than previous years and students are paying their bills.
- The Business Office is doing well with no recent turnovers. It has resolved a lot of major issues, identified areas to improve and developed new processes to improve how to reduce expenses moving forward.
- The University is moving to a new software system, so students and parent may go online to review and pay bills online and set-up 12-month period payment plans. The system is expected to be implemented by the first summer session.
- All requested information for deferred maintenance funding was sent to HEPC on September 29, 2023. HEPC has requested all colleges and universities to re-submit the information in a different format and again due to dates that HEPC changed. It is the hope that HEPC will transfer some of the funding on Monday. HEPC is expected to transfer twenty-five percent of funding for each project.

**Athletics Committee** – Bob Marshall, Chair, requested that Jesse Skiles present the update.

Jesse Skiles provided a home sport schedule for spring to all and reported:

- GSU had 465 student athletes for the fall semester.
- Women's Basketball is 6-3.
- Men's Basketball is 4-4.
- Wrestling team is currently ranked 17<sup>th</sup> nationally.
- Indoor track opened last week.
- GSU will host a combined boxing/wrestling event on January 20, 2024 in the Waco Center. The event will be free admission for all.

### **President's Report**

Dr. Manchin reported the University is moving in the right direction and looking forward to the deferred maintenance projects and academic changes beginning in January.

### **Announcements**

Ann Green announced that Mike Rust submitted a letter of resignation and will resign as a Board member effective January 1, 2024. Ann presented Mr. Rust with a Certification of Recognition from the Board and thanked him for his service. She further announced the following:

- An updated FY24 Schedule for Committee Meetings is included in the Board packet.
- The Board will join the Faculty & Staff for a Holiday Luncheon directly following today's meeting in the MCCC, Ballroom.
- Master's Degree Graduate Hooding Ceremony is at 6:00 pm in the Fine Arts Center this evening.
- Commencement is tomorrow at 10:00 am in the Waco Center.
- February 7, 2024 – BOG's Committees Meetings via Zoom.

David Hutchison announced:

- February 12, 2024 – Legislative Reception in Charleston
- February 13, 2024 – GSU Day at the Legislature
- February 19, 2024 – Founders Day of Giving
- February 24, 2024 – Founders Day Gala @ the MCCC, Ballroom

**Adjournment**

With no further business and hearing no objection, Chairperson Green adjourned the meeting at 10:18 am.

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Ann Green  
Chairperson

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Teresa Sterns, Executive Assistant to the President