

**Glenville State College
Board of Governors**

May 14, 2002

Agenda

1. Call to Order
2. Establishment of a quorum
3. Approval of the Minutes of March 20, 2002
4. Public Comment period
5. President's Report
6. Committee Reports
 - a. Executive Committee
 1. Non-classified personnel
 2. Alcoholic beverage policy
 - b. Business Affairs Committee
 1. Budget for FY 2003
 2. Faculty and staff raises for FY 2003
 - c. Student and Academic Affairs Committee
 1. Assessment of Student Learning – Information Item Only
 2. Military Science Program – Action Item
 3. Minimum Upper Level Hours – Action Item
 4. Program Reviews
 - a. Chemistry
 - b. A.S. Environmental Technology
 - c. A.S. Land Surveying
 5. Curriculum Revisions – Information Item Only
 - d. Community and Technical College Committee
7. Old business
8. New Business
9. Possible executive session
10. Adjournment

President's Report

- Faculty and Staff transitions
 - Dr. Robert Freeman
 - Dr. Ed Smith
 - Dr. Michael Caulfield
 - Ms. Stephanie Wines
 - Mr. Chad Hankinson
- Commencement
- NCA Accreditation
- Tenure and promotion report
- FIPSE Award
- GSC Foundation
- GSC Housing Corporation
 - Purchase of the Turner Home
 - Resolve of the Pioneer Village project
- Transfer of property
- Nicholas County Building
- Enrollment update
- Summer Session
- Administrative evaluation
- Dora Heflin garden - Dedication
- Pioneer Way renovations
- HEPC update
- *Building Our Academic Community*
- On-going searches
 - Provost
 - Faculty

**Glennville State College
Board of Governors Meeting
May 14, 2002
Heflin Student Union, Verona Mapel Room
Glennville, West Virginia**

Members Present: Mr. R. Terry Butcher, Chair
Mr. Ronald Blankenship
Mrs. Marjorie Burke
Dr. Willis J. Perry
Mr. Joseph Peters
Mr. R. Fred Radabaugh
Mr. Donald Southall
Mr. Gerald Hough, Faculty Representative
Ms. Linda Carney, Staff Representative
Ms. Jennifer Butler, Student Representative

Members Absent: Ms. Frances Schmetzer

Staff Present: Dr. Thomas H. Powell, President
Dr. Marty Armentrout, Vice President for Enrollment Services
Dr. Kathy Butler, Associate Vice President for Academic Affairs
Ms. Ronna Dittman, Executive Assistant to the President
Dr. Robert Freeman, Provost and Vice President for Academic Affairs
Mr. Robert O. Hardman, II, Vice President for Business and Finance
Ms. Cheryl McKinney, Vice President for Student Life
Dr. Debra Simon, Provost for the Community College
Ms. Rosemary Thomas, Vice President for College Advancement

Guests Present: None

Call to Order

Chairman R. Terry Butcher called the meeting to order at 12:24 p.m. Mr. Butcher stated a roll call had been taken and a quorum had been established.

Approval of March 20, 2002 Minutes

IT WAS MOVED BY MR. RONALD BLANKENSHIP TO APPROVE THE MINUTES OF THE MARCH 20, 2002, MEETING. MRS. MARJORIE BURKE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment

Chairman Butcher noted that there were no members of the public present for comments.

President's Report

President Powell reported to the Board on the following:

- Faculty and Staff transitions
 - ✓ Recognized Vice President Armentrout for earning her doctorate
 - ✓ Dr. Robert Freeman appointed Provost and Vice President for Academic Affairs
 - ✓ Dr. Michael Caulfield (resignation)
 - ✓ Dr. Thomas Trice (resignation)
 - ✓ Dr. Todd Nesbitt (resignation)
 - ✓ Ms. Stephanie Wines appointed Director of Student Activities
 - ✓ Mr. Chad Hankinson appointed Men's Head Basketball Coach

Chairman Butcher interjected to welcome, on behalf of the Board of Governors, Ms. Jennifer Butler to the Board. Ms. Butler is the student representative to the Board.

- On Monday, May 13, 2002, President and Mrs. Powell hosted a ceremony and reception at the President's House where 2002 GSC graduate, Justin Ice, became the very first Glenville State College ROTC graduate to be commissioned as an officer into the armed forces in the rank of Second Lieutenant.
- Commencement was held on May 4, 2002. President Powell reported that the day's events went well and that the keynote speaker, Congressman Alan Mollohan, spent several hours following the ceremony at various activities and visiting campus.
- NCA Accreditation – Dr. Kathy Butler is working diligently, the review team has been named and President Powell is guardedly optimistic. The date for the visit is April 14, 2003.

- Tenure and promotion report – Dr. John Taylor has been granted tenure, Dr. Peggy Romeo has been promoted to Associate Professor of Science Education and Dr. David Kennedy has been promoted to Associate Professor of Mathematics Education.
- FIPSE Award - Glenville State College has been awarded a \$200,000 grant for a new computer lab for the College and community. The lab will be constructed in the Administration Building on the second floor.
- GSC Foundation – This year, the GSC Foundation provided scholarships totaling more than \$250,000. To date, \$62,000 has been raised for the Annual Fund, not including the \$50,000 stock gift just received.
- GSC Housing Corporation -
 - ✓ A long-term mortgage loan has been arranged through the Foundation to purchase the Turner Home.
 - ✓ As of this morning (May 14, 2002), the Pioneer Village project has been resolved (within a year of the completion.)
- Transfer of property - no action as of yet, however, the Ethics Commission did approved the hiring of Mr. Timothy Butcher as attorney for this project.
- Nicholas County Building – we are moving forward with this purchase.
- Enrollment update – President Powell called on Vice President Armentrout to provide an update for enrollment. Dr. Armentrout reported that first-year student applications were up to 1,096 (as compared to 997 for this time last year.) Fall pre-registration figures are also up at 716 this year, compared to 664 at this time last year.
- Summer Session – Three summer sessions will be held with each session lasting three-and-one-half weeks each. Dr. Debra Simon reported that for the first time, the College is making money from summer school.
- Administrative evaluation – we are in the middle of this process now.
- Dora Heflin Garden – The luncheon and dedication will take place on May 30, 2002, beginning at 1:00 p.m.
- Pioneer Way renovations are progressing.
- HEPC update – The Higher Education Policy Commission will be holding a meeting at Glenville State College on Friday, October 18, 2002.
- *Building Our Academic Community* – we are still meeting the goals set forth in this document.
- On-going searches -

Provost – five candidates have been selected and the interviews are being scheduled.

- New Federal Correctional Institution – Vice President Hardman has been working with the prison administration to rent a section of Louis Bennett Hall for offices.
- Agenda update – President Powell requested that the calendar for next year's Board of Governor's meetings be added to the agenda.

Committee Reports

Executive Committee

IT WAS MOVED BY MR. FRED RADABAUGH THAT THE BOARD OF GOVERNORS GRANT PERMISSION TO PRESIDENT POWELL TO INCREASE THE NUMBER OF NON-CLASSIFIED PERSONNEL TO 20 PERCENT OF OVERALL PERSONNEL AS PERMITTED BY HEPC POLICY. DR. WILLIS PERRY SECONDED THE MOTION.

MOTION CARRIED BY MAJORITY WITH MR. GERALD HOUGH BEING THE ONLY DISSENT.

The Board discussed the proposed changes to the alcoholic beverage policy on campus. President Powell explained the need for change to this policy and the overall policy on amending policies.

IT WAS MOVED BY DR. WILLIS PERRY THE BOARD OF GOVERNORS ADOPT THE ALCOHOLIC BEVERAL POLICY AS PROPOSED TO GOVERN THE USE OF ALCOHOLIC BEVERAGES ON THE GLENVILLE STATE COLLEGE CAMPUS. MR. TERRY BEAN SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Business Affairs Committee

Mr. Radabaugh led a discussion of the budget for FY 2003.

IT WAS MOVED BY MR. FRED RADABAUGH THE BOARD OF GOVERNORS APPROVE AND ADOPT THE FY2003 BUDGET AS PROPOSED. MR. JOSEPH PERRY SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Mr. Radabaugh led a discussion of the Business Affairs review of the faculty and staff raises for FY 2003.

IT WAS MOVED BY MR. FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE FACULTY AND STAFF RAISES FOR THE FY 2003 BUDGET AS PROPOSED. MR. GERALD HOUGH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Student and Academic Affairs Committee

Mrs. Marjorie Burke, Student and Academic Affairs Committee Chairperson reported that the committee reviewed the information item regarding the Assessment of Student Learning.

Mrs. Burke led a discussion of the Military Science Program for Glenville State College and noted a correction to the background information for the program. The program was initiated in 1998 not 1988.

IT WAS MOVED BY MRS. MARJORIE BURKE THAT THE BOARD OF GOVERNORS APPROVE THE MILITARY SCIENCE PROGRAM AS PROPOSED WITH THE EXCEPTION FOR THE CORRECTION OF THE PROGRAM INITIATION DATE. MR. RONALD BLANKENSHIP SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY MRS. MARJORIE BURKE THAT THE BOARD OF GOVERNORS APPROVE THAT OF THE 128 HOURS REQUIRED FOR GRADUATION FROM GLENVILLE STATE COLLEGE, A MINIMUM OF 45 HOURS MUST BE EARNED IN COURSES AT THE JUNIOR AND SENIOR LEVEL. IN CONSULTATION WITH CAMPUS COMMITTEES, THE FACULTY SENATE AND THE PROVOST, THE PRESIDENT MAY APPROVE EXCEPTIONS TO THIS POLICY. (NOT CATALOG COPY) MR. GERALD HOUGH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Mrs. Burke noted that committee had made a decision to lay over discussion of the Program Reviews for Chemistry, the A. S. in Environmental Technology and the A. S. in Land Surveying action items, as well as the Curriculum Revisions information item until the next meeting in

order to get all committee members involved and provide sufficient time for review of the materials.

Chairman Butcher noted that no meeting was held by the Community and Technical College Committee.

Old Business

A discussion was held regarding President Powell contacting Mr. Dan Hedges for legal counsel for the issue of peer institutions. A decision was made to make contact for preliminary guidance. President Powell noted he would advise the Board once he had established contact with Mr. Hedges.

New Business

A discussion was held regarding the meeting schedule for the Board of Governors for the remainder of FY 2002 and for FY 2003. Without objection, Chairman Butcher declared that the meeting scheduled for June 20, 2002, would be cancelled since the Board had met its meeting obligations for FY 2002 and since June 20 was a holiday (West Virginia Day.)

IT WAS MOVED BY MR. GERALD HOUGH TO APPROVE THE FY 2003 BOARD OF GOVERNORS MEETING SCHEDULE AS PROPOSED. MR. FRED RADABAUGH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY DR. WILLIS PERRY THAT THE BOARD OF GOVERNORS RECESS THE REGULAR SESSION. THE MOTION WAS SECONDED BY MR. DONALD SOUTHALL.

MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY DR. WILLIS PERRY THAT THE BOARD OF GOVERNORS MOVE INTO EXECUTIVE SESSION. THE MOTION WAS SECONDED BY MR. FRED RADABAUGH.

MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY DR. WILLIS PERRY THAT THE BOARD OF GOVERNORS ADJOURN THE EXECUTIVE SESSION AND RETURN TO REGULAR SESSION. THE MOTION WAS SECONDED BY MR. FRED RADABAUGH.

MOTION CARRIED UNANIMOUSLY.

Chairman Butcher stated the need for new officers to be elected for the upcoming year.

IT WAS MOVED BY MR. FRED RADABAUGH THAT THE PRESENT CHAIR, MR. TERRY BUTCHER, AND THE PRESENT VICE CHAIR, MR. TERRY BEAN, BE RE-ELECTED FOR FY 2003. THE MOTION WAS SECONDED BY MRS. MARJORIED BURKE.

MOTION CARRIED UNANIMOUSLY.

President Powell advised the Board that they would be receiving his annual self-evaluation and the "voices" publication being compiled from his listening sessions held with students, faculty, staff and community members.

Hearing no objection, Chairman Butcher declared the meeting adjourned at 2:00 p.m.



Ronna Dittman
Executive Assistant to the President