

GLENVILLE STATE COLLEGE
BOARD OF GOVERNORS
June 16, 2004

1. Call to Order
2. Establishment of a quorum
3. Approval of Minutes of April 21, 2004
4. Public Comment Period
5. President's Report
 - a. Report on Staff Activities
 - b. Report on Faculty Activities
 - c. Report on Student Activities
 - d. Update on Admission Data for Summer 2004 and Fall 2004
 - e. Quarterly Budget Information
 - f. Construction Update
 1. Robert F. Kidd Library
 2. Heflin Student Center
 3. NLETTTC Renovations
 - g. Long Term Strategic Planning Process
 - h. Faculty/Staff Retirement Incentive Proposal
 - i. Update on Recruitment
 1. Introduction of Vice President for Academic Affairs
 2. Faculty
 3. Director of Admissions
 4. Head Football Coach
 - j. New Policy Requirement from HEPC
 1. Funding of Intercollegiate Athletics (by October 1, 2004)
 2. Tuition and Fee Policy
6. Committee Reports
 - a. Student and Academic Affairs
 1. Certificate Programs
 - 1) Food Safety Manager
 - 2) Paraprofessional Educator
 2. Partnership with WVU for a BSN completion Program
 3. Agreement with Moscow University
 4. Academic Policies
 - 1) Academic Dishonesty
 - 2) Admission of International Students
 - b. Business and Finance Committee
 1. GSC Budget for FY 2005
 - c. Committee of the Whole
 1. Meeting Schedule for 2004-2005
7. Old Business
8. New business
9. Adjournment

**Glenville State College
Board of Governors Meeting
June 16, 2004
Heflin Student Union, Verona Mapel Room
Glenville, West Virginia**

Members Present: Mrs. Marjorie H. Burke, Chair
Mr. Ronald Blankenship, Vice Chair
Mr. R. Terry Butcher
Ms. Laura Kurtz Kuhns
Mr. R. Fred Radabaugh
Ms. Frances Schmetzer
Dr. Gary Arbogast, Faculty Representative
Ms. Evie McPherson, Staff Representative
Ms. Nicole Maxwell, Student Representative

Members Excused: Mr. Les Facemyer
Mr. Joseph Peters
Mr. Donald Southall

Staff Present: Dr. Robert N. Freeman, President
Dr. Kathy Butler, Vice President for Academic Affairs
Ms. Ronna Dittman, Director of the GSC Foundation
Mr. Robert O. Hardman, II, Vice President for Business & Finance
Ms. Cheryl McKinney, Vice President for Student Life
Ms. Eleanor Nicholas, Temporary Secretary to the President

Other Staff Present: Donna Shaffner
Deborah Hartshorn
Alexis Valiant
Michelle Wicks
Sarah Gower
Sarah Lord-Sundstrom
Rick Accord

Guests: _____ Krystal Sheets _____

Call to Order

Chairperson Marjorie Burke called the meeting to order at 12:44 p.m. Mrs. Burke noted a roll call had been taken and a quorum had been established.

Chairperson Burke asked that the record reflect that Mr. Les Facemyer, absent from the meeting, had given his proxy for voting on all matters considered this date to Mr. Butcher.

TERRY BUTCHER MOVED THAT THE AGENDA BE AMENDED TO INCLUDE IN ITEM 6C # 2 THE APPROVAL OF THE HOLIDAY SCHEDULE AND # 3 THE ELECTION OF OFFICERS FOR THE COMING FISCAL YEAR BEGINNING JULY 1, 2004. MOTION SECONDED BY LAURA KURTZ KUHN. MOTION CARRIED UNANIMOUSLY

Approval of the Minutes

IT WAS MOVED BY FRED RADABAUGH TO APPROVE THE MINUTES OF APRIL 21, 2004, MEETING. TERRY BUTCHER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Public Comment Period

There were no public comments.

President's Report

- a. Report on Staff Activities. Evie McPherson reported that the Classified Staff Council was receiving nominations for the Board of Governors representative and Advisory Council representative.
- b. Report on Faculty Activities. Gary Arbogast reported that Faculty Senate had not met since April. Most faculty members are away from campus for the summer. A statewide Advisory Council meeting will be held in July.
- c. Report on Student Activities. Nicole Maxwell reported that the Student Government Association wrote four social justice grants in conjunction with Vice President of Student Life, Cheryl McKinney.
- d. Update on Admission Data for summer 2004 and fall 2004. There are 120 FTE students enrolled in summer school. We are optimistic that we will have more students than we know what to do with in the fall. (Admissions data attached).
- e. Quarterly Budget Information (attached).
- f. Construction Update
 1. Robert F. Kidd Library: Final drawings presented at next meeting with architects. Library has reached an agreement with four other West Virginia colleges to share an online catalog system.
 2. Heflin Student Union: Final stage of design. Most of building will close the first part of August. Bids will go out in late fall or early winter.

Construction should begin in February or March. Dining services will use ballroom for cafeteria.

3. NLETTTC Renovations: Very near completion. A grand ribbon cutting ceremony will be held.

- g. Long Term Strategic Planning Process. First meeting was held June 15, 2004.
- h. Faculty/Staff Retirement Incentive Proposal. An alternate plan has been secured.
- i. Update on Recruitment
 1. Introduction of Vice President for Academic Affairs, Dr. Kathy Butler
 2. Introduction of Director of Admissions, Ms. Michelle Wicks
 3. Introduction of Admissions Counselor, Deborah Hartshorn.
 4. We have hired a head football coach, Alan Fiddler, who is on the job and looking forward to coming back to Glenville.
- j. New Policy Requirement from HEPC
 1. Funding of Intercollegiate Athletics (by October 1, 2004). The President will present a revised policy at the August meeting.
 2. Establishing a "rainy day fund" with the additional 1.5 percent.
- k. Dr. Freeman expressed a special thank you to Ms. Evie McPherson for her time of service on the Board.

Committee Reports

Student and Academic Affairs Committee

Certificate Programs

Food Safety Manager

IT WAS MOVED BY FRED RADABAUGH TO APPROVE THE FOOD SAFETY MANAGER CERTIFICATE PROGRAM AND THE PARAPROFESSIONAL EDUCATOR PROGRAM AS PROPOSED WITH THE EXCEPTION THAT THE PARAPROFESSIONAL EDUCATOR PROGRAM BE CHANGED TO TEACHING ASSISTANT TO AVOID CONFUSION WITH OTHER STATE PARAPROFESSIONAL PROGRAMS ALREADY IN PLACE. TERRY BUTCHER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY

Partnership with WVU for a BSN Completion Program

IT WAS MOVED BY RON BLANKENSHIP TO APPROVE THE PARTNERSHIP WITH WVU FOR A BSN COMPLETION PROGRAM AS PROPOSED. LAURA KURTZ KUHN SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Business and Finance Committee

GSC Budget for FY 2005

IT WAS MOVED BY FRED RADABAUGH TO APPROVE THE GSC BUDGET FOR FY 2005 AS PROPOSED. TERRY BUTCHER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Committee of the Whole

Meeting Schedule for 2004-2005

IT WAS MOVED BY TERRY BUTCHER TO APPROVE THE GSC BOARD OF GOVERNORS MEETING SCHEDULE FOR 2004-2005 AS PROPOSED. EVIE MCPHERSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY FRED RADABAUGH TO APPROVE THE 2004-2005 HOLIDAY SCHEDULE AS PROPOSED. NICOLE MAXWELL SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Election of Officers

Nominated Slate

Chair, Marjorie H. Burke
Vice Chair, Ronald Blankenship

IT WAS MOVED BY FRED RADABAUGH TO APPROVE THE NOMINATED SLATE OF OFFICERS FOR FY 2004-2005 (BEGINNING JULY 1, 2004) AS PROPOSED. TERRY BUTCHER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

There was no unfinished business to come before the Board.

New Business

Dr. Gary Arbogast asked Dr. Freeman for elaboration on the retirement incentive alternative. Dr. Freeman indicated that this was incomplete, but should be finalized by the first of next week.

The Board expressed their appreciation to Evie McPherson for her service to the Board.

Adjournment

With no other business and hearing no objection, Chairperson Burke adjourned the meeting at 2:22 p.m.

Eleanor Nicholas by: tjs

Eleanor Nicholas
Secretary Pro Tem