GLENVILLE STATE COLLEGE

TRADITION ♦ INNOVATION ♦ LEADERSHIP ♦ COMMUNITY

GSC Board Meeting
July 8, 2003

The Glenville State College Board of Governors meeting scheduled for June 11, 2003 was postponed to July 8, 2003. The June agenda was revised and the June Board book was used for the July meeting.

Glenville State College
Board of Governors

June 11, 2003

Agenda

1. Call to Order
2. Establishment of a quorum
3. Approval of the Minutes of May 14, 2003
4. Public Comment Period
5. President's Report
    a. Presentation to Mr. Butcher
    b. Article, *Who will pay?*
    c. Demographics
    d. Leaves of absence
    e. Transition to an Interim President
    f. President's Home renovations
    g. NCA accreditation report
    h. Student Union renovations
    i. Implementation of the budget reductions
    j. Transition update regarding New River Community College
    k. Proposed HEPC policy on the use of state appropriated funds for auxiliary services
    l. Tuition and Fee Waivers
    m. Holidays
    n. An accounting of my time as President
    o. Thank you to the Board

6. Committee Reports

    a. Committee of the Whole
        1. Update on the Presidential Search
        2. Election of Officers for the 2003-2004 year
        3. Overview of HEPC Policies and Chancellor's Interpretive Memoranda
        4. Update on procedures for policy changes and HEPC Series 4
        5. Review of HEPC Policies
            a. Series 9 – Academic Freedom, Professional Responsibility, Promotion and Tenure
            b. Emeritus Faculty Policy
            c. Series 10 – Policy Regarding Program Review
            d. Series 23 – Standards and Procedures for Undergraduate Admissions
            e. Series 29 – Travel
        6. GSC Policies to be reviewed and revised (Fall, 2003)
            a. Staff Development (GSC Policy 19)
            b. Student Rights and Responsibilities (GSC Policy 36)
            c. Student Academic Rights (GSC Policy 37)
        7. Establishing the time for the next meeting of the Board

7. Old business
    a. Policy 46 (old Procedure 19)
        - Provisions of the policy
        - Analysis of state appropriations
        - Procedures for adoption
    b. Reconsideration of a user fee for student-athletes for FY 2004
        - Four proposals for the funding intercollegiate athletics
        - Donor prospects
        - Recommendation from the Director of Intercollegiate Athletics
        - Recommendation from the President
    c. Reconsideration of budget reduction in Fine Arts
        - Recommendation from the President

8. New Business

9. Adjournment

Glenville State College
Board of Governors

July 8, 2003

Agenda

1. Call to Order

2. Establishment of a quorum

3. Approval of Revised Agenda

4. Approval of Revised Bylaws

5. Election of New Officers

6. Swearing In of Dr. Gary Arbogast

7. Approval of the Minutes of May 14, 2003

8. Public Comment Period

9. President's Report
    a. Article, *Who will pay?*
    b. Demographics
    c. Leaves of absences
    d. NCA accreditation report
    e. Student Union renovations
    f. Implementation of the budget reductions
    g. Relocation of Offices and Administrative Changes
    h. Transition update regarding New River Community College
    i. Proposed HEPC policy on the use of state appropriated funds for auxiliary services
    j. Tuition and Fee Waivers
    k. Progress in developing cooperative programs with Federal Prison
    l. Broadband technology, wireless grant
    m. Honorary degree awarded to Helen Holt Mollohan
    n. Holidays
    o. Convocation (August 28, 2003)
    p. Summer School Report
    q. Enrollment for Fall Semester 2003
    r. Recruitment Summit, July 8, 2003

10. Committee Reports

    a. Committee of the Whole
        1. Update on the Presidential Search
        2. Overview of HEPC Policies and Chancellor's Interpretive Memoranda
        3. Update on procedures for policy changes ~~and~~ HEPC Series 4
        4. Review of HEPC Policies
            a. Series 9 – Academic Freedom, Professional Responsibility, Promotion and Tenure
            b. Emeritus Faculty Policy
            c. Series 10 – Policy Regarding Program Review
            d. Series 23 – Standards and Procedures for Undergraduate Admissions
            e. Series 29 – Travel
        5. GSC Policies to be reviewed and revised (Fall, 2003)
            a. Staff Development (GSC Policy 19)
            b. Student Rights and Responsibilities (GSC Policy 36)
            c. Student Academic Rights (GSC Policy 37)
        6. Establishing the time for the next meeting of the Board

11. Old business
    a. Approval for Technical Changes to GSC Policies
    b. Policy 46 (old Procedure 19)
        - Provisions of the policy
        - Analysis of state appropriations
        - Procedures for adoption
    c. Reconsideration of a user fee for student-athletes for FY 2004
        - Four proposals for the funding intercollegiate athletics
        - Donor prospects
        - Recommendation from the Director of Intercollegiate Athletics
        - Recommendation from the President
    d. Reconsideration of budget reduction in Fine Arts
        - Recommendation from the President

12. New Business

13. Adjournment

Glenville State College
Board of Governors Meeting
July 8, 2003
Heflin Student Union, Verona Mapel Room
Glenville, 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 Ms. Frances Schmetzer Dr. Gary Arbogast, Faculty Representative Ms. Evie McPherson, Staff Representative Ms. Jennifer Butler, Student Representative
Members Excused:	Mr. Donald Southall
Staff Present:	Dr. Robert N. Freeman, InterimPresident Mr. Larry R. Baker, Associate Vice President for Technology Mr. Greg Bamberger, Director of Intercollegiate Athletics Dr. Kathy Butler, Interim Vice President for Academic Affairs Ms. Ronna Dittman, Executive Assistant to the President Mr. Robert O. Hardman, II, Vice President for Business and Finance Mr. Steve Harold, Assistant Professor of Physical Education Dr. Loralyn Hilton-Taylor, Assistant Professor of Biology Ms. Cheryl McKinney, Vice President for Student Life Ms. Donna Shaffner, Director of Admissions and Marketing Dr. Phil Taylor, Chair, Division of Arts and Sciences Ms. Rosemary Thomas, Vice President for College Advancement
Guests:	Ms. Ruth Chisler, community Dr. David Corcoran, community and local press Dr. Phil Cottrill, community Mr. Jim Fealy, community Mr. Charles Harold, community Mrs. Martha Harold, community Ms. Renee Harold, community Ms. Reta Kight, community Ms. Alison McClellan, student Dr. J. Michael Mullen, Chancellor, HEPC Ms. Rachel Redich, student Ms. Tracy Wyatt, student

Call to Order

Chairman R. Terry Butcher called the meeting to order at 12:39 p.m. Mr. Butcher stated a roll call had been taken and a quorum had been established.

Mr. Butcher welcomed Chancellor J. Michael Mullen of the Higher Education Policy Commission and expressed the Board's gratitude for his attendance.

Approval of Agenda

> IT WAS MOVED BY FRED RADABAUGH AND SECONDED BY WILLIS J. PERRY TO APPROVE ~~THE~~ AGENDA AS REVISED.
>
> APPROVED UNANIMOUSLY.

Approval of Revised Bylaws

Due to the separation of the Community and Technical College from Glenville State College, it became necessary to revise the bylaws of the Board of Governors eliminating all references to "community and technical college."

> IT WAS MOVED BY FRED RADABAUGH AND SECONDED BY MARJORIE BURKE TO APPROVE THE REVISED BYLAWS AS SUBMITTED.
>
> APPROVED UNANIMOUSLY.

Election of New Officers

The slate of officers was presented by the nominating committee as:

Marjorie Burke, Chair
Ronald Blankenship, Vice Chair

> IT WAS MOVED BY FRED RADABAUGH AND SECONDED BY FRANCES SCHMETZER TO APPROVE THE SLATE OF OFFICERS FOR THE 2003 – 2004 ACADEMIC YEAR AS SUBMITTED.
>
> APPROVED UNANIMOUSLY.

The newly elected Chair, Mrs. Marjorie Burke, assumed the chair duties at this time.

Swearing In of New Board Member

Chairman Burke administered the oath of office for new Board of Governors member, Dr. Gary Arbogast, faculty representative elected by the faculty. The oath was administered as follows:

Chair: Do you each agree to faithfully serve as members of Glenville State College's Board of Governor's abiding by its bylaws and adhering to the policies and procedures set forth by the Board and the Higher Education Policy Commission;

And,

Do you each agree to work to the best of your ability to fulfill the College's mission, its *Renaissance of Shared Values* and the mandates of Senate Bill 653;

And

Do you each agree to uphold the Constitutions of the State of West Virginia and of the United States of America, so help you God?

Answer: I do.

Chair: As Chair of the Board of Governors, I officially welcome you to the Board and ask that you come forward to take your seats at the Board table.

Approval of the Minutes

IT WAS MOVED BY TERRY BUTCHER TO APPROVE THE MINUTES OF MAY 14, 2003, MEETING AS CORRECTED. FRED RADABAUGH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment Period

The following individuals spoke during the public comment period:

1. Mr. Steve Harold regarding the athletic user fee
2. Ms. Tracy Wyatt regarding the athletic user fee
3. Ms. Rachel Redich regarding the athletic user fee
4. Mr. Jim Fealy regarding the Center for Appalachian Network Access

President's Report

a. Article, *Who will pay?* – Dr. Freeman asked that the Board give this article some attention.
b. Demographics – Dr. Freeman shared demographic information with the Board.

c. Leaves of absences – Dr. Freeman shared that Ximena Gallardo, Jason Smith and David Kennedy were all granted leaves of absence for professional pursuits.

d. NCA accreditation report – Dr. Kathy Butler advised that the final report was expected before the end of July 2003.

e. Student Union renovations – Dr. Freeman reported that the plans are under revision by the architects for these renovations.

f. Implementation of the budget reductions – Dr. Freeman reported that the reductions as approved by the Board of Governors had been implemented, adding that the reductions have not been without pain to the faculty, staff and students.

g. Relocation of Offices and Administrative Changes – Dr. Freeman reported that due to the budget cuts and personnel changes, Dr. Kathy Butler had been appointed ~~Interim~~ Vice President for Academic Affairs, Ms. Donna Shaffner had been appointed Director of Admissions and Marketing, Dr. Debra Simon had been appointed Chair of the Division of Professional Studies, in addition to her role as Dean of Teacher Education, and Dr. Phil Taylor as Chair of the Division of Arts and Sciences. Dr. Freeman also announced that Ms. Rosemary Thomas, Vice President for College Advancement, was resigning effective July 15, 2003, to work toward the completion of her doctorate – and that the position would be filled at the Director's level.

h. Transition update regarding New River Community College – Dr. Freeman advised the transition had gone smoothly.

i. Proposed HEPC policy on the use of state appropriated funds for auxiliary services – Dr. Freeman referred the group to the Board booklet and noted that athletics would be our hardest hit auxiliary.

j. Tuition and Fee Waivers – Dr. Freeman explained the current waivers and projections for the next academic year.

k. Progress in developing cooperative programs with Federal Prison – Dr. Kathy Butler reported on the status and hoped to have some programs up and running by the fall semester.

l. Broadband technology, wireless grant – Mr. Larry Baker provided an update regarding the project with Carnegie Mellon University (Center for Appalachian Network Access) and that they would be on campus for two weeks. Mr. Baker also advised that the transition to the new telephone system is complete.

m. Honorary degree awarded to Helen Holt Mollohan - Dr. Freeman noted that an honorary bachelors degree had been presented to Mrs. Mollohan on the occasion of her 93rd birthday.

n. Holidays – Dr. Freeman referred to the holiday schedule for the upcoming academic year.

o. Convocation (August 28, 2003) – Dr. Freeman reported that a date had been scheduled for convocation and that Dr. John Taylor, the Outstanding Faculty Member, had been invited to present the keynote.

p. Summer School Report – Dr. Freeman reported that there were approximately 600 students at summer school this year – the largest in history.

q. Enrollment for Fall Semester 2003 – Dr. Freeman reported that just slightly under 1000 FTE and 400 spring attendees have not registered yet. It still appears that we will meet the 1200 FTE for our budget base.

r. Recruitment Summit, July 8, 2003 – Dr. Freeman reported that a recruitment summit had been scheduled. Ms. Donna Shaffner gave a status report on recruitment and shared some new recruitment materials.

A discussion took place regarding the reimbursement of monies that had been spent on the community and technical college. Dr. Freeman reported that he did not believe we would be able to get any money refunded, however, he would investigate the possibility at Mr. Joseph Peters request.

Mr. Peters also asked if the Board could give President Emeritus status to Dr. Thomas H. Powell, past president of Glenville State College. Dr. Freeman advised he would also investigate the procedures in this regard.

Additional Board discussion took place with some personnel questions from Mrs. Evie McPherson (regarding employees who may have received salary increases) and Mr. Gary Arbogast regarding the funding of the Science Hall renovations and the payment of debt/fee assessments for the Community and Technical College by New River.

Mr. Fred Radabaugh also mentioned the funding provision made by the legislature during an interim session for increment pay.

Committee Reports

Committee of the Whole

Search Committee Chair, Mr. Terry Butcher, provided an update on the Presidential Search. Mr. Butcher recommended that the position be advertised again in August or September to have finalists on campus sometime near the end of the year.

There was no objection from the Board to this time frame and plan. Chairperson Burke asked that Mr. Butcher remain as chair of the search committee.

Mrs. McPherson asked if more community members could be added to the committee and was advised by Mr. Butcher that the Board had approved, at a prior meeting, that the search committee would remain the same and only those members whose replacement was necessary would change.

Mr. Butcher asked Mrs. McPherson to provide him with the deadlines for the Chronicle of Higher Education for ad placement.

Dr. Freeman advised to the status of the GSC and HECP policies as well as means of access to the Chancellor's Interpretive Memoranda. Dr. Freeman walked those in attendance through updates on procedures for policy changes and HEPC Series 4 in this regard.

Chairperson Burke brought attention to the proposed Board of Governors meeting schedule for 2003 – 2004 and asked if there were any objections. None noted.

IT WAS MOVED BY FRED RADABAUGH TO APPROVE THE BOARD OF GOVERNORS MEETING SCHEDULE FOR 2003 – 2004 AS PROPOSED. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Old Business

Dr. Freeman noted that there were some technical changes to approved GSC policies requested by the HEPC. In a letter from the Chancellor, it was noted that they were providing approval with these changes.

IT WAS MOVED BY TERRY BUTCHER THAT THE BOARD OF GOVERNORS AUTHORIZE THE PRESIDENT TO MAKE TECHNICAL CHANGES TO APPROVED GSC POLICIES AS COMMUNICATED BY THE HEPC CHANCELLOR'S OFFICE. WILLIS J. PERRY SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

After some discussion, the Board by consensus determined that in GSC Policy 46, Funding of Intercollegiate Athletics, in section 46.3.1.b., State Appropriated Funds, that the percentage be changed from four percent to two percent to align GSC with colleague institutions in West Virginia. The language in the policy should reflect this change as:

"The amount of state appropriated funds that may be expended each fiscal year for intercollegiate athletics should be limited to 2% of the average state appropriation for that fiscal year for the eight four-year colleges in West Virginia."

IT WAS MOVED BY TERRY BUTCHER THAT THE BOARD OF GOVERNORS APPROVE THE GLENVILLE STATE COLLEGE OTHER POLICY 46 – FUNDING OF INTERCOLLEGIATE ATHLETICS AS AMENDED. FRANCES SCHMETZER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

At the Chair's request, Mr. Greg Bamberger, Director of Intercollegiate Athletics, explained the four athletic budget options he had submitted for consideration – giving his approval to option 2.

The Board discussed the athletic user fee and the possible budget problems caused if these monies are not realized. Dr. Freeman explained that in recent correspondence, the HEPC Chancellor advised that within the next couple of years, auxiliaries, such as athletics, may be required to be self-supporting. In addition to this fee, the College will be facing more severe athletic budget issues if that policy is passed.

It was noted that a private donor or donors had come forward to provide monies to cover the athletic user fee for the upcoming academic year. It was noted, however, that the offer was not in writing and that there was no guarantee that the donation would be forthcoming for any following years.

> IT WAS MOVED BY TERRY BUTCHER THAT THE BOARD OF GOVERNORS ADOPT ATHLETIC BUDGET OPTION 3, LEAVING THE FEE IN PLACE, AND THAT THE PRESIDENT BE AUTHORIZED TO SUSPEND THE ATHLETIC USER FEE IF GIFT REVENUE IS FORTHCOMING AND THAT THE BOARD REVISIT THIS FEE DURING THE REVIEW OF THE NEXT FISCAL YEAR'S BUDGET . FRANCES SCHMETZER SECONDED THE MOTION.
>
> MOTION CARRIED WITH MRS. EVIE MCPHERSON, DR. WILLIS J. PERRY AND DR. GARY ARBOGAST VOTING AGAINST.

Under a recommendation, the Board considered the restoration of the Director of Cultural Events position to 1.0, reversing a prior reduction.

> IT WAS MOVED BY WILLIS J. PERRY THAT THE DIRECTOR OF CULTURAL EVENTS POSITION BE RESTORED TO 1.0. RONALD BLANKENSHIP SECONDED THE MOTION.
>
> MOTION CARRIED WITH MRS. EVIE MCPHERSON AND DR. GARY ARBOGAST VOTING AGAINST.

New Business

Chairperson Burke thanked Chancellor Mullen for taking the time to visit with the Board and attend the meeting – and offered the opportunity to comment.

Chancellor Mullen shared information regarding the following:

1. October 10, 2003 is the date established for the Board of Governors workshop in Charleston.
2. It was noted that the funding for renovations to the Science Building was secure, even if there is a downturn.

3. Per HB 2224, an additional 5% in waivers (from 5% to 10%) can be issued – to only need-based students (no athletes.)
4. It was noted that there is an auxiliary proposal requiring that all auxiliary enterprises be totally self-supportive. The policy, if approved by the HEPC, must all be legislatively approved.
5. As early as this fall, the impact of declining high school graduation rates will be realized.
6. Campus Compacts – revised this Fall with more flexibility in compilation.
7. Leave No Child Behind – this requires that every child be taught by a highly qualified teacher. Discussions will take place about minimum requirements for teacher preparation. The Chancellor would like to engage GSC so we may become a model for the preparation of teachers. The importance of subject knowledge was noted, as well as how essential it is to focus on inservice training for existing teachers.
8. It was noted that gambling will, most likely, come to the states surrounding West Virginia. If this happens, West Virginia's funding via the lottery will be hit very hard.
9. It is expected that another budget cut will be mandated in the Spring (2004) – or at best funding remains even. The Chancellor pledged to keep the Boards informed.
10. The Chancellor is interested in hearing curriculum development needs and issues that the HEPC may assist GSC with – working together.

Chairperson Burke and Mr. Butcher noted that there were several repairs needed on the President's Home.

> IT WAS MOVED BY FRANCES SCHMETZER THAT $10,000 BE APPROPRIATED TO FUND REPAIRS TO THE PRESIDENT'S HOME. TERRY BUTCHER SECONDED THE MOTION.
>
> APPROVED UNANIMOUSLY.

Adjournment

With no other business and hearing no objection, Chairperson Burke adjourned the meeting at 3:44 p.m.

Ronna Dittman

Ronna Dittman
Executive Assistant to the President