

**Glenville State University
Board of Governors Meeting
December 12, 2025
Waco Center, Rooms 227/228**

Members Present: Ms. Ann Green, Chair
Ms. Alexandria Lay, via Zoom
Dr. Kathy Butler, via Zoom
Mr. Tilden "Skip" Hackworth
Mr. Robert Marshall
Ms. Maureen Gildein, Faculty Representative
Ms. Leslie Mason, Staff Representative

Members Absent: Mr. Doug Morris
Mr. Rick Simon
Ms. Graylin Floyd, Student Representative

Faculty & Staff Present: Mr. Duane Chapman, Vice President of Enrollment & Student Affairs
Dr. Schuyler Chapman, Assoc. Professor of English & Faculty Senate President
Dr. Mari Clements, Provost and Vice President for Academic Affairs
Mr. Dustin Crutchfield, Director of Alumni Relations
Dr. Kevin Evans, Dean of Health Sciences
Ms. Kathy Gilbert, Director of Aquatics and Recreation
Ms. Rita Hedrick Helmick, Vice President for Administration and General Counsel
Mr. Tim Henline, Vice President for Business & Finance, CFO, & CPO
Mr. David Hutchison, Vice President for Advancement
Ms. Tegan McEntire, Human Resources Director, via Zoom
Ms. Carrie McKeown, Human Resources Assistant, via Zoom
Dr. Mark Manchin, President
Mr. Eric Marks, Asst. Director of Information Technology & Staff Council Chair
Mr. Drew Metheney, Controller, via Zoom
Mr. Tom Ratliff, Executive Director of Operations
Dr. Mark Sarver, Professor of Business and Mayor of Glenville
Mr. Jesse Skiles, Director of Athletics
Ms. Teresa Sterns, Chief of Staff/Executive Assistant to the President

Call to Order

Chair Ann Green called the meeting to order at 9:34 am.

A quorum was established.

Public Comment

Kathy Gilbert distributed informational packets to all attendees, delivered a PowerPoint presentation, and discussed aquatic facility needs for Glenville State University. The packet included flyers outlining fitness and recreation facility schedules and offerings, as well as a preliminary budget and scope for a warm-water therapy pool.

Ms. Gilbert shared photographs and information about other aquatic centers and presented a conceptual diagram she developed for a proposed “Pioneer Lagoon and Spa,” which she suggested be included as an annex to the Morris Family Health and Fitness Center. The proposed facility would include a warm-water therapy pool and a free-form recreational pool.

The preliminary budget for the warm-water therapy pool is estimated at \$210,000 and does not include costs associated with excavation, decking, drainage, electrical work, gas lines, water service, landscaping, fencing, or other necessary site or building improvements. Ms. Gilbert recommended that the project be added to the University’s legislative agenda for the upcoming session to seek funding.

Constituent Comments

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

- The Mid-Ohio Valley Alumni Chapter Christmas Dinner was well attended.
- “Save the Date” for the Class of 1976 50-Year Graduate Recognition, scheduled for May 9, 2026.
- GSU is awaiting approval from the WV Division of Motor Vehicles to begin collecting interest in orders for a GSU special license plate.
- Hard copies of the Oral History Project are scheduled to be delivered this summer. Digital books are currently available.
- The deadline to nominate individuals for GSU Alumni Awards is December 31, 2025. The awards banquet will be held April 2026.

Faculty Senate – Schuyler Chapman, President, reported the below new updates not included in the Board packet.

- The Salary Task Force Committee met recently to review and revise language originally drafted by Kathy Butler for possible inclusion in a Board policy. The updated language was forwarded to Teresa Sterns for implementation. The Committee will meet again in January.
- Senate is in the process of recommending a milestone policy to the University Leadership Council (ULC).

Staff Council – Eric Marks, Chair, referred to the updates included in the Board packet and reported that there were no additional updates.

Student Government Association (SGA) – Duane Chapman presented an update on behalf of Graylin Floyd, President.

- An average of ten students has been utilizing the Robert F. Kidd Library after 8:00 pm each evening.
- Pods for Pioneer Village and Goodwin Hall have been approved by Aramark.
- The Student Organization Banquet was held Wednesday evening and was well attended.

- SGA is currently planning for GSU Day at the Capitol.

Consent Agenda

BOB MARSHALL MOVED TO APPROVE THE CONSENT AGENDA. SKIP HACKWORTH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee Reports

Executive Committee/Chair Report

Ann Green reported that the Committee met on November 19, 2025 via Zoom and set today's agenda.

Board Governance and HR Committee – Alex Lay, Chair, referred to the updates included in the Board packet and reported that during the most recent committee meeting:

- Tegan McIntyre provided an overview of open positions and recent hires.
- Tom Ratliff presented updates on facilities and capital projects.
- David Hutchison shared a PowerPoint presentation highlighting updates on scholarships, events, and governmental affairs.

Ms. Lay also announced that requests for new Board appointments and reappointments were submitted to the Governor's Office; however, no response has been received.

Tom Ratliff reported that the state has extended the deferred maintenance project spending deadline until next year with plans to complete all projects by December 31, 2026. He noted that approximately 90 percent of faculty and staff housing roofs have been completed.

David Hutchison reported that he and President Manchin met with legislators during interim sessions on Monday. The regular legislative session begins January 14, 2026 and GSU's Legislative Day at the Capitol is scheduled for January 27. Efforts will focus on aligning legislative priorities with the University's needs.

Enrollment and Student Life Committee – Skip Hackworth, Chair, reported that substantial updates were provided at the recent Committee meeting. He asked Duane Chapman to provide any new updates.

Duane Chapman distributed an updated report and highlighted the following:

- Retentions is up four percent from last year. Fall to Spring retentions is currently 84.04%.
- eSports' new coach, Austin Pantaleo, and the Team Rocket League won the National Championship Tuesday night which is a first in GSU history.
- eSports is working with Monster Energy Drink on sponsorship of a GSU Monster eSports Arena.
- Two eSports athletes from Europe will enroll at GSU.
- Student visits and campus tours have improved significantly.
- Weekly letters are mailed from the President to prospective students with a GPA of 3.5 or higher.

Academic Affairs Committee – Kathy Butler, Chair, commended the quality of the Nursing Intent to Plan and asked Mari Clements to provide updates since the committee meeting.

Mari Clements reported the following:

- Spring semester course sections decreased from 615 to 606.
- On-campus seat registrations increased from 1,957 to 2,154 with average enrollment rising from 8.23 to 9.5.
- Average enrollment in online sections increased from 13.2 to 14.3.
- Total seats registered increased from 4,745 to 5,319.
- A total of 170 seats in 54 courses are waitlisted, 44 of which are online.
- Courses with zero enrollment decreased from eleven to seven.
- Sections with fewer than ten students decreased from 405 to 186.
- The University is conducting an expanded search for a Director of Nursing.

Business and Finance Committee – Tim Henline reported:

- Spring semester financial projections are positive due to increased retention.
- The December budget is the strongest it has been during his tenure.
- The Scholarship Committee recommends a two percent tuition increase, which would still keep GSU as the lowest-tuition institution in the state.
- Barnes & Noble College Store book fees will increase by one dollar.
- Aramark's food and labor costs will increase by eight percent in July due to inflation.
- Student fees will not increase.
- Inflationary pressures will continue to impact the University's budget.

Maureen Gildein requested that Mr. Henline attend a Faculty Senate meeting to address questions and he agreed.

Leslie Mason asked the following questions:

Q: What report reflects PEIA increases?

A: Financial statements prepared for the auditors.

Q: What report shows that GSU has the best December since you have been here?

A: The cashflow statement.

Q: Is there a report showing both cash profit and loss?

A: Reports may be requested from Drew Metheney. The cash flow report has been worked on by the financial controller to provide more clarity and for ease of understanding.

Leslie Mason requested a comprehensive report showing current financial standing and budget alignment.

Ann Green inquired about the timeline for submitting the tuition increase proposal and requested discussion at the next Business and Finance Committee meeting on February 4, 2026. She asked that the committee meeting order be adjusted so Business and Finance meets first at 9:00 a.m.

Tim Henline stated that the tuition and fee increase deadline is the end of February and that he will email the proposal report to the Board.

Athletics Committee – Bob Marshall, Chair, asked Jesse Skiles to provide an update.

Jesse Skiles reported:

- Men's Basketball is 4-4
- Women's Basketball is 5-2
- Wrestling is ranked #10 nationally.
- Cross Country athlete Natalie Barr qualified for Nationals.
- GSU will host the MEC Conference Championships on January 31.
- The high school showcase will be held in the Waco center tomorrow night.
- Jesse introduced the newly hired Head Football Coach Jake Casteel.

President's Report – President Manchin recognized Rita Hedrick Helmick and expressed appreciation for her years of service, noting her planned retirement in January 2026. He further stated that key institutional priorities include completing the Morris Family Health and Fitness Complex site, establishing a nursing program, and hiring a Director of Nursing.

Discussion/Actionable Items

Audit Report and Financial Statements for FY2025

The auditors were unable to present the audit, so the presentation by the auditors regarding the audit report and financial statement for FY2025 will either be moved to a special meeting in January or moved to the February full Board meeting.

Final Draft Board Policy 33 – University Credit for Prior Learning

KATHY BUTLER MOVED TO APPROVE THE PROPOSED BOARD FINAL DRAFT POLICY 33 FOR FINAL FILING WITH THE HIGHER EDUCATION POLICY COMMISSION IF NO COMMENTS ARE RECEIVED AFTER THE THIRTY-DAY COMMENT PERIOD. BOB MARSHALL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Associate Degree in Nursing Intent to Plan

KATHY BUTLER MOVED TO APPROVE THE ASSOCIATE DEGREE IN NURSING INTENT TO PLAN FOR SUBMISSION TO THE WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION (HEPC), WITH TARGET IMPLEMENTATION DATE OF SPRING 2027. SKIP HACKWORTH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Announcements

Chair Green announced the following:

- Board is invited to join the faculty and staff for a Christmas Luncheon following the meeting in the MCCC, Ballroom.
- Hooding Ceremony is at 6:00 pm this evening in the Fine Arts Center.

- December Commencement is tomorrow at 10:00 am in the Waco Center.
- Board Committee Meetings will be held via Zoom on February 4, 2026 beginning with the Business and Finance Committee at 9:00 am and all others to follow.
- Board Meeting is Wednesday, February 25, 2026 at 9:30 am.

Adjournment

With no further business and hearing no objection, Chair Green adjourned the meeting at 11:53 am.

Ann Green, Chair

Teresa Sterns, Chief of Staff/Executive Assistant to the President