

**Glenville State College  
Board of Governors Meeting  
November 29, 2017  
Waco Center, Hall of Fame Room  
Glenville, West Virginia**

Members Present: Mr. Greg Smith, Chairperson  
Mr. Tim Butcher, Vice Chair  
Dr. William Deel  
Mr. Mike Forbes, via teleconference  
Mr. Stephen Gandee  
Mr. Richard Heffelfinger  
Mr. Ralph Holder  
Ms. Sue Morris  
Mr. Mike Rust  
Mr. Larry Baker, Faculty Representative  
Mr. Dustin Crutchfield, Staff Representative  
Mr. J. Cameron Woods, Student Representative

Staff Present: Dr. Tracy L. Pellett, President  
Mr. John Beckvold, Vice President for Business & Finance  
Mr. David Hutchison, Vice President for Advancement  
Ms. Sheri Goff, Financial Aid Assistant & ACS Representative  
Dr. Gary Morris, Vice President for Academic Affairs  
Mr. Jason Phares, Information Technology Manager  
Ms. Krystal Smith, Chief Human Resources Officer  
Ms. Chelsea Stickelman, Admissions Counselor  
Ms. Teresa Sterns, Executive Assistant to the President  
Mr. Rusty Vineyard, Vice President for Student Life & Athletics

Others Present: Mr. Reed Ratliff, GSC Student

### **Call to Order**

Chairperson Greg Smith called the meeting to order at 12:58 pm.

A quorum was established.

### **Approval of Minutes**

IT WAS MOVED BY MIKE RUST TO APPROVE THE MINUTES OF THE OCTOBER 18, 2017 MEETING AS PRESENTED. BILL DEEL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Public Comment**

N/A

### **Updates**

Mr. Smith thanked all who submitted updates for the Board book and invited members to offer comments and ask questions.

Mrs. Morris requested that administration extend the deadline by a week or two for the submission of updates to be included in the book to allow for more current information to be included.

### **Executive Committee**

Greg Smith, Chair, reported that the Committee set the agenda for the upcoming meeting and discussed hiring a media consultant to provide guidance and direction. Delegate Hanshaw has invited President Pellett to the Capitol during the December interim session to recognize the College and its programs.

### **Business and Finance Committee**

Rich Heffelfinger, Chair, referenced pages 33 – 35 of the Board packet and reported that the Committee discussed the three proposed action items and endorse all items.

There was a lot of discussion by the Board regarding the instructional support fee action item. The main concern was that by charging students for each credit above 17 hours, it would penalize those seeking to double up on courses to graduate early and those who may have not taken enough hours at the beginning of their program. It was also noted that no other colleges in West Virginia has a fee like this. It was further noted that the average number of students who take eighteen hours or more at GSC is 134 and most of those students are taking courses over.

President Pellett indicated that students pay a flat rate regardless of how many hours they take. Once they take beyond fifteen hours, there is not enough revenue to support faculty overload pay. Students should be advised to take a maximum of fifteen hours as they may still finish their program on time. The instructional support fee will cover faculty overload pay, allow for hiring additional faculty, and help to recoup lost finances. The State's rule specifies that an institution is only permitted to charge for twelve hours; however, faculty receive additional compensation for anything over twelve. The instructional fee will be listed as a user fee. The fee will assist the College in offering classes needed to graduate and also reduce faculty overload pay.

TIM BUTCHER MOVED THAT THE BOARD OF GOVERNORS APPROVES TO DECREASE THE COST OF TUITION FOR SUMMER 2018 BY TWENTY-FIVE PERCENT. MIKE RUST SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

MIKE RUST MOVED THAT THE BOARD OF GOVERNORS APPROVES TO DECREASE TUITION FOR FY2019 BY TWO PERCENT DEPENDENT ON STATE ALLOCATIONS REMAINING STABLE. RALPH HOLDER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

RICH HEFFELFINGER MOVED THAT THE BOARD OF GOVERNORS APPROVES THE *INSTRUCTIONAL SUPPORT FEE* (ISF) BE APPLIED TO STUDENTS TAKING 18 CREDIT HOURS OR MORE AT A RATE OF \$300/PER CREDIT HOUR EFFECTIVE FALL 2018. MIKE RUST SECONDED THE MOTION.

MOTION CARRIED WITH FOUR VOTES IN OPPOSITION (RALPH HOLDER, SUE MORRIS, CAMERON WOODS, AND STEVE GANDEE).

#### **Enrollment Management Committee**

Steve Gandee, Chair, thanked President Pellett for participating in the earlier committee meeting. Mr. Gandee reported that the actual number of students on campus has increased; however, the overall number is lower. Chelsea Stickelman, Admissions Counselor, will be leading future visits to school districts that the College gets most of its enrollment. Retention is looking better than last semester, at this time.

Mr. Smith inquired if the College could invite the ten schools that Ms. Stickelman will be visiting to sports games without breaking NCAA rules. Mr. Vineyard replied as long as someone invites the students other than a coach and no coaches may have any one on one conversations with the students while they are visiting.

#### **Student and Academic Affairs Committee**

Ralph Holder, Chair, asked Dr. Gary Morris to provide the Committee report.

Dr. Morris referenced the new academic calendar and noted a "J" term was being proposed to be held for ten days between fall/spring semester. He further discussed updates within the Academic Success Center and Off Campus Programming. The Online task force hopes to launch four on-line programs in 2018.

Larry Baker reported that Faculty Senate has been discussing terminal degrees and the difference between tenure track and lecturer positions.

Rusty Vineyard discussed updates/changes within student affairs that included plans to bring back outdoor activities and post a director position for Outdoor Adventure.

Jason Phares provided an update on the website contract and anticipates it being finalized by end of the week.

### **President's Report**

President Pellett reported the following:

- All decisions made on behalf of the College are very strategic, enhance sustainability, and improves structure.
- Retention was sixty-seven percent last year and the goal is to get to eighty percent this next upcoming year.
- Fundraising must come mainly from donors to provide more assistance for students and faculty/staff development.
- Renegotiating the contract with Minnie Hamilton Health Systems to accommodate students, but also GSC employees and their families.
- Working to redesign the website to better market the College.
- GSC has been invited to the Capitol to do a press conference on December 5, 2017 and President Pellett along with other administrators will be attending.

### **Announcements**

The following announcements were made:

- Annual Day of Giving was held yesterday and GSC raised over \$46,000.
- FCI-Gilmer Commencement will be held on December 4, 2017.
- GSC Commencement is scheduled for December 9, 2017. *(Two ceremonies will be held at 11:00 am and 2:00 pm)*
- GSC will host the IOGA Tournament at the Waco Center on December 11-16, 2017. Twelve boys and girls basketball teams will participate.
- The next Executive Committee meeting is scheduled for January 24, 2018.
- The next full Board meeting is scheduled for February 7, 2018.

### **Adjournment**

With no further business and hearing no objection, Chairperson Smith adjourned the meeting at 2:40 pm.

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Greg Smith  
Chairperson

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Teresa Sterns  
Executive Assistant to the President