

**Glenville State College
Board of Governors Meeting
February 16, 2005
Louis Bennett Hall Conference Room
Glenville, West Virginia**

Members Present: Mrs. Marjorie Burke, Chair
Mr. Ronald Blankenship, Vice Chair
Mr. R. Terry Butcher
Mr. R. Fred Radabaugh
Ms. Frances Schmetzer
Mr. Gary Arbogast, Faculty Representative
Ms. Mary Alltop, Staff Representative
Ms. Nicole Maxwell-Kirby, Student Representative

Members Absent: Mr. Les Facemyer
Ms. Laura Kurtz Kuhns
Mr. Joseph Peters

Staff Present: Dr. Robert N. Freeman, President
Dr. Kathy Butler, Vice President for Academic Affairs
Mr. Robert O. Hardman, II, Vice President for Business and Finance
Ms. Cheryl McKinney, Vice President for Student Life
Ms. Teresa Sterns, Executive Assistant to the President
Ms. Michelle Wicks, Director of Admissions

Guests Present: Ms. Carol Pavsek, DesignGroup
Mr. Ben Niebauer, DesignGroup
Ms. Christina Schessler, McKinley & Associates

Call to Order

Chairperson Marjorie Burke called the meeting to order at 12:45 p.m. A quorum was established.

Approval of December 15, 2004 Minutes

IT WAS MOVED BY TERRY BUTCHER TO APPROVE THE MINUTES OF THE DECEMBER 15, 2004, MEETING. RON BLANKENSHIP SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment

None

Chairperson Burke announced that one of the Board members needed to leave early from the meeting and requested a motion to approve the proposed amended agenda, to allow the Board member to vote on the action items.

IT WAS MOVED BY TERRY BUTCHER TO APPROVE THE AMENDED AGENDA AS PROPOSED WHICH REVERSES THE ORDER OF ITEMS FIVE AND SIX ONLY. FRED RADABAUGH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee Reports

Student and Academic Affairs

Ron Blankenship, Chair of the committee, reported that the committee had reviewed and discussed the Academic Calendars and noted them as information items with no action needed. He also noted a discussion regarding the reactivation of the Chemistry-Physics specialization program.

IT WAS MOVED BY RON BLANKENSHIP THAT THE BOARD OF GOVERNORS APPROVE THE REACTIVATION OF THE CHEMISTRY/PHYSICS (9-ADULT) TEACHER EDUCATION CERTIFICATION PROGRAM. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Ron Blankenship reported that the reactivation of the Sport Management program will require no additional personnel, only scheduling adjustments.

IT WAS MOVED BY RON BLANKENSHIP THAT THE BOARD OF GOVERNORS APPROVE THE REACTIVATION OF THE SPORT MANAGEMENT MAJOR IN THE BUSINESS ADMINISTRATION PROGRAM. FRED RADABAUGH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Business and Finance Committee

Fred Radabaugh, Chair of the committee, reported that after a discussion regarding the Funding for Campus Renovations the committee decided to approve the proposed resolution.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE A CAPITAL LOAN REQUEST FROM THE HIGHER EDUCATION POLICY COMMISSION IN THE AMOUNT OF \$375,000, TO BE REPAID IN TEN EQUAL SEMI-ANNUAL INSTALLMENTS OF \$75,000. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee of the Whole

President Freeman introduced individuals with the DesignGroup and McKinley & Associates. They presented a PowerPoint presentation regarding the Glenville State College Campus Master Plan. A notebook binder was also presented to all Board members containing the Campus Master Plan documents.

After the presentation, the Board had a lengthy discussion regarding the approval of the Master Plan. Mr. Terry Butcher proposed an amended resolution to replace the original proposed resolution.

IT WAS MOVED BY RON BLANKENSHIP THAT THE BOARD OF GOVERNORS APPROVE THE PROPOSED CAMPUS MASTER PLAN 2005, AS PUBLISHED, SUBJECT TO THE CONDITION THAT NO DEMOLITION OR CONSTRUCTION CALLED FOR UNDER THE MASTER PLAN SHALL BE UNDERTAKEN UNTIL THE BOARD OF GOVERNORS HAS SOLICITED, RECEIVED, STUDIED AND DISCUSSED A CURRENT AND OBJECTIVE WRITTEN REPORT FROM A COMPETENT SOURCE, WHICH OUTLINES THE TOTAL COSTS AND RAMIFICATIONS OF IMPLEMENTING AND COMPLETING ANY DEMOLITION OR CONSTRUCTION BEING CONSIDERED, AND THE BOARD OF GOVERNORS

HAS VOTED TO APPROVE SUCH DEMOLITION OR CONSTRUCTION. FRAN SCHMETZER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

President Freeman announced that he planned to present the Campus Master Plan to the faculty, staff, community, and publicize it in the Robert F. Kidd library.

President Freeman noted that the Student Community Center, presently being renovated, was originally named after past President Harry B. Heflin. He announced that after speaking to President Heflin it was decided that it would be more appropriate to name the Administration Building after President Heflin, since he worked so many hours in the building during the years he was president. Dr. Freeman noted that the College may decide to re-name the Student Community Center in the future based on other circumstances.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE THE PROPOSAL TO CHANGE THE NAME OF THE ADMINISTRATION BUILDING TO THE HARRY B. HEFLIN ADMINISTRATION BUILDING. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Ms. Fran Schmetzer noted that past President E.G. Rohrbough served a longer tenure than President Heflin and requested that the College look into naming a facility or other significant location after President Rohrbough at some point in the future.

President Freeman agreed and noted that he would explore the possibility of the naming of a facility or other location on campus after President Rohrbough.

President's Report

- a. **Report on Staff Activities** – Mary Alltop reported that the Presidential Staff Scholarship monies were distributed to three recipients this term and thanked President Freeman for his continued support through the scholarship. She also reported that PEIA sponsored a walking program for the employees that began on Monday with 62% of the classified employees participating. Mary announced that the Advisory Council of Classified Staff made their annual presentation to HEPC at the October meeting and showed a video. She presented the same video to the Board and noted that the video highlights the current classification and compensation system addressing concerns regarding the personnel rule (Series 8).
- b. **Report on Faculty Activities** – Gary Arbogast reported that the Faculty Senate had recent meetings discussing the sports management program, chemistry/physics program, and various other programs. He noted that the Senate approved the arranged course policy and was currently looking at the tobacco and faculty marshal policies. He announced that he would like to bring to

the Board's attention, the current Board policy regarding faculty productivity and inquire about faculty increments for the future.

Chairperson Burke noted that she had received a letter from the Faculty Senate regarding that matter and would be replying soon.

- c. **Report on Student Activities** – Nicole Maxwell-Kirby reported that the students are working on Spring Formal and have implemented a winter sports celebration. She noted that the Student Government Association has evaluated the honor cord policy for graduation and forwarded it to President Freeman. Nicole announced that a few students will be attending the Advisory Council of Students this weekend. She also indicated that the students are supportive of the tobacco policy that President Freeman submitted for their review. Student Government elections will be held the week after Spring break.
- d. **Update on Admission Data** – Michelle Wicks, Director of Admissions, reported that the Admissions staff had been recruiting in West Virginia, Ohio, and Maryland. She further noted a recent international recruiting trip to Japan where six to eight new international students showed interest in attending GSC. She reported that sixty-five students had attended the Fall Open House in November and that they presently have a Spring Open House, Senior Visit Day, and Counselor Workshop scheduled for March and April. Michelle provided a handout to the Board noting that 584 applications have been received for the Fall and 562 of those applications are from First Time Freshmen. She reported that the Admissions staff is currently making telephone calls to prospective students and follow-up calls to applied students. She noted that faculty members are also contacting prospective students within their area of study by phone.

President Freeman commended the new and existing faculty for their efforts and Michelle Wicks and her staff for their continuing commitments to recruiting efforts. He reported that enrollment is currently at 1224 headcount and 1103 FTE.

- e. **Report on GSC Foundation Inc.** – President Freeman reported that Mr. Tim Butcher had been working with a donor regarding an endowment to provide scholarships for students from Webster County. He announced that the Foundation will be holding a phonathon this week and had very positive coverage on Channel 5 WDTV last month regarding the phonathons and fundraising efforts. He also noted that the Charleston Chapter of the Alumni Association met in Charleston in January with approximately eighty people in attendance. President Freeman indicated that the Hall of Fame fund is out of money and efforts are being made to seek contributions to endow the Hall of Fame and a Hall of Fame Scholarship. Dr. Freeman announced that an anonymous donor contributed twenty-five thousand dollars to establish a Sand Fork Baptist Church Scholarship to ensure that any member of the church wishing to attend GSC have the resources to do so. He further reported that Mike Ross has agreed to contribute ten thousand dollars to endow an Accounting Book Scholarship to give back to any student who earns a "C" or higher in the class half the cost of the book. Dr. Freeman reported that the Alumni Council decided to establish an Alumni Textbook Scholarship at their last meeting. He also noted that the Scholarship Committee had met and will be awarding the first round of scholarships for the 2005-2006 Academic Year. Dr. Freeman announced that he had been notified that Benjamin Bailey, deceased alumni, had given GSC property valued at fifty thousand dollars to establish a Land Resources Lab in Flatwoods. He also noted that Mr. Bailey had contributed fifty thousand dollars to GSC to establish a Land Resources Outstanding Faculty Award to be given each year to an outstanding land resources faculty member. He indicated that the gifts given by Mr. Bailey were all made to GSC in Ben's memory. President Freeman also announced that a scholarship had been endowed by Hunter Armentrout in the amount of ten thousand dollars to be named the

Tressie Garrett Memorial Scholarship for a student who is a member of the Lady Pioneer's basketball team and is a business major.

- f. Quarterly Budget Information** – President Freeman referred to the Financial Status Report on page six of the Board book and noted that the College currently has more money in revenue than expenses.
- g. Construction/Planning Update**
- **Robert F. Kidd Library** - Dr. Freeman noted that bids came in over budget and the College had severed relationships with the architectural firm the contract was with. He noted that the College plans to do the work in house and renovations will begin after graduation and be completed by Fall semester.
 - **Student Community Center** – Dr. Freeman reported that the work has begun on the Student Community Center and progress is being made. He further noted that the replacement of the windows should take place this month.
 - **Science Building** – Dr. Freeman indicated that the College would be receiving funding this summer to do a feasibility study regarding a new science/health care building.
 - **Strategic Planning Process** – Dr. Freeman announced that the Strategic Plan will be presented to the Board for review prior to the April Board meeting.
- h. Legislative Update** – Dr. Freeman provided a handout to the Board from HEPC regarding their analysis of the Governor's FY 2006 budget request. He noted that according to the analysis, GSC will be cut approximately \$261,812 for FY 2006. Dr. Freeman announced and summarized various House and Senate bills being implemented for the 2005 session regarding higher education.
- i. Update on Compact Review** – Dr. Freeman referred to page 9A of the Board book and noted the criteria for GSC's Campus Compact Evaluation.
- j. Follow-Up on State Licensure Examinations in Land Resources** – Dr. Freeman made reference to page 10 of the Board book and noted the costs and dates of land resources licensure exams as the Board had requested at the last meeting.
- k. Logo** – Dr. Freeman disseminated new handouts of another logo rendering and indicated that the College would use the renderings as the new logo. He noted that college stationery, brochures, etc. would be changed and updated as needed. Dr. Freeman presented pins to all of the Board members with the clock tower logo engraved on each.

Old Business

- Review of Board of Governor's Training on January 19, 2005

After a discussion, it was the consensus of the Board that the training was very beneficial and well over due.

Dr. Freeman announced that the Chancellor had made positive comments at the last HEPC meeting regarding the training they provided to GSC in reference to the Board's interest, questions and comments received.

New Business

- Board of Governors Information for Website

A handout was provided to the Board for their review and comments regarding their personal information to be published on the Board's website.

- GSC Pioneer

Dr. Freeman announced that the Pioneer had been moved from Athletics to Student Life. He asked Ms. Cheryl McKinney to give an update on the selection of the Pioneer.

Ms. McKinney indicated that she hoped to have details to report to the Board at the April meeting regarding the selection process of a new GSC Pioneer to represent the College.

Dr. Freeman noted that the College expects to provide a scholarship for the individual chosen to be the Pioneer.

Chairperson Burke signified the Board's appreciation of bringing back the Pioneer and suggested that an Alumnus may be willing to help with funding, if needed.

Adjournment

With no further business and hearing no objection, Chairperson Burke adjourned the meeting at 2:52 p.m.

Teresa Sterns
Executive Assistant to the President