

**Glenville State College
Board of Governors Meeting
October 19, 2005
Louis Bennett Hall Conference Room
Glenville, West Virginia**

Members Present: Mr. Ronald Blankenship, Chair
Mr. R. Fred Radabaugh, Vice Chair
Mrs. Marjorie Burke
Mr. R. Terry Butcher
Mr. Les Facemyer
Ms. Laura Kurtz Kuhns
Mr. Tom McPherson
Mr. Jerry Milliken
Ms. Sue Morris
Ms. Mary Alltop, Staff Representative
Dr. Joe Evans, Faculty Representative
Ms. Marissa Thrasher, Student Representative

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 Affairs
Ms. Teresa Sterns, Executive Assistant to the President

Other Staff Present: Mr. Larry Baker, Associate Vice President for Technology
Mr. Daniel Reed, Director, Academic Support Services

Guests Present: Mr. John Brown
Ms. Frances Schmetzer

Call to Order

Chairman Ron Blankenship called the meeting to order at 12:41 p.m. A quorum was established.

Introduction and swearing in of new board members

Chairman Blankenship administered the oath to Mrs. Marjorie Burke, Mr. R. Terry Butcher, Mr. R. Fred Radabaugh, members re-appointed by the Governor, and Mr. Tom McPherson, Mr. Jerry Milliken, and Ms. Sue Morris, new members appointed by the Governor.

Approval of August 24, 2005 Minutes

IT WAS MOVED BY FRED RADABAUGH TO APPROVE THE MINUTES OF THE AUGUST 24, 2005 MEETING. MARGE BURKE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment

None

President's Report

- a. Report on Staff Activities** - Mary Alltop reported classified staff received letters regarding pay raises and noted the staff will be approximately 88% of full funding of the Mercer Salary Schedule after pay raises are implemented. Ms. Alltop announced the Advisory Council for Classified Employees (ACCE) is working on their annual presentation to HEPC and CCTCE to be presented in December. Mary would like to present it to the Board at a future meeting.
- b. Report on Faculty Activities** - Dr. Joe Evans reported the Faculty Senate is working with the state organization, Advisory Council of Faculty (ACF), to compile a legislative package. He also noted the Senate is working on preliminary reviews of the Board policies.
- c. Report on Student Activities** - Marissa Thrasher announced that WV Secretary of State, Betty Ireland, would be on campus this evening and a Homecoming debriefing meeting would take place tomorrow.
- d. Report on Technology** - Larry Baker presented a Coursemaker presentation in reference to services GSC provides through the web page. The services include tutorials, tours of buildings, etc. Mr. Baker referred to the information included in the Board book and discussed the GSC/Clay Center/Gilmer-Braxton Technology Research Zone and the Pittsburgh Gateways research pertaining to future directions for the Research Zone. Mr. Baker also presented technology goals he reached over a period of four years.

President Freeman asked Daniel Reed and Dr. Kathy Butler to present information to the Board regarding retention.

Daniel Reed and Dr. Butler provided handouts to the Board, *Academic Support Center Report on Activities Related to Student Retention* and *Campus Initiatives to Address Retention Issues*, reports on retention. Mr. Reed and Dr. Butler discussed student retention rates, surveys created to target at risk students and grants that have been acquired by the College to help retain students and provide early intervention for students preparing for secondary education in Braxton, Gilmer, and Calhoun counties.

- e. **Quarterly Budget Report** – President Freeman made reference to the quarterly budget report in the Board book and noted more money came in than expenses going out.
- f. **New Academic Program Proposals** – President Freeman announced he sent “letters of intent to plan” to HEPC for a major in criminal justice and a preliminary program in forensic science. He indicated the College was working on putting an infrastructure in place and asking assistance from Congressman Mollohan for these two programs.
- g. **Update on Enrollment Data** - President Freeman reported the enrollment numbers submitted to HEPC were up 5.5% in comparison with last year’s numbers. The numbers reported were 1391 headcount and 1229 FTE.
- h. **Report on GSC Foundation Inc.** – President Freeman reported the Helen Shaw Award scholarship specifics have been established. He also announced a new music scholarship is being finalized which will benefit students from Braxton and Gilmer counties. The Foundation will be hosting a Donor/Recipient Reception prior to the Pioneer football game on November 5th. The President’s Circle Dinner will also be held on November 5th following the football game.
- i. **Construction/Planning Update**
 - *Robert F. Kidd Library* – President Freeman noted the sprinkler system is in place and the ADA entrances have been redesigned and finished. The renovations are approximately one month from being completed.
 - *Mollohan Campus Community Center* – President Freeman reported the concrete is being poured for the entrance and the steel for atrium and window is being installed. He further added the construction is progressing rapidly and the post office, food service, bookstore, and health office will be completed for use by spring. Dr. Freeman acknowledged how grateful the College is for the assistance received from Congressman Mollohan, Senator Byrd, and the students. He expects renovations to be completed by December 2006.
 - *Science Building* – President Freeman referred to the display of conceptual drawings provided by the architects and reported the project will cost approximately 5 million dollars. He plans to ask HEPC for another 2.5 million dollars to fund the project. He noted the project plans began in 2000 and over the five year period the College is now experiencing inadequate funding due to rising costs.
- j. **IPEDS Report from National Center for Education Statistics (NCES)** – President Freeman made reference to the report in the Board book and pointed out that the NCES had identified peers for GSC. He added that GSC compares favorably to them. The peers currently assigned to GSC by the HEPC do not reflect the College losing the Community and Technical College. He stated the information shows GSC being 124% above its peers; therefore, cutting GSC out of receiving any equity funds. He announced HEPC is aware of the discrepancy; however, LOCEA refuses to re-look at the peers at this time. President Freeman stated he is still trying to set up meetings with the legislature to discuss the peers.

- k. Financial Aid Summary** – President Freeman referred to the Financial Aid Summary included in the Board book and noted GSC provided more money to students this year as compared to last year.

President Freeman welcomed the new Board members and thanked all members for their service on behalf of the faculty, staff, and students. He further announced that WV Secretary of State, Betty Ireland, would be making a presentation on Women’s Rights and Suffrage in the Heflin Administration Building Auditorium at 5:00 p.m. this evening.

President Freeman provided the first edition of the campus newspaper to the Board and commended the newspaper staff and Allison Minton for all of their work.

Committee Reports

Business and Finance Committee

Fred Radabaugh, Chair of the committee, noted the committee met regarding the pay raise proposal and asked Mr. Hardman to discuss the proposal.

Mr. Hardman disseminated salary increase information to the Board and discussed the formula used to provide raises in conjunction with institutional policies.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE THE PLAN AS SUBMITTED TO DISTRIBUTE FACULTY/STAFF RAISES FROM SUPPLEMENTAL FY2006 REVENUE. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Mr. Radabaugh discussed the new fee to be approved for the basketry course and noted the fee would cover materials.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE THE IMPLEMENTATION OF A BASKETRY COURSE MATERIALS FEE. JERRY MILLIKEN SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee of the Whole

President Freeman asked Dr. Joe Evans to discuss the Faculty Senate recommendation requesting support for Annual Experience Incremental (AEI) pay.

Dr. Evans reported that faculty is the only group of state employees that does not receive the AEI pay. He stated on behalf of the Faculty Senate and the state faculty council, ACF, they are seeking support from the Board of Governors and request a letter from Chairman Blankenship be sent to the legislature endorsing the proposal.

President Freeman indicated a bill pertaining to the AEI pay made it to the last two weeks of the legislative session last year.

A discussion was held pertaining to the funding of AEI pay.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS SUPPORTS THE PROPOSAL OF THE ADVISORY COUNCIL OF FACULTY ON ANNUAL EXPERIENCE INCREMENTAL PAY (AEI) FOR HIGHER EDUCATION FACULTY. MARGE BURKE SECONDED THE MOTION.

MOTION CARRIED WITH MR. TOM MCPHERSON OPPOSING.

Chairman Blankenship noted the following errors that need to be corrected in the Presidential Search Process and Procedures materials:

1. On-Campus Interview Schedule – *Change Ron Blankenship to R. Terry Butcher on Day 1 and Day 2 Schedules.*
2. Profile – *Delete “percent from” on page 2, sixth paragraph, last line.*
3. Interview guidelines for each candidate – *Change Mr. Blankenship to Mr. Butcher in item two. (as per discussion with Chairman Blankenship)*
4. Final Board Meeting – *Change time of “Board interviews” from 9:00 a.m. to 10:00 a.m. (as per discussion with Chairman Blankenship)*

IT WAS MOVED BY TERRY BUTCHER THAT THE BOARD OF GOVERNORS APPROVE THE PRESIDENTIAL SEARCH PROCESS AND PROCEDURES AS CORRECTED TO SEEK THE 23RD PRESIDENT OF GSC. MARGE BURKE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Chairman Blankenship requested a resolution be voted on to amend the Board meeting schedule to include a special meeting on March 15, 2006 to coincide with the Presidential Search Timelines.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS AMEND THE 2005-2006 BOARD MEETING SCHEDULE TO INCLUDE A SPECIAL MEETING ON MARCH 15, 2006 BEGINNING AT 10:00 A.M. IN THE LOUIS BENNETT HALL CONFERENCE ROOM. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Old Business

None

New Business

Mr. Radabaugh suggested the Board present a resolution to Ms. Frances Schmetzer and Mr. Joseph Peters in recognition of their service on the Board of Governors at the next Board meeting.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS PREPARE APPROPRIATE RESOLUTIONS TO BE PRESENTED AT THE NEXT BOARD MEETING TO FRANCES SCHMETZER AND JOSEPH PETERS. MARGE BURKE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Announcements

HEPC cancelled the Board of Governor's Training previously scheduled for October 21, 2005.

Employee Holiday Schedules for FY2006 and FY2007 were revised due to the passage of House Bill 406 which amended and reenacted WV Code §2-2-1, relating to state holidays; making the fourth Thursday and Friday of November legal holidays; combining Lincoln's and Washington's birthdays into a single Presidents' Day holiday.

Adjournment

With no further business and hearing no objection, Chairman Blankenship adjourned the meeting at 2:37 p.m.

Ronald Blankenship
Chairman

Teresa Sterns
Executive Assistant to the President