

**Glenville State College  
Board of Governors Meeting  
December 21, 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. Tom McPherson  
Mr. Jerry Milliken  
Ms. Sue Morris  
Dr. Joe Evans, Faculty Representative  
Ms. Mary Alltop, Staff Representative  
Ms. Marissa Thrasher, Student Representative

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

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

Other Staff Present: Mr. Jerry Burkhammer, Director, Residence Life  
Mr. Kipp Colvin, Student Programming Coordinator  
Ms. Allison Minton, Director, Public Relations

Faculty Present: Mr. Paul Peck, Associate Professor of Mathematics  
Mr. Rick Sypolt, Professor of Forestry and Land Surveying

Guests Present: Ms. Lisa Belknap, The Glenville Democrat and Pathfinder  
Mr. Rick Eskins, Auditor, Hayflich and Steinberg  
Mr. Cornelius Jones  
Mr. Joseph Peters  
Ms. Frances Schmetzer  
Mr. Chris Tilsley, Auditor, Hayflich and Steinberg

**Call to Order**

Chairman Ron Blankenship called the meeting to order at 12:45 p.m. A quorum was established.

**Approval of October 19, 2005 Minutes**

IT WAS MOVED BY TERRY BUTCHER TO APPROVE THE MINUTES OF THE OCTOBER 19, 2005 MEETING. MARGE BURKE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

**Resolutions for Joseph Peters and Frances Schmetzer**

Chairman Blankenship presented the following resolution:

In Appreciation.....

**Whereas** Ms. Frances Schmetzer is a native of State College, Pennsylvania; and,

**Whereas** Ms. Schmetzer earned a Bachelors degree in Secondary Education from Glenville State Teachers College in 1943; and a Masters degree in Christian Education from the Presbyterian School of Christian Education in 1944; and,

**Whereas** Ms. Schmetzer has served as a public school teacher, Director of Christian Education, Index Librarian for Reader’s Digest, and an Elderhostel Coordinator for Glenville State College; and,

**Whereas** Ms. Schmetzer received the GSC Alumni Community Service Award in 1997; and,

**Whereas** Ms. Schmetzer has been actively involved in the Glenville Presbyterian Church, Gilmer County Retired School Employees, Gilmer County Historical Society, West Virginia State Folk Festival committee, Glenville Women’s Club, and Republican Women (Parliamentarian); and,

**Whereas** Ms. Schmetzer wrote a column for *The Glenville Democrat/Pathfinder* titled, “Musings of an Old Timer” and received a second place award from the West Virginia Press Association for “Best Lifestyle Columnist” in 2005; and,

**Whereas** Ms. Schmetzer served on the inaugural Glenville State College Board of Advisors and on the Glenville State College Board of Governors from 2001 – 2005; and,

**Whereas** Ms. Schmetzer has maintained her commitment to the *Renaissance of Shared Values*; and,

**Whereas** Ms. Schmetzer has answered the College’s calling of *Tradition, Innovation, Leadership* and *Community* in her role as a member of the Glenville State College Board of Governors and as a citizen of the community;

Now therefore be it resolved that the President of Glenville State College and the Board of Governors express our appreciation to Ms. Frances Schmetzer for her commitment to Glenville State College and to her service on the Board of Governors.

Recorded this 21st day of December the year of our Lord, 2005.

Chairman Blankenship presented the following resolution:

In Appreciation.....

**Whereas** Mr. Joseph Cromwell Peters is a native of Holden, Logan County, West Virginia; and,

**Whereas** Mr. Peters earned a Bachelor of Science degree in Business Administration from West Virginia State College in 1949; and a Masters degree in Business Administration from the University of Wisconsin in 1950; and,

**Whereas** Mr. Peters served five years in the United States Army during World War II; and

**Whereas** Mr. Peters faithfully served as a Fiscal Analyst for the West Virginia House of Delegates, a Budget Analyst for the State of West Virginia, the West Virginia Commissioner of Finance and Administration, and the Vice President for Business Affairs for Marshall University; and,

**Whereas** Mr. Peters was appointed to the West Virginia State College System Board of Directors in 1989 and served two terms as Chair; and,

**Whereas** Mr. Peters served twenty-seven years as an official for high school and college football and basketball; and as a member of the West Virginia Football and Basketball Association ; and,

**Whereas** Mr. Peters retired as Director of Operations for the West Virginia State Tax Department in 1986; and,

**Whereas** Mr. Peters served as a member on the inaugural Glenville State College Board of Advisors and on the Glenville State College Board of Governors from 2001 – 2005; and,

**Whereas** Mr. Peters has maintained his commitment to the *Renaissance of Shared Values*; and,

**Whereas** Mr. Peters has answered the College's calling of *Tradition, Innovation, Leadership* and *Community* in his role as a member of the Glenville State College Board of Governors;

Now therefore be it resolved that the President of Glenville State College and the Board of Governors express our appreciation to Mr. Joseph Peters for his commitment to Glenville State College and to his service on the Board of Governors.

Recorded this 21st day of December the year of our Lord, 2005.

Chairman Blankenship also presented a Distinguished West Virginian award to Mr. Peters on behalf of Governor Manchin.

### **Public Comment**

Professor Rick Sybolt disseminated a report and letter to the Board. He discussed challenges and accomplishments of the Department of Land Resources.

## Hayflich and Steinberg Presentation

Mr. Rick Eskins and Mr. Chris Tilsley, Auditors, Hayflich and Steinberg, presented the auditors' reports and discussed GCS's financial statements for the years ended June 30, 2004 and 2005. The financial statements were distributed to the Board.

## President's Report

- a. **Report on Staff Activities** - Mary Alltop reported that classified staff held a fund raiser, raising \$250.00. She also noted a brochure is being put together for legislators.
- b. **Report on Faculty Activities** – Dr. Joe Evans thanked the Board for their letter in support of the Annual Experience Increment (AEI). He noted that ACF put together a legislative agenda and he will present it to the Board at its next meeting.
- c. **Report on Student Activities** – Marissa Thrasher announced that Greek Council has been re-established to assist the Greek organizations on campus.
- d. **Update on Enrollment Data** - President Freeman referred to pages 7 and 8 in the Board book. He noted that GSC's headcount had increased 5.5% and FTE increased 5.8% as compared to last year. He announced registration for spring is going well and anticipates over 1200 students enrolling for spring. He also indicated retention was up this fall.
- e. **Update on Residence Life** – Ms. Cheryl McKinney and Mr. Jerry Burkhammer presented a PowerPoint presentation on residence life. Many updates were reported in residence life including residence hall occupancy percentage increase, improvements to facility, new security systems, new shuttle van, etc.
- f. **Report on GSC Foundation Inc.** – President Freeman reported the Alumni held two Christmas celebrations with over 100 individuals in attendance. He announced that the GSC Foundation is now the owner of the Rice annuity in the amount of \$532,000.00. He further announced Higher Education Day at the Legislature has been scheduled for February 15, 2006.
- g. **Construction/Planning Update**
  - *Robert F. Kidd Library* – President Freeman noted the library is nearing completion and he is planning to take the Board to tour the facility in the spring.
  - *Mollohan Campus Community Center* – President Freeman reported that great progress has been made in the construction of the community center and much of the exterior work has been completed. The first meal is expected to be served shortly after January 10<sup>th</sup>. He announced that the students voted to name the cyber café, “Rusty Musket” and the hot food area, “Mollohan's.” He anticipates the first and second floor being completed by early January.
  - *Health Sciences Center* – President Freeman announced that GSC will be building a new health sciences center in the current location of the Physical Plant. He noted that GSC plans to ask HEPC for assistance to renovate the old science building to use as classrooms.

- **Update on Compact** – President Freeman made reference to pages 9 and 10 of the Board book and noted that GSC made progress on each of the compact goals.
- **WVIAC Equivalency Chart for 2004-2005** – President Freeman noted the comparison chart on page 11 of the Board book and indicated that GSC ranks 12 out of 15 schools that give aid to student athletes. He further noted that GSC competes very well in the conference in spite of the fact that we do not offer nearly as much athletic financial aid as many colleges within the conference.

President Freeman announced to the Board that there are some changes that need to be made to the Board by-laws and those changes will be presented to the Executive Committee at its next meeting.

### **Committee Reports**

#### **Committee of the Whole**

President Freeman asked Dr. Kathy Butler to discuss the program review for forestry.

Dr. Butler discussed the recommendation to postpone the Forestry A.S. program review for one year due to the timing of the Society of Foresters recognition self-evaluation process.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE ONE-YEAR POSTPONEMENT OF THE FIVE-YEAR PROGRAM REVIEW FOR ASSOCIATE OF SCIENCE IN FORESTRY. MARGE BURKE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

President Freeman asked Dr. Kathy Butler to discuss the program reviews for specific teacher education programs.

Dr. Butler discussed the teacher education program rotation schedule and noted GSC's Policy 26 provision that states programs accredited by specialized accrediting or approving agencies will be considered to meet the minimum requirements of the review process and NCATE has reviewed the programs.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE THE NATIONAL APPROVAL PROCESS IN LIEU OF A FIVE-YEAR REVIEW FOR SPECIFIC GSC TEACHER EDUCATION PROGRAMS AS PROVIDED IN GSC ACADEMIC POLICY 26. TOM MCPHERSON SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Draft Academic Calendars were included in the Board books as information items. President Freeman asked Dr. Kathy Butler to discuss the draft calendars.

Dr. Butler reported that in response to student and faculty requests, administrators reviewed the academic calendars recognizing that GSC semesters are longer than other West Virginia institutions of higher education. She noted that GSC may be proposing to include final exam week as part of the 15-week academic semester rather than adding it to the 15 weeks of instruction as is currently the practice.

President Freeman noted the series of steps for the adoption of policies by the Board of Governors and reminded the Board that time must be allowed for constituent groups and the public to comment on the intent to draft, the draft, and the final draft policies.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE THE PROPOSED BOARD DRAFT POLICIES TO BE SUBMITTED FOR COMMENT FOR A PERIOD OF THIRTY DAYS. TOM MCPHERSON SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

President Freeman made reference to the proposed amended Board meeting schedule and reminded the Board that due to Higher Education Day at the Legislature on February 15<sup>th</sup>, the Board meeting scheduled for that date should be rescheduled.

IT WAS MOVED BY FRED RADABAUGH THAT THE BOARD OF GOVERNORS APPROVE THE PROPOSED AMENDED 2005-2006 BOARD MEETING SCHEDULE. TERRY BUTCHER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

### **Old Business**

A brief discussion was held regarding reserved parking and Land Resources issues.

### **New Business**

N/A

### **Announcements**

President Freeman announced a Board orientation meeting has been scheduled for February 8, 2006 from 10:00 a.m. – 12:00 p.m. in the LBH conference room and asked members of the Board to communicate to Teresa any items they would like to learn more about at the meeting.

### **Adjournment**

With no further business and hearing no objection, Chairman Blankenship adjourned the meeting at 3:10 p.m.

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Ronald Blankenship  
Chairman

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Teresa Sterns  
Executive Assistant to the President