

**Glennville State College
Board of Governors Meeting
June 11, 2014
Waco Center, Hall of Fame Room
Glennville, West Virginia**

Members Present: Mr. Richard Heffelfinger, Chairperson
Mr. Tim Butcher
Dr. William Deel
Mr. Mike Fulks
Mr. Stephen Gandee – via teleconference
Mr. Ralph Holder
Ms. Sue Morris
Mr. Greg Smith
Mr. Paul Peck, Faculty Representative
Mr. Jason Phares, Staff Representative

Members Absent: Mr. Mike Forbes
Mr. Marc Jones, Student Representative

Staff Present: Dr. Peter B. Barr, President
Mr. Duane Chapman, Dean of Student Affairs
Mr. Robert O. Hardman, II, Executive Vice President
Mr. Greg King, Associate Vice President of Enrollment
Dr. David Millard, Special Assistant to the President
Dr. John Peek, Provost and Senior Vice President
Mr. James W. Spears, Senior Vice President for External Relations
Ms. Teresa Sterns, Executive Assistant to the President

Others Present: Ms. Allison Taylor, Student Government President

Call to Order

Chairperson Rich Heffelfinger called the meeting to order at 12:42 p.m.

A quorum was established.

Approval of Minutes

IT WAS MOVED BY GREG SMITH TO APPROVE THE MINUTES OF THE APRIL 9, 2014 MEETING AS PRESENTED. SUE MORRIS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment

N/A

Updates

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

Q. On page 13 – What does the following mean under high schools, “\$140,000 was collected for 2013-2014 dual credit classes with students still owing payments only totaling \$5,835?”

A. Mr. Spears – We offer the high schools a payment plan option to pay for the students’ dual credit courses which allows a benefit as opposed to other institutions that do not offer payment plans. The College has received \$140,000 and high schools still owe \$5,835.

Q. Does the College hold credits until all payments are received?

A. Mr. Spears – Yes.

President Barr noted that the Higher Education Policy Commission (HEPC) is working on a reasonable price for students taking dual credit courses. Glenville State currently charges eighty-four dollars per credit hour.

Mr. Peck noted that the March 2014 “Gift \$” column total on page 17 should be \$792,128.

President’s Report

President Barr provided a partial list of activities that he has been engaged in since the last meeting to the Board and reported the following:

- New shelves are being installed in the middle of the Hall of Fame room, so both Board of Governors committee meetings may be held there in the future.
- The Waco Center grand opening was very well attended. An open house was offered the next day to the public and to the College’s faculty and staff the following Monday.
- Commencement was held at the Center in May. Senator Manchin toured the Center the day before and greeted the 50 year graduates who were visiting also.
- Dennis Albright, former Braxton County superintendent and now the current superintendent of Wetzel County, will be holding a retreat on campus for the Wetzel County principals in July. President Barr

recently attended a Sea Research Foundation Board meeting and announced that Bob Ballard resigned from the Board, so he may focus more on his research, particularly ocean and exploration.

- The State Journal has picked Gilmer County and Glenville State College as one of the fifty-five focuses that the Journal does each year.

President Barr asked the Associate Vice President for Enrollment to give an update.

Mr. King announced that the Admissions Department will be hosting another registration day on Saturday, June 21st from 9:00 am – 12:00 pm at the Waco Center. There will be a “one stop shop” provided which will include financial aid, student life, etc. along with a tour of the new Center. All guests will be invited to the Folk Festival activities. There are currently 300 new freshmen registered for the upcoming fall semester. The goal is to increase that number to 500 in the next two years.

Q. What is the projected enrollment for next year?

A. President Barr noted that the enrollment is about the same as last year which was 1858. Mr. King will be able to better make a projection next fall. Dr. Peek has been working with various faculty about looking at retention successes and what is/what is not working. We would like to get an enrollment of 2000 students within the next two years.

Q. Given there are only 300 freshmen, how does the enrollment add up to 1900? Do we have a large number of sophomore, juniors and seniors?

A. President Barr replied yes, the number includes new freshmen, upperclassmen, DMAPS, FCI-Gilmer, dual enrollment, upper classmen and off-campus students.

Q. How many Hidden Promise Scholars are coming to GSC? It is most important to contact the Scholars now as some are not sure and need the extra support to be encouraged to attend GSC.

A. Teresa announced that there are currently 37 freshmen registered; however, the HPS staff are continuing to try to contact all of the scholars they have not heard from yet.

Q. Are there any course restrictions on offering dual credit courses?

A. James Spears stated that there are no restrictions; however, there are many different factors to consider such as qualifications of adjuncts that can teach courses, etc.

Teresa Sterns indicated that many HPS counties are interested in offering dual credit courses.

Student and Academic Affairs Committee

Sue Morris presented the Bachelor of Science Degree in Health and Human Performance resolution.

IT WAS MOVED BY SUE MORRIS THAT THE BOARD OF GOVERNORS APPROVE THE OFFERING OF A BACHELOR OF SCIENCE DEGREE IN HEALTH AND HUMAN PERFORMANCE UPON APPROVAL OF THE DEGREE PROGRAM BY THE WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION. GREG SMITH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Business and Finance Committee

President Barr discussed the proposed budget and announced that the staff will be reviewing the figures again at the end of June and report back to the Board. At that time, the budget may need to be modified if needed.

Q. Is there a concern with E & G shortfalls?

Q. Do you have a plan to cut expenditures?

A. President Barr replied that the College will use the existing reserves. Part-time overload will be cut first before personnel changes are made. As of May 31st, there are still accounts receivable due, tuition and fees will increase, we may draw from the reserves, and we hope to gain in enrollment to assist with reducing expenditures.

Q. Is there a requirement with the legislature that revenues and expenses has to balance?

A. Mr. Hardman replied that there is not a requirement that revenues and expenses has to equal dollar to dollar.

Mr. Peck indicated that the total for the Actual FY2014 Revenue at 5/31/14 should be \$44,800,639 instead of \$40,800,638. He inquired as to why the preliminary revenue and expenses amounts for FY 2015 were different. He noted that in the Incr/ Decr column, the \$415,736 shown on the Reserve Fund line should be in parenthesis since it is a decrease. With this change, the total of the Incr/ Decr column should be (\$14,631,279). In response to the inquiry, Mr. Hardman reiterated that the revenue and expenses totals do not have to be the same.

IT WAS MOVED BY TIM BUTCHER THAT THE BOARD OF GOVERNORS APPROVE THE BUDGET FOR FY2014-15 AS PROPOSED WITH ANY TECHNICAL CORRECTIONS THAT ARE NECESSARY. SUE MORRIS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee of the Whole

President Barr announced that the College has been working on a student parking policy for a long period of time and would like it to be in effect by this fall. He further added that if the resolution passes, it will free up 225 parking spaces on campus.

Q. Will any reduced fees be proposed?

A. President Barr replied that there will be a reduced fee for the students who will have to park at the Waco Center.

Q. Did SGA Comment on the proposal?

A. President Barr replied that the proposal has not been submitted to SGA and it only represents first-time, full-time freshmen who are not currently students yet. He suggested giving a reduced fee this year via scholarship.

Comment - Maybe it should be opened to faculty and staff.

Q. How will it affect Waco Center parking?

A. Mr. Hardman indicated that according to Tom Ratliff, there will be 600 available spaces to park in at the Waco Center.

Q. Are security cameras installed to cover the parking areas at the Waco Center?

A. President Barr replied that there are security cameras installed to review most of the parking lot; however, Jason Phares is investing \$2500 - \$3000 in equipment to cover the student parking area.

President Barr specified that the current parking fee for resident students is \$100 and \$60 for faculty, staff, and commuters. He suggests keeping the fee at \$100 because the amount has already been submitted to the Higher Education Policy Commission.

IT WAS MOVED BY GREG SMITH THAT THE BOARD OF GOVERNORS APPROVE TO REQUIRE THAT ALL FIRST-TIME AND FULL-TIME RESIDENTIAL STUDENTS PARK VEHICLES IN A DESIGNATED AND MARKED AREA ADJACENT TO THE WACO CENTER. THIS ACTION PROVIDES FOR SPECIAL CASE EXCEPTIONS FOR DISABLED STUDENTS AND STUDENTS JUDGED BY PUBLIC SAFETY OFFICERS TO HAVE EXTENUATING CIRCUMSTANCES AND FEES ARE TO BE DETERMINED BY ADMINISTRATION. PAUL PECK SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY GREG SMITH THAT THE BOARD OF GOVERNORS APPROVE TO IMPOSE A SEARCH FEE OF TWENTY-FIVE DOLLARS PER HOUR FOR ALL FREEDOM OF INFORMATION ACT (FOIA) REQUESTS AND DESIGNATE SUCH FEE ON THE COLLEGE'S CURRENT FEE SCHEDULE. PAUL PECK SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY RALPH HOLDER THAT THE BOARD OF GOVERNORS APPROVE THE 2014-2015 BOARD MEETING SCHEDULE AS PROPOSED. SUE MORRIS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Sue Morris, member of the Nominating Committee, presented a recommendation that the 2014-15 slate of officers be:

- Rich Heffelfinger, Chair
- Greg Smith, Vice-Chair
- Mike Forbes, Chair, Student and Academic Affairs Committee
- Timothy Butcher, Chair, Business and Finance Committee

IT WAS MOVED BY SUE MORRIS TO APPROVE THE NOMINATED SLATE OF OFFICERS FOR 2014-15 AS PRESENTED. STEVE GANDEE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

New Business

Greg Smith suggested that a meeting be held during the summer regarding a fundraising plan.

President Barr agreed to set up the meeting.

GREG SMITH MADE A MOTION TO FORM A COMMITTEE BASED UNDER THE FOUNDATION

TO EXPLORE AND ADVERTISE FOR THE RECRUITMENT OF A FUNDRAISING COORDINATOR FOR BOTH ACADEMICS AND ATHLETICS. SUE MORRIS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Announcements

Mr. Heffelfinger made the following announcements:

- Staff Council and Faculty Senate will meet with the Board directly following the Board meeting in accordance with WV Codes §18-B-6-3 (g) and §18B-6-6(g).
- HEPC Board of Governors Summit – August 1st & 2nd at Charleston Marriott
- Next Executive Committee Meeting – August 6th @ 11:00 am
Board of Governors meeting – August 20th @ 12:30 pm

Executive Session

IT WAS MOVED BY GREG SMITH THAT THE BOARD OF GOVERNORS GO INTO EXECUTIVE SESSION UNDER THE AUTHORITY OF WV CODE §6-9A-4(b)(2)(A) TO DISCUSS THE PRESIDENT'S CONTRACT. TIM BUTCHER SECONDED THE MOTION.

Rise from Executive Session

IT WAS MOVED BY GREG SMITH THAT THE BOARD RISE FROM EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION. SUE MORRIS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Action Emanating from Executive Session

IT WAS MOVED BY SUE MORRIS THAT THE BOARD OF GOVERNORS APPROVE TO EXTEND PRESIDENT PETER B. BARR'S CONTRACT UNTIL JUNE 30, 2017. RALPH HOLDER SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Adjournment

With no further business and hearing no objection, Chairperson Heffelfinger adjourned the meeting at 2:21 p.m.

Richard Heffelfinger
Chairperson

Teresa Sterns
Executive Assistant to the President