

**Glennville State College
Board of Governors Meeting
April 8, 2015
Waco Center, Hall of Fame Room
Glennville, West Virginia**

Members Present: Mr. Richard Heffelfinger, Chairperson
Mr. Greg Smith, Vice Chairperson
Dr. William Deel
Mr. Mike Fulks
Mr. Stephen Gandee
Mr. Ralph Holder
Ms. Sue Morris
Mr. Conner Ferguson, Student Representative
Mr. Paul Peck, Faculty Representative
Mr. Jason Phares, Staff Representative

Members Absent: Mr. Timothy Butcher
Mr. Mike Forbes

Staff Present: Dr. Peter B. Barr, President
Ms. Janet Bailey, Director of Athletics
Mr. Duane Chapman, Dean of Student Affairs
Mr. Robert O. Hardman, II, Executive Vice President
Mr. Greg King, Associate Vice President of Enrollment
Mr. Marcal Lazenby, NCAA Compliance Coordinator
Dr. David Millard, Special Assistant to the President
Dr. John Peek, Provost and Senior Vice President
Mr. Thomas Ratliff, Director of Physical Plant
Mr. James W. Spears, Senior Vice President for External Relations
Ms. Teresa Sterns, Executive Assistant to the President

Faculty Present: Dr. Milan Vavrek, Professor of Natural Resource Management/incoming
Interim Vice President for Academic Affairs

Others Present: Ms. Brandy Smith, Representative for Glennville Democrat

Call to Order

Chairperson Rich Heffelfinger called the meeting to order at 12:41 pm.

New Board Member Induction

Chairperson Rich Heffelfinger administered the Oath of Office to the Student Representative Board member, Conner Ferguson.

A quorum was established.

Approval of March 3, 2015 Minutes

IT WAS MOVED BY GREG SMITH TO APPROVE THE MINUTES OF THE MARCH 3, 2015 MEETING AS SUBMITTED. SUE MORRIS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Public Comment – N/A

Report on Facilities – Mr. Thomas Ratliff, Director of Physical Plant, provided the 2015 draft facilities master plan format. He reported that the facilities committee has reviewed all the buildings on campus and made recommendations for changes based on code compliance such as ADA accessibility and sprinkler systems. The recommendations are included in the draft master plan. A document will be sent to HEPC and the Board will receive a document that will include more information pertaining to the history, number of accommodations for parking, and facility space. Mr. Ratliff invited Board members to review and submit suggestions for the submission of a final master plan. The final master plan must be submitted to HEPC by 30 June 2015. Mr. Ratliff will present a final report to the Board at the next meeting.

Dr. Peek announced that a signage and landscaping plan is currently being prepared to be included in the master plan. He mentioned that the information included in the compact, strategic plan, and master plan should all be cross referenced in each.

Updates

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

Mr. Spears noted that a correction on the chart included in the External Relations update on page 19 should read January 26, 2015 and March 24, 2015.

Mrs. Morris commended the update submitted by Student Government Association President, Conner Ferguson.

Q. Please explain the hidden fees for some courses that require students to purchase access to online homework sites as mentioned in the Faculty Senate update on page 20.

A. Dr. Peek responded that he has requested more information from faculty about the concern. One issue is with the business faculty who purchase books at the bookstore that come with an access code; however, if students choose to buy their book elsewhere they have to contact the publisher and purchase the access code which in turn costs the student more money.

Board members suggested that the bookstore should advise students that books purchased elsewhere might incur an extra cost for the access code. Faculty should also be informed to be cautious about the books they choose.

Executive Committee

Mr. Heffelfinger reported that the Executive Committee met and reviewed the proposed agenda. He announced that the Committee was informed that Glenville State has its first international student registering from Nepal. The Committee discussed the Chancellor's response to the AGB response that the Board prepared. The Chancellor was complimentary and requests further updates semi-annually. Mr. Heffelfinger further added that the legislature placed \$200,000 back in the College's budget that was originally taken out.

Business and Finance Committee

Chairperson Heffelfinger reported that the committee reviewed the financial status report and asked Mr. Hardman to discuss the new format to the Board.

Mr. Hardman briefly discussed the report and noted that the revenue/expenditures are in line with original expectations. He further noted that the Internet fee is for all students and the television/cable is for students in the residence halls. The total annual cost for the Shentel contract is \$176,000 which amounts to approximately \$15/month for television/cable and \$16/month for internet per student.

IT WAS MOVED BY SUE MORRIS THAT THE BOARD OF GOVERNORS APPROVES THE SPECIAL FEE OF \$65 PER SEMESTER FOR INTERNET SERVICE AND THE FEE OF \$60 PER SEMESTER FOR CABLE TELEVISION SERVICE. STEVE GANDEE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

President Barr discussed the resolution and answered questions regarding the tuition guarantee for freshmen earning 30 credit hours or more per year toward their major and noted that the tuition guarantee will begin with the fall 2015 freshmen. The new program will be monitored on a continual basis.

Dr. Peek noted that an application contract is being prepared with stipulations such as the consequences if a student drops too many courses or obtains too many FIW's in courses.

IT WAS MOVED BY GREG SMITH THAT THE BOARD OF GOVERNORS APPROVE THE TUITION GUARANTEE FOR FRESHMEN EARNING 30 CREDIT HOURS OR MORE PER YEAR TOWARD THEIR MAJOR BEGINNING THE FALL 2015 SEMESTER. MIKE FULKS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

President Barr discussed the proposed resolution and reported that Glenville State was receiving \$200,000/year in the past for the correctional officers program so the officers could take courses for free. However, the Governor cut the funding which was approved in the recent session. Most correctional officers will receive full Pell grant funding which will cover the \$220/per credit hour fee for courses. An offset scholarship will be awarded to officers who do not qualify for the full Pell grant.

IT WAS MOVED BY GREG SMITH THAT THE BOARD OF GOVERNORS APPROVES DIFFERENTIAL TUITION FOR THE ASSOCIATE IN CRIMINAL JUSTICE FOR ON-LINE COURSES. BILL DEEL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Student and Academic Affairs Committee

Steve Gandee reported that the academic programs must be reviewed every five years and submitted to HEPC. The proposed programs will sustain themselves. The Committee recommends approval.

IT WAS MOVED BY RALPH HOLDER THAT THE BOARD OF GOVERNORS APPROVE THE PROGRAM REVIEWS FOR THE FOLLOWING PROGRAMS: CRIMINAL JUSTICE, BIOLOGY, ENGLISH, AND BUSINESS. GREG SMITH SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Committee of the Whole

Rich Heffelfinger reminded the Board that one of the recommendations of the Board's response to the AGB report was the establishment of an enrollment management standing committee

IT WAS MOVED BY GREG SMITH THAT THE BOARD OF GOVERNORS APPROVE THE ESTABLISHMENT OF A STANDING COMMITTEE OF THE BOARD FOR ENROLLMENT MANAGEMENT. STEVE GANDEE SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

President Barr announced that the enrollment management committee would be staffed by Greg King and James Spears.

Chairperson Heffelfinger appointed Steve Gandee to chair the enrollment management committee.

The Board considered the following final draft policies:

Administrative Policy 6 - Social Justice

Administrative Policy 6A – Social Justice, Discrimination, Harassment, Sexual Misconduct, Stalking, Retaliation, Consensual Relationships, and Reasonable Accommodations

Administrative Policy 8 - Regulating Speed, Flow & Parking of Vehicles on Campus

Administrative Policy 46 – Funding of Intercollegiate Athletics (Repeal)

Administrative Policy 48 – Freedom of Information Act Requests

Administrative Policy 50 – Equal Employment Opportunity and Affirmative Action

Administrative Policy 51 – Clery Act Campus Security Reporting, the Violence Against Women Reauthorization Act and Sexual Violence Prevention

IT WAS MOVED BY SUE MORRIS THAT THE BOARD OF GOVERNORS APPROVES THE PROPOSED BOARD FINAL DRAFT POLICIES FOR FINAL FILING WITH THE HIGHER EDUCATION POLICY COMMISSION. BILL DEEL SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY PAUL PECK THAT THE BOARD OF GOVERNORS APPROVE THE PROPOSED REVISIONS TO ADMINISTRATIVE POLICY 10, POLICY ON POLICIES. SUE MORRIS SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY SUE MORRIS THAT THE BOARD OF GOVERNORS APPROVES THE PROPOSED REVISED BOARD FINAL DRAFT ADMINISTRATIVE POLICY 10, POLICY ON POLICIES TO BE SUBMITTED TO THE HIGHER EDUCATION POLICY COMMISSION FOR APPROVAL. PAUL PECK SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY.

Due to the number of comments received on Policy 52, Intellectual Property Rights, the Board did not take action on the proposed comments/revisions of the policy. The Board further referred the policy back to the Faculty Senate subcommittee and administration committee to rework the policy and bring it back to the Board for review.

President's Report

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

- President Barr introduced Dr. Milan Vavrek and announced that he has agreed to serve as Interim Vice President for Academic Affairs.
- The veterans were recognized at the Percussion Ensemble on Friday evening.
- President Barr asked all to thank Senators Facemire, Sypolt, and Delegate Boggs for their efforts and working with other legislators to replace \$200,000 in Glenville State's budget.
- The Toughman event will be held at the Waco Center on April 17-18 and is being sponsored by the Glenville State College Boxing Club.

Chairperson Heffelfinger appointed Sue Morris as Chair of the nominating committee for the 2015-16 chairperson and vice chairperson nominees.

New Business

N/A

Announcements

Janet Bailey invited all to the Men's Basketball banquet this evening at 6:00 pm in the MCCC, Ballroom.

Mr. Heffelfinger made the following announcements:

- Staff Council and Faculty Senate will meet with the Board directly following today's meeting in accordance with WV Codes §18-B-6-3 (g) and §18B-6-6(g).
- Alumni Banquet will be held on April 25, 2015 at 5:00 pm in the MCCC, Ballroom.
- Hidden Promise Scholar Dinner will be held on April 29, 2015 at 5:30 pm at the MCCC, Ballroom.
- Commencement will be held on May 9, 2015 at 10:00 am in the Waco Center.
- Curtis Elam Hall of Fame Banquet and Induction Ceremony will be held on May 16, 2015 at 5:00 pm in the MCCC, Ballroom.

- The next Executive Committee of the Board meeting has been rescheduled for Monday, May 18, 2015 and the next Board meeting has been rescheduled for Monday, June 8, 2015.

Adjournment

With no further business and hearing no objection, Chairperson Heffelfinger adjourned the meeting at 2:24 pm.

Richard Heffelfinger
Chairperson

Teresa Sterns
Executive Assistant to the President