



# WEST VIRGINIA STATE UNIVERSITY

Office of the President  
P.O. Box 399  
Institute, West Virginia 25112  
(304) 766-3111  
Fax (304) 768-9842  
E-mail: carterhw@wvstateu.edu



## Memorandum

TO: **West Virginia State University Board of Governors**

Mr. Eric D. Coleman, Chair

Mrs. Millie Booker

Dr. Tom Guetzloff

Dr. Thomas Boston

Mr. Tom Susman

Mr. Vincent Williams

Dr. John Thralls

Mr. Eric Hicks

Dr. James Rowley

Mr. Larry Salyers

Mr. Valentine Bon

FROM:   
Terri Sherrod, Assistant to the President and Office Manager

RE: Board of Governors Orientation and Meeting on December 3, 2009

DATE: November 19, 2009

Enclosed are materials for the orientation and meeting to be held on December 3<sup>rd</sup> in the Grand Hall of the Erickson Alumni Center. Included in your packet are informational items for your perusal prior to the meeting.

As a reminder, the orientation will begin at 9:00 a.m. followed by the luncheon at noon. The Board meeting will be held at 2:00 p.m. Any Board member who cannot come to the campus for the meeting may participate via conference call by dialing 1-(800)-233-3638. After the welcome message, enter the pass code which is 8050, followed by the pound (#) sign. Please announce your name once you are connected.

Please call the President's Office at (304) 766-3111 or 3112 or email me at [sherrod@wvstateu.edu](mailto:sherrod@wvstateu.edu) or Ms. Walker at [walkercr@wvstateu.edu](mailto:walkercr@wvstateu.edu) to confirm your attendance. I look forward to seeing you.

TS

Enclosures



# West Virginia State University Board of Governors

**Regular Meeting**  
**December 3, 2009 - 2:00 p.m.**  
**Erickson Alumni Center**

---

## **Members of the Board**

Mr. Valentine Bon  
Mrs. Millie Booker  
Dr. Thomas D. Boston, *Vice Chair*  
Mr. Eric D. Coleman, *Chair*  
Dr. Tom Guetzloff  
Mr. Eric Hicks  
Dr. James W. Rowley  
Mr. Larry Salyers  
Mr. Thomas Susman  
Dr. John Thralls  
Mr. L. Vincent Williams

**Orientation Outline**

**2**

**Meeting Agenda**

**3**

**Minutes for September 10, 2009**

**4**

**Outline of President's Report**

**5**

**Approval to Award  
Honorary Degree**

**West Virginia State University Board of Governors  
Orientation for New Board Members  
9:00 a.m. - Thursday, December 3, 2009  
Grand Hall, Erickson Alumni Center**

*A Continental Breakfast will be served at 8:30 a.m.*

- I. Responsibilities of Boards of Governors
- II. Organization Structure of Public Higher Education in WV
- III. Education Committees in the WV Legislature
  - A. House and Senate Education
  - B. House and Senate Finance
  - C. LOCEA (Legislative Oversight Commission for Educational Accountability)
- IV. Role that the WV Higher Education Policy Commission Plays
- V. Mission Statement
- VI. President's Vision Statement
- VII. University Status
- VIII. Land-Grant Status
- IX. Strategic Plan
- X. Campus Master Plan
- XI. Capital Campaign
- XII. Wrap-up Session

**West Virginia State University Board of Governors  
2:00 p.m. - Thursday, December 3, 2009  
Grand Hall, Erickson Alumni Center**

**Mr. Eric Coleman-Chairman, Presiding**

**AGENDA**

- I. Call to Order
  
- II. Oaths of Office for New Members
  
- III. Approval of Minutes for September 10, 2009 Meeting
  
- IV. Election of Secretary
  
- V. Chairman's Report
  - a. Review of Meeting Dates for FY 2010  
January 28, 2010                      March 4, 2010  
April 22, 2010                      June 10, 2010
  - b. Possible Retreat in Spring
  - c. Other
  
- VI. President's Report
  - a. Approval to Award Honorary Doctor of Laws Degree to  
The Honorable Joseph R. Goodwin
  
- VII. Adjournment

**Minutes of Annual Meeting  
West Virginia State University Board of Governors  
September 10, 2009**

**Call to Order.** The annual meeting of the West Virginia State University (WVSU) Board of Governors (BOG) as held on September 10, 2009 in the Erickson Alumni Center. The meeting was called to order at 3:00 PM by the Chairman, Mr. Eric Coleman. Other members present were Mrs. Millie Booker - Staff Representative, Dr. Ronald Duerring, Dr. Tom Guetzloff - Faculty Representative, Mrs. Sharon Suppa, and Dr. James Rowley. Dr. Thomas Boston participated by conference call. Dr. Hazo W. Carter, Jr., President of WVSU, was also present.

**Approval of Agenda.** The chairman asked if there were any changes to the agenda and there being none, Dr. Duerring moved for approval of the agenda as presented. The motion was seconded by Mrs. Suppa and the motion carried.

**Approval of Minutes.** The Board was asked if there were any changes, corrections or additions to the minutes of the June 11<sup>th</sup> and 29<sup>th</sup>, 2009 BOG meetings. Mr. Coleman noted that there was one correction to be made but we did not have the details. It is on page 1 under Approval of the Minutes and the statement to be corrected is ..."of that figure, \$5.8 million was brought in by the Research and Development Corporation and approximately \$23 million by the Gus R. Douglass Land Grant Institute." The minutes were approved with the necessary corrections to be addressed later. The motion was made by Dr. Boston and seconded by Dr. Duerring. The motion carried.

**Chairman's Report.** Mr. Coleman said that the Higher Education Policy Commission (HEPC) approved Dr. Carter's five-year contract effective July 1, 2009 - June 30, 2014. The chair also told the BOG that Mrs. Patricia McClure has resigned her position from the Board. Mr. Coleman said he would like for letters of recognition of years of dedicated service to be sent to past members of the Board. He also complimented Dr. Carter and his staff and the past administration of the Kanawha Valley Community and Technical College staff for working through the charge-back agreement and tuition. He asked that the members of the BOG read a letter that he passed out giving his thoughts on certain subjects.

**President's Report.** Dr. Carter announced that we have completed the first year of the three-year budget plan and as stated in the budget plan, quarterly reports will be presented to the Board of Governors. He said that he meets twice a month with the Budget Council and holds weekly meetings with the Vice President for Finance. Monthly strategies meetings with members of his Executive Council also includes status reports regarding administrative areas and budgets.

Dr. Carter informed that WVSU now has two early sessions of advising and registration for students admitted prior to April. There is also a summer advising process where students register and are advised by their respective college. Another initiative was to institute freshman experience classes to better orient new students to college life. Each

college now requires all freshmen to take a college freshman experience course which is college based and designed to increase knowledge for university, college and department success. Academic Affairs will monitor these initiatives. Student Affairs has developed a retention initiative called University Roundup. The purpose of the Roundup is to bring individuals back to the campus who have taken classes at WVSU in the past but are not currently enrolled. The Roundup will be held in the University Union on October 23<sup>rd</sup> and 24<sup>th</sup>. The Culinary Center in the Union is expected to open on September 28<sup>th</sup>. This is a complete renovation of the dining hall facilities. President Carter said fall enrollment is 2,852; with the advanced placement classes, the total fall enrollment should increase to approximately 3,272. The University's administration has been busy during the summer preparing to start the quiet phase of our first Capital Campaign. During the quiet phase, we would seek to secure a minimum of 50 to 60 percent of the campaign's financial goal during the initial phase. That would be followed by a highly publicized public phase. At this time, four major campaign priorities/major goals are Student Financial Support, Academic Enhancements, Endowments, and the Annual Fund.

Dr. Carter announced that the national search for a Vice President for Planning and Advancement is underway. The search committee is currently reviewing applications. The candidate will have experience as a fund raising executive and successful work with Capital Campaigns.

Regarding Fleming Hall, West Virginia HEPC has reaffirmed that the renovation project is a high priority. The Commission is recommending that \$11.25 million in bond proceeds become available for this \$15 million project. The remaining \$3.75 million will primarily come from federal grants, foundations, and other private funding sources. The Policy Commission will convey its decisions regarding capital projects to Governor Manchin. The Governor is to certify a list of capital projects through the state's economic development authority by February 1, 2010. This organization has the authority to pledge state funds toward the issuance of bonds for higher education construction projects.

The WVSU Foundation has received two commitments to the Legacy Society. One is for \$10,000 dollars and the other is for \$1.5 million dollars. This is undoubtedly the largest gift in our 118-year history. The Associated Press announced the week of September 1, 2009, that "three West Virginia universities will share more than \$4.4 million in National Science Foundation grants to promote computer technology and biometrics research." Of this money, WVSU will receive \$1 million. The schools will get money from two grants. Currently, the Douglass Institute has 80 (eighty) active grants totaling \$12 million.

Dr. Carter then reported on a few of the many meetings and activities that he has been involved with or taken part in since the Board's June meeting.

- On June 16<sup>th</sup>, he attend the United Way of Central West Virginia's Governance Committee and Board of Directors meetings.
- On June 17<sup>th</sup> and July 6<sup>th</sup>, he attended the Central WV Convention and Visitors Bureau meetings.

- On July 21<sup>st</sup> , he attended the WVSU Foundation's Executive Committee meeting.
- On July 30<sup>th</sup> - August 2<sup>nd</sup>, he chaired the Council of 1890 Universities summer meeting held in Nashville, TN.
- On August 18<sup>th</sup>, he welcomed Congresswoman Shelly Moore Capito who was visiting our campus to tour our research facilities.

Dr. Carter reported on some of his upcoming events.

- On September 15<sup>th</sup>, he will deliver his 23<sup>rd</sup> University address in the P. A. Williams Auditorium in Ferrell Hall.
- On September 22<sup>nd</sup>, he will hold an open forum entitled, "Conversations with the President." This will be the first of several open forums he will hold this semester in the University Union.
- WVSU's Homecoming activities will be held September 28<sup>th</sup> - October 3<sup>rd</sup> .
- On October 3<sup>rd</sup>, Dr. and Mrs. Carter will host a reception in honor of the members of the BOG.

Mr. Coleman congratulated Dr. Carter on a good report.

**Executive Session.** Mr. Coleman asked for a motion to go into executive session. Mrs. Suppa moved to go into executive session and Dr. Guetzloff seconded. The motion carried. After the executive session was ended, Mrs. Booker moved to return to the regular meeting and Mrs. Suppa seconded.

Dr. Duerring moved that the BOG approve Dr. Carter's 2009-2010 Mutually Agreed Upon Objectives. The motion was seconded by Dr. Guetzloff. Mrs. Suppa said that after discussion the Board agreed that Item 2 related to budget should be modified regarding the intended result of the budget efforts. The language "an increase in reserves at the end of the fiscal year" should be replaced with "an absorption of anticipated budget cuts." There being no other changes, the motion was unanimously carried.

**Mission Statement.** Dr. Epps asked for approval to remove the reference to the West Virginia State Community and Technical College from the West Virginia State University mission statement. Dr. Duerring moved to accept the amendment and Mrs. Suppa seconded. The motion was carried.

**Academic Policies Committee.** Dr. Guetzloff reported that there are six degree proposals which are: Master of Business Degree in Entrepreneurship; Master of Education Degree in Multicultural Instructional Leadership; Masters in Social Work with concentration in child welfare services and healthcare; Bachelor of Science in International Studies; Bachelor of Science in Sports Studies; and an intent for a Bachelor of Science Degree in Law Enforcement and Administration. All of these programs seem very sound. Social Work is the only program with a budget constraint but it was discussed in great detail and the



concerns were met.

**Finance Committee.** Dr. Duerring said there are no specific amounts given regarding the Deficit Elimination Plan because the auditors are looking at it and things could change; we met the first year goal breaking even; there was a net increase in assets; some accounts have been eliminated and some of that is because of recruitment and retention activities. He said he was impressed with the registration process.

Dr. Duerring reported that several revenue enhancements have been or will be made. Marketing and advertising activities were increased to help make the school's name more visible. The vice presidents are still monitoring each of their units' expenditures; vacant positions are being evaluated and new positions are being reviewed to make sure they are justifiable. Additional funding for capital projects helped the general budget - Hill Hall (energy); Hamblin Hall (boiler system); and Ferrell Hall (chillers). There was also a \$50,000 savings in vehicle rentals. There was an increase in personnel costs last year of \$54,274.32 mainly due to promotions and reclassifications. Expenses are up this month from this time last year with those expenses being about \$50,000. Dr. Duerring said there is still an issue regarding the charge-back. We were given an advancement in 2009; no payment in 2008; and no payment in 2010 because the agreement was not completed and we haven't received one in August for that reason. He said that there will be separate audits for several organizations and the auditors will be here from September 8<sup>th</sup> - 30<sup>th</sup>. The Foundation audit is complete. The lease agreement with Cole Complex still has a few things to be worked out. The agreement is a five- year term renewable each year for one dollar. There was discussion about the American Recovery Reinvestment Act (ARRA). He said there is a 3.5% cut in state appropriations to be backed by the stimulus money. There could be a 5% cut next year; by fiscal year 2011 there could be an 8% cut and by 2012 another 5% cut.

Mr. Coleman introduced the new Board members --Mrs. Millie Booker (staff representative) and Dr. Tom Guetzloff (faculty representative).

**Adjournment.** The Chair asked for a motion to adjourn the meeting. Dr. Boston so moved and Mrs. Suppa seconded. The meeting was adjourned at 3:45 PM.

Respectfully submitted,

*Chris Jarrett*

Secretary

**WEST VIRGINIA STATE UNIVERSITY  
BOARD OF GOVERNORS  
FINANCE COMMITTEE  
SEPTEMBER 10, 2009**

A meeting of the Finance Committee of the Board of Governors was called to order by Committee Chair Dr. Ronald Duerring at 1:30 P.M. in the Wiseberg Room of the Erickson Alumni Center on the campus of West Virginia State University. Members present were Mrs. Millie Booker, Dr. Thomas Guetzloff and Mrs. Sharon Suppa. Member absent was Mr. Chris Jarrett. Guests present were: Dr. Charles Byers, Mr. Bryce Casto, Mrs. Brunetta Dillard, Mr. Robert Parker, Dr. Barry Pelphrey, Mrs. Patricia Shafer, Mr. Lawrence Smith, Dr. Cassandra Whyte and Mrs. Kristi Williams.

Dr. Duerring indicated there were two major items on the agenda: an update on the Budget Deficit Elimination Plan and reports on budgets and auxiliary accounts. He then turned the meeting over to Mr. Parker, who addressed the budget deficit elimination plan. He prefaced his remarks by saying he didn't wish to get very specific about the amounts on our financial statements because the auditors are currently here and there is always the possibility of changes in the amounts on the statements. He said he will address those specifics at the next meeting when we will have the audited financial statements. He said he feels confident that we met our first year goal of breaking even or having an increase in net assets.

In his report on the Budget Deficit Elimination Plan began with the goals of the plan, which are 1) to eliminate the annual operating deficits thereby achieving a balanced budget for each of the next three years and 2) to steadily reduce the deficit balances in the distressed accounts until all the deficits are resolved. We have eliminated some of those deficit balances in the last year; the results of the audit will confirm which ones were eliminated.

Activities that have been undertaken to address these goals in enrollment and retention specifically this Fall are that Academic Affairs and Student Affairs have implemented several initiatives to strengthen recruiting and retention since last Spring. First, the summer advising program was revised to have students register and be advised by their respective College. Second, a new freshman experience class was developed to help better orient new students to college life. In May two orientation, advising and registration sessions were held for students already admitted to the University. These were done in Colleges and approximately 100 students were advised and registered prior to the start of the summer advising and registration activity. Over the course of six weeks in the summer, orientation, advising and registration sessions were scheduled by Colleges for students admitted to the University. Again, these were offered by the Colleges and students met with advisors in the College of the major they had selected for their course of study. An advisor was also designated for undecided students; students who were unable to visit campus because of distance were contacted by phone and registered. Approximately 400 additional students were served by this activity. Advisors in the Colleges called students who were admitted to the University but who had not registered for an appointment for advising and registration to schedule an appointment with them. The freshman experience course for new freshmen designated for additional orientation and retention and graduation

persistence is being offered this fall with approximately 375 students enrolled among the nine sections of the course. Students were enrolled in sections according to the College in which their major resides plus there are two sections for undecided students. The Office of Student Financial Assistance sent out a barrage of e-mail messages to students who needed to submit information to complete their financial aid packages. The goal was to ensure that each eligible student had his/her financial aid awarded in time to register for classes.

Plans for the Spring, 2010, semester are again to enhance enrollment. Plans are underway for an orientation, advising and registration session in November to register students admitted to the University for the Spring, 2010, semester. The Admissions Office weekly sends admission letters to students to advise them of their admission for January or to request additional information needed to complete their admission file. E-mails are also sent to these students. Student Affairs and Academic Affairs are collaborating to identify students who have college credit but no degree to enroll at WVSU to complete their degree. This College Round-Up Program is a concerted effort which will also coordinate with the HEPC initiative to increase the college graduation rate by inviting those students to continue and complete their college education. Each College will participate in this event to advise and register these students in advance of the January general registration.

There were several parts to the Deficit Elimination Plan; one was revenue enhancement and one was expenditure containment. With respect to revenue enhancements, a metro tuition proposal was approved and will be implemented for the Fall of 2010. The proposal is to be submitted to the HEPC for their approval at their next meeting. The University's communications team is coordinating the marketing and advertising activities for the University. The team is coordinating all marketing efforts – print , radio, TV, internet, webpage – to better establish the WVSU brand to better market the institution and recruit students and potential donors. The recently hired web developer in the Computer Center will be able to provide additional assistance to enhance the University's web presence.

The University implemented a phased-in tuition program for students from the Kanawha Valley Community & Technical College. The Community & Technical College students are charged a discounted tuition for University courses that are required courses in their community college curriculum. The Vice President for Academic Affairs held a session dedicated to fund-raising techniques at the beginning of the Fall semester for university faculty and staff. A fund-raising consultant discussed several strategies with the group for fund raising strategies for the University as a whole and for individual areas of the University. Dr. Carter will likely address fund raising in his remarks related to the capital campaign and the Fleming Hall project.

The expenditure containment efforts have been to continue the monitoring of expenditures in each area by the appropriate Vice President to conform with budget limits. We are continuing to evaluate the appropriateness and level of services provided to students in light of reductions in state appropriations and Title III funding. Examples of these efforts are: evaluation of the need for vacant positions prior to advertisement and replacement and extensive evaluation and justification for new positions. The University has obtained alternate funding for several capital projects. We had several projects approved by HEPC and we have been able to obtain other funding for those projects. Examples include a grant from the Department of Energy

for three projects on campus, one is for an HVAC upgrade on Hill Hall for \$150,000; for Hamblin Hall to replace the boiler for \$50,000; and Ferrell Hall chillers for \$100,000. The significance is that releases some of the capital money for spending in other areas. This past year we have saved about \$50,000 on vehicle rentals. Fleming Hall this year received an appropriation for about \$11 million; that is going to be on a matching basis with the Higher Education Policy Commission – we have to raise about \$3.7 million to receive that \$11 million and that will likely be addressed with the capital campaign. Continued implementation of the 50/50 projects, of which the three mentioned earlier were part of that 50/50, will free up some of the funding there. That concludes the Budget Deficit Elimination Plan report.

The budget analysis report is for the first month of the FY 2010 year. Mr. Parker indicated he was hesitant to give a one-month report because it does not accurately represent the year-long projection of expenditures. One report compares the FY 09 expenditures with those in the current year. Personal Services costs have increase from FY 09 to FY 10 due to reclassification of classified employees and due to temporary labor for people who work in the dorms and physical facilities during the summer; likely that line item will even out when we have two or three month period over which to spread these costs – July is a particularly high month on personnel costs due these aforementioned reasons. Expenses for this first month are slightly above last year – by \$50,000; we have had extremely good weather and likely some repair projects and deferred ones from last year have been done. A question was posed about the chargeback figure included. Mr. Parker said that in summer, 2008, we received an advance payment on the chargeback which was an advance payment for services provided to the Community College; we didn't receive that same advance payment in July, 2009, the month covered in the report. Actually, that chargeback money received reimburses the University for expenses incurred on behalf of the CTC.

The Chargeback Agreement for the 2010 year reflects a preliminary amount of \$2,806,000, which was last year's chargeback. That number could change because we are still negotiating with the Kanawha Valley CTC – it could increase as much as 5%, an amount they volunteered. We still have to go through several cost categories to determine exactly what the amount will be. We believe it will be at least the 5% increase, which would bring the chargeback amount to nearly \$2.9 million. A question was raised as to why we didn't receive a chargeback payment in July, 2009, and Mr. Parker said one reason was because we haven't yet completed the agreement. He said he believes a payment was received in August which was an estimate based on the FY 2009 chargeback agreement.

In the revenues section of the report, this was only for one month. Bills for tuition or the Fall semester went out in July so the bulk of revenues will be reflected in later months as tuition payments are received from students, third parties, scholarships, and financial aid. This one-month report does not accurately reflect revenues flow for the year; the September 30 quarterly report will better reflect the position of the University as it began the FY 10 year.

In an update on the status of some projects, the audit of WVSU, the Kanawha Valley Community & Technical College, the Research & Development Foundation, and the WVSU Foundation will be different from prior years. In prior years the audit of

WVSU, the CTC, and the R & D Corporation were consolidated; this year will be the first year of a stand-alone CTC audit and a stand-alone University audit. This will look a little different because there won't be the same type of comparative information. The University's audit will still consolidate the University and the R & D Corporation audits and will provide information about the Foundation. The auditors arrived on September 8 and will work through the remainder of the month. They did some interim field work in July; the Foundation audit is complete. Mr. Parker said he is looking forward to receiving the final documents and may mail them to Committee members prior to the next meeting.

He reported on the lease agreement for Cole Complex between WVSU and the Kanawha Valley CTC; this agreement was required by the separation agreement. The major items in the agreement were to identify the spaces and square footages and some of the conditions required between the two entities. The Ed-Net wing of Cole Complex remains with the University solely for its use and one area in that wing has been renovated to provide additional office space for University faculty. The University has retained three offices in the Cole Complex proper for University Department of Communications faculty on the second and third floors: Rooms 211, 212, and 315 and an auxiliary room which is a very large closet off room 315, called 315-A. Ten parking spots in the Cole Complex parking lot have been redesignated from University parking to KVCTC parking. The lettering on the Cole Complex building has been changed from West Virginia State Community & Technical College to Kanawha Valley Community & Technical College; the building itself retains the Cole Complex name. The lease is for a five year term, renewable annually, at a rental rate of \$1 per year. The University will be responsible for utilities and repairs to the building; there was a condition inserted that the CTC can neither transfer nor assign the lease and cannot sublet the building. The Kanawha Valley CTC has the option to renew the lease if the University is notified 60 days before the termination of the lease. The lease contains a process for amending the lease: it can be done only by the written, signed approval of the two presidents. This lease will be submitted to their Board at their next meeting and Mr. Parker said he did not foresee any problems with it being approved; he felt it is a fair lease for both institutions.

Mr. Parker reported on the "fee for service" contract with the Community & Technical College. We implemented a new phased-in tuition plan for CTC students where they pay a discounted tuition. This has brought into play a different set of negotiations about what the CTC wants to pay for instructional services. Pat Hunt of the HEPC has been retained by the Community College Council to assist the CTC with their financial management and a meeting is forthcoming to resolve some issues, of which payment for instructional costs is one. One possible resolution, which the CTC has proposed, is for them to pay to the University the differential cost between the discounted tuition rate charged CTC students and the tuition rate charged by the University.

One other issue addressed by Mr. Parker was a memo from HEPC Chancellor Noland related to the American Recovery and Reinvestment Act ("stimulus money"). What has happened at the state level is that the higher education appropriation from the Legislature was reduced by 3.5%; the plan at the state level was to backfill that budget cut with this stimulus money. Highlighting two paragraphs, Mr. Parker directed the Committee's attention to the paragraphs related to the State Fiscal Stabilization Fund Program, which is a one-time appropriation to be received for the

next two years. It is our understanding that the State will not restore the cuts they anticipate making to the general revenue appropriations – that is causing us to look at planning for the anticipated cuts in state funding over the next three years. The memo continues that the HEPC is not sure when the stimulus money will be available – they think it may be available in January, 2010. The Executive Budget Council will be deliberating how the cuts will be absorbed by the various units of the institution and how the stimulus money will be applied. The governor has told us we are to expect a 5% reduction in state appropriations for FY 11 and potentially another 5% reduction in FY 12. That is the “best case” scenario. Dr. Duerring pointed out the stimulus money is expected to backfill the cuts for two years; it is in the third year that the brick falls on these cumulative cuts. The strategy will be to reduce costs as we go along and get used to it so as not to face a crisis in FY 12.

Another memorandum recently came from the Governor’s office directing agencies to maintain the same fee levels over the next 12 months. This directive will become part of the mix of managing our budget over this period.

With the business of the committee completed, the meeting was adjourned.

Respectfully submitted,

**West Virginia State University Board of Governors  
Outline of President's Report  
December 3, 2009 - 2:00 p.m.**

- A. Student Recruitment and Retention
- B. Budget Update
- C. Capital Campaign
- D. Update on Land-Grant Programs
- E. Participation in Meetings and Activities
- F. Upcoming Events

**West Virginia State University Board of Governors  
Meeting on December 3, 2009**

- Item:** Awarding of an Honorary Doctorate Degree
- Area:** University-wide
- Presenter:** Dr. Hazo W. Carter, Jr., President  
West Virginia State University
- Recommended Action:** Approval by the WVSU Board of Governors to award the Honorary Doctor of Laws Degree (LL.D) to The Honorable Joseph Robert Goodwin at the mid-year commencement of West Virginia State University on December 20, 2009.

**Background**

Joseph R. Goodwin was appointed United States District Judge for the Southern District of West Virginia by former President Bill Clinton in 1995. He has served as Chief Judge since 2007.

Upon graduating from law school, he practiced law in his hometown of Ripley, West Virginia for several years and was in private practice in Charleston for twenty-five (25) years. He holds the B.S. and the J.D. (1970) degrees from West Virginia University. Judge Goodwin is a permanent member of the Fourth Circuit Judicial Conference, a member of the American Bar Association, and the West Virginia State Bar.

Judge Goodwin will be the speaker for our commencement on December 20, 2009.