

West Virginia State University Board of Governors Meeting
January 28, 2010

Call to Order. A regular meeting of the West Virginia State University Board of Governors was called to order at 2:02 PM by the Chair, Mr. Eric Coleman. Members present were: Mr. Valentine Bon; Mrs. Millie Booker; Mr. Eric Coleman; Dr. Tom Guetzloff; Dr. James Rowley; Mr. Larry Salyers; Mr. Tom Susman; Dr. John Thralls; and Mr. L. Vincent Williams. Dr. Danny Boston and Mr. Eric Hicks were absent. Dr. Hazo W. Carter, Jr., President of West Virginia State University was also present along with members of the faculty and staff.

Approval of Agenda. The Chairman asked if there were any changes to the agenda and there being none, and on a motion duly made and seconded, the agenda was approved as presented.

Approval of Minutes. The Chair called for approval of the minutes. There being no changes to the minutes, and on a motion duly made and seconded, the minutes were approved as presented.

Chairman's Report. The Chair discussed the resolution from the Kanawha Valley Community and Technical College that was sent to the WVSU Board of Governors during the transition of members. He said he would like to appoint an ad hoc committee led by Dr. John Thralls in conjunction with the Finance committee, Dr. Guetzloff, and Mr. Susman to review the resolution and give some recommendations to the Board in terms of what the Board's response should be to the resolution at the March 4th Board meeting. He asked that Dr. Carter and Mr. Parker make themselves available as resources to the ad hoc committee.

Mr. Coleman explained to the new Board members that he placed an envelope at their seats in regard to the Capital Campaign detailing the importance of having the Board's support of the Campaign. Mr. Williams asked if the Board could receive an overview of the Capital Campaign so they can see how they can help with its progression.

President's Report. Dr. Carter reported that all WV public higher education institution's budgets were reduced by about three percent for fiscal year 2009-2010. It is estimated that it will be reduced by five percent in fiscal year 2010-2011 and by five to ten percent in fiscal year 2011-2012.

For WVSU, the total reduction in general revenue appropriations by fiscal year 2011-2012 could be as much as one-million-nine hundred sixty-six thousand-two hundred dollars (\$1,966,200) in base budget funding. He also told the Board that the school has been informed by the WV Department of Administration that federal stimulus funds will be received by West Virginia for fiscal years 2010 and 2011 and may be used to address the loss of state general revenue funds. The funds are not expected to become available until April. Dr. Carter said the Chancellor has strongly recommended that public colleges and universities begin planning for the 2012 fiscal year.

On December 28, 2009, Dr. Carter said that Governor Manchin issued an Executive Order that directed all departments, agencies, bureaus, sections, boards, commissions, and other organizational units within the Executive Branch of the State to take immediate action regarding a spending reduction of three and four tenths percent (3.4%) for fiscal year 2010. The President told the Board that he continues to have budget meetings at least twice a month and he meets with Mr. Parker weekly as expenditures are monitored closely.

The President stated that WVSU's faculty, staff, and administrators remain committed to enhancing our recruitment and retention activities. He said that the University hosted a "Return to Learn" event on October 22nd, 23rd, and 24th, 2009 in the James C. Wilson University Union. The program is designed to readmit previously-enrolled students that have some college credit but did not complete their degree. He said that fifteen students registered for spring 2010 classes as a result of this program. A similar event will be held during this semester.

The President said that The Office of Admissions and Recruitment has prepared a letter describing West Virginia State University and the Metro Tuition Program. It will be sent to the high schools in the Metro area in the near future. Admissions and Recruitment are also publicizing the metro program with alumni groups in the eligible areas. Dr. Guetzloff wanted to know if there would be advertisement regarding the Metro Tuition Program on the WVSU website and he was told that the Communications Team is working with the website personnel.

A smaller committee has been formed for the Capital Campaign. The Capital Campaign Action Committee held its first meeting on January 26, 2010. During that meeting, Dr. Carter, who is chair of the committee, said he informed the members that he had secured the services of Goettler and Associates to conduct a feasibility study for the Capital Campaign. He said that information from the National Association of Colleges and University Business Officers - Guide regarding "Philanthropy, Fundraising and the Capital Campaign."

Dr. Carter informed the Board that the Higher Education Policy Commission has engaged the services of Dr. Tom Witt, Director of the Bureau of Business and Economics Research at the College of Business and Economics at West Virginia University, to conduct a state-wide economic impact study of higher education. He said Chancellor Noland told the presidents that the contract includes the option for each institution to receive individualized impact studies at a modest cost to the institutions.

The President announced that he offered the position of Vice President for Planning and Advancement to one of the three finalist and his offer was accepted. A campus-wide announcement will be made. The Vice President for Planning and Advancement will serve on the Capital Campaign Action Committee. Dr. Carter said the new Vice President is scheduled to begin work on March 1st.

Dr. Carter said he has sent a draft of the WVSU Case Statement to prominent individuals for their review. They will make recommendations to him regarding the type of statement that they feel will appeal to potential donors who are wealthy.

The President discussed the Campus Master Plan and said the proximity of the WV Rehabilitation Center makes it a logical choice for expansion to the west of campus as is shown in the Master Plan. Some of the areas that the University are interested in are the auditorium, gymnasium, chapel, swimming pool, spaces for classrooms, research laboratories, and offices for faculty and staff. The University also wants to utilize the property in front of the Center that extends to Route 25. He said Governor Manchin has invited him to help work with members of his administration and other WVSU representatives to develop a plan for the utilization of the Center.

Mr. Susman asked that Dr. Carter keep the Board informed regarding the Rehabilitation Center.

Dr. Carter reported that the goals and objectives for the 2007-2009 Strategic Plan have been successfully accomplished. He said that WVSU will continue to follow the current plan until new priorities are adopted by the Board or the current ones are modified. Then once the priorities have been adopted, the University will again conduct a series of public meetings and use other forms of communication to receive comments and suggestions. Dr. Carter said that information as well as a draft of the new Strategic Plan will then be presented to the Board for its consideration and approval.

The President stated that WVSU has made organizational changes that are consistent with our university status. As changes have been made, employees have been consulted in accordance with Title 133 Series 13 and West Virginia Code 18B-1-6. Those changes have been reported to our Board of Governors. The WVSU organizational chart has not been updated since December 2004. He said he plans to present a revised organizational chart to the Board at the March meeting which will reflect administrative changes.

Dr. Carter reported that a reception for the WV Legislature was held at his home followed by a Legislative Briefing in the Erickson Alumni Center. He chaired a Martin Luther King, Jr. WV Holiday Commission meeting; that same afternoon he attended a meeting of the Greater Kanawha Valley Board of Trustees. He noted that he also participated in the Regional Intergovernmental Council Board meeting.

He informed the Board that he and Mrs. Carter hosted the WVSU annual holiday party at the Embassy Suites. They also hosted the Graduate Reception held in the Student Union and the Holiday Open House for faculty and staff in their home.

He told the Board that he chaired a meeting of the Greater Charleston Higher Education Alliance. Dr. and Mrs. Carter attended a reception at the Governor's mansion and then attended the Governor's State of the State Address.

He said that he participated in the Martin Luther King, Jr. WV Holiday Commission activities including an awards luncheon. He also attended an Ecumenical Service in conjunction with the MLK activities. Dr. Carter introduced Governor Manchin at the service and announced that Governor Manchin was awarded the Honorary Doctor of Laws Degree in 2005 from Howard University. A symbolic march to the Capitol followed the service and concluded with the Bell Ringing Ceremony.

He attended the WVSU Foundation Executive Committee.

Dr. Carter informed the Board that he recently chaired a meeting of the Higher Education Policy Commission Council of Presidents. During that meeting Chancellor Noland recognized him as the first chair of the Council of Presidents. The HEPC Legislative Reception was held after the meeting.

For upcoming events, Dr. Carter announced that the Black History Month Kick-off will take place at the Governor's reception room on February 3rd. Mr. Lou Myers, a WVSU alumnus and actor, will be the featured speaker for the University's Black History Month Convocation.

West Virginia State University will join other public colleges and universities at the Capitol for Higher Education Day at the Legislature on February 19th. This will be followed by the Chancellor's Lecture Series featuring J. Douglas Toma. Dr. Carter announced that the University will have its first West Virginia State University Day at the Legislature on February 24th. Various programs and projects of the University will be on display in the upper rotunda of the Capitol.

Mr. Coleman thanked Dr. Carter for a thorough report and congratulated him on being the first chair of the Council of Presidents. He asked if there were any questions and Mr. Williams inquired about the cancellation of the December commencement. Dr. Carter said that commencement was canceled because the Charleston Civic Center was without power due to the weather. He explained that our May commencement will include December graduates who choose to return and participate.

Academic Policies Committee. Dr. Rowley asked Dr. Harrison to announce that the B. S. in Sports Studies program was approved by the West Virginia Higher Education Policy Commission (WVHEPC). This is the first program in the State of West Virginia.

Dr. Rowley then provided information on three new academic programs recommendations. The WVHEPC has approved an Intent to Plan for each of the proposed new programs. Additionally, these proposed programs have the approval of all the appropriate University Committees. Approval by the WVSU Board of Governors will permit its submission to the WVHEPC for their final approval and anticipated implementations for the fall, 2010 semester.

The proposed degree will have concentrations in Business, Media-Communications, Political Science, and Foreign Languages. Both West Virginia University and Marshall University have international studies programs but neither provides the areas of emphasis as proposed by this degree program. Approval of this new degree will put WVSU on par with host institutions in offering students this important degree opportunity.

Dr. Rowley moved for the Board's approval to add a B. S. in International Studies. Dr. Thralls seconded the motion. The motion carried.

The Master of Business in Entrepreneurship Degree Program at WVSU will prepare students to become innovative competitors in the global marketplace. The program will prepare entrepreneurs who may own businesses or middle-level and top-level managers that will take established businesses to entrepreneurial new heights. Graduates will also be prepared to pursue lifelong learning objectives through rigorous research. Both full and part-time students will be admitted. At present, interest in entrepreneurship in West Virginia colleges and universities is under served in undergraduate programs; more importantly, it is greatly under served in graduate programs. This degree is unique in West Virginia. Upon approval by the Board of Governors, the proposed program will be submitted to the WVHEPC for their final approval. Implementation is anticipated for the fall, 2010 semester.

Dr. Rowley then moved that the Board approve the recommendation to add a Master of Business in Entrepreneurship. Mr. Williams seconded the motion and the motion carried.

The proposed new Master of Science Degree in Law Enforcement and Administration is unique in that no other higher education institution in West Virginia currently offers this type of program. The proposed program is responsive to requests from law enforcement, corrections, and juvenile justice agencies at the municipal, regional, state, and federal levels to prepare qualified professionals to meet employment needs that require leadership development in law enforcement. The proposed program is also consistent with the WVSU Mission Statement.

Dr. Rowley moved that the Board approve the Master of Science Degree in Law Enforcement and Administration. Dr. Thralls seconded the motion. The motion carried.

The First-Year Update to the WVSU Institutional Compact was distributed to the Board and expounded on by Dr. Teeuwissen. He informed the Board that each institution is required to develop a compact with the WVHEPC based on the elements of the statewide master plan. Each institutional compact addressed how the University will meet statewide goals and, where appropriate, established institutional goals for the duration of the master plan.

All institutions report on a series of common elements that reflect the State's fundamental public policy goals for higher education. West Virginia State University is required also to report on its land-grant mission. Reports may also include elective items which reflect the variety and diversity of institutional missions, existing strengths, population and regions served, and goals throughout the planning cycle.

Dr. Teeuwissen asked for a motion to approve the first-year update. Dr. Guetzloff moved to accept the update. Mr. Williams seconded the motion. The motion carried.

Recruitment and Retention. Mr. Susman said the committee did not elect a chair but will have the election at the next meeting. He said the

committee discussed the metro tuition rate and they feel it will definitely increase our enrollment. The Committee also received an overview from the Offices of Admission and Recruitment; Collegiate Support and Counseling; and Student Financial Assistance. Additionally, information was provided on the First Year Experience Course; Return to Learn; and Early Commitment Initiative.

Finance. Mr. Williams reported that he was elected chair. He said that Mr. Parker presented the budget report. More information was requested because it did not contain some components such as student housing and other auxiliary costs. Mr. Parker said he would provide this information to the Board.

Acceptance of the 2009 Financial Statement Report. Mr. Dennis Juran, from Deloitte and Touche, presented financial statements to the Board of Governors. These were distributed prior to the meeting. The national accounting firm of Deloitte & Touche, LLP, has conducted the financial and bond audits for West Virginia State University, West Virginia State Research and Development Corporation which includes the Gus R. Douglass Institute and component financial information of the West Virginia State University Foundation for Fiscal Year 2008-2009. Mr. Juran said the firm did not identify any deficiencies in internal control over financial reporting that they would consider to be material weaknesses. He also said the results of the firm's tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. The audit received an unqualified opinion with no exceptions resulting in a clean audit. Mr. Coleman asked for a motion to accept the 2009 financial statement report. On a motion duly made and seconded, the report was approved as presented.

Financial Overview. Mr. Parker presented a power point presentation showing the Board a brief financial overview of West Virginia State University and the WVSU Research and Development Corporation. A financial overview handout was also given to the Board members in their packets. He said WVSU receives about four million dollars annually from the Kanawha Valley Community and Technical College (KVCTC). Mr.

Parker said that the R&D Corporation receives the bulk of their money from federal programs. He also said that WVSU has been aggressively collecting unpaid bills from students. Mr. Parker said while tuition has increased, the financial aid that is available to students has not increased enough and the students are having difficulty paying their bills. This has been an on-going issue since 2006. He said that the WVHEPC has advised that there be a tuition freeze for FY 2011. He also said that this is happening at all the higher education institutions in West Virginia. Dr. Thralls commended the leadership at WVSU for not raising the tuition as high as the other institutions in the State. West Virginia State University is the second or third lowest in the State for raising tuition. The Finance Committee was advised to have scenarios in place for the near future when there is no more stimulus money. Mr. Parker said if there was any other information the Board members wanted, he would be glad to either email them or talk to them on the phone.

Adjournment. There being no further business, the Chair asked for a motion for the meeting to be adjourned. Dr. Guetzloff so moved and Mrs. Booker seconded. The meeting was adjourned at 4:15 PM.

Respectfully submitted,

Larry Salyers
Secretary