

**Minutes of Annual Meeting**  
**West Virginia State University Board of Governors**  
**June 11, 2009**

**Call to Order.** The annual meeting of the West Virginia State University (WVSU) Board of Governors (BOG) was held on June 11, 2009, in the Erickson Alumni Center. The meeting was called to order at 3:00 p.m. by the Chairman, Mr. Eric Coleman. Other members present were Mrs. Sharon Smith Banks-Staff Representative, Dr. Ron Duerring, Mrs. Patricia McClure, Dr. James Rowley, Dr. Chuck Smith-Faculty Representative, and Mrs. Sharon Vaughan Suppa. Dr. Thomas D. Boston-Vice Chair participated via conference call. Members of the Board absent were Mr. Bernard Bellamy-Student Representative, Mr. William B. Goode, and Mr. Chris Jarrett-Secretary. Dr. Hazo W. Carter, Jr., President of WVSU, was also present. Others from the faculty, administrators, staff, and student body of WVSU and the WWSCTC were present as well as two University consultants.

**Approval of Agenda.** The chairman asked if there were any changes to the agenda and there being none, Mrs. Patricia McClure moved for approval of the agenda as presented and the motion was seconded by Mrs. Sharon S. Banks. The motion passed.

**Approval of Minutes.** The Board was asked if there were any changes, corrections or additions to the minutes of the April 23, 2009 BOG meeting. Dr. Rowley noted that on Page Three under President's Report, paragraph three should be changed as follows: "During the period July 1, 2008 through March 31, 2009, the Research and Development Corporation (R&D) managed grants and contracts totaling approximately \$32 million. Of that figure \$5.8 was brought in by the R&D Corporation; approximately \$23 million by the Gus R. Douglass Land-Grant Institute; and, \$3.4 million by the University. About 25 WVSU faculty and staff serve as Principal Investigators on new and continuing grants and contracts. A few of our research areas include agriculture, biology, and teaching."

On Page Six, under Recruitment and Retention, Glenville State University should be changed to Glenville State "**College.**"

Mrs. McClure moved that the minutes of the April 23, 2009 meeting be approved with the necessary corrections and the motion was seconded by Mrs. Banks. The motion carried.

**Chairman's Report.** Mr. Coleman said that he has had several discussions with representatives from the WWSCTC Board of Governors and others regarding the **Separation of Assets and Liabilities Agreement between the two institutions.** He said that although a tentative agreement was signed in April, officials from the two institutions still need to come to a consensus on several items. The WVSU Chairman said that the Board may need to hold a special meeting to accept the final document. Mr. Coleman said that the institutions are leaning toward a lease arrangement with regard to the CTC's use of the Cole Complex. Dr. Carter and Dr. Badgley are working

out the details. Mr. Coleman said that a 10% capital fee is being proposed and will be made a part of this year's charge-back agreement with the CTC.

The Chairman also noted that Chancellor Noland will be hosting a retreat again this year at Stonewall Jackson Resort on August 21-22 and he encouraged the members of the Board to attend.

Mr. Coleman thanked Mrs. Banks for six years of service on the Board, and she said that she appreciated the opportunity to serve. The new classified staff representative, Mrs. Millie Booker, was introduced. The Chair also thanked Dr. Chuck Smith who is leaving the Board after two years of service. Mr. Coleman said that Dr. Smith has a tremendous amount of insight and has helped the group to stay on target in meeting many challenges. Dr. Tom Guetzloff will serve as the next faculty representative. Dr. Smith said that he also appreciated working with the group and that Mr. Coleman has provided direction and spent a lot of time providing guidance to the Board. He said the chairman is a great leader. The Chair also acknowledged the services of Mrs. Charlotte Fuller who retired from the institution after 40 years and thanked her for the assistance she has provided to the WVSU BOG.

The Chairman commented on how Fleming Hall will look after it is renovated and noted that the Board included this project in its Master Plan. He said that we need to continue to keep the Chancellor and Higher Education Policy Commission involved and he commended President Carter for his tireless efforts to bring this endeavor to fruition. Dr. Boston congratulated President Carter and Mr. Coleman on getting the appropriation for Fleming Hall. He suggested that e-mail blasts be sent out to alumni and friends to solicit their support. President Carter said that when he talked to the Chancellor, he indicated that we need to raise 25 percent of the \$15 million projected costs for the Fleming Hall project in order to receive the appropriation of \$11, 250, 000.

The Chairman indicated that the recent emphasis on student recruitment is good because we need to increase student enrollment.

**Executive Session.** Mrs. Sharon Suppa moved that the Board convene into executive session to discuss President Carter's: 1) Report in Accomplishing his 2008-2009 Mutually Agreed Upon Objectives; 2) Five-Year Rolling Contract; and, 3) FY 2010 Salary. The motion was seconded by Mrs. Banks and carried. The executive session started at 3:28 p.m. Shortly after 4:00 p.m., and on a motion duly made and seconded, the Board resumed its regular session.

**President Carter's 2008-2009 Mutually Agreed Upon Objectives.** The Board indicated that President Carter has met or surpassed all of their expectations as defined in his 2008-2009 Mutually Agreed Upon Objectives. Additionally, he continues to provide outstanding leadership to WVSU. The report was accepted.

**President Carter's Salary Increase for 2008-2009.** President Carter advised the Board that he would not accept a salary increase since other employees of the University would not receive an across-the-board salary increase. Thus, Dr. Carter's base salary for FY 2010 will remain the same as he received in FY 2009. The Board approved the request.

**President Carter's Five-Year "Rolling" Contract.** The Board approved a five-year contract for Dr. Hazo W. Carter, Jr., President of West Virginia State University, effective July 1, 2009 through June 30, 2014. The document will be sent to the WV Higher Education Policy Commission.

**Election of Officers.** President Carter said that in accordance with State statute, the Board is required to elect officers annually and he noted that the WVSU Board of Governors has three officers --Chair, Vice Chair, and Secretary. He then called for nominations for Chair and Dr. Smith nominated Mr. Coleman. Dr. Duerring seconded the motion, and there being no other nominations, Mr. Coleman was re-elected Chair for a second term by unanimous vote. Dr. Carter then called for nominations for Vice Chair and Mrs. McClure nominated Dr. Boston and the motion was seconded by Dr. Smith. There were no other nominations and the Dr. Thomas Boston was re-elected Vice Chair by unanimous vote. President Carter opened the floor for nominations for Secretary. Dr. Rowley nominated Mr. Chris Jarrett for Secretary for a second term, and the motion was seconded by Mrs. Banks. All three motions carried.

Due to time constraints and to ensure that there was a quorum present, the remaining action items on the agenda were addressed following the election of officers. Mrs. Suppa moved for approval and the motion was seconded by Dr. Duerring. The motion passed.

**Selection of WVSU BOG Meeting Dates for FY 2010.** The members were asked to review the proposed meeting dates for the BOG in FY 2010.

September 10, 2009  
November 12, 2009  
January 28, 2010

March 4, 2010  
April 22, 2010  
June 10, 2010

On a motion duly made and seconded, the suggested meeting dates were approved. The motion carried.

**Follow-up Reports on Program Reviews.** Dr. Rowley pointed out that at the Board's last meeting the Academic Policies Committees received follow-up reports and the committee's recommendations for the continuance of programs in the 1) Department of History; 2) Department of Political Science; and 3) Department of Sociology. Dr. Smith moved that all three programs be continued at the levels suggested by the committee and the motion was seconded by Mrs. Banks. The motion passed.

**Approval of Four Comprehensive Program Reviews.** The Board was asked to approve comprehensive reviews of four programs –Social Work, Regents Bachelor of Arts, Health Science, and Recreation. Mrs. Banks moved that the Social Work review be approved and the motion was seconded by Dr. Duerring. The motion carried. Dr. Smith moved that the Board accept the comprehensive reviews for continuance of the Regents Bachelor of Arts, Health Science, and Recreation programs. The motion was seconded by Mrs. Banks and the motion passed.

**Resolution to Amend WVSU BOG Policies.** Dr. Epps informed that the proposed Resolution will correct language in existing West Virginia State BOG policies passed since the Board's inception in 2001. The resolution will allow the University to remove references to the West Virginia State Community and Technical College from its policies since that entity is now a stand alone institution with its own Board of Governors. Dr. Duerring moved and Mrs. Suppa seconded the motion to adopt the Resolution. The motion passed.

**Approval of Metro Student Tuition and Fees Plan for WVSU.** Mr. Parker said that the Metro Tuition Plan will help the University to attract students from states bordering West Virginia. He said that the Plan has not been finalized but the Committee is looking at similar plans from other colleges and universities in the State. The Board was provided information on the financial impact of the plan and asked to approve the plan which is scheduled to be implementation which is AY 2011. Dr. Duerring moved for approval of the plan and the motion was seconded by Mrs. Suppa. The motion carried.

**President's Report.** Dr. Carter said that he has met with Dr. Epps on several occasions since the Three-Year Budget Plan was approved by the Board. He went on to say that he has asked his Executive Assistant and Chair of the Task Force responsible for creating the plan to continue to work with the Task Force to monitor the plan. The Task Force will provide the Board with quarterly status reports.

The President informed that procedures implemented since the development of the three-year budget plan include: Requiring each VP to receive and review all expenditure requests for their respective area and to approve or not approve the requests; advertisement of vacant positions now require approval by the President prior to publication; hiring of new employees now requires the President's approval prior to an offer of employment or contract extension; and cash management procedures and reports are now prepared and reviewed on a daily basis; a Metro Tuition proposal to enhance enrollment and increase revenues has been developed and will be implemented in the Fall of 2011, if the Board approves this recommendation. President Carter said he continues to meet with the Vice President for Finance every week to discuss the budget. He advised that a capital expenditure plan has been developed that establishes a priority system for projects.

The Collegiate Support and Counseling Center, in conjunction with the Financial Assistance Office, has designed and implemented The Early Commitment Initiative

Program. The "Initiative" is designed to assist all first-time freshmen with the primary focus being to develop an early relationship with them. First-time freshmen will be contacted by phone at various times during the semester to provide them with important information over the course of the year. Students will also be sent follow-up e-mails. The goal of the Program is to increase our retention rate by ten percent.

The Office of Admissions is working diligently and is ahead of last year's accepted applicant schedule. To date, 1,054 applicants have been accepted. The staff has also streamlined their workflow processes and has generated an on-line admission checklist so students can ascertain the status as their admissions process proceeds. This will allow for earlier completion of student files.

Recruitment Services awarded 19 scholarships this semester to area high schools including South Charleston, Herbert Hoover, Sissonville, Riverside, Buffalo, Hurricane, Poca and Logan.

During this academic year, the Office of Academic Affairs implemented several steps to improve advising, scheduling and registration activities. These actions are part of the overall plan to improve student retention and graduation rates. Two academic advising and registration sessions for incoming fall semester students were held in May prior to the end of the spring semester. All fully admitted students were invited to attend these sessions and, as a result, 92 new University students were advised and registered. Records indicate that a high percentage of these early registrants have high GPAs and strong ACT scores. Similar sessions will be held in November.

Transfer students are now eligible to be advised and register through their departments as soon as they are admitted rather than having to wait for summer advising as in the past. The former summer academic advising and registration program has been replaced by a program in which advising and registration are conducted through the four colleges. This creates a strong initial link between the student and his or her department and its faculty. New students are being registered for the appropriate section of the newly created Freshmen Experience Course. Each college has developed a college-focused version of this course, and there will be sections for those students who have not yet decided on a major.

A decision has been made to permit registration for summer 2010 at the same time as registration for spring semester 2010. Previously, registration for summer occurred at the same time as registration for the following fall semester.

Dr. Carter said that he plans to hold one-on-one luncheon meetings this summer at the President's Home with potential major donors. The next Capital Campaign Planning Committee meeting will be held on June 16<sup>th</sup>. He said that Dr. Rowley will provide an update on plans for the campaign later in this meeting.

President Carter reported that on June 1<sup>st</sup>, he participated in the Association of Public and Land-Grant Universities' (APLU) Board of Directors meeting held in Washington, D.C. APLU was formerly called the National Association of State Universities and Land-Grant Colleges (NASULGC). While in Washington, D.C., Dr. Carter chaired the summer meeting of the Presidents Council held on June 2<sup>nd</sup>. The President said that later in the meeting Dr. McMeans would provide an extensive update on the WWSU Gus R. Douglass Land-Grant Institute.

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 April meeting.

- On April 30<sup>th</sup>, he attended the WV Higher Education Policy Commission meeting held at Concord University. Prior to the HEPC meeting, he chaired a meeting of the Council of Presidents.
- On Tuesday, May 5<sup>th</sup>, he co-chaired a USDA/1890 Task Force meeting. Later that day, he had an open "Conversation with the President" meeting with students in the James C. Wilson University Union.
- On May 14<sup>th</sup> he gave welcoming remarks at the University Collaborative School graduation held in the Davis Fine Arts Theater. This program is a collaboration between WWSU and Kanawha County Schools.
- Participated in WWSU's Commencement program on May 17. During the ceremony, WV Treasurer John Perdue was awarded the Honorary Doctor of Laws Degree.
- On May 28<sup>th</sup> he was a program participant at the WWSU Foundation's Thirty-second Annual Dinner at the Embassy Suites. The occasion marked the Foundation's 50<sup>th</sup> Anniversary and on Friday he attended the Foundation's Annual Board of Directors meeting.

During the March 5<sup>th</sup> meeting of the Board of Governors, the President said he informed the Board of a major initiative pertaining to funding from the HEPC's Proposed Bond Projects Request that was submitted to the West Virginia Legislature. He pointed out that WWSU was recommended by the HEPC for the third highest amount in the funding request. The total amount for projects at all higher education institutions in the WV HEPC System was \$239,000,000. Of that, \$18,800,000 is for WWSU projects.

The third priority on the HEPC list was the Fleming Hall Renovation and Addition at \$15,000,000. At the close of the 2009 regular Legislative Session, Senate Bill 63 became House Bill 113 and remained in the House Finance Committee along with other bills requiring additional bonds. It was determined that all bills that require bonds would be taken up in a special budget session after the financial status of the State is determined. The President said that he met with Chancellor Noland and he informed him that Governor Manchin had approved the State's budget for FY 2010. A capital expenditure plan has been developed that establishes a priority system for projects.

Dr. Carter informed that House Bill 113 was passed by the West Virginia Legislature during the special session and authorizes the Economic Development Authority to issue \$150 million in revenue bonds from the Bond revenues from the Lottery. Sixty percent of the bond proceeds are to go to higher education capital projects. The Policy Commission is to submit a list of proposed projects to the Governor by January 1, 2010. The Governor is to certify the list of capital projects and submit it to the Economic Development Authority by February 1, 2010. President Carter noted that he was pleased that House Bill 113 includes the Fleming Hall Renovation and Addition as a bond project. Dr. Carter said Fleming Hall is currently a \$15 million project and that he anticipates that approximately \$11.25 million will come from bond funding. He is confident that the institution will secure additional funds to keep the project at the \$15 million level.

**Gus R. Douglass Land-Grant Institute.** Dr. Orlando McMeans-Dean provided the Board with a comprehensive update on programs, funding, and the general progress of the institution's land-grant program for the past 11 years. Visual aides enhanced the presentation. He also commented on the history of our designation as an 1890 land-grant institution as a result of action by the U.S. Congress and the State of WV under the Second Morrill Act. The designation was revoked in 1957.

Since its redesignation, he pointed out that the program has grown and undergone several name changes--The Department of Land-Grant Programs (2000); The Division of Agriculture, Consumer, Environmental, and Outreach Programs-ACEOP (2001); and in 2006, The Gus R. Douglass Institute for Agricultural, Consumer, Environmental, and Outreach Programs, or The Douglass Institute. The Dean said that since the year 2000, more than \$50 million has been infused into the economy of WV as a result of the University's land-grant status.

Dr. McMeans said that the Institute's legislative agenda the coming year includes efforts to get 100 percent State Matching Funds; Base Funding for the National Aeronautics and Space Administration (NASA); and, to enhance efforts of the West Virginia Experimental Program to Stimulate Competitive Research (EPSCoR) funding. He said that upcoming initiatives and activities include enhancing USDA/1890 Center of Excellence activities; expanding corporate partnerships with DOW Agro Sciences, Monsanto; and setting up formal meetings with WVU Extension and Experiment Station administrators.

The Dean also shared some of the Institute's University-wide initiatives for institutional Inreach in the areas of Academic, Administrative, Alumni, and Student Affairs, as well as with student organizations. He said another goal is to get faculty recognition status for Institute employees; and, to hold land-grant informational sessions.

Dr. McMeans noted that West Virginia State University is one of seventeen 1890 land-grant institutions and during FY 2009, WVSU Extension and other outreach programs provided services to more than 4,297 adults, elderly, students and youth at various sites

throughout the State. He also acknowledged the untiring efforts and leadership role of Dr. Carter in making our land-grant program one of the best in the nation.

The Dean provided stats on land-grant funding lines from FY 2007 to 2009; informed that Land-Grant's CASTEM received the Louis Stokes Alliance for Minority Partnerships (LSAMP) Campus Footprint Award within the 10 university collaboration. The LSAMP consortium includes peer institutions such as the University of Kentucky, the University of Louisville, and West Virginia State University.

Dr. McMeans informed that the Douglass Institute currently operates more than 55 extension, outreach and research programs; employs 80 individuals; and has an annual operating budget of approximately \$7 million. The information included in these minutes is a synopsis of the wealth of information that Dean Orlando McMeans shared with the Board. The information was well received by members of the Board who thanked him for an outstanding presentation.

**Athletic Report.** Mr. Sean Loyd, Interim Director of Athletics, presented information on the institution's various athletic programs that included a power point presentation. Some of the Athletic Director's comments on various sports programs offered at the University follows.

- Baseball-This year the team finished the season with a 14-2 record in West Virginia Intercollegiate Athletic Conference (WVIAC) games. During Calvin Bailey's 32 years as Head Coach, eighty percent of his players have graduated; and, his teams made 11 NCAA tournament appearances in the last 12 years.
- Men's Basketball-The team was the WVIAC regular season champion with a 24-6 overall record and a 19-1 conference mark. Thirty of the 36 players who have been coached by Brain Poore and exhausted their eligibility have graduated; and, last year Coach Poore was named WVIAC Coach of the Year. Player, Ted Scott was named WVIAC Atlantic Region Player of the Year.
- Women's Basketball-The Head Coach is relatively new on the staff and the team had a 15-14 overall record and a 12-8 record in WVIAC games. Team members had an average GPA of 3.1 and they won the Officials Sportsmanship Award at the last WVIAC tournament.
- Football-Under the guidance of Coach Earl Monroe, the team has excelled and last season they participated in the Chicago Classic, a Senior All-Star Bowl, where they beat Central State. The team finished in the top 20 in Division II for the first time, with a 7-3 record overall and a 5-3 conference mark. The Athletic Director said that Coach Monroe is doing an excellent job.
- Men's Golf-The team recorded its best finish in the past three years at the Wheeling Invitational last September and defeated NCAA qualifier, Cal-Pennsylvania the past fall.
- Women's Golf-Under the guidance of Head Coach Megan Withrow, the team finished in the top five in every tournament last season; and, has met the requirements to be a sanctioned program.



- Softball-The Coach has upped the bar and the team finished 31-19 and 17-9 in WVIAC with wins over two of the top 25 teams. Five players have GPA's of 3.0 or better.
- Men's Tennis-Under the guidance of a new Coach and despite five of its team members graduating in 2008, the team advanced to the second round in the last WVIAC tournament. Brian Wooten, the only returning player, qualified to be an Intercollegiate Tennis Association Academic All-American.
- Women's Tennis-The team finished with an 18-10 overall record and a 7-1 record in WVIAC competition; and, for the first time ever, the team advanced to the second round in the NCAA tournament. Also, five players qualified to be Academic All-Americans, bringing to 14 team members advancing to the second round in a NCAA tournament. The nine players have an average GPA of 3.53.
- Volleyball-The team broke the school record by going 25-5 overall and 15-0 in the WVIAC, winning the championship. Six of nine players received All-Conference awards and the team qualified for NCAA Regionals for the second time in three years.

Mr. Loyd also named WVIAC First Team All-Conference players, athletes making All-American and Academic All-Americans, where the minimum requirement is a 3.5 GPA. He then explained some of the duties of the Compliance Officer who is charged with keeping the athletic staff, Admission's, Registrar's and Financial Aid offices updated on NCAA rules. That office also checks on student-athlete class attendance and monitors their progress.

The Athletic Director said that 181 students participated in sports during the 2008-2009 school year and they had a cumulative GPA of 2.64; 33 had a 3.0 GPA or higher; 14 had a GPA of 3.5 or higher; and five had a 4.0 GPA. He noted that 38 percent of student-athletes graduate in four years, compared with 25 percent of other students.

Mr. Loyd said that the Athletic Department is planning "Meet and Greet" activities for athletes and the focus will be to provide opportunities for students to meet and interact with coaches and staff members; introduce new students to Department procedures and policies; and provide an opportunity for athletes to meet their peers in other sports. He said along with the WVSU "W" Club, the Athletic Department will sponsor a cookout to provide an opportunity for student-athletes to meet one another, the various members on the coaching staff and members of the "W" Club.

The Athletic Director said that a "Textbook Library" will be established to assist athletes who have satisfied their accounts, but have exhausted all their resources and have no funds for books. Coach Bostic is providing leadership for this initiative and the books must be turned back in at the end of the semester to the Athletic Department.

A new partnership initiative has been established with the South Charleston Ramada Inn that will provide hotel rooms for opponents and serve as the host hotel for teams playing on campus; and, provide discount rates for officials making recruiting visits to

campus. In turn, the Athletic Department will provide the Ramada Inn with free advertisements in various sports programs.

The Board thanked Mr. Loyd for a very informative report and said they are willing to assist the department in any way they can.

**Capital Campaign.** Dr. James Rowley reported that the Capital Campaign Committee has met ten times with University constituents and there seems to be a positive reaction to the campaign. He said that the Foundation's annual campaign will continue and be enhanced by the Capital Campaign. It was noted that as co-chairs of the Capital Campaign, Dr. Rowley represents the Foundation and Dr. Carter the University; Mr. Coleman serves as the BOG liaison and Mr. Sayre is the liaison for the Foundation. Dr. Rowley said discussions are underway to determine how we can best achieve our goals and that obtaining adequate support will be vital to our success. The Foundation President said that Dr. Carter will host luncheons at his home and that the campaign will be good for the institution and the Kanawha Valley. He concluded by saying that the Committee is identifying topics, priorities, and analyzing the needs of the University in an effort to establish a campaign budget. He encouraged everyone to feel free to offer suggestions.

**Adjournment.** There being no further business and on a motion from Mrs. Suppa and seconded by Mrs. Banks, the meeting adjourned at 5:15 p.m.

Respectfully submitted,

**Chris Jarrett**

Secretary