

**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 11th and 29th, 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 23rd and 24th. The Culinary Center in the Union is expected to open on September 28th. 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 16th, he attend the United Way of Central West Virginia's Governance Committee and Board of Directors meetings.
- On June 17th and July 6th, he attended the Central WV Convention and Visitors Bureau meetings.

- On July 21st , he attended the WVSU Foundation's Executive Committee meeting.
- On July 30th - August 2nd, he chaired the Council of 1890 Universities summer meeting held in Nashville, TN.
- On August 18th, 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 15th, he will deliver his 23rd University address in the P. A. Williams Auditorium in Ferrell Hall.
- On September 22nd, 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 28th - October 3rd .
- On October 3rd, 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 8th - 30th. 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