

West Virginia State University Board of Governors
Erickson Alumni Center
Meeting Schedule
May 10, 2019

11:00 a.m.	Wreath Laying Ceremony in honor of Judge Damon J. Keith <i>Keith Scholars Hall</i>
11:30 a.m.	Board of Governors Luncheon with National Alumni Association Members <i>Integrated Research and Public Service Conference Room</i>
12:30 p.m. to 1:20 p.m.	Academic Policy Committee <i>Grand Hall</i>
12:30 p.m. to 1:20 p.m.	Finance Committee <i>Weisberg Lounge</i>
1:30 p.m. to 2:20 p.m.	Institutional Advancement Committee <i>Weisberg Lounge</i>
2:30 p.m.	Full Board Meeting <i>Grand Hall</i>

AGENDA
West Virginia State University
BOARD OF GOVERNORS
Erickson Alumni Center, Grand Hall
May 10, 2019
2:30 p.m.

1. Call to Order, Oath of Office, and Roll Call-Chair, Mr. William Lipscomb, presiding
2. Verification of appropriate Notice of Public Meeting Action
3. Review and Approval of Meeting Agenda Action
4. Review and Approval of April 4, 2019, Meeting Minutes Action
5. Reports from the Board Committee Chairpersons Action
 - a. Academic Policies Committee
 - b. Finance Committee
 - c. Institutional Advancement Committee
6. Report from the University President
 - a. President's Report
 - b. University Reports Forwarded by Board Committees
 - i. Academic Policies Committee Action
7. Possible Executive Session under the Authority of West Virginia Code §6-9A-4 to Discuss Legal, Personnel and Property Matters Action
8. Other Matters
9. Next Meeting- June 6, 2019
10. Adjournment

Agenda prepared by – DeNeia M. Thomas, Ph.D., Chief of Staff and Board Liaison,
May 3, 2019

**Board of Governors
West Virginia State University
Full Board**

Date/Time: 5/10/2019 -- 2:30 PM

Location:

Erickson Alumni Center, Grand Hall
West Virginia State University Campus
Institute, WV 25112

Purpose: Conduct the regular business of the Board.

Notes:

Meeting was approved : 4/26/2019 8:23:20 AM

Meeting Minutes
West Virginia State University Board of Governors
Erickson Alumni Center, Grand Hall
April 4, 2019
12:30 p.m.

1. Call to Order and Roll Call

Mr. Lipscomb called the meeting to order at 12:31 p.m. and asked for the roll call. He welcomed new member Mr. James Payne and administered the oath of office.

Members Present: Mr. Buchanan, Mr. Davis, Ms. Dooley, Mr. Gray Mr. Jones, Mr. Kelley, Mr. Lipscomb, Mr. Payne, Ms. Seawell, Dr. Smith, and Dr. Vaughan.

Members Absent: Mrs. Pitchford

2. Verification of Appropriate Notice of Public Meeting

Mr. Lipscomb verified the Appropriate Notice of Public Meeting.

3. Review and Approval of Meeting Agenda

Ms. Dooley motioned for approval of the agenda as presented. Mr. Gray seconded the motion, and the motion carried.

4. Review and Approval of Minutes of February 7, 2019 Meeting

Mr. Davis motioned for approval of the minutes of the February 7, 2019 meeting. Mr. Gray seconded the motion, and the motion carried.

5. Review and Approval of Minutes of February 6, 2019 Meeting

Mr. Kelley motioned for approval of the minutes of the February 6, 2019 meeting. Mr. Buchanan seconded the motion, and the motion carried.

6. Reports from the Board Committee Chairpersons

a. Academic Policy Committee

Committee Chair, Ms. Dooley, reported that the Committee received updates from Dr. Orlando McMeans, Vice President for Research and Public Service, on grants and contracts. The state match for land-grant, and the Healthy Grandfamilies program.

The Committee also received an update from Dr. Naveed Zaman on the College of Natural Sciences and Mathematics.

The Committee received recommendations on program reviews for the Bachelor of Arts degree in Art and the Bachelor of Fine Arts degree in Music. The Committee voted in support of the recommendations put forth on both programs, which will be presented to the full Board later on the agenda.

b. Finance Committee

Committee Chair, Mr. Kelley, reported that the Committee reviewed the budget through February 28, 2019. Updates were also received on accounts payables, accounts receivables, and faculty housing. Accounts payable are down \$627,000 since December 2018.

c. Institutional Advancement Committee

Committee Chair, Mr. Lipscomb, reported that the Committee received a report from Nate Burton, Athletic Director, on fundraising goals in Athletics for Fiscal Years 2019 and 2020. For the current fiscal year, the Department is \$60,000 away from meeting the \$400,000 goal. More than 4,000 people visited campus last month for a statewide gymnastics meet that was held in the D. Stephen and Diane H. Walker Convocation Center.

Ms. Patricia Schumann, Vice President for University Advancement, Communications, and Marketing, provided a comparative gift report. As of March 20, 2019, \$900,864 was received in new gifts and pledges this fiscal year, which is an increase of 40% over this time last year. The number of donors is lower than last year. The Committee received an update on the Black and Gold Gala. More than 400 people will attend, the event has 55 sponsors, and the financial goal has been met.

d. Recruitment and Retention Committee

Committee Chair, Mr. Jones, reported that the Committee received an update from Ms. Jameelah Mean, Director of Undergraduate Admissions. The Committee previously requested that reports show what is being done to recruit and retain students, and the information presented by Ms. Means was helpful. Committee discussion about recruitment and retention process for measuring strategies. Staff was tasked with providing that information at the next meeting.

The Committee also discussed the Straight2State partnership with BridgeValley Community and Technical College. The Office of Retention and Student Success is conducting an analysis to determine why students leave the University and what additional efforts could be made to retain the students.

e. Bylaws and Policies Special Committee

Committee Chair, Mr. Kelley, reported that the Committee held an organizational meeting. The purpose of the Committee is to review current bylaws and policies to ensure that they align with legislative, administrative, and HEPC changes. Prior to the Committee's next meeting on May 29, 2019, Dr. DeNeia Thomas, Chief of Staff and Board Liaison, will provide a list of what specifically needs to be addressed.

7. Report from the University President

7.a: Before moving on to his report, President Jenkins recognized Dr. Kumara Jayasuriya, Provost and Vice President for Academic Affairs, who accepted the position of President at Minnesota State University. President Jenkins expressed his appreciation to Dr. Jayasuriya for his contributions to the University. He asked the Board to join him in congratulating Dr. Jayasuriya. President Jenkins stated that Dr. Jayasuriya would remain with the University through June, and a national search will be launched immediately.

During the 2019 legislative session, on both the state and federal levels, secured \$2 Million in federal funding for scholarships, \$2.9 Million in state match funds for land-grant for the first time, and \$1.1 Million in base funding from the state. President Jenkins thanked the University's Legislative Council, Board of Governors, Foundation Board of Directors, students, faculty, staff, and alumni for their support and efforts. Mr. Lipscomb commented on the historic moment, and the Board applauded President Jenkins for his persistence and plan that led to this accomplishment. President Jenkins provided an update on other legislation pertaining to higher education. He thanked the members of the Board for participating in the Higher Learning Commission site visit for the nursing program, as well as Dr. Paige Carney, Dean of College of Professional Studies, Dr. Jayasuriya, and Dr. Thomas for their work on coordinating the visit.

President Jenkins also acknowledge Ms. Debbie Williams, Interim Dean of the College of Business and Social Sciences, and Dr. Jayasuriya for their assistance with a new intern

partnership with Infor. Director of Public Safety, Chief Joe Saunders, was recognized for securing bleed kits that were installed throughout the campus to help in the event of a campus shooting.

The University received a \$440,000 grant from the Center for Advancing Opportunities to fund interdisciplinary research. Students from across the country attended the Association of 1890 Research Directors Symposium and presented research posters. WVSU students took first, second, and third place for their research poster presentations.

Feedback from campus as well as held facility walkthroughs and meetings to discuss items mentioned during the Board's roundtable meetings were held. Further, Chat and Chew sessions for faculty, students, and staff on April 16-18, 2019 to provide updates on those items and hear additional comments about their experiences at the University.

It is expected that the Black and Gold Gala would be the largest to date, thanking Ms. Schumann, her team, and the planning committee for their work.

7.b.i: As recommended by the Academic Policies Committee, bringing before the Board for consideration the program review for the Bachelor of Art in Art. The Committee voted to recommend that the program continues at the current level, with a report on assessment due December 1, 2020. Ms. Dooley motioned for approval by the Board of the program review for the Bachelor of Art in Art as recommended by the Committee. Dr. Smith seconded the motion, and the motion carried.

7.b.ii: As recommended by the Academic Policies Committee, bringing before the Board for consideration the program review for the Bachelor of Fine Arts in Music. The Committee voted to recommend that the program continues at the current level, with a report on assessment due December 1, 2020. Ms. Dooley motioned for approval by the Board of the program review for the Bachelor of Fine Arts in Music as recommended by the Committee. Mr. Kelley seconded the motion, and the motion carried.

8. Possible Executive Session under the Authority of West Virginia Code §6-9A-4 to Discuss Legal, Personnel, and Property Matters

Dr. Smith motioned for approval to go into executive session, in accordance with West Virginia Code §6-9A-4, to discuss legal, personnel, and property matters. Ms. Dooley seconded the motion, and the motion carried.

A motion to arise from executive session and reconvene into the regular session was made by Ms. Dooley, and Dr. Smith seconded the motion. The motion carried. Mr. Lipscomb asked for the record to reflect that the Board only discussed items related to the topics listed, that no decisions were made in executive session, and no motions or votes were taken.

9. Other Matters

Mr. Kelley moved that the Board authorize the appropriate officer to enter into an agreement with the West Dunbar Public Service District to acquire a 1.6-acre parcel of land for \$6,200. Ms. Dooley seconded the motion, and the motion carried.

10. Next Meeting Date

May 10, 2019

11. Adjournment

With there being no further business, Mr. Buchanan motioned for adjournment. Mr. Kelley seconded the motion, and the meeting adjourned at 3:05 p.m.

Respectfully submitted,

E. Gail Pitchford
Secretary

Approved:

William Lipscomb
Chair

AGENDA
West Virginia State University Board of Governors
Finance Committee
Erickson Alumni Center, Weisberg Lounge
May 10, 2019
12:30 p.m. – 1:20 p.m.

1. Call to Order and Roll Call - Chair Mr. Mark Kelley, presiding
2. Verification of Appropriate Notice of Public Meeting Action
3. Review and Approval of Meeting Agenda Action
4. Review and Approval of Minutes of Previous Meeting Action
5. University Recommendations and Reports
 - a) Budget Reports – March
 - b) Accounts Payable Report
 - c) Accounts Receivable Report
 - d) Faculty Housing
 - e) Proposed Tuition and Fees FY20
 - f) Proposed FY20 Expenditure Schedule
6. Other Matters
7. Next Meeting Date – June 6, 2019
8. Adjournment

Agenda prepared by Natasha Tyson, Administrative Clerk for Business & Finance
May 2, 2019.

**Board of Governors
West Virginia State University
Finance Committee**

Date/Time: 5/10/2019 -- 12:30 PM

Location:

Erickson Alumni Center, Weisberg Lounge
West Virginia State University Campus
Institute, WV 25112

Purpose: To conduct the regular business of the committee.

Notes:

Meeting was approved : 4/26/2019 8:23:04 AM

**West Virginia State University Board of Governors
Finance Committee
Budget Report – March 2019**

- I. Purpose
To provide an update on status of the University's budget status as of 3/31/19.

- II. Background
This is a report to compare the YTD actual revenue and expenses against the annual budget projections.

- III. Discussion
Presentation of various highlights to Board members.

- IV. Recommendation(s)
Information.

University Budget - All Funds
FY 2019 Budget / Actual Expenditures 03/31/2019

	Salaries & Benefits					%	Supplies & Other Services					%	Total					Actual %	Target %	Notes	
	FY19 Budget	Budget Reduction	Revised FY19 Budget	Fiscal YTD Actual	Difference		FY19 Budget	Budget Reduction	Revised FY19 Budget	Fiscal YTD Actual	Difference		FY19 Budget	Budget Reduction	Revised FY19 Budget	Fiscal YTD Actual	Difference				
State Appropriations													9,861,240	0	9,861,240	6,607,031	3,254,209	67.00%	-8.00%		
E&G Tuition													10,520,546	0	10,520,546	9,188,581	1,331,966	87.34%	12.34%		
Academic Affairs													2,673,806	0	2,673,806	2,509,537	164,270	93.86%	18.86%		
Student Affairs													6,258,197	0	6,258,197	4,448,079	1,810,118	71.08%	-3.92%		
President's Area													1,881,340	0	1,881,340	1,101,817	779,523	58.57%	-16.43%		
Athletics													733,132	0	733,132	487,830	245,303	66.54%	-8.46%		
University Advancement													332,038	0	332,038	79,381	252,657	23.91%	-51.09%		
Finance													3,688,804	0	3,688,804	2,284,309	1,404,496	61.93%	-13.07%		
College Wide													0	0	0	0	0				
Sub Total of Revenues													35,949,104	0	35,949,104	26,706,563	9,242,541	74.29%	-0.71%		
Academic Affairs	10,982,206		10,982,206	8,682,528	2,299,679	79.06%	1,615,162		1,615,162	757,914	857,248	46.92%	12,597,368	0	12,597,368	9,440,442	3,156,927	74.94%	-0.06%		
Student Affairs	1,675,662		1,675,662	1,388,457	287,204	82.86%	6,597,632		6,597,632	4,429,956	2,167,676	67.14%	8,273,294	0	8,273,294	5,818,414	2,454,881	70.33%	-4.67%		
President's Area	632,443		632,443	394,786	237,657	62.42%	1,861,644		1,861,644	1,134,908	726,736	60.96%	2,494,088	0	2,494,088	1,529,694	964,393	61.33%	-13.67%		
Athletics	1,052,056		1,052,056	864,415	187,641	82.16%	274,221		274,221	237,493	36,728	86.61%	1,326,277	0	1,326,277	1,101,908	224,369	83.08%	8.08%		
University Advancement	785,109		785,109	561,595	223,514	71.53%	184,840		184,840	93,816	91,024	50.76%	969,949	0	969,949	655,412	314,538	67.57%	-7.43%		
Finance	4,005,061		4,005,061	2,884,729	1,120,332	72.03%	4,733,987		4,733,987	2,839,081	1,894,906	59.97%	8,739,048	0	8,739,048	5,723,810	3,015,238	65.50%	-9.50%		
College Wide	0		0	35,402	(35,402)	#DIV/0!	1,520,000		1,520,000	1,267,479	252,521	83.39%	1,520,000	0	1,520,000	1,302,881	217,119	85.72%	10.72%		
Sub Total of Expenses	19,132,538	0	19,132,538	14,811,913	4,320,625	77.42%	16,787,487	0	16,787,487	10,760,647	6,026,839	64.10%	35,920,024	0	35,920,024	25,572,560	10,347,465	71.19%	-3.81%		
Grand Total													29,080	0	29,080	1,134,003	(1,104,924)				

West Virginia State University
Auxiliary Account Activity for March 2019
Fund 4612

Fund Number	Fund Name	6/30/2018 Fund Balance	2/28/2019 Fund Balance	FY 19 Net Activity
2361	Student Union Operation	(654,685)	(869,365)	\$ (214,680.22)
2371 - 2374	Housing	(3,231,669)	(3,926,710)	\$ (695,041.36)
2381	Dining Food Services	1,886,988	1,934,185	\$ 47,196.47
2800	Athletics Current	(1,787,401)	(1,864,924)	\$ (77,522.99)
2801 - 2980	Athletic Enhancement Funds	18,975	1,806	\$ (17,168.62)
2580	Faculty Housing	17,674	19,768	\$ 2,094.37
2562	Parking	(170,862)	(101,678)	\$ 69,183.90
2511	Bookstore	3,979,232	5,044,430	\$ 1,065,197.55
	Fund 4612 Balance	\$ 58,253	\$ 237,512	\$ 179,259

Balance in All Funds Report

237,512

FY19 Actual Talking Points

As of 3/31/18

	FY19 March 2019	FY18 March 2018	Difference
State Appropriations	6,607,031	6,375,023	232,008
E&G Tuition	9,188,581	9,749,196	(560,615)
Academic Affairs	2,509,537	2,363,328	146,209
Student Affairs	4,448,079	3,052,941	1,395,138
President's Area	1,101,817	1,227,750	(125,934)
Athletics	487,830	527,093	(39,263)
University Advancement	79,381	44,499	34,882
Finance	2,284,309	2,301,964	(17,655)
College Wide	0	0	0
Sub Total of Revenues	26,706,563	25,641,794	1,064,769
Academic Affairs	9,440,442	9,914,314	(473,872)
Student Affairs	5,818,414	4,891,954	926,460
President's Area	1,529,694	2,360,885	(831,191)
Athletics	1,101,908	1,170,925	(69,017)
University Advancement	655,412	640,128	15,284
Finance	5,723,810	5,101,222	622,588
College Wide	1,302,881	965,486	337,395
Sub Total of Expenses	25,572,560	25,044,914	527,646
Grand Total	1,134,003	596,880	537,123

**West Virginia State University Board of Governors
Finance Committee
Accounts Payable Update
March 2019**

- I. Purpose
To provide an update on status of the University's outstanding invoices payable as of 3/31/19.
- II. Background
This information was requested by members of the Finance Committee.
- III. Discussion
Presentation of invoices payable by vendor and the change in payables from previous BOG report to the next.
- IV. Recommendation(s)
Information.

Accounts Payable as of 3/31/2019
Vendor List - Alpha Order

Vendor Legal Name	March 2019
AMERICAN CHEMICAL SOCIETY Total	28,610.00
APPALACHIAN POWER CO Total	89,374.13
Apple Total	2,356.00
AUTOMOTIVE RENTALS INC Total	5,145.41
BB & T Total	6,420.72
CHEMICAL ABSTRACTS SERVICE Total	4,985.00
D & H DISTRIBUTING CO Total	1,626.36
DELL MARKETING LP Total	4,419.59
DIGITAL ASSURANCE CERTIFICATION LLC Total	250.00
EBSCO Total	8,188.00
ELECTRONIC SPECIALTY COMPANY Total	39,820.00
FERGUSON ENTERPRISES INC Total	603.84
FRITO LAY Total	164.49
FRONTIER Total	7,813.80
GCA SERVICES GROUP Total	401,292.68
GLOBAL PERSPECTIVE SPEAKERS & EVENTS Total	10,750.00
HIGHER LEARNING COMMISSION Total	3,400.00
HUNTINGTON NATL BANK Total	4,897.24
IATSE LOCAL 271 LABOR CTR LLC Total	579.64
INFINIT TECHNOLOGY SOLUTIONS Total	4,559.73
INSTITUTE VFD Total	3,200.00
Intoprint Total	35.00
KELLIE TOLEDO Total	137.50
LUMOS NETWORKS LLC Total	283.67
MAGNETSTREET Total	1,864.85
MAXIMUM PROMOTIONS INC Total	4,847.04
MBS TEXTBOOK EXCHANGE INC Total	65,799.52
MCGRAW HILL GLOBAL EDUCATION HOLDINGS LLC Total	217.40
MORGANTOWN PRINTING & BINDING Total	6,505.00
MOUNTAIN EAST CONFERENCE INC Total	4,000.00
MOUNTAINEER GAS CO Total	8,372.92
NEUMANN FINANCE COMPANY Total	2,321.44
NOAH PHILLIPS Total	32.82
PEARSON EDUCATION INC Total	3,709.20
PEOPLEWORK SOLUTIONS INC Total	833.34
PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC Total	3,167.70
RAWLINGS SPORTING GOODS CO INC Total	3,068.00
RESERVE OIL & GAS INC Total	14,767.27
ROBIN L TABOR Total	111.00
SANITARY BD CITY OF DUNBAR Total	5,041.08
STUDIMO Total	2,100.00
The Eric Ryan Corp Total	692.31
THOMPSON HOSPITALITY SERVICES LLC Total	1,644,308.89
WILLIAMS & FUDGE INC Total	9,605.97
WNNET Total	290,153.89
WV AM WATER CO Total	24,837.28
WV OUTDOOR Total	5,025.00
WV STATE UNIV FOUNDATION INC Total	2,547.95
XEROX CORP Total	15,034.72
	2,747,877.39

**Accounts Payable as of 3/31/19
Variance By Vendor**

Vendor Legal Name	March 2019
AMERICAN CHEMICAL SOCIETY Total	28,610.00
APPALACHIAN POWER CO Total	89,374.13
Apple Total	2,356.00
AUTOMOTIVE RENTALS INC Total	5,145.41
BB & T Total	6,420.72
CHEMICAL ABSTRACTS SERVICE Total	4,985.00
D & H DISTRIBUTING CO Total	1,626.36
DELL MARKETING LP Total	4,419.59
DIGITAL ASSURANCE CERTIFICATION LLC Total	250.00
EBSCO Total	8,188.00
ELECTRONIC SPECIALTY COMPANY Total	39,820.00
FERGUSON ENTERPRISES INC Total	603.84
FRITO LAY Total	164.49
FRONTIER Total	7,813.80
GCA SERVICES GROUP Total	401,292.68
GLOBAL PERSPECTIVE SPEAKERS & EVENTS Total	10,750.00
HIGHER LEARNING COMMISSION Total	3,400.00
HUNTINGTON NATL BANK Total	4,897.24
IATSE LOCAL 271 LABOR CTR LLC Total	579.64
INFINIT TECHNOLOGY SOLUTIONS Total	4,559.73
INSTITUTE VFD Total	3,200.00
Intoprint Total	35.00
KELLIE TOLEDO Total	137.50
LUMOS NETWORKS LLC Total	283.67
MAGNETSTREET Total	1,864.85
MAXIMUM PROMOTIONS INC Total	4,847.04
MBS TEXTBOOK EXCHANGE INC Total	65,799.52
MCGRAW HILL GLOBAL EDUCATION HOLDINGS LLC Total	217.40
MORGANTOWN PRINTING & BINDING Total	6,505.00
MOUNTAIN EAST CONFERENCE INC Total	4,000.00
MOUNTAINEER GAS CO Total	8,372.92
NEUMANN FINANCE COMPANY Total	2,321.44
NOAH PHILLIPS Total	32.82
PEARSON EDUCATION INC Total	3,709.20
PEOPLEWORK SOLUTIONS INC Total	833.34
PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC Total	3,167.70
RAWLINGS SPORTING GOODS CO INC Total	3,068.00
RESERVE OIL & GAS INC Total	14,767.27
ROBIN L TABOR Total	111.00
SANITARY BD CITY OF DUNBAR Total	5,041.08
STUDIMO Total	2,100.00
The Eric Ryan Corp Total	692.31
THOMPSON HOSPITALITY SERVICES LLC Total	1,644,308.89
WILLIAMS & FUDGE INC Total	9,605.97
WV AM WATER CO Total	24,837.28
WNNET Total	290,153.89
WV OUTDOOR Total	5,025.00
WV STATE UNIV FOUNDATION INC Total	2,547.95
XEROX CORP Total	15,034.72
Grand Total	2,747,877.39

Vendor Legal Name	February 2019	
APPALACHIAN POWER CO Total	88,361.22	28,610.00
		1,012.91
		2,356.00
AUTOMOTIVE RENTALS INC Total	7,231.18	(2,085.77)
BARBARA A KORN Total	1,555.28	(1,555.28)
BB & T Total	1,567.00	4,853.72
		4,985.00
D & H DISTRIBUTING CO Total	851.90	774.46
DELL MARKETING LP Total	177.59	4,242.00
DIGITAL ASSURANCE CERTIFICATION LLC Total	250.00	0.00
		8,188.00
ELECTRONIC SPECIALTY COMPANY Total	39,820.00	0.00
EMILY H WAUGH Total	1,586.60	(1,586.60)
		603.84
FRITO LAY Total	118.70	45.79
FRONTIER Total	7,813.80	0.00
GCA SERVICES GROUP Total	462,970.36	(61,677.68)
GLOBAL PERSPECTIVE SPEAKERS & EVENTS Total	10,750.00	0.00
		3,400.00
HUNTINGTON NATL BANK Total	2,793.04	2,104.20
IATSE LOCAL 271 LABOR CTR LLC Total	579.64	0.00
INFINIT TECHNOLOGY SOLUTIONS Total	2,239.46	2,320.27
		3,200.00
INTOPRINT Total	35.00	0.00
KATHY A MCDILDA Total	1,137.53	(1,137.53)
		137.50
LUMOS NETWORKS LLC Total	283.67	0.00
		1,864.85
MARIANNE C PEYTON Total	100.00	(100.00)
Markl Supply Company	1,333.00	(1,333.00)
MATTHEW D JACKFERT Total	1,200.00	(1,200.00)
MAXIMUM PROMOTIONS INC Total	4,847.04	0.00
MBS TEXTBOOK EXCHANGE INC Total	65,832.52	(33.00)
MCGRAW HILL GLOBAL EDUCATION HOLDINGS LLC Total	217.40	0.00
MILLCRAFT	4,426.62	(4,426.62)
		6,505.00
		4,000.00
MOUNTAINEER GAS CO Total	11,719.49	(3,346.57)
NEIGHBORGALL CONSTRUCTION Total	26,636.37	(26,636.37)
		2,321.44
		32.82
PEARSON EDUCATION INC Total	3,709.20	0.00
PEOPLEWORK SOLUTIONS INC Total	416.67	416.67
		3,167.70
PRESTON W HALL JR Total	1,305.00	(1,305.00)
		3,068.00
		14,767.27
		111.00
SANITARY BD CITY OF DUNBAR Total	2,922.41	2,118.67
STUDIMO Total	2,100.00	0.00
The Eric Ryan Corp Total	429.01	263.30
THOMPSON HOSPITALITY SERVICES LLC Total	1,583,913.54	60,395.35
TRI STATE PIPELINE INC Total	16,610.00	(16,610.00)
TRI STATE ROOFING & SHEET METAL CO Total	3,938.14	(3,938.14)
W W NORTON & CO INC Total	432.72	(432.72)
WILLIAMS & FUDGE INC Total	7,334.70	2,271.27
WT COX INFORMATION SERVICES Total	3,706.58	(3,706.58)
WV AM WATER CO Total	1,644.20	23,193.08
WVNET Total	248,774.20	41,379.69
WV OUTDOOR Total	3,350.00	1,675.00
		2,547.95
XEROX CORP Total	7,197.89	7,836.83
XIAOHONG ZHANG Total	1,893.98	(1,893.98)
Grand Total	2,636,112.65	111,764.74

Accounts Payable as of 3/31/19
Aging Summary

Over 300	\$ 1,202,202.36
120 - 299 days	\$ 438,984.45
90 - 119 days	\$ 226,204.90
60 - 89 days	\$ 284,418.06
0 - 59 days	\$596,067.62
Total	\$ 2,747,877.39

**West Virginia State University Board of Governors
Finance Committee
Accounts Receivable Update
March 2019**

- I. Purpose
To provide an update on status of the University's student receivables as of 3/31/19.
- II. Background
This information was requested by members of the Finance Committee.
- III. Discussion
Presentation of summary information as to how much students owe the University.
- IV. Recommendation(s)
Information.

ACCOUNTS RECEIVABLE

	Total Tuition	Total A/R	% of Tuition	# of Students	Average Balance	
Fall 2015	7,681,563	\$ 435,078	6%	252	\$	1,726.50
Spring 2016	6,817,418	\$ 307,021	5%	166	\$	1,849.52
Summer 2016	662,230	\$ 27,149	4%	30	\$	904.98
Fall 2016	7,672,066	\$ 317,479	4%	238	\$	1,333.95 Includes EE
Spring 2017	6,887,672	\$ 115,187	2%	181	\$	636.39 Includes EE
Summer 2017	609,556	\$ 21,867	4%	24	\$	911.13
Fall 2017	7,960,355	\$ 213,961	3%	391	\$	547.21 Includes EE
Spring 2018	7,287,521	\$ 182,650	3%	319	\$	572.57 Includes EE
Summer 2018	618,071	\$ 23,958	4%	12	\$	1,996.50
Fall 2018	7,614,416	\$ 312,691	4%	743	\$	420.85 Includes EE
Spring 2019	7,128,142	\$ 558,914	8%	1212	\$	461.15 Includes EE

**West Virginia State University Board of Governors
Finance Committee
Faculty Housing Update
March 2019**

- I. Purpose
To provide an update on status of the University's Faculty Housing as of 3/31/19.
- II. Background
This information was requested by members of the Finance Committee.
- III. Discussion
Presentation of summary information for prior fiscal years and YTD info for current fiscal year.
- IV. Recommendation(s)
Information.

**West Virginia State University
Faculty Housing Summary**

	FY19 As of 03/31/19	FY18	FY17	FY16	FY15	FY14	FY13
Beginning Cash	125,406.01	94,494.86	46,294.23	31,815.18	21,491.58	65,635.65	20,093.62
Revenue	81,206.30	72,653.04	102,078.42	97,964.89	104,137.76	106,350.35	143,268.48
Expense	50,291.68	41,741.89	53,877.79	83,485.84	93,814.16	150,494.42	97,726.45
Ending Cash	156,320.63	125,406.01	94,494.86	46,294.23	31,815.18	21,491.58	65,635.65

3 Vacant homes

**West Virginia State University Board of Governors
Finance Committee
Proposed Tuition and Fees FY20**

- I. Purpose
To request approval of the tuition and fees for FY20.

- II. Background
This information is required by the Higher Education Policy Commission by May 17, 2019.

- III. Discussion
Presentation of various fee scheduled for West Virginia State University.

- IV. Recommendation(s)
Need approval in full Board meeting.

**Fee Planning Schedule- Per Semester
Academic Year 2019-20**

Institution: WEST VIRGINIA STATE UNIVERSITY

Student Institutional Level: UNDERGRADUATE
(Community College, Undergraduate, Graduate, Health Professions)

	Resident 2016-17	Resident 2017-18	Resident 2018-19	Resident 2019-20	Increase (Decrease)	Non-Resident 2016-17	Non-Resident 2017-18	Non-Resident 2018-19	Non-Resident 2019-20	Increase (Decrease)	Metro 2016-17	Metro 2017-18	Metro 2018-19	Metro 2019-20	Increase (Decrease)
I. Regular Fees Charged to All Students															
a. Tuition and Required Education and General Fees	\$3,004	\$3,159	\$3,330	\$3,330	\$0	\$6,817	\$7,186	\$7,582	\$7,582	\$0	\$5,109	\$5,392	\$5,699	\$5,699	\$0
b. Required Educational and General Capital Fees															
i. System E&G Capital Fees	\$175	\$175	\$175	\$175	\$0	\$650	\$650	\$650	\$650	\$0	\$650	\$650	\$650	\$650	\$0
ii. Special Institutional E&G Capital Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
c. Auxiliary and Auxiliary Capital Fees															
i. Standard Auxiliary Fees	\$137	\$148	\$160	\$160	\$0	\$137	\$148	\$160	\$160	\$0	\$137	\$148	\$160	\$160	\$0
ii. Mandatory Auxiliary Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
iii. Auxiliary Capital Fee	\$122	\$131	\$131	\$131	\$0	\$122	\$131	\$131	\$131	\$0	\$122	\$131	\$131	\$131	\$0
d. Special Equity Fee	\$60	\$60	\$60	\$60	\$0	\$60	\$60	\$60	\$60	\$0	\$60	\$60	\$60	\$60	\$0
Total Student Fee Request	\$3,498	\$3,673	\$3,856	\$3,856	\$0	\$7,786	\$8,175	\$8,583	\$8,583	\$0	\$6,078	\$6,381	\$6,700	\$6,700	\$0
Percentage of Increase Requested Over Previous Year	#DIV/0!	5.00%	4.98%	0.00%		#DIV/0!	5.00%	4.99%	0.00%			4.99%	5.00%	0.00%	
Three-year Average Increase					3.33%					3.33%					3.33%

**Fee Planning Schedule- Per Semester
Academic Year 2019-20**

Institution: WEST VIRGINIA STATE UNIVERSITY

Student Institutional Level: GRADUATE
(Community College, Undergraduate, Graduate, Health Professions)

	Resident 2016-17	Resident 2017-18	Resident 2018-19	Resident 2019-20	Increase (Decrease)	Non-Resident 2016-17	Non-Resident 2017-18	Non-Resident 2018-19	Non-Resident 2019-20	Increase (Decrease)
I. Regular Fees Charged to All Students										
a. Tuition and Required Education and General Fees	\$3,271	\$3,442	\$3,625	\$3,625	\$0	\$7,816	\$8,231	\$8,671	\$8,671	\$0
b. Required Educational and General Capital Fees										
i. System E&G Capital Fees	\$133	\$133	\$133	\$133	\$0	\$490	\$490	\$490	\$490	\$0
ii. Special Institutional E&G Capital Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
c. Auxiliary and Auxiliary Capital Fees										
i. Standard Auxiliary Fees	\$99	\$111	\$120	\$120	\$0	\$99	\$111	\$120	\$120	\$0
ii. Mandatory Auxiliary Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
iii. Auxiliary Capital Fee	\$99	\$99	\$99	\$99	\$0	\$99	\$99	\$99	\$99	\$0
d. Special Equity Fee	\$60	\$60	\$60	\$60	\$0	\$60	\$60	\$60	\$60	\$0
Total Student Fee Request	\$3,662	\$3,845	\$4,037	\$4,037	\$0	\$8,564	\$8,991	\$9,440	\$9,440	\$0
Percentage of Increase Requested Over Previous Year	#DIV/0!	5.00%	4.99%	0.00%		#DIV/0!	4.99%	4.99%	0.00%	
Three-year Average Increase					3.33%					3.33%

**Fee Planning Schedule- Per Semester
Academic Year 2019-20**

Institution: WEST VIRGINIA STATE UNIVERSITY

II. Special Fees and Charges	Rate Per Semester/ Occurrence 2016-17	Rate Per Semester/ Occurrence 2017-18	Rate Per Semester/ Occurrence 2018-19	Requested Rate Per Semester/ Occurrence 2019-20	Increase (Decrease)
Application Fees:					
Undergraduate - In/State	\$ 22	\$ 23	\$ 20	\$ 20	\$ -
Undergraduate - Out/State	\$ 22	\$ 23	\$ 20	\$ 20	\$ -
Graduate - In/state	\$ 28	\$ 29	\$ 28	\$ 28	\$ -
Graduate - Out/state	\$ 39	\$ 41	\$ 28	\$ 28	\$ -
Course Fees:					
Applied Music Fee	\$ 42	\$ 44	\$ 46	\$ 46	\$ -
Applied Music Fee (Non-music majors only)	\$ 140	\$ 147	\$ 154	\$ 154	\$ -
Art Fee	\$ 48	\$ 50	\$ 53	\$ 53	\$ -
Communications Fee	\$ 42	\$ 44	\$ 46	\$ 46	\$ -
Science Lab Fee	\$ 55	\$ 58	\$ 61	\$ 61	\$ -
Education 299-07: Praxis Content Elementary		\$ 195	\$ 205	\$ 205	\$ -
Education 299-08: Praxis Content Secondary		\$ 146	\$ 153	\$ 153	\$ -
Education 299-09: Praxis Content Special Education		\$ 170	\$ 179	\$ 179	\$ -
Education 299-10: Praxis Content Foreign Language		\$ 160	\$ 168	\$ 168	\$ -
English Course Fee	\$ 6	\$ 6	\$ 7	\$ 7	\$ -
HHP 106 & HHP 122	\$ 15	\$ 16	\$ -	\$ -	\$ -
Math 020 Course Fee	\$ 34	\$ 36	\$ -	\$ -	\$ -
Math Computer Science Fee	\$ 34	\$ 36	\$ 37	\$ 37	\$ -
Internship Fee	\$ 118	\$ 124	\$ 130	\$ 130	\$ -
English as a Second Language (ESL) - One Month	\$ 3,500	\$ 3,500	\$ 3,000	\$ 3,000	\$ -
English as a Second Language (ESL) - Two Month	\$ 7,000	\$ 7,000	\$ 6,000	\$ 6,000	\$ -
English as a Second Language (ESL) - Semester	\$ 11,338	\$ 11,338	\$ 5,400	\$ 5,400	\$ -
Diploma Replacement	\$ 35	\$ 37	\$ 39	\$ 39	\$ -
Transcript (after first)	\$ 10	\$ 11	\$ 12	\$ 12	\$ -
Transcript (online)	\$ 13	\$ 14	\$ 15	\$ 15	\$ -
Thesis Binding Fee (formerly Electronic Thesis Fee)	\$ 180	\$ 189	\$ 198	\$ 198	\$ -
Graduation and Diploma	\$ 152	\$ 160	\$ 168	\$ 168	\$ -
Graduation (Graduate) and Diploma	\$ 152	\$ 160	\$ 168	\$ 168	\$ -
Capitol Center Course Fee (per credit hour)	\$ 140	\$ 147	\$ -	\$ -	\$ -
Information Literacy Fee (FT students only)	\$ 100	\$ 100	\$ 105	\$ 105	\$ -
Internet Course Fee - Undergraduate (Web 80-100)	\$ 152	\$ 160	\$ 168	\$ 168	\$ -
Internet Course Fee - Graduate (Web 80-100)	\$ 223	\$ 234	\$ 246	\$ 246	\$ -
Internet Course Fee - Online (Web-50)	\$ 60	\$ 63	\$ 66	\$ 66	\$ -
Key Deposit	\$ 12	\$ 13	\$ 13	\$ 13	\$ -
Late Registration	\$ 35	\$ 37	\$ 39	\$ 39	\$ -
Reinstatement Fee			\$ 30	\$ 30	\$ -
Campus Fee - Non-WVSU Only	\$ 295	\$ 310	\$ 325	\$ 325	\$ -
ID Card Replacement	\$ 22	\$ 23	\$ 24	\$ 24	\$ -
Orientation Fee	\$ 40	\$ 75	\$ 100	\$ 100	\$ -
Parking - Full Year WVSU Faculty and Staff	\$ 125	\$ 131	\$ 138	\$ 138	\$ -
Second Vehicle Full Year WVSU Faculty and Staff	\$ 63	\$ 66	\$ 69	\$ 69	\$ -
Parking - Full Year WVSU Students	\$ 104	\$ 109	\$ 115	\$ 115	\$ -
Second Vehicle WVSU student One Semester	\$ 15	\$ 16	\$ 17	\$ 17	\$ -
Second Vehicle WVSU student Full Year	\$ 28	\$ 29	\$ 31	\$ 31	\$ -
Parking-Monthly WVSU Faculty and Staff	\$ 11	\$ 12	\$ 12	\$ 12	\$ -
Parking-Monthly WVSU Student	\$ 7	\$ 7	\$ 8	\$ 8	\$ -
Parking-Adjunct per course per semester	\$ 11	\$ 12	\$ 12	\$ 12	\$ -
Parking Replacement	\$ 15	\$ 16	\$ 17	\$ 17	\$ -
Parking - One Semester Fall, Spring WVSU students	\$ 55	\$ 58	\$ 61	\$ 61	\$ -
Parking - January thru August WVSU student	\$ 77	\$ 81	\$ 85	\$ 85	\$ -
Parking - Summer	\$ 42	\$ 44	\$ 46	\$ 46	\$ -
Parking - Special Event Daily Fee	\$ 2	\$ 2	\$ 2	\$ 2	\$ -
Parking - Special Event Half Day Fee	\$ 1	\$ 1	\$ 1	\$ 1	\$ -
Placement Testing Fee	\$ 28	\$ 29	\$ 31	\$ 31	\$ -
Proctor Testing Fee	\$ 42	\$ 44	\$ 46	\$ 46	\$ -
Regents' BA Degree Evaluation	\$ 300	\$ 300	\$ 300	\$ 300	\$ -
Regents' BA Degree Posting Fee (per credit hour)	\$ 10	\$ 10	\$ 10	\$ 10	\$ -
Resident Hall Breakage/Reservation Deposit *refundable	\$ 100	\$ 100	\$ 100	\$ 100	\$ -
First Time Residence Fee	\$ -	\$ -	\$ -	\$ -	\$ -
Residence Hall Breakage/Reservation Deposit *non-refundable	\$ 100	\$ 100	\$ 100	\$ 100	\$ -
Returned Check Fee	\$ 25	\$ 25	\$ 25	\$ 25	\$ -
ROTC Activity Fee	\$ 10	\$ 10	\$ -	\$ -	\$ -
Military Science Designated Course Fee (PT Classes)	\$ 10	\$ 10	\$ -	\$ -	\$ -
Off-Campus Instruction (per credit hour up to 12 hours maximum)	\$ 27	\$ 28	\$ -	\$ -	\$ -

**Fee Planning Schedule- Per Semester
Academic Year 2019-20**

Institution: WEST VIRGINIA STATE UNIVERSITY

	Rate Per Semester 2016-17	Rate Per Semester 2017-18	Rate Per Semester 2018-19	Rate Per Semester 2019-20	Increase (Decrease)
III. Room and Board Charges					
All Residence Halls:					
Keith Scholars Hall 2BR	\$ 3,417	\$ 3,588	\$ 3,768	\$ 3,881	\$ 113
Keith Scholars Hall 2BR Handicap	\$ 3,417	\$ 3,588	\$ 3,768	\$ 3,881	\$ 113
Keith Scholars Hall 2BR Resident Advisor/Assistant Unit	\$ 3,545	\$ 3,722	\$ 3,908	\$ 4,025	\$ 117
Keith Scholars Hall 3BR	\$ 3,417	\$ 3,588	\$ 3,768	\$ 3,881	\$ 113
Keith Scholars Hall 4BR	\$ 3,417	\$ 3,588	\$ 3,768	\$ 3,881	\$ 113
Keith Scholars Hall 4BR Handicap	\$ 3,417	\$ 3,588	\$ 3,768	\$ 3,881	\$ 113
Sullivan West Single	\$ 3,029	\$ 3,181	\$ 3,340	\$ 3,440	\$ 100
Sullivan West Double	\$ 2,091	\$ 2,195	\$ 2,305	\$ 2,374	\$ 69
Sullivan East Double	\$ 2,091	\$ 2,195	\$ 2,305	\$ 2,374	\$ 69
Sullivan East Single	\$ 3,029	\$ 3,181	\$ 3,340	\$ 3,440	\$ 100
Sullivan East Independent (8th Floor) (no double occupancy)	\$ 3,173	\$ 3,332	\$ 3,498	\$ 3,603	\$ 105
Dawson Single	\$ 3,189	\$ 3,349	\$ 3,516	\$ 3,621	\$ 105
Dawson Double	\$ 2,183	\$ 2,292	\$ 2,407	\$ 2,479	\$ 72
Dawson Room (Summer only) per week	\$ 253	\$ 265	\$ 278	\$ 287	\$ 8
Sullivan Room (Summer only) per week	\$ 225	\$ 236	\$ 248	\$ 256	\$ 7
Keith Scholars Room (Summer only) per week	\$ 429	\$ 451	\$ 473	\$ 487	\$ 14
Board Plans:					
Board - Option #1	\$ 2,277	\$ 2,345	\$ 2,415	\$ 2,488	\$ 72
Board - Option #2	\$ 2,014	\$ 2,075	\$ 2,137	\$ 2,201	\$ 64
Board - Option #3	\$ 2,080	\$ 2,142	\$ 2,207	\$ 2,273	\$ 66
Board (Summer only) per week	\$ 184	\$ 190	\$ 195	\$ 201	\$ 6
Dining Dollars (minimum opening balance)	\$ 155	\$ 159	\$ 150	\$ 155	\$ 5
Commuter Plan - New students/new transfers	\$ 309	\$ 318	\$ 334	\$ 344	\$ 10
Commuter Plan - Returning students	\$ 278	\$ 286	\$ 334	\$ 344	\$ 10

**Fee Planning Schedule- Per Semester
Academic Year 2018-19**

Institution: WEST VIRGINIA STATE UNIVERSITY

	Rate Per Month 2016-17	Rate Per Month 2017-18	Rate Per Month 2018-19	Rate Per Month 2019-20	Increase (Decrease)
IV. Apartment and House Rental Room Rates					
House A	\$899	\$943	\$991	\$991	\$0
House B	\$842	\$885	\$929	\$929	\$0
House C	\$786	\$826	\$867	\$867	\$0
House D	\$842	\$885	\$929	\$929	\$0
House E	\$786	\$826	\$867	\$867	\$0
House F	\$842	\$885	\$929	\$929	\$0
House G	\$842	\$885	\$929	\$929	\$0
House H	\$842	\$885	\$929	\$929	\$0
House I	\$786	\$826	\$867	\$867	\$0
House J	\$842	\$885	\$929	\$929	\$0
House K	\$1,011	\$1,061	\$1,114	\$1,114	\$0
House L	\$998	\$1,047	\$1,100	\$1,100	\$0
House M	\$998	\$1,047	\$1,100	\$1,100	\$0
Duplex A	\$1,011	\$1,061	\$1,114	\$1,114	\$0
Duplex B	\$1,011	\$1,061	\$1,114	\$1,114	\$0
Garage	\$30	\$32	\$33	\$33	\$0
Keith Scholar Hall Apartments:					
Keith Hall Apartments 1BR	\$811	\$852	\$894	\$921	\$27
Keith Hall Apartments 2BR	\$1,571	\$1,650	\$1,732	\$1,784	\$52
Keith Hall Apartments 2BR Handicap	\$1,571	\$1,650	\$1,732	\$1,784	\$52

**West Virginia State University Board of Governors
Finance Committee
Proposed FY20 Expenditure Schedule**

- I. Purpose
To request approval of the FY20 University Expenditure Schedule.

- II. Background
This information is required by the State Budget Office and the Higher Education Policy Commission.

- III. Discussion
Presentation of the BOG format of the FY20 Budget for West Virginia State University.

- IV. Recommendation(s)
Need approval in full Board meeting.

**WEST VIRGINIA STATE UNIVERSITY
COMPARATIVE BUDGET**

	FY20	FY19	
	Budget	Budget	Difference
State Appropriations	11,342,512	9,861,240	1,481,272
E&G Tuition	10,522,368	10,520,546	1,822
Academic Affairs	3,296,243	2,673,806	622,437
Student Affairs	6,147,958	6,258,197	(110,239)
President's Area	3,181,160	1,881,340	1,299,820
Athletics	662,144	733,132	(70,988)
University Advancement	247,685	332,038	(84,353)
Finance	3,394,628	3,688,804	(294,176)
College Wide	0	0	0
Sub Total of Revenues	38,794,698	35,949,104	2,845,594
Academic Affairs	12,819,264	12,597,368	221,896
Student Affairs	8,450,091	8,273,294	176,797
President's Area	4,842,335	2,494,088	2,348,247
Athletics	1,635,408	1,326,277	309,131
University Advancement	1,085,391	969,949	115,442
Finance	7,785,346	8,739,048	(953,703)
College Wide	1,700,000	1,520,000	180,000
Sub Total of Expenses	38,317,835	35,920,024	2,397,811
Grand Total	476,863	29,080	447,783

AGENDA
West Virginia State University Board of Governors
Institutional Advancement Committee
Erickson Alumni Center, Weisberg Lounge
May 10, 2019
1:30 p.m. – 2:20 p.m.

1. Call to Order and Roll Call—Chair Mr. William Lipscomb, presiding
2. Verification of Appropriate Notice of Public Meeting Action 1
3. Review and Approval of Agenda Action 2
4. Review and Approval of Minutes of Previous Meeting Action 3
6. Report from University Advancement, Communications & Marketing
 - A. Communications & Marketing Updates
 - B. Fundraising Updates
 - i. New Gift Commitments
 - ii. Black & Gold Gala Financial Report
 - iii. Presidential Scholarship
 - C. Alumni Relations
 - i. National Alumni Association Summit
 - ii. Graduate Reception
7. Next Meeting Date – June 6, 2019
8. Adjournment

Agenda prepared by Pat Schumann, Administrator, Institutional Advancement Committee,
March 21, 2019

**Board of Governors
West Virginia State University
Institutional Advancement Committee**

Date/Time: 5/10/2019 -- 1:30 PM

Location:

Erickson Alumni Center, Weisberg Lounge
West Virginia State University Campus
Institute, WV 25112

Purpose: To conduct the regular business of the committee.

Notes:

Meeting was approved : 4/26/2019 8:23:13 AM

MEETING MINUTES
West Virginia State University Board of Governors
Institutional Advancement Committee
Erickson Alumni Center, Weisberg Room
April 4, 2019
10:30 a.m. – 11:40 a.m.

1. Call to Order and Roll Call

Governor William W. Lipscomb called the meeting of the Institutional Advancement Committee to order at 10:38 a.m. and placed the committee in recess until the committee members could be dismissed from their earlier meeting.

At 10:44 a.m., a quorum was present, and the meeting was reconvened.

Members Present: Governor William W. Lipscomb, Governor Ann Brothers Smith, Governor Mark Kelley, Governor Frank Vaughan, Governor Kenneth Gray

Members Absent: Governor E. Gail Pitchford

Others Present: Anthony L. Jenkins, WVSU President; Patricia Schumann, Vice President for University Advancement, Communications & Marketing; Nate Burton, Athletic Director

2. Verification of Appropriate Notice of Public Meeting

Governor Lipscomb announced the verification of the appropriate notice of the meeting.

3. Review and Approval of Agenda

Governor Kelley moved approval of the Meeting Agenda; motion was seconded by Governor Vaughan; motion carried.

4. Review and Approval of Minutes of the Previous Meeting

Governor Kelley moved approval of the February 7, 2019 Meeting Minutes; seconded by Governor Smith; motion carried.

5. Report from the Athletic Director

Athletic Director Nate Burton presented his fundraising plans for the remainder of this fiscal year and next year. Mr. Burton stated it's important to understand all the opportunities Athletics has to offer and share that information with potential sponsors, alumni, and friends. In fiscal year 2015 Athletics raised \$131,000. Last year the total was \$367,000, a sign that Athletics is generating interest, and people are starting to get involved and at a higher level. Mr. Burton shared that he is \$60,000 away from this year's goal of \$400,000, which he must raise in order for the department to function until the end of the fiscal year. Mr. Burton presented the new athletics wordmark, in which the V represents a stinger with black and gold stripes. Mr. Burton also presented the partnership playbook he has developed for sponsors, which includes a sample of their logo and highlights of what has been achieved in the past year. There are currently four sponsorship levels: \$25,000 (sponsors receive every item Athletics has, including all games and events), \$5,000 (premier game sponsorship such as football), \$3,000 (basketball game sponsorship), and \$1,000 (public announcements at games and logos on the digital board). One local bank's game sponsorship package included recognition for sponsoring a game, a tabling opportunity, public announcements, logo display on the video boards, and 150 tickets to give away to customers or employees. Athletics also works through social media to drive fans to sponsors' businesses to pick up a

free ticket to the game. Signage at the football field has been popular; next year, Athletics will move the signage to the home side on the bleachers to make it more visible at football games and also will take the same signage to use for the women's soccer team when they play. Athletics plans to have more interactive activities at games, such as "future little yellow jacket" races, a ceremonial kickoff by a little kid, etc., and then will send out the images on social media. At the end of the year Athletics sends the playbook to each sponsor with the sponsor's logo at the top, reviewing all that was accomplished throughout the past year and thanking the sponsors for their support. This also represents a soft asked for next year. In addition to fundraising, every year Athletics generates revenue of \$30,000 to \$40,000 in facilities rentals. For visiting teams we have a partnership with the local hotels within the area to accommodate them. In exchange for our sending the teams to those hotels, the hotels let our recruits stay there free.

6. Report from University Advancement, Communications & Marketing

A. Fundraising Updates

i. New Gift Commitments

Vice President Patricia Schumann presented the giving report. In addition to the gifts represented in the comparative gift report of March 20, several new gifts have been received in the past two weeks. The Center for Advancing Opportunity of the Thurgood Marshall College Fund has informed us we will receive a grant of \$440,000, a substantial increase over the \$312,000 we were initially promised. This grant is designated for criminal justice research. We also have a commitment from the Jacobson Foundation of \$150,000 towards the nursing program. Charleston Area Medical Center (CAMC) is preparing to donate equipment and supplies such as simulation mannequins, beds, and linens, etc. CAMC Foundation has allocated \$2,500,000 per year in scholarships for nursing students; although these scholarships will be outside any direct funding for the nursing program, this resource will be of great assistance to prospective nursing students. As of today we have a waiting list of 51 students seeking to enroll in the nursing program. An anonymous donor has given \$40,000 to endow the Brimhall fund for support of the Science Bowl and other outreach programs. We have also received a commitment of \$15,000 for the BB&T Scholarship. Therefore, we can add \$645,000 to the \$900,864 in the comparative gift report, bringing the total to \$1.5 million in donations.

ii. Black & Gold Gala

Ms. Schumann reported on the Black & Gold Gala. As of today we are expecting about 400 people to attend. Our financial goal is \$130,000, and we have already exceeded that with \$137,500 received to date. With revenue from the silent auction we should come in well ahead of our goal. We have 55 sponsors and 65 items for the silent auction. About 30 student ambassadors will help provide hospitality.

B. Upcoming Events

A schedule of alumni and campus events was included in the packet. Ms. Schumann highlighted the Engineering Day on April 13 as well as the National Alumni Association Summit on campus May 9-10. The Summit will be held in conjunction with the next Board of Governors meeting and the Graduate Reception on May 10 as well as Commencement on May 11.

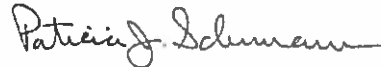
7. Next Meeting Date – May 10, 2019

8. Adjournment

Governor Smith moved for adjournment; the motion was seconded by Governor Gray. With there being no further business, the meeting adjourned at 11:30 a.m.

Respectfully Submitted by – Maria Drake, Institutional Advancement Administrative Clerk, April 8, 2019.

Approved by:

A handwritten signature in cursive script that reads "Patricia J. Schumann".

Patricia Schumann
Vice President for University Advancement, Communications and Marketing

**West Virginia State University Board of Governors
Institutional Advancement Committee
Financial Updates
May 10, 2019**

- I. **Purpose**
Provide information on fundraising performance of the WVSU Foundation.

- II. **Background**
The Comparative Gift Report is provided at every committee meeting for the purpose of reviewing new gifts and pledges compared to the same period last year. Total gifts per year for the past 6 years is also included for historical perspective. Reports on Black & Gold Gala and Presidential Scholarship are provided for information on current fundraising initiatives.

- III. **Discussion**
Comparative Gift Report—As of April 26, 2019, we had received \$1,012,338 in new gifts and pledges this fiscal year. This is \$225,986 (29%) higher than the same date last year. The number of donors (934) was lower than the same date last year. Currently, we have several verbal commitments that are not yet officially recorded and therefore not reflected in the Comparative Gift Report. These include a commitment of \$440,000 from the Thurgood Marshall College Fund Center for Advancing Opportunity pending a signed agreement, a \$150,000 commitment from the Jacobson Foundation, a \$100,000 commitment for a new endowed scholarship, and \$150,000 in proposals pending.
Black & Gold Gala—The Seventh Annual Black & Gold Gala was the most successful yet in terms of funds raised. With \$154,048 in Gross Revenue, we exceeded last year's total of \$128,612 by 20%. Expenses of \$60,729 decreased slightly compared with last year's total of \$64,021, leaving us with a Net Revenue of \$93,318 this year, compared with net revenue of \$64,591 last year. Thus, our Net Revenue was 44% higher than last year.
Presidential Scholarship—Since President Jenkins issued the challenge to raise \$400,000 for the Presidential Scholarship before June 30, we have received \$117,604 in new gifts and pledges from 115 donors. When combined with the fund balance on July 1, 2018, this brings the total to \$195,088. \$15,777 has been awarded to students during the current fiscal year.

- IV. **Recommendation(s)**
This information is presented for information.

West Virginia State University Foundation
Comparative Giving Report by Fiscal Year

	7/1/2018 - 4/26/2019	7/1/2017 – 4/26/2018
Pledges	\$336,654.06	\$123,345.00
Outright Cash Gifts	\$675,583.99	\$649,835.83
Gifts-In-Kind	\$100.00	\$13,171.58
Total Giving	\$1,012,338.05	\$786,352.41
Total Number of Donors	934	1041
Total Number of Gifts	3139	3273

	FY 2018 Total	FY 2017 Total	FY 2016 Total
Pledges & Payments	\$1,451,077.92	\$404,450.00	\$4,539,361.00
Outright Cash Gifts	\$1,004,910.68	\$668,644.90	\$3,110,917.07
Gifts-In-Kind	\$13,271.58	\$8,699.69	\$4,912.99
Total Giving	\$2,469,260.18	\$1,081,794.59	\$7,655,191.06
Total Numbers of Donors	1261	1288	1115

	FY 2015 Total	FY 2014 Total	FY 2013 Total
Pledges & Payments	\$3,483,713.40	\$3,335,932.34	\$1,808,765.00
Outright Cash Gifts	\$695,525.79	\$752,168.84	\$536,610.27
Gifts-In-Kind	\$22,361.04	\$30,702.00	\$6,720.00
Total Giving	\$4,201,600.23	\$4,118,803.18	\$2,352,095.27
Total Numbers of Donors	1163	1015	796

**BLACK GOLD GALA
FY19 FINANCIAL REPORT**

REVENUE (\$130,000 - Proposed)	2018 REVENUE	BUDGET	2019 REVENUE
SPONSORSHIPS - PAID	\$103,825.00	\$105,000.00	\$100,975.00
TICKET SALES	\$ 9,761.00	\$10,000.00	\$9,171.25
DONATIONS/PATRONS	\$ 2,210.00		\$2,861.70
OUTSTANDING PLEDGES	\$1,875.00		\$28,200.00
SILENT AUCTION	\$10,876.00	\$15,000.00	\$8,720.00
SILENT AUCTION (OUTSTANDING)	\$65.00		\$4,120.00
TOTAL REVENUE	\$ 128,612.00	\$130,000.00	\$154,047.95
EXPENSES (\$47,000)	2018 EXPENSES	\$47,000.00	2019 EXPENSES
GIFTS FOR HONOREES	\$1,289.40		\$1,213.00
PRINTING			
PROGRAMS, SAVE THE DATE	\$ 3,872.17		1,331.94
SPONSORSHIP FORMS/LETTERHEAD			
INVITATIONS/TABLE CARDS			\$521.00
TICKETS			
POSTERS			
ADVERTISING	\$ 1,369.00		\$1,000.00
FORMAL WEAR	\$ 990.00		\$780.00
SCHOLARSHIPS & BOOK VOUCHERS	\$2,000.00		
HOTEL			
LODGING	\$ 353.44		
FOOD/BAR/BEVERAGES (DISTINCTIVE GOURMENT)	\$14,394.98		\$27,958.92
CLAY CENTER/CONVENTION CTR (2019)	\$ -		\$16,178.00
ENTERTAINMENT			
BAND & BOB THOMPSON	\$ 2,800.00		\$3,300.00
AIRFARE & MEALS			
AUDIO, ETC.	\$ -		\$5,916.00
A-Z	\$30,704.25		
MEETINGS, MISC., POSTAGE, CC FEES, SECURITY, ARTS FLOWERS	\$ 3,395.67		\$1,229.00
SILENT AUCTION	\$2,852.48		\$1,301.58
TOTAL EXPENSES	\$ 64,021.39	\$47,000.00	\$ 60,729.44
NET REVENUE	\$ 64,590.61	\$83,000.00	\$ 93,318.51

**Presidential Scholarship
Financial Report
April 26, 2019**

Beginning Balance 7/1/2018		\$77,484.38
FY2019 Gifts and Pledges		
Cash	\$80,212.17	
Outstanding Pledges	\$37,391.91	
Total this year		\$117,604.08
Total Revenue		\$195,088.46

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2018-2019 Presidential Scholarships		\$15,777.00
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**West Virginia State University Board of Governors
Institutional Advancement Committee
National Alumni Association 2019 Leadership Summit
May 10, 2019**

- I. **Purpose**
Provide information on the National Alumni Association's 2019 Leadership Summit on May 9-10.

- II. **Background**
The National Alumni Association's 2019 Leadership Summit brings together members of the Executive Board and Chapter Presidents to focus on leadership development and strengthening the Association.

- III. **Discussion**
The Summit agenda includes sessions to strengthen the Association's policies as well as to equip Chapter Presidents to be effective leaders and plan for leadership succession. The agenda also includes a joint luncheon with the Board of Governors and participation in the Graduate Reception on Friday evening and Commencement on Saturday.

- IV. **Recommendation(s)**
This information is presented for information.



WVSU National ALUMNI ASSOCIATION

2019 Leadership Summit

Thursday, May 9, 2019			
Time	Event	Location	Presenters
4:30 pm - 8:00 pm	Event Registration and Check-In	IREB	
5:00 pm - 6:00 pm	National Alumni Association Executive Board Meeting: Overview of Summit and special agenda items.	IREB	Dr. Lateef Saffore
6:00 pm - 7:00 pm	Summit Reception	IREB	
7:15 pm-8:15 pm	Assessment Rubric & Chapter Leadership Workshop Assessment rubric for chapter activity/progress and chapter leadership succession plan template.	IREB	YLonne Fullen Swails Carol Parham-Bell Jean Price Everett Person
Friday, May 10, 2019			
Time	Event	Location	Presenters
8:30 am	Depart Marriott	Marriott	
9:00 am - 10:00 am	Life Membership Program	IREB	Greg Wilson Belinda Fuller
10:00 am - 11:00 am	BB&T Fraud Prevention Training Let's protect our organization by putting internal processes and procedures in place to minimize the chances for illegal behavior. Officers will learn what to look for and then what to do about it.	IREB	Michael Holtsclaw Shelby Huber
11:00 am - 11:30 am	NAA Policies & Procedures Officer reimbursement policy, Vendor Contract agreement, Payment policy.	IREB	Cynthia Rakes Belinda Fuller
11:30 am - 12:30 pm	WVSU Board of Governors and NAA Joint Luncheon	IREB	
12:45 pm - 2:00 pm	Alumnus of the Year & James Waddy Award Policy	Erickson Alumni Center	Camille Shipman McQueen
2:00 pm - 4:00 pm	Workshop Teams: Review Policies	IREB	
4:00 pm - 5:15 pm	Executive Board Special Meeting Discuss/action for recommended policies.	IREB	Dr. Lateef Saffore
5:30 pm - 6:30 pm	Alumni Graduate Reception	Convocation Center	
7:00 pm	Shuttle to Marriott	Convocation Center	
7:30 pm - 9:30 pm	Team Building Activity	Marriott 14 th Floor	
Saturday, May 11, 2019			
Time	Event	Location	Presenters
9:00 am	Holding Room ~ Check In	Ladies BB Locker Room Convocation Center	
10:00 am	Spring Commencement Class of 2019	Convocation Center	