

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

Date/Time: 9/5/2019 -- 12:00 PM

Location:

Erickson Alumni Center
Grand Hall
West Virginia State University

Purpose: regular Meeting of the Board

Notes:

Meeting was approved : 8/29/2019 9:33:16 AM

Meeting Minutes
West Virginia State University Board of Governors
Erickson Alumni Center, Grand Hall
June 6, 2019
12:00 p.m.

1. Call to Order and Roll Call

Mr. Lipscomb called the meeting to order at 12:08 p.m. and asked for the roll call.

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

Members Absent: Mr. Buchanan, Mr. Davis, Mr. Payne, Mrs. Pitchford, and Ms. Seawell

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. Dr. Smith seconded the motion, and the motion carried.

4. Review and Approval of Minutes of May 10, 2019 Meeting

Dr. Smith motioned for approval of the minutes of the May 10, 2019 meeting. Ms. Dooley seconded the motion, and the motion carried.

5. Reports from the Board Committee Chairpersons

a. Academic Policy Committee

Committee Chair, Ms. Dooley, reported highlights of information that the Committee heard on Research and Public Service from Dr. Orlando McMeans. Since 2009, the University has participated in the National Science Foundation's Established Program to Stimulate Competitive Research (EPSCoR) and has been allocated approximately \$2.5 million of the total budget each five-year cycle. Discussions are in progress about a partnership with the West Virginia Department of Agriculture to meet the demand for agricultural programming. The University secured five acres of land at Lakin Farm for research trials. Mr. Adam Hodges, extension agent in Fayette County, was named as president of the National Association of Community and Economic Development; this is the first time that West Virginia, and one of the 1890 land-grants, have been head of the organization. The Committee also received information from Dr. Scott Woodard about the University's reaffirmation of accreditation by the Higher Learning Commission in April 2020. Members of the Board may be asked to meet with the visiting team and provide information in advance.

b. Finance Committee

Committee Chair, Mr. Kelley, reported that the Committee received budget updates as of April 30, 2019. Revenue is three percent above target and expenses are three percent below target. A report was provided on Faculty Housing; by August there will be no vacancies. The Committee discussed the commuter meal plan and received data on the participation rate of residence student meal plans compared to commuter student meal plans.

c. Institutional Advancement Committee

Committee Chair, Mr. Lipscomb, reported that the Committee received a comparative gift report as of May 28, 2019. The University received \$1,318,779 in new gifts and pledges. The number of new donors is slightly lower than this time last year. For the Presidential Scholarship, \$325,000 of the \$400,000 goal has been raised. Several major gifts are in the pipeline. Both the Institutional Advancement staff and Foundation Board of Directors will hold retreats over the summer. The Committee received a report from Alumni Relations, which highlighted summer alumni chapter events and Homecoming activities. The University is participating in the YWCA's Over the Edge during FestivALL, which is an urban rappelling event in support of their Campaign to End Racism. Several members of the University will be rappelling, including President Jenkins and Ms. Dooley.

d. Recruitment and Retention Committee

Committee Chair, Mr. Jones, reported that the Committee received a presentation by Enrollment Management and Student Affairs. The Committee reviewed fall retention cohort data for fall 2014-2017. The fall 2014 cohort is at 57-58 percent and fall 2017 was 54.5 percent. Fall 2018 is expected to be at 56 percent. Information was also presented on trend data for freshmen. For fall 2019, as of May 30, admits were at 2,110. Staff are reaching out to students admitted from January on to confirm attendance. The first New Student Orientation for fall 2019 was held on May 31. The preliminary numbers for participants are 158 freshmen and 28 transfer students.

e. Bylaws and Policies Review Special Committee

Committee Chair, Mr. Kelley, said the Committee reviewed amendments to the Bylaws regarding references to classified staff. The Committee voted to recommend to the full Board that amendments be made to remove references to "classified staff" to align with BOG Policy #64. The recommendation will be presented to the full Board later on the agenda. The Committee also looked at proposed amendments regarding changes in West Virginia Code about the campus compact requirement for submission to the West Virginia Higher Education Policy Commission (HEPC). That requirement was repealed, but the Bylaws contain a requirement for an annual compact. HEPC is currently working on a substitute of the current rule, and it was the consensus of the committee to not take action on amendments related to the compact until the new rule is finalized and approved. The Committee discussed the proposed Intent to Draft BOG Policy on Tobacco-Free Campus, and no motions were brought before the Committee.

6. Report from the University President

6.a: Before moving on to his report, President Jenkins deferred to Mr. Jones to present a resolution to Mr. Lipscomb for his service on the Board of Governors. The resolution was read aloud, and Mr. Jones and President Jenkins presented a ceremonial copy of the resolution to Mr. Lipscomb. Mr. Lipscomb thanked everyone. He said that when he attended the elementary school on campus as a child, he never imagined that he would one day serve on the Board and be elected as the chair. He expressed his appreciation for his time serving on the Board and said it has been an honor to contribute to his alma mater in that capacity. President Jenkins and members of the Board thanked Mr. Lipscomb for his advice, knowledge, and service.

President Jenkins provided an update on the Provost Search. He said the search committee consists of a diverse group and has been meeting regularly. A website has also been created for the search. The University announced this position in more publications and areas than typically advertised to have a broader net to attract the most diverse pool of candidates as possible. An interim provost will be named in the coming weeks. President Jenkins reported

that salary increases will go into effect on July 1. After campus-wide discussions, he decided to implement an across-the-board raise for faculty and staff who meet the established criteria. Each faculty and staff will receive \$1,198. The money allocated from the State will go toward employees on the E&G payroll. Title III and Land-Grant employees will receive same amount through alternate funding. The University will hold its second summer bridge program this summer, with an anticipated cohort of 10-15 students. He thanked the Enrollment Management, Student Affairs, and Business and Finance teams for their collective efforts in facilitating the program.

President Jenkins distributed an executive summary to the Board of steps and actions taken by the administration in response to issues raised during the BOG forums held in February. He assembled a team and held campus technology walkthroughs and identified items that are being repaired or replaced. President Jenkins also led a team to conduct a campus safety walk to look at lighting, shrubbery, etc. and talk to students to hear how they feel about campus safety. A master list of items or areas that are being replaced, repaired or updated has been created to track the projects. In April, President Jenkins held chat and chew sessions with students, faculty, and staff to further conversations. Ms. Dooley thanked him for the response in writing. She noted the importance students, faculty, and staff knowing that they are heard when their concerns are brought before the Board and administration. The Board expressed its appreciation for the seriousness and efforts exhibited to address the matters, as well as for the individuals who took time out of their schedules to speak with the Board. Dr. Smith said she hopes this type of response and follow up will increase participation in the future.

President Jenkins said the employee tuition waiver policy would continue to waive three credit hours for graduate and undergraduate courses. This summer, the administration will look at a tuition discount or waiver for children of employees.

President Jenkins reported that both of the University's 2019 It Starts at State commercials won a Bronze Telly at the 40th annual Telly Awards. The Charleston Chamber Orchestra, which is housed on campus and includes University students and faculty, performed a concert at the Kennedy Center in Washington, D.C. in February. President Jenkins acknowledged faculty member Yvonne Lee for her appointment to the United States Department of Health and Human Services National Advisory Council to Support Grandparents Raising Grandchildren. The Women's Tennis team advanced to the Sweet 16 for the second consecutive year. The Women's Softball team advanced to the finals of the Atlantic Region. For the first time in WVSU Athletics history, student-athletes had a collective GPA over 3.0 for fall and spring; for the spring semester, student-athletes had a collective GPA of 3.15, setting another new academic record. President Jenkins acknowledged Mr. Nate Burton for his leadership in the University successfully hosting the NCAA regional softball championship on campus for the first time in history. In addition, he thanked Mr. Burton for his efforts to secure a CHOICES NCAA grant for \$30,000. With the grant funding, the University will implement a campus-wide program that encourages students to make choices that are legal, healthy, appropriate, and safe with regard to alcohol usage. President Jenkins acknowledged Ms. Ky'Achia Atkins, who is the newly elected Miss State and the University's first Newman Civic Fellow. This civic award recognizes and supports community-committed students who are changemakers and public problem-solvers.

6.b.i: As recommended by the Bylaws and Policies Review Special Committee, the proposed amendments to the Bylaws to align with BOG Policy #64 and West Virginia Code were brought before the Board for consideration. The Committee voted to recommend to the full Board the approval to remove references to "classified" before "staff" found in the Bylaws, specifically in Article I.A.3. and B; Article III.8.; and Article IV.C.1. and G.2. Mr. Kelley so moved and Dr. Vaughan seconded the motion. The motion carried. The Committee tabled

action on amendments to the Bylaws regarding the annual compact until new legislation is finalized and approved.

6.b.ii: As reported by the Bylaws and Policies Review Special Committee, no motions were brought forward on the proposed Intent to Draft a BOG Policy on Tobacco-Free Campus.

7. Report from the Board Chair

7.a: Mr. Lipscomb said the following dates were being proposed for Fiscal Year 2020 meeting dates – September 5, 2019; October 24, 2019; December 13, 2019; February 5-6, 2020; April 2, 2020; May 8, 2020; and June 18, 2020. Board discussion was held on campus events that coincide with several meeting dates. There was a consensus among the Board to change the June 18, 2020 meeting to June 11, 2020. There being no further discussion, Mr. Kelley motioned that the Board approved the proposed Fiscal Year 2020 meeting dates as presented with the exception of changing the June 18, 2020 meeting to June 11, 2020. Dr. Smith seconded the motion, and the motion carried.

7.b: Mr. Lipscomb stated three officers are to be elected during the Annual Meeting each year and become effective on July 1. Dr. Smith proposed a slate of Mr. Jones as Chair, Mr. Kelley as Vice Chair, and Ms. Dooley as Secretary. With no other proposals brought before the Board, the nominations were closed. Dr. Vaughan moved that the Board elect the slate of officers as nominated. Mr. Gray seconded the motion, and the motion carried.

7.c: In accordance with the Board of Governors Bylaws and Board of Governors Policy #61, which specifies that the Presidential Review Committee shall be formed each June, Mr. Lipscomb named the following membership: Mr. Gray, Ms. Dooley, Mr. Jones, Mrs. Pitchford, and Dr. Smith. The Committee will elect a chair at its first meeting. Ms. Dooley moved that the Board accept the appointments as presented. Mr. Gray seconded the motion, and the motion carried.

7.d: Mr. Lipscomb distributed a list of Board Committees and asked that Board members submit their committee preferences for appointments for Fiscal Year 2020. Dr. Smith stated that committee appointments and scheduling should be considered to avoid overlap and members serving on multiple committees that meet at the same time.

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. Mr. Jones seconded the motion, and the motion carried.

A motion to arise from executive session and reconvene into the regular session was made by Mr. Jones, 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

No other matters were brought before the Board.

10. Next Meeting Date

September 5, 2019

11. Adjournment

With there being no further business, Mr. Kelley motioned for adjournment. Dr. Smith seconded the motion, and the meeting adjourned at 2:38 p.m.

Respectfully submitted,

Gail E. Pitchford
Secretary

Approved:

William Lipscomb
Chair (Outgoing)

Charles Jones
Chair-elect

AGENDA
West Virginia State University Board of Governors
Academic Policy Committee
Erickson Alumni Center, Weisberg Lounge
September 5, 2019
8:30 AM

1. Call to Order, Member of the Board
2. Roll Call, Committee Clerk
3. Verification of Appropriate Notice of Public Meeting Action
4. Review and Approval of Meeting Agenda Action
5. Election of Committee Chair and Presiding Officer Action
6. Review and Approval of Minutes of the Previous Meeting Action
7. Committee Recommendations and Reports Information
8. Next Meeting Date – October 24, 2019
9. Adjournment

West Virginia State University Board of Governors
West Virginia State University Board of Governors
Academic Policy Committee

Date/Time: 9/5/2019 -- 8:30 AM

Location:

Erickson Alumni Center
Weisberg Lounge
West Virginia State University

Purpose: Regular Meeting of the Committee

Notes:

Meeting was approved : 8/29/2019 9:07:04 AM

Agenda
West Virginia State University Board of Governors
Adhoc Bylaws and Policies Review Committee
Erickson Alumni Center, Weisberg Lounge
September 5, 2019
9:30 a.m.

1. Call to Order and Roll Call -- Committee Chair Mark Kelley, presiding
2. Verification of Appropriate Notice of Public Meeting Action 2
3. Review and Approval of Agenda Action 1
4. Review and Approval of June 6, 2019 Meeting Minutes Action 3
5. Discussion on Process for Review of Bylaws and Policies
6. Next Meeting Date – *TBA*
7. Adjournment

West Virginia State University Board of Governors
West Virginia State University
Adhoc Bylaws and Policies Review Committee

Date/Time: 9/5/2019 -- 9:30 AM

Location:

Erickson Alumni Center
Weisberg Lounge
West Virginia State University

Purpose: Regular Meeting of the Board Committee

Notes:

Meeting was approved : 8/29/2019 9:14:19 AM

Meeting Minutes
West Virginia State University Board of Governors
Bylaws and Policies Special Committee
Erickson Alumni Center, Weisberg Lounge
June 6, 2019
8:30 a.m.

1. Call to Order and Roll Call

Mr. Kelley called the meeting to order at 8:41 a.m. and asked for the roll call.

Members Present: Mr. Davis, Ms. Dooley, Mr. Jones, and Mr. Kelley. Non-Committee Board member present was Dr. Vaughan.

2. Verification of Appropriate Notice of Public Meeting

Mr. Kelley verified the Appropriate Notice of Public Meeting.

3. Review and Approval of Agenda

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

4. Review and Approval of May 29 Committee Minutes

Ms. Dooley motioned for approval of the minutes of the May 29, 2019 meeting. Mr. Davis seconded the motion, and the motion carried.

5. Proposed Amendments to Bylaws to Align with WV Code

Mr. Kelley said with respect to the Bylaws, as discussed on May 29, the necessary amendments related to the removal of references to “classified staff.” The amendments would align the Bylaws with BOG Policy #64 Designation/Status of Employees. Following Committee discussion, Mr. Jones motioned for approval to recommend to the full Board the removal of references to “classified” before “staff” found in the Bylaws, specifically in Article I.A.3. and B; Article III.8.; and Article IV.C.1. and G.2. Ms. Dooley seconded the motion, and the motion carried.

The Committee discussed changes to WV Code §18B-1D-1, which no longer requires institutions to formally prepare an institutional compact as part of the system-wide master plan. Dr. DeNeia Thomas stated that there would still be an accountability mechanism with the WV Higher Education Policy Commission. The comment period for the new legislation just ended, so institutions will know soon what that mechanism will be moving forward. The Committee discussed tying in the compact to the presidential review process. Mr. Kelley said the timing would have to be reviewed in terms of meeting goals set forth in the compact and how they have been met. This should be a factor of consideration when conducting the presidential evaluation. Dr. Thomas highlighted the sections of the Bylaws that would need to be changed. Mr. Kelley suggested not taking any action with regard to the compact as currently outlined in the Bylaws until the new rule is in effect. The Committee members concurred.

6. Proposed Intent to Draft BOG Policy on Tobacco-Free Campus

Mr. Kelley asked visitors if they would want to speak to the proposed tobacco-free campus policy. Dr. Kerri Steele said she is against the policy and felt that you cannot legislate addictions. Her concern is that having a tobacco-free campus would not cause people to

stop smoking, but could have a negative impact with withdrawals. Dr. Frank Vaughan said her comments reflected those that he has heard from faculty in general. There have also been questions about how tickets and fines would be enforced. Ms. Kristi Williams commented that there was a tobacco-free campus policy at her previous institution and it caused much strife. The Committee discussed those and other concerns with the policy and how it was not deemed practical although the intentions of the policy are good. Dr. Vaughan expressed that continuing with smoking cessation programs to improve the overall health of campus community would be better supported. Mr. Kelley called for a motion on the proposed Intent to Draft a BOG Policy on Tobacco-Free Campus. No motions were brought forward on the item.

7. Next Meeting Date

TBD

8. Adjournment

With there being no further business, Ms. Dooley motioned for adjournment. Mr. Jones seconded the motion, and the meeting adjourned at 9:15 a.m.

Respectfully Submitted by – Crystal Walker, Administrative Clerk, Bylaws and Policies Special Committee, June 14, 2019

AGENDA
West Virginia State University Board of Governors
Audit Committee
Erickson Alumni, Grand Hall
September 5, 2019
10:30 A.M.

1. Call to Order and Roll Call – Member of the Board
2. Election of Committee Chair
3. Election of Presiding Officer in the absence of Committee Chair
4. Verification of Appropriate Notice of Public Meeting Action
5. Review and Approval of Meeting Agenda Action
6. Review and Approval of Minutes of Previous Meeting Action
7. University Recommendations and Reports
 - a. Update on internal audits
8. Other Matters
9. Next Meeting Date – October 24, 2019
10. Adjournment

West Virginia State University Board of Governors
West Virginia State University
Audit Committee

Date/Time: 9/5/2019 -- 10:30 AM

Location:

Erickson Alumni Center
Grand Hall
West Virginia State University

Purpose: Regular Meeting of the Committee

Notes:

Meeting was approved : 8/29/2019 9:19:16 AM

AGENDA
West Virginia State University Board of Governors
Finance Committee
Erickson Alumni Center, Second Floor Conference Room
September 5, 2019
8:30 A.M.

1. Call to Order and Roll Call -Member of the Board
2. Election of Committee Chair
3. Election of Presiding Officer in the absence of Committee Chair
4. Verification of Appropriate Notice of Public Meeting Action
5. Review and Approval of Meeting Agenda Action
6. Review and Approval of Minutes of Previous Meeting Action
7. University Recommendations and Reports
 - a. Budget Reports – June and July 2019
 - b. Accounts Payable Report
 - c. Accounts Receivable Report
 - d. Faculty Housing
8. Other Matters
9. Next Meeting Date – October 24, 2019
10. Adjournment

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

Date/Time: 9/5/2019 -- 8:30 AM

Location:

Erickson Alumni Center
2nd floor Conference Room

Purpose: Regular Meeting of the Board Committee

Notes:

Meeting was approved : 8/29/2019 9:06:19 AM

MEETING MINUTES
West Virginia State University Board of Governors
Finance Committee
Erickson Alumni Center, Weisberg Lounge
June 6, 2019
9:30 a.m.

1. Call to Order and Roll Call

A quorum being present, Chair, Mr. Mark Kelley called the meeting to order at 9:28 a.m.

Members Present: Mr. Mark Kelley, Mr. William Lipscomb, Mr. Mark Davis, Mr. Charles Jones, Jr.

Members Absent: Ms. Gail Pitchford, Mr. James Buchanan

President Anthony L. Jenkins also attended the meeting.

2. Verification of Appropriate Notice of Public Meeting

Chair, Mr. Mark Kelley announced the verification of the appropriate notice of public meeting.

3. Review and Approval of Meeting Agenda

Mr. Mark Davis motioned to approve the meeting agenda; Mr. William Lipscomb seconded; motion carried.

4. Review and Approval of Minutes of the Previous Meeting

Mr. Mark Davis motioned to approve the May 10, 2019 meeting minutes; Mr. William Lipscomb seconded; motion carried.

5. University Recommendations and Reports

a. Budget Report

Mrs. Kristi Williams, Interim Vice President for Business and Finance presented the All Funds Budget Report based on cumulative information from April 30, 2019. The target of 83.3% was met with a revenue of \$31,140,975 collected at 86.6% of expectations for that time period. The expenses came in under the target at 80.7% at \$29,014,669. The overall budget is within what has been projected for the year.

Auxiliary Funds Report, as of April 30, 2019, the ending cash balance overall was \$234,978 with a change of \$176,725 since the beginning of the year. The union bond agreement with the CTC will dissolve June 30, 2022 as payments decrease. The year-to-date actuals as of April 2018 compared to April 2019 total collected is \$31,140,975 more than last year at \$32,660,814.

b. Accounts Payables Report

Mrs. Williams reported that as of April 30, 2019, the accounts payable total is \$2,486,001. The commuter plan is built into the contract with Thompson Hospitality. On average, the residential meal plan usage of 33% versus the commuter meal plan reported by semester indicates that commuters use less than 40% of their meal plan; many factors affect the participation rate.

The year-over-year comparison from April 30, 2018 to April 30, 2019 is \$2,747,877 versus \$2,486,001 with a decrease of \$261,875. The overall aging summary is \$2,486,001.

c. Accounts Receivables Report

Mrs. Williams stated there was an assessed amount of \$7,175,336 for spring 2019 tuition fees. President Jenkins asked that an actual cumulative report is provided to the committee to see what the collection agency recovers for the university.

d. Faculty Housing Report

Mrs. Williams reported that the previous Faculty Housing cash balance was \$125,406.01 as of June 30, 2018. The revenue collected is \$86,101.94, with the expenses at \$50,988.79 and an ending cash balance of \$160,519.16 as of April 30, 2019. All of the vacant homes are expected to be filled in July and August. Currently there are three vacancies, one possible vacancy upcoming, and several inquiries which may be filled soon.

6. Other Matters

No other matters were brought before the Board.

7. Next Meeting Date

TBA

8. Adjournment

Mr. Charles Jones made a motion to adjourn; Mr. Mark Davis seconded; motion carried. With there being no further business, the meeting adjourned at 9:58 a.m.

Respectfully Submitted by - Natasha Tyson, Finance Committee Administrative Clerk,
June 11, 2019.

Approved by:

Kristi Williams

Kristi Williams
Interim Vice President of Business and Finance

**West Virginia State University Board of Governors
Finance Committee
Budget Report
September 5, 2019**

- I. Purpose
To provide an update on status of the University's budget status as of June 30, 2019.

- 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 06/28/2019

	Salaries & Benefits					%	Supplies & Other Services					%	Total					Actual %	Notes	Target %
	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	9,861,240	0	100.00%		100.00%
E&G Tuition													10,520,546	0	10,520,546	11,147,907	(627,361)	105.96%		5.96%
Academic Affairs													2,673,806	0	2,673,806	2,885,304	(211,497)	107.91%		7.91%
Student Affairs													6,258,197	0	6,258,197	4,447,598	1,810,600	71.07%		-28.93%
President's Area													1,881,340	0	1,881,340	1,637,606	243,734	87.04%		-12.96%
Athletics													733,132	0	733,132	560,551	172,581	76.46%		-23.54%
University Advancement													332,038	0	332,038	96,708	235,330	29.13%		-70.87%
Finance													3,688,804	0	3,688,804	2,475,093	1,213,711	67.10%		-32.90%
College Wide													0	0	0	0	0			
Sub Total of Revenues													35,949,104	0	35,949,104	33,112,007	2,837,098	92.11%		-7.89%
Academic Affairs	10,982,206		10,982,206	11,444,638	(462,432)	104.21%	1,615,162		1,615,162	1,117,543	497,619	69.19%	12,597,368	0	12,597,368	12,562,181	35,187	99.72%		-0.28%
Student Affairs	1,675,662		1,675,662	1,795,981	(120,319)	107.18%	6,597,632		6,597,632	5,521,682	1,075,951	83.69%	8,273,294	0	8,273,294	7,317,663	955,631	88.45%		-11.55%
President's Area	632,443		632,443	543,342	89,102	85.91%	1,861,644		1,861,644	1,675,877	185,768	90.02%	2,494,088	0	2,494,088	2,219,218	274,869	88.98%		-11.02%
Athletics	1,052,056		1,052,056	1,136,077	(84,021)	107.99%	274,221		274,221	315,720	(41,499)	115.13%	1,326,277	0	1,326,277	1,451,797	(125,520)	109.46%		9.46%
University Advancement	785,109		785,109	693,079	92,030	88.28%	184,840		184,840	169,645	15,195	91.78%	969,949	0	969,949	862,725	107,225	88.95%		-11.05%
Finance	4,005,061		4,005,061	3,669,309	335,753	91.62%	4,733,987		4,733,987	3,310,368	1,423,619	69.93%	8,739,048	0	8,739,048	6,979,677	1,759,371	79.87%		-20.13%
College Wide	0		0	35,402	(35,402)	#DIV/0!	1,520,000		1,520,000	1,552,968	(32,968)	102.17%	1,520,000	0	1,520,000	1,588,370	(68,370)	104.50%		4.50%
Sub Total of Expenses	19,132,538	0	19,132,538	19,317,828	(185,290)	100.97%	16,787,487	0	16,787,487	13,663,802	3,123,684	81.39%	35,920,024	0	35,920,024	32,981,630	2,938,394	91.82%		-8.18%
Grand Total													29,080	0	29,080	130,376	(101,297)			

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

Fund Number	Fund Name	6/30/2018 Fund Balance	6/28/2019 Fund Balance	FY 19 Net Activity
2361	Student Union Operation	(654,685)	(899,056)	\$ (244,370.86)
2371 - 2374	Housing	(3,231,669)	(4,645,424)	\$ (1,413,755.63)
2381	Dining Food Services	1,886,988	1,699,917	\$ (187,070.64)
2800	Athletics Current	(1,787,401)	(2,001,013)	\$ (213,612.27)
2801 - 2980	Athletic Enhancement Funds	18,975	(1,327)	\$ (20,302.03)
2580	Faculty Housing	17,674	38,282	\$ 20,608.52
2562	Parking	(170,862)	(133,982)	\$ 36,880.40
2511	Bookstore	3,979,232	6,001,058	\$ 2,021,825.42
	Fund 4612 Balance	\$ 58,253	\$ 58,456	\$ 203

Balance in All Funds Report

58,456

FY19 Actual Talking Points

As of 6/30/19

	FY19 June 2019	FY18 June 2018	Difference
State Appropriations	9,861,240	9,514,960	346,280
E&G Tuition	11,147,907	11,332,233	(184,326)
Academic Affairs	2,885,304	2,907,703	(22,399)
Student Affairs	4,447,598	6,125,372	(1,677,775)
President's Area	1,637,606	1,775,021	(137,415)
Athletics	560,551	603,395	(42,844)
University Advancement	96,708	71,384	25,324
Finance	2,475,093	2,003,058	472,035
College Wide	0	0	0
Sub Total of Revenues	33,112,007	34,333,126	(1,221,119)
Academic Affairs	12,562,181	12,894,731	(332,549)
Student Affairs	7,317,663	8,823,945	(1,506,282)
President's Area	2,219,218	3,234,503	(1,015,285)
Athletics	1,451,797	1,526,951	(75,154)
University Advancement	862,725	807,957	54,768
Finance	6,979,677	6,066,359	913,318
College Wide	1,588,370	1,243,853	344,516
Sub Total of Expenses	32,981,630	34,598,298	(1,616,668)
Grand Total	130,376	(265,172)	395,549

**West Virginia State University Board of Governors
Finance Committee
Accounts Payable Update
September 5, 2019**

- I. Purpose
To provide an update on status of the University's outstanding invoices payable as of June 30, 2019.
- 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 one month to the next.
- IV. Recommendation(s)
Information.

Accounts Payable as of 6/30/2019
Vendor List - Alpha Order

Vendor Legal Name	June 2019
AACRAO Total	1,280.00
Accreditation Council for Business Schools and Programs Total	2,600.00
ADVANTAGE TECHNOLOGY LLC Total	3,000.00
AKEEM NOFIU Total	500.00
APPALACHIAN POWER CO Total	186,930.35
Apple Total	4,454.00
AUTOMOTIVE RENTALS INC Total	6,247.71
BB & T Total	6,255.43
BELINDA FULLER Total	772.12
BILLIE A HAUSER Total	148.48
BUFFALO HIGH SCHOOL Total	102.35
cbord Total	2,405.78
CHEMICAL ABSTRACTS SERVICE Total	4,985.00
COLLEGE SOURCE INC Total	3,013.00
Council for Higher Education Accreditation Total	690.00
Council on Social Work Education Total	1,977.00
DEBRA H YOUNG Total	500.00
DELL MARKETING LP Total	2,094.83
Dell Total	2,553.75
DIRECT ENERGY BUSINESS MARKETING LLC Total	2,028.00
DUNBAR SANITARY BOARD Total	10,176.76
FERGUSON ENTERPRISES INC Total	603.84
FRONTIER Total	8,527.99
GCA SERVICES GROUP Total	475,461.00
HIGHER LEARNING COMMISSION Total	3,400.00
Huntington Bank Total	1,470.05
Huntington National Bank Total	3,655.16
HUNTINGTON NATL BANK Total	4,897.24
IATSE LOCAL 271 LABOR CTR LLC Total	1,299.19
INSTITUTE VFD Total	3,200.00
JASMIN CANNISI CAMPBELL Total	175.00
LIFE TECHNOLOGIES CORP Total	2,481.00
LUMOS NETWORKS LLC Total	10,762.99
MAEA INTERACTIVE SCIENCE PROGRAMS Total	2,000.00
MALDEN PSD Total	84.03
Mary Sizemore Total	1,500.00
MBS TEXTBOOK EXCHANGE INC Total	57,419.00
Millcraft Total	370.24
MODERN FOODS INC Total	96.00
MORGANTOWN PRINTING & BINDING Total	8,738.00
MOUNTAINEER GAS CO Total	4,562.54
MULTI CULTURAL FESTIVAL OF WV INC Total	150.00
NATALIE WEHRLE Total	1,170.00
PANGEA GROUP LLC Total	153.57
PATRICIA J SCHUMANN Total	400.56
PEOPLEWORK SOLUTIONS INC Total	1,666.68
PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC Total	6,335.40
PITNEY BOWES Total	1,600.32
RAWLINGS SPORTING GOODS CO INC Total	3,068.00
RESERVE OIL & GAS INC Total	8,719.93
RESPONDUS INC Total	1,695.00
STUDIMO Total	2,100.00
SUSAN A SIMMONS Total	500.00
The Learning House Total	296,254.30
THOMAS KIDDIE Total	425.54
THOMPSON HOSPITALITY SERVICES LLC Total	1,600,984.29
TODD S GRIFFITH Total	71.13
VTLS INC Total	41,543.94
WEALTHENGINE INC Total	3,665.00
WEST DUNBAR PSD Total	232.56
WILLIAMS & FUDGE INC Total	19,155.40
Williams, Derrien Total	31.80
WORKFORCE WV Total	10,451.43
WT COX INFORMATION SERVICES Total	3,567.31
WV AM WATER CO Total	40,372.86
WV Chamber Total	715.00
WV OUTDOOR Total	8,375.00
WV Roundtable Total	2,000.00
WV STATE UNIV FOUNDATION INC Total	5,221.68
WVNET Total	343,614.21
XEROX CORP Total	37,696.69

3,275,355.43

**Accounts Payable as of 6/30/2019
Variance By Vendor**

Vendor Legal Name	June 2019	Vendor Legal Name	June 2018	
AACRAO Total	1,280.00			1,280.00
Accreditation Council for Business Schools and Programs Total	2,600.00			2,600.00
ADVANTAGE TECHNOLOGY LLC Total	3,000.00	ADVANTAGE TECHNOLOGY LLC Total	1,494.24	1,505.76
AKEEM NOFIU Total	500.00			500.00
APPALACHIAN POWER CO Total	186,930.35	APPALACHIAN POWER CO Total	98,360.13	88,570.22
Apple Total	4,454.00	APPLE INC Total	4,463.00	(9.00)
AUTOMOTIVE RENTALS INC Total	6,247.71	BB & T Total	3,960.49	2,287.22
BB & T Total	6,255.43			6,255.43
BELINDA FULLER Total	772.12			772.12
BILLIE A HAUSER Total	148.48			148.48
BUFFALO HIGH SCHOOL Total	102.35			102.35
cbord Total	2,405.78			2,405.78
		CENGAGE LEARNING INC Total	1,260.00	(1,260.00)
		CHARLESTON NEWSPAPERS Total	2,875.00	(2,875.00)
CHEMICAL ABSTRACTS SERVICE Total	4,985.00			4,985.00
		CLEAN HARBORS ENVIRONMENTAL SERVICES INC Total	9,750.00	(9,750.00)
COLLEGE SOURCE INC Total	3,013.00			3,013.00
		COMMERCIAL & HIGH RISE WINDOW CLEANERS INC Total	1,237.50	(1,237.50)
Council for Higher Education Accreditation Total	690.00			690.00
Council on Social Work Education Total	1,977.00			1,977.00
DEBRA H YOUNG Total	500.00			500.00
DELL MARKETING LP Total	2,094.83			2,094.83
Dell Total	2,553.75			2,553.75
DIRECT ENERGY BUSINESS MARKETING LLC Total	2,028.00			2,028.00
DUNBAR SANITARY BOARD Total	10,176.76			10,176.76
		EDUCATION SYSTEMS INC Total	33,700.00	(33,700.00)
		ELECTRONIC SPECIALTY CO Total	780.00	(780.00)
		EXPRESS EMPLOYMENT PROFESSIONALS Total	1,123.20	(1,123.20)
FERGUSON ENTERPRISES INC Total	603.84			603.84
		FRITO LAY Total	169.33	(169.33)
FRONTIER Total	8,527.99	FRONTIER Total	5,748.26	2,779.73
GCA SERVICES GROUP Total	475,461.00	GCA SERVICES GROUP Total	518,402.72	(42,941.72)
		GREENWOOD ASHER & ASSOCIATES INC Total	23,000.00	(23,000.00)
HIGHER LEARNING COMMISSION Total	3,400.00			3,400.00
Huntington National Bank Total	10,022.45	HUNTINGTON NATL BANK Total	3,714.48	6,307.97
IATSE LOCAL 271 LABOR CTR LLC Total	1,299.19			1,299.19
		INFLATABLES UNLIMITED LLC Total	3,960.00	(3,960.00)
INSTITUTE VFD Total	3,200.00			3,200.00
JASMIN CANNISI CAMPBELL Total	175.00			175.00
		JP INDUSTRIAL SERVICES INC Total	3,655.00	(3,655.00)
		LEE HARTMAN & SONS INC Total	5,198.22	(5,198.22)
LIFE TECHNOLOGIES CORP Total	2,481.00			2,481.00
LUMOS NETWORKS LLC Total	10,762.99			10,762.99
MAEA INTERACTIVE SCIENCE PROGRAMS Total	2,000.00			2,000.00
MALDEN PSD Total	84.03			84.03
Mary Sizemore Total	1,500.00			1,500.00
MBS TEXTBOOK EXCHANGE INC Total	57,419.00	MBS TEXTBOOK EXCHANGE INC Total	395.40	57,023.60
Millcraft Total	370.24			370.24
MODERN FOODS INC Total	96.00			96.00
MORGANTOWN PRINTING & BINDING Total	8,738.00			8,738.00
MOUNTAINEER GAS CO Total	4,562.54	MOUNTAINEER GAS CO Total	230.47	4,332.07
MULTI CULTURAL FESTIVAL OF WV INC Total	150.00			150.00
		MOYER INSTRUMENTS INC Total	2,550.88	(2,550.88)
NATALIE WEHRLE Total	1,170.00	NATALIE WEHRLE Total	90.00	1,080.00
PANGEA GROUP LLC Total	153.57			153.57
PATRICIA J SCHUMANN Total	400.56	PATRICIA J SCHUMANN Total	378.50	22.06
PEOPLEWORK SOLUTIONS INC Total	1,666.68	PEOPLEWORK SOLUTIONS INC Total	1,666.68	0.00
PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC Total	7,935.72	PITNEY BOWES Total	10,742.34	(2,806.62)
		R T ROGERS OIL CO INC Total	9,248.12	(9,248.12)
RAWLINGS SPORTING GOODS CO INC Total	3,068.00			3,068.00
		REDSHELF INC Total	3,195.97	(3,195.97)
RESERVE OIL & GAS INC Total	8,719.93			8,719.93
RESPONDUS INC Total	1,695.00			1,695.00
		SANITARY BD CITY OF DUNBAR Total	529.86	(529.86)
		SOMERVILLE & CO PLLC Total	237.50	(237.50)
		STEPHEN M RAPPOLD Total	337.50	(337.50)
STUDIMO Total	2,100.00	STUDIMO Total	2,100.00	0.00
SUSAN A SIMMONS Total	500.00			500.00
		TECHSMITH CORP Total	2,880.90	(2,880.90)
The Learning House Total	296,254.30	THE LEARNING HOUSE INC Total	19,881.75	276,372.55
THOMAS KIDDIE Total	425.54			425.54
THOMPSON HOSPITALITY SERVICES LLC Total	1,600,984.29	THOMPSON HOSPITALITY SERVICES LLC Total	1,826,071.79	(225,087.50)
TODD S GRIFFITH Total	71.13			71.13
VTLS INC Total	41,543.94			41,543.94
		UNITED WAY OF CENTRAL WV Total	5,200.00	(5,200.00)
WEALTHENGINE INC Total	3,665.00	WEALTHENGINE INC Total	3,665.00	0.00
WEST DUNBAR PSD Total	232.56			232.56
		WEST VIRGINIA UNIVERSITY FOUNDATION INC Total	500.00	(500.00)
		WEX BANK Total	1,059.00	(1,059.00)
WILLIAMS & FUDGE INC Total	19,155.40	WILLIAMS & FUDGE INC Total	11,010.52	8,144.88
Williams, Derrien Total	31.80			31.80
WORKFORCE WV Total	10,451.43			10,451.43
WT COX INFORMATION SERVICES Total	3,567.31			3,567.31
WV AM WATER CO Total	40,372.86			40,372.86
WV Chamber Total	715.00			715.00
WV OUTDOOR Total	8,375.00	WV OUTDOOR Total	6,700.00	1,675.00
WV Roundtable Total	2,000.00			2,000.00
WV STATE UNIV FOUNDATION INC Total	5,221.68	WV STATE UNIV FOUNDATION INC Total	14,737.23	(9,515.55)
WVNET Total	343,614.21	WVNET Total	249,490.76	94,123.45
		WVSU NBS-AERHO Total	350.00	(350.00)
		WVSU RESEARCH & DEVELOPMENT CORP Total	1,042.00	(1,042.00)
XEROX CORP Total	37,696.69	XEROX CORP Total	8,291.05	29,405.64
		YVETTE UNDERDUE MURPH Total	48.43	(48.43)
	3,275,355.43		2,905,483.22	369,872.21

**Accounts Payable as of 6/30/19
Aging Summary**

	30-Jun-19	30-Jun-18	Difference	
Over 300	\$ 1,018,042	\$ 1,387,537	(369,495)	Thompson Hospitality and WVNET
120 - 299 days	\$ 881,126	\$ 361,433	519,693	Thompson Hospitality, WVNET and GCA
90 - 119 days	\$ 406,303	\$ 389,293	17,010	
60 - 89 days	\$ 384,323	\$ 334,882	49,441	
0 - 59 days	\$ 585,561	\$ 432,339	153,223	
Total	\$ 3,275,355	\$ 2,905,483	369,872	

**West Virginia State University Board of Governors
Finance Committee
Accounts Receivable Update
September 5, 2019**

- I. Purpose
To provide an update on status of the University's student receivables as of June 30, 2019.
- 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.

**West Virginia State University Board of Governors
Finance Committee
Faculty Housing Update
September 5, 2019**

- I. Purpose
To provide an update on status of the University's Faculty Housing as of June 30, 2019.
- 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 06/30/19	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	96,718.06	72,653.04	102,078.42	97,964.89	104,137.76	106,350.35	143,268.48
Expense	53,001.42	41,741.89	53,877.79	83,485.84	93,814.16	150,494.42	97,726.45
Ending Cash	169,122.65	125,406.01	94,494.86	46,294.23	31,815.18	21,491.58	65,635.65

1 Vacant home

AGENDA
West Virginia State University Board of Governors
Institutional Advancement Committee
Erickson Alumni Center, Grand Hall
September 5, 2019
8:30 AM

1. Call to Order, Member of the Board
2. Roll Call, Committee Clerk
3. Verification of Appropriate Notice of Public Meeting Action
4. Review and Approval of Meeting Agenda Action
5. Election of Committee Chair and Presiding Officer Action
6. Review and Approval of Minutes of the Previous Meeting Action
7. Committee Recommendations and Reports Information
8. Next Meeting Date – October 24, 2019
9. Adjournment

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

Date/Time: 9/5/2019 -- 8:30 AM

Location:

Erickson Alumni Center
Grand Hall
West Virginia State University

Purpose: Regular Meeting of the Board Committee

Notes:

Meeting was approved : 8/29/2019 9:06:45 AM

AGENDA
West Virginia State University Board of Governors
Presidential Review Committee
Erickson Alumni Center, Weisberg Lounge
Thursday, September 5, 2019
10:30 a.m.

1. Call to Order and Roll Call
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. Discussion of Presidential Review Process per BOG Policy #61
6. Establish Timeline for Campus Interviews and Report Action
7. Next Meeting Date - *TBD*
8. Adjournment

Agenda prepared by – Crystal Walker, Executive Assistant to the President and Campus Events Coordinator, Committee Clerk, August 30, 2019

West Virginia State University Board of Governor
West Virginia State University
Presidential Review Committee

Date/Time: 9/5/2019 -- 10:30 AM

Location:

Erickson Alumni Center
Weisberg Lounge
West Virginia State University

Purpose: Regular Meeting of the Committee

Notes:

Meeting was approved : 8/29/2019 9:15:25 AM

Meeting Minutes
West Virginia State University Board of Governors
Presidential Review Committee
Erickson Alumni Center, Weisberg Lounge
December 7, 2018
8:00 a.m.

1. Call to Order and Roll Call

Committee Chair, Dr. Ann Brothers Smith, called the meeting to order at 8:04 a.m. and asked the clerk to call the roll.

Members Present: Mr. Jones, Mrs. Pitchford, and Dr. Smith

Members Absent: Ms. Dooley and Mr. Kelley

2. Verification of Appropriate Notice of Public Meeting

Dr. Smith verified the Appropriate Notice of Public Meeting.

3. Review and Approval of Meeting Agenda

Mrs. Pitchford motioned for approval of the agenda as presented. Mr. Jones seconded the motion, and the motion carried.

4. Review and Approval of Minutes of Previous Meeting

Mr. Jones motioned for approval of the minutes of the November 30, 2018 meeting. Mrs. Pitchford seconded the motion, and the motion carried.

5. Possible Executive Session in Accordance with West Virginia Code §6-9A-4 to Discuss Personnel Matters

Mrs. Pitchford motioned for approval to go into executive session, in accordance with West Virginia Code §6-9A-4, to discuss personnel matters. Mr. Jones seconded the motion, and the motion carried.

A motion to arise from executive session and reconvene into regular session was made by Mrs. Pitchford and Mr. Jones seconded the motion. The motion carried. Mrs. Pitchford asked for the record to reflect that the Committee only discussed items related to the topic listed, that no decisions were made in executive session, and no motions or votes were taken.

Mr. Jones moved that the Committee take a brief recess due to scheduling needs. Mrs. Pitchford seconded the motion, and the motion carried. The committee recessed at 8:27 p.m.

Mrs. Pitchford moved the Committee reconvene. Mr. Jones seconded the motion, and the motion carried. The Committee reconvened at 8:48 a.m.

Mrs. Pitchford motioned for approval to go into executive session, in accordance with West Virginia Code §6-9A-4, to discuss personnel matters. Mr. Jones seconded the motion, and the motion carried.

A motion to arise from executive session and reconvene into regular session was made by Mrs. Pitchford and Mr. Jones seconded the motion. The motion carried. Mrs. Pitchford asked for the record to reflect that the Committee only discussed items related to the topic listed, that no decisions were made in executive session, and no motions or votes were taken.

Mr. Kelley moved that the Presidential Review Committee recommends to the full Board and moves that Chairman William W. Lipscomb report to the HEPC Interim Chancellor that the annual review of Anthony L. Jenkins, Ph.D., President of West Virginia State University, was conducted for 2018 in accordance with BOG Policy #61 and based upon the written comments submitted anonymously by fifty-six (56) individuals comprised of BOG members, faculty, staff, students and community stakeholders of West Virginia State University, the performance of Anthony L. Jenkins, Ph.D. meets expectations. Mrs. Pitchford seconded the motion, and the motion carried.

6. Next Meeting Date

TBD

7. Adjournment

With there being no further business, the meeting adjourned at 9:32 a.m.

Respectfully submitted by – Ms. Crystal Walker, Committee Clerk, December 12, 2018

AGENDA
West Virginia State University Board of Governors
Recruitment and Retention Committee
Erickson Alumni Center, Grand Hall
September 5, 2019
9:30am

1. Call to Order, Member of the Board
2. Roll Call, Committee Clerk
3. Verification of Appropriate Notice of Public Meeting Action
4. Review and Approval of Meeting Agenda Action
5. Election of Committee Chair and Presiding Officer Action
6. Review and Approval of Minutes of the Previous Meeting Action
7. University Recommendations and Reports Information
 - a. Recruitment and Retention
8. Next Meeting Date – October 24, 2019
9. Adjournment

Agenda prepared by – Rhonda Brogan, Recruitment and Retention Committee Clerk, August 22, 2019

West Virginia State University Board of Governors
West Virginia State University
Recruitment and Retention Committee

Date/Time: 9/5/2019 -- 9:30 AM

Location:

Erickson Alumni Center
Grand Hall
West Virginia State University

Purpose: Regular Meeting of the Committee

Notes:

Meeting was approved : 8/29/2019 9:13:52 AM

MEETING MINUTES
West Virginia State University Board of Governors
Recruitment and Retention Committee
Erickson Alumni Center, Grand Hall
Thursday, June 6, 2019
9:30 am - 10:20 am

1. **Call to Order and Roll Call** Mr. Charles E. Jones, Jr. called the Recruitment and Retention Committee meeting together at 10:05 am.

Members Present: Mr. Mark Davis, Ms. Katherine Dooley, Mr. Charles E. Jones, Jr., Mr. Mark Kelly

Members Absent: Mr. James Buchanan, Mr. James Payne, Ms. Baigen Seawell

Others Present: Mr. Williams Lipscomb, Dr. Anthony L. Jenkins, Mr. Frank Vaughan

2. **Verification of Appropriate Notice of Public Meeting**
Committee Chair, Mr. Charles E. Jones, Jr. announced the Verification of Appropriate Notice of Public Meeting.
3. **Review and Approval of Meeting Agenda**
Committee Chair, Mr. Charles E. Jones, Jr. asked for a motion to approve the agenda. Ms. Katherine Dooley made the motion to approve the meeting agenda. Mr. Mark Davis second the motion; motion carried.
4. **Review and Approval of Minutes of the Previous Meeting**
Committee Chair, Mr. Charles E. Jones, Jr. asked for a motion to approve the minutes of the previous meeting. Mr. Mark Davis made the motion to approve the minutes. Ms. Katherine Dooley second the motion; motion carried.
5. **University Recommendations and Reports**

- a. **Enrollment Trend Data Fall 2012-2020**

Dr. Underdue Murph presented Higher Education Policy Commission 30-Day Census Enrollment Trend Data for Fall 2010 to Fall 2018 that include: a) First-Time Freshmen, b) Transfer, c) International, d) Undergraduate, e) Graduate, and f) Overall Total Enrollment. From this data we were able to illustrate enrollment patterns over an eight-year period within the aforementioned classifications. This data was utilized to project a 3% growth in enrollment for Fall 2019 and Fall 2020 based on actual 2018 30-day census enrollment data. Preliminary data for Fall 2019 suggests that we are up by 13% compared to Fall 2018 at this point in time.

Mr. Mark Kelly asked how many full-time students are represented in the Fall 2018 undergraduate total enrollment of 3571. Dr. Underdue Murph stated the full-time enrollment was approximately 1500.

b. Retention Cohort Trend Data Fall 2014-2017

Dr. Underdue Murph presented First-Time, Full-Time Freshman retention rate from Fall 2014 to Fall 2017.

The four-year average of the cohort retained is 57.20% and cohort lost is 42.72%. The Fall 2018 cohort retention goal is 62% as of June 4, 2019. Our cohort retained is 56%

Dr. Underdue Murph presented Fall-Three Year 30-Day Census First-Time Freshman and Transfer funnel trend data in the following categories: a) Applications, b) Admits, and c) Enrolled. The Fall 2016 and 2017 level of applications were higher due to our contract with Royall & Company which focused on increasing the number of application that resulted in marginal admits and enroll conversion rates despite the high volume.

c. Office of Undergraduate Admissions Recruitment Strategy Impact Preliminary Results

Ms. Jameelah Means, Director of Undergraduate Admissions, presented Freshman and Transfer Fall 2019 Recruitment Strategy Impact Results as of May 30, 2019 compared to Fall 2018 at this point in time. The Freshman Fall 2019 data suggests applications are up by 25%, Admits up by 52%, and Intent to Enroll down by 3% compared to Fall 2018. The Transfer Fall 2019 data suggests applications are up by 102%, admits up by 61% and Intent to Enroll is down by 35%. The Intent to Enroll is a new strategy the office of Undergraduate Admissions implemented in Fall 2018. This strategy is to intentionally communicate to newly admitted students via direct mail, email, text, and outbound call campaigns to complete the web-based Intent to Enroll form. Ms. Means stated that she tracks this data-set to help identify students that need to register for New Student Orientation, apply for housing, and complete the financial aid process. The data set is also shared with Deans of the respective colleges for the chairs to execute outbound call campaigns.

d. New Student Orientation Preliminary Participant Results

Mrs. Trina Sweeney, Director of Student Life and Engagement, presented Freshman and Transfer Fall 2019 New Student Orientation preliminary participant results as of May 31, 2019 that captures in-state and out-of-state data for the first New Student Orientation session. For Fall 2018 the total number of participants was 401 for all sessions. The number of participants that attended the May 31, 2018 session was 186. This data suggests when compared to the total for Fall 2018 that we are at 46% participant percentage. There are still two more New Student Orientation sessions to be held on July 20th and August 14th and we anticipate an upward trend in the number of participants.

Next Meeting Date TBD

6. Adjournment

With there being no further business, the meeting adjourned at 10:55 a.m.

Respectfully Submitted by Mrs. Rhonda Brogan, Recruitment and Retention, Committee Clerk June 10, 2019.

Joseph R. Oden, Jr. Asst. VP EM&SA

Joseph R. Oden, Jr.
Assistant Vice President of Enrollment Management and Student Affairs

6/25/19

Date