

BOARD OF GOVERNORS MEETING MATERIALS
September 8, 2022

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**WEST VIRGINIA STATE UNIVERSITY
BOARD OF GOVERNORS COMMITTEE MEETING SCHEDULE**

THURSDAY

8 – 9 a.m.	BREAKFAST	131 STUDENT UNION
9-10 a.m..	ENDOWMENT, ADVANCEMENT AND EXTERNAL AFFAIRS Chair, E. Gail Pitchford	134 STUDENT UNION
10-10:30 a.m.	GOVERNANCE Chair, Gov. Dr. Lester Raines	135 STUDENT UNION
10:30-11 a.m.	RISK MANAGEMENT, AUDIT, AND COMPLIANCE Chair, Gov. James Payne	135 STUDENT UNION
11 a.m.-12 p.m.	BUSINESS AFFAIRS Chair, Gov. Ian Flores	134 STUDENT UNION
12 – 1 p.m.	UNIVERSITY AFFAIRS <i>(Additional reporting may include: Academic and Student Affairs, Research & Public Service, Athletics, and Human Resources)</i> Chair, Gov. Jeffrey Pietruszynski	134 STUDENT UNION
12:30 – 1:15p.m.	LUNCH	131 STUDENT UNION
1:15 p.m.	FULL BOARD MEETING	134/135 STUDENT UNION



**Board of Governors
Endowment, Advancement and External Affairs Committee
Wilson University Union
Thursday, September 8, 2022
9-10 a.m.**

AGENDA

- | | |
|---|-----------------------------|
| I. Call to Order | E. Gail Pitchford |
| II. Roll Call | Susan Compton |
| III. Verification of Appropriate Notice of Public Meeting | |
| IV. Approval of June 16, 2022 Minutes <i>(Action Required)</i> | |
| V. Financial Reports | |
| a. Fiscal Year 2022 Fundraising Performance Report | Patricia Schumann |
| b. FY2023 Update | Trey Jones |
| c. Cash Flow Report | Patricia Schumann |
| d. Investment Report | Buckingham Strategic Wealth |
| VI. Goals and Strategies for Fiscal Year 2023 | |
| a. Financial Goals | Patricia Schumann |
| b. Broadening the Base of Support | Belinda Fuller |
| c. Preparing for a Capital Campaign | Patricia Schumann |
| VII. Adjournment | |

Board of Governors
West Virginia State University
Endowment, Advancement and External Affairs Committee

Date/Time: 9/8/2022 -- 9:00 AM

Location:

134 James C. Wilson University Union

Purpose: To conduct regular business of the committee prior to the full board

Notes:

Meeting was approved : 8/30/2022 10:22:56 AM

MEETING MINUTES
West Virginia State University Board of Governors
Endowment, Advancement and External Affairs Committee
135 James C. Wilson University Union
Thursday, June 16, 2022
9:00 a.m. -10:00 a.m.

I. Call to Order and Roll Call

Chair Pitchford called the meeting to order at 9:00 a.m.

II. Administrative Clerk (Susan Compton) called the roll.

Members present were E. Gail Pitchford, Tracy McKibben, Mark Davis, Chris Jackson, Lester Raines, Charles E. Jones, Jr., Mark Kelley, Ian Flores, Dr. Sami Ghareeb, Mark Pendleton, President Ericke Cage.

Guests present were Patricia Schumann, Belinda Fuller, Trey Jones, and Jack Bailey.

III. Verification of Appropriate Notice of Public Meeting

Chair Pitchford verified the Appropriate Notice of Public Meeting.

IV. Approval of April 14, 2022 Minutes

Chair Pitchford entertained a motion to approve minutes from the April 14, 2022 meeting. Dr. Ghareeb made a motion to approve; the motion was seconded by Mr. Jackson. Motion carried.

V. Financial Reports May 31, 2022

Ms. Schumann presented the fundraising performance report. As of May 31, 2022 we had received \$4,361,088, which is an 85% increase over the same date last year. The strongest trends are an increase in pledges and an increase in giving from organizations, corporations and foundations. In comparison to last year, we are trailing in number of donors, number of gifts, and alumni donors. A report will be provided after the end of the fiscal year comparing performance over the past 3-5 years.

Ms. Schumann presented a report of cash received as of May 31, 2022. We have received \$160,020 in payments on pledges made in FY2022, \$296,590 in payments on pledges made prior to FY2022, and \$1,672,673 in outright cash gifts. The total cash received as of May 31, 2022 was \$2,129,283.

Mr. Pendleton presented the investment report. He shared the Foundation's portfolio has been affected by the economy just as other portfolios have been. As of May 31, 2022, the total portfolio was \$12,913,695, which includes the loans to the University that are being treated as fixed income investments. As of May 31, the managed portfolio's market value was \$11,798,109. Investment allocations are in alignment with the investment policy. Mr. Pendleton advised that the period of 2022 shows a loss of 5.7% due to the current market. Mr. Flores requested for the next meeting that benchmarks be included in the documents. Mr. Pendleton will ensure benchmarks are included in future reports.

Mr. Jones questioned the fees being paid on the portfolio and whether they have been looked at. Mr. Pendleton responded that fees have been reviewed and shared that the fees which Buckingham charges are comparable to other advisors and based on the size of the portfolio. Mr. Flores questioned when the Foundation last asked for an RFP. Mr. Pendleton shared the last RFP was done in 2015. The Foundation's Finance and Audit Committee has discussed this and will be looking into a new RFP in the near future. Mr. Pendleton also shared the cumulative return on investments is 6.48%.

VI. Advancement Year in Review

Members of the Advancement team provided an overview of FY 2022. Belinda Fuller, Executive Director of Alumni Relations and Annual Giving, discussed the annual giving program. The early fall appeal brought in \$22,755 from 47 donors. The calendar year-end appeal brought in \$39,987 from 74 donors. Neither appeal brought in new donors. The President's Circle appeal recently went out, encouraging previous President's Circle members to renew their support and encouraging donors who had given \$500 or more during this fiscal year to bring their giving for the year up to \$1,000. The fiscal year-end appeal, which included a letter from President Cage was sent recently by mail and email. Response to the President's Circle and fiscal year-end appeals will be provided at the next meeting.

Ms. Fuller also discussed days of giving. She shared Giving Tuesday raised \$22,660 from 64 donors including 15 new donors, Athletics Week of Giving raised \$64,255 from 474 donors including 239 new donors, and WVSU Day of Giving raised \$891,447 from 217 donors including 27 new donors. Ms. Fuller also shared this year's Black & Gold Gala brought in the largest net revenue to date with \$122,132. She also announced next year's Gala will be held April 14, 2023. Ms. Fuller discussed strategies for strengthening the annual giving program, including greater segmenting of appeals to target different constituents, managing the timing of appeals, implementation of a first-time donor program which will include a small gift to donors, and further development of technology to increase donor engagement.

Ms. Schumann reported on major and planned gifts. She acknowledged performance in this area was not as strong as organizational gifts this year. She highlighted several major gifts received this year, including two unrestricted annual gifts which came from IRA rollovers. She also discussed planned gifts. She shared different ways which donors have set up a planned gift including a combination of cash with a planned gift commitment, and a bequest commitment to complete a pledge after the donor's lifetime.

Ms. Schumann also shared strategies to increase major and planning gifts. As we emerge from the pandemic, staff are engaging in more personal visits to prospective donors both locally and nationally. President Cage's involvement, along with involvement of Board Members, will help increase personal giving. Chair Jones added his thanks for the report on the Black & Gold Gala which brought in the largest net revenue to date.

Mr. Trey Jones, Executive Director of Corporation and Foundation Relations, discussed giving from organizations, corporations and foundations. Grants from organizations this year total \$969,792. Grants from corporations and foundations total \$2,013,716.

Mr. Jones shared WVSU has established 31 new developing partnerships this year which will help in the development of academic and outreach programs, experiential learning opportunities for students, and funding. He reported an increase in collaboration across campus units. He shared that being out in the community has allowed us to bring brand awareness to the University. Campus visits by corporate executives have helped drive our progress, and we are continuing to grow relationships and partnerships with individuals as they visit campus.

Mr. Jones provided highlights on current relationships and funding opportunities, including Toyota, Apple Propel Center, Diversified Energy, Chemours, Marathon, and Student Freedom Initiative.

Ms. Schumann and Ms. Fuller both spoke on community engagement events which have been great partnership opportunities, including the recent Mark Twain Event and Capital Market Alumni Reception. Engagement with community boards, and sponsorships are also supporting increased partnerships between the University and the community.

Dr. Ghareeb discussed WVSU Foundation Board highlights. He shared that the Foundation has begun expanding its meeting format to accommodate training and development activities, has

increased its fundraising activities, and is looking at launching an entrepreneurial venture to diversify revenue.

VII. University Relations Update

Mr. Jack Bailey discussed University Relations at WVSU. He introduced Anna Moore, Social Media Specialist and Staff Writer. The University uses a media monitoring tool called Cision that monitors media mentions. As of May 19, 2022, WVSU had a total of 3,032 media mentions. The top mentions included Home Depot Retool Your School, men's basketball team, presidential search, and the selection of President Cage.

WVSU is continuing to have growth across all social media channels. Since January 1, 2022, WVSU's Facebook has increased its following by 3.53%, the second highest increase among higher education institutions in the state. Of the top 12 highest performing Facebook posts across West Virginia colleges and universities since January 1, 2022, WSU had three of them. Also since January 1, 2022, WVSU's Instagram audience has grown 24.28%. This is higher than all other colleges and universities in the state. Mr. Bailey shared some of the strategies they are using include engaging more with users across all platforms, sharing more content including some user-generated student content, sharing more student- and people-focused content, trying new methods of content creation including stories and short-form videos on Instagram and TikTok, using a friendlier/more personable tone in text, responding to all messages in a timely, friendly, and accurate manner, and being intentional with every single post.

Mr. Bailey also shared the current university website design was created and launched in 2016. An RFP for a new design was issued in April. The target deployment date for a redesigned website is year-end 2022.

VIII. Adjournment

With there being no further business, the meeting was adjourned at 10:05 a.m.

Approved by:

Patricia Schumann
Vice President for University Advancement

Respectfully submitted by:
Susan Compton
Advancement and External Affairs Administrative Clerk

Endowment, Advancement and External Affairs Report

Board of Governors Meeting
Patricia J. Schumann
September 8, 2022

FY2022 Fundraising Performance Report FY2019 – FY2022

	2019 YTD	2020 YTD	2021 YTD	2022 YTD
Pledges	\$1,100,547	\$151,900	\$936,706	\$2,690,992
Cash Gifts	\$787,205	\$873,945	\$1,526,651	\$2,012,865
Gifts in Kind	\$5,100	\$0	\$90,905	\$2,423
Total Giving	\$1,892,852	\$1,025,845	\$2,554,262	\$4,706,280

FY2022 Fundraising Performance Report FY2019 – FY2022

	2019	2020	2021	2022
Number of Donors	930	922	1793	1347
Number of Gifts	3352	3626	4784	3956
Number of Alumni	497	454	651	521
Alumni Participation Rate	2.8%	2.5%	3.6%	2.9%

FY2023 Fundraising Update

New Gifts and Pledges July 1 – August 31, 2022 \$2,660,500

Includes:

- Unrestricted gift of \$30,000
- Cash gift of \$10,000 + planned gift commitment to establish an endowed scholarship

FY2023 Corporation and Foundation Relations

Fundraising Updates

- Student Freedom Initiative
 - \$1.97M in-kind service to upgrade our cybersecurity software infrastructure
- Marathon Petroleum
 - \$15,250 to advance the mission for our STEM programs as we support underrepresented students
- Toyota
 - \$10,000 for STEM career pathways through hands-on activity boxes
 - Schools for pilot program, Dunbar Middle School, South Charleston Middle School, and West Side Middle School
- Diversified Energy
 - \$7,500 for WVSU Emergency Assistance Fund
 - Engaged with Diversified Energy’s leadership for a larger commitment towards a community project

Cash Flow Report June 30, 2022

FY2022 Cash Flow Report	
Payments on FY2022 Pledges	\$ 174,770
Payments on Pledges Prior to FY2022	\$ 394,190
Outright Cash Received	\$2,012,865
Total Cash	\$ 2,581,825

Investment Report May 31, 2022

Insert Buckingham Report

Goals and Strategies for Fiscal Year 2023

Financial Goal	\$5,000,000
Number of Donors	1,800
Alumni Participation Rate	3.8%

Broadening the Base of Support

- WVSU Alumni Entrepreneur & Small Business Events
- First-Time Donor Program
- WVSU Alumni Business After-Hours
 - Hosted by WVSU Foundation Alumni Engagement Committee
- Alumni Work-Based Events
- Student Alumni Association

Broadening the Base of Support

Engagement through Strategic Planning Outreach

- WVSU Campus
- Downtown Charleston
- Putnam County
- Employers with large numbers of Alumni
- K-12 Leaders, Teachers—Education Alumni
- Legislative Leaders
- State Employees/State Agencies—target Alumni

Broadening the Base of Support

Philanthropic Partnerships

- Combined Federal Campaign



- I ❤️ My HBCU



- Free Will



- Amazon Smile



Broadening the Base of Support

Leverage Giving Platforms

- ScaleFunder
- Mobile Cause
- QR Codes
- CoVideo

Preparing for a Capital Campaign

Staffing—add two staff positions by January 2023

- Research/Prospect Management
- Major and Planned Gifts
- Increase capacity for identification, cultivation and solicitation of major and planned gifts and expansion of corporate and foundation partnerships

Conduct Feasibility Study Spring 2023

- Establish Preliminary Financial Goal
- Establish Campaign Priority Areas based on Strategic Plan
- Launch Quiet Phase June 2023

Questions



**Board of Governors
Governance Committee
135 James C Wilson University Union
Thursday, September 8, 2022
10am -10:30am**

AGENDA

- | | |
|---|---------------------|
| I. Call to Order | Chair Lester Raines |
| II. Roll Call | Myrna Thomas |
| III. Verification of Appropriate Notice of Public Meeting | Chair Lester Raines |
| IV. Approval of June 16, 2022 Minutes (<i>action required</i>) | Chair Lester Raines |
| V. Bylaws Modifications | Alice Faucett |
| VI. Adjournment | Chair Lester Raines |

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

Date/Time: 9/8/2022 -- 10:00 AM

Location:

135 James C. Wilson University Union

Purpose: To conduct regular business of the committee prior to the full board

Notes:

Meeting was approved : 8/30/2022 10:25:51 AM

MEETING MINUTES
West Virginia State University Board of Governors
Governance Committee
135 James C. Wilson University Union
Thursday, June 16, 2022
10-10:30 a.m.

I. Call to Order and Roll Call

Mr. Raines called the meeting to order.

II. Roll Call

The clerk called the roll. Members present were Mr. Raines, Mr. Jones, Mr. Kelley, Mr. Davis, Mr. Pietruszynski, Mr. Payne and Mr. Cage.

III. Verification of Appropriate Notice of Public Meeting

Mr. Raines verified the Appropriate Notice of a Public Meeting.

IV. Approval of April 14, 2022 Minutes

Mr. Raines asked for a motion to approve the minutes from April 14, 2022 which was offered by Mr. Davis and seconded by Mr. Jones. A unanimous vote was received with no objections.

V. Review of Agenda Items for Board Retreat

Mr. Raines stated that the meeting is scheduled to be in July at Berry Hills and that he felt Tom Heywood would certainly be very helpful. The board agenda was presented in an open forum for discussion and read as follows:

BOARD OF GOVERNORS RETREAT

Location: TBD (Possible locations – KC Public Library or Berry Hills)

Thursday, July 21, 2022

9 am – 3:30 pm

AGENDA

8am – 8:45am BREAKFAST

9am – 11am Board Member Roles and Responsibilities

Presenter: Tom Heywood

11am – 12pm Charting WVSU's Future: Strategic Planning Discussion

Presenter: Ericke Cage

12pm – 1pm LUNCH

1pm – 3pm Board Structure, Norms, and Engagement

Facilitator: Tom Heywood

Presenters: Faculty Senate Rep, Staff Council Rep, Student Government Association

3pm – 3:30pm Wrap up and Adjournment

Facilitator: BOG Chair

Mr. Cage stated the intent of the retreat to foster conversation and inclusivity amongst board members. Mr. Raines questioned the Faculty Senate representative, Mr. Pietruszynski, if anyone from

faculty would be in attendance besides himself to which he responded that Mrs. Pietruszynski, his wife, is President of the Faculty Senate and would be in attendance. Mr. Raines added that meetings to communicate with the Board should be set throughout the year going forward. Mr. Cage stated that it would be beneficial for Mr. Heywood to assist in determining the best way to communicate. Ms. Faucett questioned at what point any particular topics might be included to which Mr. Cage stated that this agenda is a draft and is open for changes, adding that the July 21st date has not been locked but is rather on hold. Ms. Faucett stated that Mr. Heywood would cover a wide array of topics to which Mr. Jones questioned if it would be possible to obtain any prepared information as a preliminary measure. Ms. Faucett stated that she would reach out to Mr. Heywood with that request. Mr. Cage stated that they would poll dates from the board members to determine the best date with the least amount of conflicts due to the unavailability of Mr. Kelly and Mr. Payne on July 21st. Mr. Raines added that there is a need to check with Mr. Heywood along with the remainder of the board for the best availability.

Mr. Pietruszynski stated that HEPC is changing policies and questioned if there is a procedure for the Governance Committee in relation to the changes. Mr. Cage asked that Ms. Faucett review and present any changes to the board. Mr. Pietruszynski stated that the Faculty Senate will have a survey once every semester from an assigned Morale Committee going forward. Mr. Cage added that the University did an employee engagement survey on a larger scale, adding that there is a plan to share the outcomes in the fall along with plans to address the findings. Mr. Jones stated that there may be a need to address an evaluation process for Board of Governors, specifically how the board should evaluate its own effectiveness and how they can improve upon it. Mr. Raines stated that the results of the University wide survey could be shared with Mr. Heywood to gauge his opinions and suggestions on how to improve. Mr. Cage stated there were some positives along with negatives, some of which were related to the leadership transitions that had occurred.

VI. Adjournment

Chair Raines adjourned the meeting.

Respectfully submitted by Myrna Thomas, Committee Clerk, June 24, 2022.

Approved by:

Alice Faucett
General Counsel
Governance Committee Liaison



**Board of Governors
Risk Management, Audit and Compliance Committee
135 James C Wilson University Union
Thursday, September 8, 2022
10:30am-11am**

AGENDA

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- | | |
|--|-------------------|
| I. Call to Order | Chair James Payne |
| II. Roll Call | Myrna Thomas |
| III. Verification of Appropriate Notice of Public Meeting | Chair James Payne |
| IV. Approval of June 16, 2022 Minutes (<i>Action Required</i>) | Chair James Payne |
| V. Compliance Reports | Alice Faucett |
| <ul style="list-style-type: none">WVSU Fleet Compliance
(<i>VP Justin McAllister, Business & Finance</i>) | Alice Faucett |
| VI. Adjournment | Chair James Payne |

Board of Governors
West Virginia State University
Risk Management, Audit and Compliance Committee

Date/Time: 9/8/2022 -- 10:00 AM

Location:

135 James C Wilson University Union

Purpose: To conduct regular business of the committee prior to the full board

Notes:

Meeting was approved : 8/30/2022 10:30:48 AM

MEETING MINUTES
West Virginia State University Board of Governors
Risk Management, Audit, and Compliance Committee
135 James C. Wilson University Union
Thursday, June 16, 2022
10:30 a.m.-11:00 a.m.

I. Call to Order and Roll Call

Chair Payne called the meeting to order.

II. Roll Call

The clerk called the roll. Members present were Mr. Payne, Mr. Jackson, Mr. Jones, Mrs. Pitchford and Mr. Kelley.

III. Verification of Appropriate Notice of Public Meeting

Mr. Payne verified the Appropriate Notice of a Public Meeting.

IV. Approval of Minutes

Mr. Payne asked for a motion to approve the minutes from February 10, 2022 and April 14, 2022 due to not having a quorum as the April 14, 2022 meeting. A motion was for the approval of both and was seconded by Mrs. Pitchford. A unanimous vote was received with no objections.

V. Compliance Reports

Ms. Faucett shared that the WVSU Fleet Compliance would be discussed today. She stated that Justin McAllister, Interim VP of Business and Finance is present to answer any specifics and update on the plan that we have at WVSU, adding that Myrna Thomas would be working with Justin to ensure WVSU is in compliance. Mr. McAllister shared that the Auditor's office reviewed the WVSU Fleet from the scope of July 1, 2021 to December 30, 2021. He stated that there were a number of findings, ranging from mileage logs to vehicle checklist. Every vehicle was inspected for cleanliness, personal items in vehicles as well as registration and updated insurance cards, citing that the registration and insurance information was current however the documents were not in the car. Mr. McAllister informed that the total of vehicles in the count is 42 which includes the campus police vehicles. Mrs. Pitchford questioned how the vehicles are issued to which Mr. McAllister informed her that currently every vehicle is listed as being in pool, adding that he is working with Myrna Thomas to identify how vehicles should be listed citing that some specific vehicles are utilized by particular departments. Ms. Thomas interjected that the campus police vehicles are the only ones that are assigned to individual officers. Mr. Payne questioned the inaccurate vehicle inventory to which Mr. McAllister shared that the issues with vehicles inventory citing that when R & D purchases new vehicles they will often transfer the vehicles and that there are situations where the vehicles are still listed on R&D's or the transfer documentation at the DMV records is still showing on the vehicle inventory list for R&D which requires cleanup, adding that there are currently 4 vehicles that we need to ensure are on WVSU books, along with registration and on the ARI plan which is our fleet and fuel maintenance. Mrs. Pitchford questioned where the information would be housed to which Mr. McAllister stated that all vehicles are housed on WVOASIS and from an asset management perspective, the office of Budget and Accounting under the Business and Finance department would oversee the fleet with the assistance of Myrna as the Fleet Coordinator. Mr. Kelley questioned the Utilization and Exemption Request to which Mr. McAllister informed that it is a form that is required by the Fleet Management Division if any vehicles do not reach 1100 miles' utilization per month, adding that we have to ask for an exemption for every vehicle. He added that this legislation was passed in 2019 and that if the exemption is denied, the University would be accountable for usage. Mr. Jones questioned policies and procedures for usage/assignment of vehicles to which Mr. McAllister confirmed that this is an

area of focus and stated that the work has begun on a number of the identified areas, citing that we met with the Fleet Management Division who will be working with us to right-side our fleet inventory. Mr. McAllister stated that he estimated 6 months to develop a plan, adding that some areas would be easier to address. He stated that we are aware that some vehicles need to be sent to surplus due to them being 20+ years old, some are inoperable and there is a need to update the fleet. Mr. Jackson asked if the plan to update the fleet might include vans to which Mr. McAllister replied that due to the vehicle storage, we could not obtain the vans however once the vehicle contract is available in the October timeframe, we hope to have the opportunity to purchase vans. Mr. Jones shared safety concerns with vans and Mr. McAllister agreed that this would be evaluated. Mr. Jones also shared that BRIM relies on the information reported by the agency so there is a need to ensure Mrs. Pitchford questioned a written policy for usage to which both Mr. McAllister and Ms. Faucett agreed that this is an area that needs much work to improve training and tracking. Mr. Jones stated that there should be a way to check records and driving history of individual, adding that we as owner of the vehicle should have the right to determine the eligibility of drivers. Ms. Faucett shared that we do have background checks on new employees but not on older employees. Mr. Jones suggested reaching out to other institutions to review their policies and procedures that they may have in place. Mr. McAllister shared that this audit is conducted every 5 years unless there is an alert, adding that the audit was done across the state so we were not targeted. He stated that our response was submitted to the Audit Division who then turned it over to the Fleet Management Division. The Fleet Management Division will report to the Auditor's office if they feel we weren't making progress with compliance. Mr. Jones confirmed that the University was in agreement with the audit findings and is working with the Fleet Management Division and provide updates to them.

Mr. Payne questioned if with the transitional changes, the compliance calendar was helpful to which Ms. Faucett responded it is helpful, citing that one change was not listing names but rather titles which makes it easier to contact the department to obtain updates and doesn't require calendar changes.

VI. Adjournment

With there being no further questions, the meeting adjourned by Chair Payne.

Respectfully submitted by Myrna Thomas, Committee Clerk, June 24, 2022

Approved by:
Alice Faucett
General Counsel
Risk Management, Audit and Compliance Committee Liaison

September 9, 2022

To: Risk Management, Audit and Compliance Committee

From: Myrna Thomas, Agency Fleet Coordinator

Justin McAllister, VP of Business and Finance

Based on Auditor advising from the Fleet Compliance Office, the West Virginia State University Fleet Management Division, under the direction of the VP of Business & Finance, have taken the following steps to ensure our compliance:

1. Discrepancies have been corrected in both Oasis and the Department of Motor Vehicles, including confirming accurate VIN information as well as completing paperwork to mirror records in both databases.
2. Right sizing our fleet by decommissioning 10 vehicles that have been listed on the GovDeals.com website for auction, per the direction and approval of the WV Fleet Management Division.
3. Developing a plan to ensure each vehicle contains the required paperwork as prescribed by WV Fleet Management Division, including current registration, log sheets and checklist needed for operation.

The department move forward with following guidelines set forth by the WV Fleet Management Division.



**Board of Governors
Business Affairs Committee
James C. Wilson University Union
Thursday, September 8, 2022
11 am – 12 pm**

AGENDA

- | | |
|---|-------------------|
| I. Call to Order | Ian Flores |
| II. Roll Call | Natasha Tyson |
| III. Verification of Appropriate Notice of Public Meeting | Ian Flores |
| IV. Approval of June 16, 2022 Minutes (<i>Action Required</i>) | Ian Flores |
| V. FY22 Year End Financial Report | Justin McAllister |
| VI. FY23 Financial Update | Justin McAllister |
| a. July FY23 Financial Statement | |
| b. HEERF | |
| c. Accounts Payable Schedule | |
| d. Liquidity Monitoring | |
| VII. Key Initiatives Update | Justin McAllister |
| a. Residence Hall Technology Infrastructure Upgrade | |
| b. Dining Services | |
| c. Business & Finance | |
| • Relocation | |
| • Vacancies | |
| • FY 2022 Audit | |
| VIII. Adjournment | |

**Board of Governors
West Virginia State University
Business Affairs Committee**

Date/Time: 9/8/2022 -- 11:00 AM

Location:

134 James C Wilson University Union

Purpose: To conduct regular business of the committee prior to the full board

Notes:

Meeting was approved : 8/30/2022 10:40:53 AM

MEETING MINUTES
West Virginia State University Board of Governors
Business Affairs Committee
134 James C. Wilson University Union
Thursday, June 16, 2022
11 a.m. – 12 p.m.

I. Call to Order and Roll Call

Mr. Ian Flores called the meeting to order at 11:01 a.m.

II. Members Present:

The clerk called the roll. Members present were Mr. Flores, Ms. McKibben, Mr. Gray, Mr. Raines, and Mr. Davis. There was a quorum for this meeting.

III. Verification of Appropriate Notice of Public Meeting

Mr. Flores verified the Appropriate Notice of a Public Meeting.

IV. Review and Approval of September 23, 2021 Meeting Minutes

Mr. Flores asked for a motion to approve the meeting minutes for April 14, 2022. Mr. Davis made a motion, and it was seconded by Mr. Raines. Motion passed.

V. FY22 Financial Update

a. Accounts Payable Schedule

Currently the university has approximately \$19,000 of open invoices, with zero dollars in the 30-59 days, \$17,820 in the 60-89 days, \$7,651 in the 90 days, with a total of \$44,536 in the payables account. Thompson Hospitality, previously being one of the largest accounts payables, is current in payments. However, there are some discrepancies between the University and the vendor due to the accessed finances. In signing the WV96, the University is not responsible for paying the finance charges of approximately \$300,000 as applied by the vendor. Thompson has been supplied the documentation to update their records accordingly.

b. Liquidity Monitoring

The average amount of cash-on-hand has significantly progressed since September 2021. The accounts are reviewed each Monday to monitor and ensure adequate information to be provided. The initial monitoring of this account reflected 7 days of cash-on-hand in September 2021 to approximately 44 days of cash-on-hand in May 2022 with a slight fluctuation in between that time frame, all of which takes into account current payables, payroll, and cash on any given day. Mr. McAllister reported that the increase from September to October 2021 of 7 days to 28 days is reflective of the revenue from the Fall semester being applied and additional cash management moving forward.

The summer months will reflect a drop in cash due to a decline in revenue, however, the state appropriations will be applied in July. The university does not currently have a set benchmark of days of cash-on-hand, but it has been discussed and should be available going forward. An industry average of 90 days is typical but will take the university some time to reach. Long-term, the university should consider the reserves account as it is currently not in place. As a

recommendation, Mr. McAllister suggest that the university should start with a benchmark of 60 days of cash-on-hand and work towards the 90-day goal and provide a plan of action on how to reach that goal. Board Chair Jones suggested that a review of the legislative benchmark of high education criteria to establish an appropriate benchmark. Governor Flores stated that one goal is to establish an annual average to show a trend and provide better information throughout the process.

c. FY22 Year End Financials

As of April 31, 2022, there is a 92 percent of total revenue projections of the budgeted amount. The expenditures are at 84 percent with the HEERF funds being one driving factor. The university is expected to spend \$1.5 million of funds directly related to COVID this fiscal year, some of which were used for lost revenue. Governor Flores shared that the actual versus budgeted amounts will become part of the board meetings going forward. Mr. McAllister stated that additional details will be provided regarding Academic Affairs, Colleges, Business and Finance, and college-wide expenses to provide a more accurate breakdown of year-end financials.

VI. Key Initiatives

a. Student Focused

In conjunction with the university Information Technology department, Business and Finance is focused on the residence hall technology infrastructure upgrades. The current issues include the aging of the network infrastructure, most being at the end-of-life, a non-supportive status, and limited WiFi connectivity. As a resolution, each dorm room will receive a new Cisco Meraki WAPs system to enhance the connectivity experience and supportive access point. The updates are expected to be installed prior to the Fall semester. Higher Education emergency relief funds of approximately \$500,000 will be used to support the project.

The Dining Services contract is currently being reestablished due to complaints of diminished services and student experience. Students expressed their concerns in the lack of variety and quality of food being served, lack of modernized technology, and the hours of operation and availability posed a concern. The current contract was reviewed and noted that an extension was established by the previous administration with one-year renewals. Business and Finance submitted a request for proposal which was published on May 6, of which a mandatory pre-bid meeting was held on May 10. As of June 10th, five proposals were submitted from each vendor that participated in the pre-bid meeting. The proposal evaluation process is currently underway with an expected award date of July 8, 2022 and transition by August 1, 2022 as the current dining services contract expires July 31, 2022.

b. The faculty and staff focus point is the FY23 pay increase as granted by the Governor as \$337,586 was allocated by the legislature to provide pay increase across the board. The increases are to be applied to the general revenue positions to all benefits eligible employees, part-time and full-time, of which must be employed by June 30, 2022. Based upon the analysis, all eligible WVSU employees will receive an increase of \$1650 which is approximately 3.5 percent and divided equally amongst the employees. Grant funded positions will be prorated based on state funding and the grant budget will sustain the remaining portion.

c. The Business and Finance key initiatives includes the hiring of a new Controller, a position that had been vacant since January 2021. The Controller, Terri Frye, is a former employee and is

currently completing her temporary position until she transitions into the permanent role on June 2022. As of July 5, 2022, a Purchasing Director will also be added to the Business and Finance team.

Critical vacancies within Business and Finance is the AVP of Human Resources which is critical to the retention of students and employees. There have been several failed searches, however, interviews are currently underway. Another position that has been added the Business and Finance department is a Budget Analyst. There are a number of vacancies in Physical Facilities and the University Police Department, all of which are considered critical to the operations of the university.

In regards to the FY22 audit and financial transparency, the FY22 Financial Audit kickoff is in June 2022 with Clifton Lawson Allen being the assigned auditors as they have been over the previous years. The preliminary testing will be at the end of August or early September with the audit report being presented by October 15, 2022. Mr. McAllister stated that an improved budgeting and transparency for FY23 will include comparative analysis, benchmarking, and automation to have comparative and analytical data to better manage the university.

VII. Adjournment

In closing, Governor Flores provided background information on the newly appointed Interim Vice President of Business and Finance, Justin McAllister. Mr. McAllister previously served as the Chief Financial Officer for the West Virginia Office of Technology which allows him day-to-day background information. The transition of this role is vital and will assist in navigating the University's finances going forward. Additional data points have been provided during Mr. McAllister's short role. A healthier set of spreadsheets and reports have been initiated to provide a better understanding of the University's financial position.

With there being no other business, Mr. Flores moved to adjourn the meeting at 11:29 a.m.

Respectfully Submitted by Natasha Tyson, Committee Clerk, June 23, 2022.

Approved by:

Justin McAllister
Interim Vice President for Business and Finance
Business Affairs Administrator

Business Affairs Committee

Justin T. McAllister
Board of Governors
September 8, 2022

FY 2022 Year End Financial Update

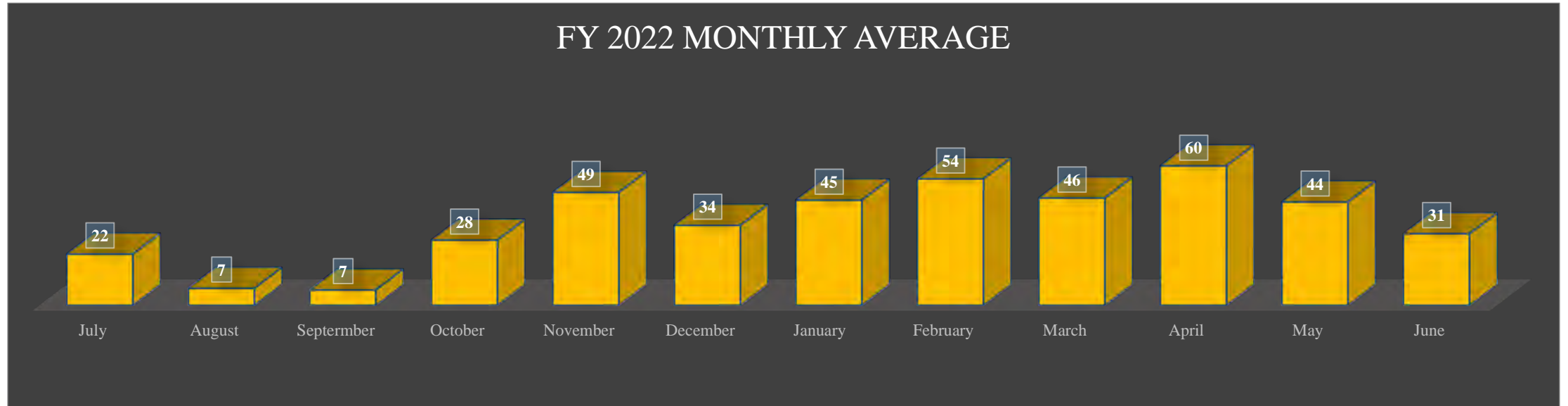
West Virginia State University
Unaudited Statement of Revenue and Expenditures (Cash Basis)
Fiscal Year 2022
As of June 30, 2022

Operating Revenues:	FY 2022 Year End	FY 2022 Budget	FY 2022 Budget Utilized
Tuition and Fees	12,754,446	17,253,488	74%
State Appropriations	14,122,566	14,122,566	100%
Grants	1,445,895	1,589,515	91%
Auxiliaries	7,810,016	6,586,693	119%
Other Revenues	4,520,379	3,915,750	115%
Total Operating Revenues	\$ 40,653,302	\$ 43,468,012	94%
Undistributed Revenue	\$ -		
Operating Expenditures:			
Salaries and wages	14,422,954	18,829,449	77%
Benefits	3,457,038	4,143,276	83%
Supplies and other services	16,758,987	13,449,479	125%
Utilities	1,161,864	1,250,000	93%
Institutional Aid	4,610,683	4,300,000	107%
Debt Service/Bond	2,183,480	2,487,276	88%
Total Operating Expenditures	\$ 42,595,005	\$ 44,459,480	96%
Total Operating Margin	\$ (1,941,703)	\$ (991,468)	196%
Non Operating Revenues:			
Lost Revenue	6,432,727	5,321,798	121%
HEERF	1,297,865	3,547,866	37%
Total Non Operating Revenues	\$ 7,730,592	\$ 8,869,664	87%
Non Operating Expenditures:			
HEERF	18,229	6,535,083	0.28%
Total Non Operating Expenditures	\$ 18,229	\$ 6,535,083	0.28%
Total Non Operating Margin	\$ 7,712,363	\$ 2,334,581	330%
Total Margin	\$ 5,770,660	\$ 1,343,113	430%

West Virginia State University
Operating Budget vs. Actual
FY 2021-2022
As of June 30th

	FY22			FY21			FY22-21 Comparison
	Actuals	Budget	Utilized	Actuals	Budget	Utilized	
REVENUES AND OTHER ADDITIONS:							
STATE APPROPRIATION	\$ 14,122,566.00	\$ 14,122,566.00	100%	\$ 14,292,704.00	\$ 14,292,704.00	100%	\$ (170,138.00)
TUITION AND FEES	\$ 12,754,446.22	\$ 17,253,487.84	74%	\$ 7,985,617.00	\$ 12,009,975.00	66%	\$ 1,555,645.92
AUXILIARY ENTERPRISES	\$ 7,810,015.63	\$ 6,586,693.15	119%	\$ 3,549,054.56	\$ 5,765,684.26	62%	\$ 3,113,395.60
OTHER FEES AND MISCELLANEOUS CHARGES	\$ 4,520,379.40	\$ 3,915,750.05	115%	\$ 5,558,379.32	\$ 7,175,483.24	77%	\$ (1,287,933.76)
FEDERAL GRANTS - TITLE IV	\$ 289,451.46	\$ 345,802.43	84%	\$ 265,176.23	\$ 398,726.77	67%	\$ 24,275.23
FEDERAL GRANTS - TRIO	\$ 964,197.74	\$ 817,115.00	118%	\$ 367,444.06	\$ 817,115.00	45%	\$ 596,753.68
FEDERAL GRANTS - WORK STUDY	\$ 156,047.81	\$ 180,212.43	87%	\$ 84,328.30	\$ 218,233.00	39%	\$ 71,719.51
PRIVATE GIFTS AND GRANTS	\$ 36,197.71	\$ 246,385.32	15%	\$ 103,183.25	\$ 211,036.73	49%	\$ (66,985.54)
HEERF AWARDS	\$ 7,730,381.86	\$ 8,869,664.00	87%	\$ 6,167,339.28			\$ 1,563,042.58
TOTAL REVENUES AND OTHER ADDITIONS	\$ 48,383,683.83	\$ 52,337,676.22		\$ 38,373,226.00	\$ 40,888,958.00	94%	\$ 5,399,775.22
Scholarships and Waivers	\$ 4,610,683.00						
Total Revenue and Other Additions Net of Scholarships and Discounts	\$ 43,773,001.22			\$ 38,373,226.00			
EXPENDITURES AND OTHER DEDUCTIONS							
ACADEMIC AFFAIRS	\$ 12,740,776.29	\$ 16,077,669.67	79%	\$ 13,177,276.14	\$ 15,515,932.30	85%	\$ (436,499.85)
COLLEGE OF BUSINESS & SOCIAL SCIENCES	\$ 2,006,056.73	\$ 2,396,415.85	84%	\$ 2,288,779.96	\$ 2,560,090.21	89%	\$ (282,723.23)
COLLEGE OF ARTS & HUMANITIES	\$ 2,175,572.11	\$ 2,563,684.66	85%	\$ 2,299,604.19	\$ 2,639,769.40	87%	\$ (124,032.08)
COLLEGE OF PROFESSIONAL STUDIES	\$ 2,484,951.89	\$ 2,466,170.03	101%	\$ 2,420,169.08	\$ 2,485,594.69	97%	\$ 64,782.81
COLLEGE OF NATURAL SCIENCES & MATHEMATICS	\$ 2,247,029.86	\$ 2,446,312.05	92%	\$ 2,556,681.29	\$ 2,762,867.90	93%	\$ (309,651.43)
ACADEMIC SUPPORT	\$ 3,827,165.70	\$ 6,205,087.08	62%	\$ 3,612,041.62	\$ 5,067,610.11	71%	\$ 215,124.08
ATHLETICS	\$ 1,888,967.26	\$ 1,745,809.72	108%	\$ 1,581,385.99	\$ 1,664,985.83	95%	\$ 307,581.27
ENROLLMENT MANAGEMENT	\$ 8,565,611.34	\$ 8,905,381.71	96%	\$ 5,693,809.99	\$ 8,384,427.97	68%	\$ 2,871,801.35
BUSINESS & FINANCE	\$ 391,561.91	\$ 3,372,013.82	12%	\$ (310,220.33)	\$ 3,412,696.88	-9%	\$ 701,782.24
PHYSICAL PLANT SUMMARY	\$ 2,342,280.31	\$ 3,008,039.28	78%	\$ 3,662,430.04	\$ 4,488,462.68	82%	\$ (1,320,149.73)
UNIVERSITY ADVANCEMENT	\$ 368,974.71	\$ 848,549.81	43%	\$ 717,922.37	\$ 771,577.13	93%	\$ (348,947.66)
PRESIDENTS AREA (Includes HEERF)	\$ 10,301,900.10	\$ 10,937,099.26	94%	\$ 11,923,212.12	\$ 5,276,523.02	226%	\$ (1,621,312.02)
COLLEGE WIDE	\$ 1,900,657.22	\$ 1,750,000.00	109%	\$ 974,737.15	\$ 1,700,000.00	0%	\$ 925,920.07
TOTAL EXPENDITURES AND OTHER DEDUCTIONS	\$ 38,500,729.14	\$ 46,644,563.27		\$ 37,420,553.47	\$ 41,214,605.81		\$ 1,080,175.67
Net Position	\$ 5,272,272.08			\$ 952,672.53			\$ 4,319,599.55

Liquidity Monitoring



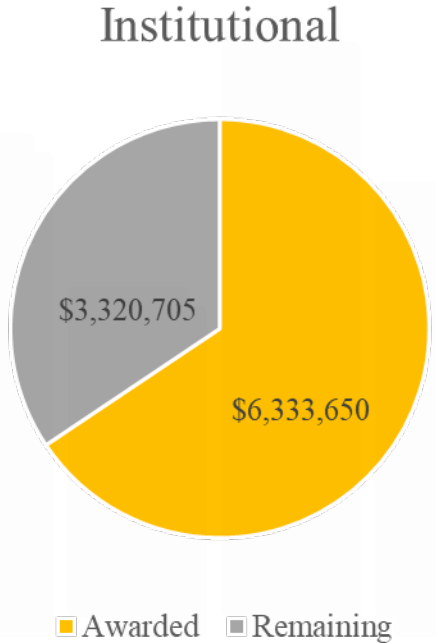
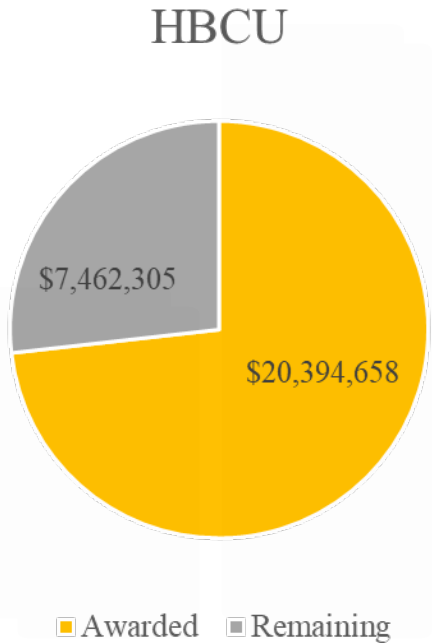
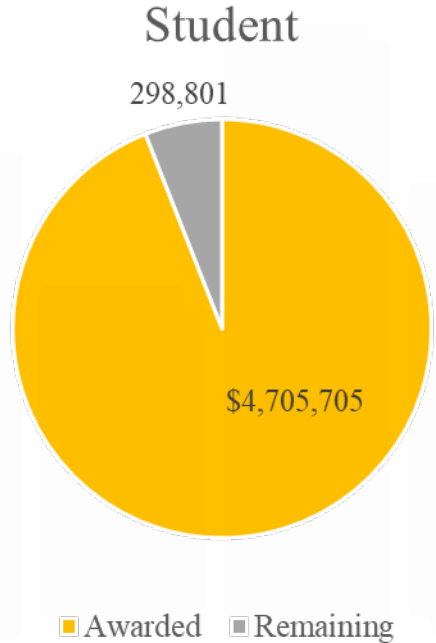
Average Days of Cash on hand in FY 2022: 35.5

FY 2023 Financial Update

West Virginia State University
Unaudited Statement of Revenue and Expenditures (Cash Basis)
Fiscal Year 2023
As of July 31, 2022

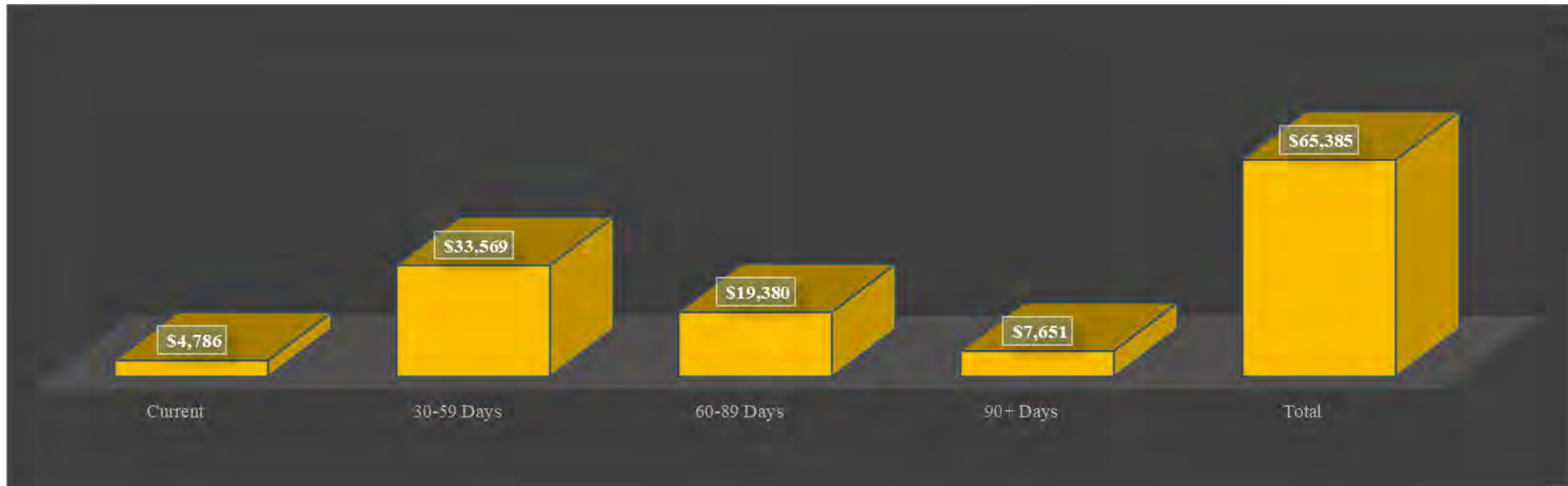
	July 2022	FY 2023 Budget	FY 2023 Budget Utilized
Operating Revenues:			
Tuition and Fees	241,149	13,385,231	2%
State Appropriations	3,226,058	16,130,290	20%
Grants	6,484	1,525,448	0%
Auxiliaries	68,603	6,269,387	1%
Other Revenues	20,045	3,819,814	1%
Total Operating Revenues	\$ 3,562,339	\$ 41,130,170	9%
Undistributed Revenue	\$ (142,241)		
Operating Expenditures:			
Salaries and wages	1,917,735	18,066,849	11%
Benefits	397,601	3,669,393	11%
Supplies and other services	466,056	15,164,589	3%
Utilities	158,643	1,747,965	9%
Institutional Aid	-	4,722,342	0%
Debt Service/Bond	166,750	2,163,120	8%
Total Operating Expenditures	\$ 3,106,786	\$ 45,534,258	7%
Total Operating Margin	\$ 455,553	\$ (4,404,088)	-10%
Non Operating Revenues:			
Lost Revenue	-	13,104,662	0%
Total Non Operating Revenues	\$ -	\$ 13,104,662	0%
Non Operating Expenditures:			
HEERF	6,353	8,000,000	0.08%
Expenditures	\$ 6,353	\$ 8,000,000	0.08%
Total Non Operating Margin	\$ (6,353)	\$ 5,104,662	0%
Total Margin	\$ 449,200	\$ 700,574	64%

HEERF



Total HBCU and Institutional Funds Remaining: \$10,738,010

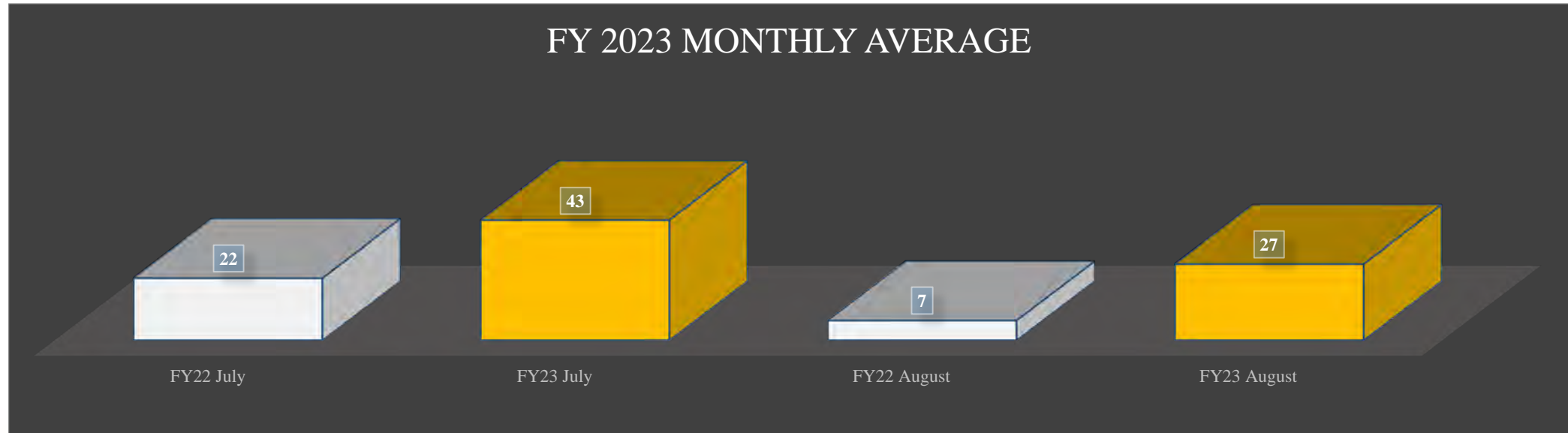
Accounts Payable Schedule



Aged Payables-Over 90 Days

Assoc Inv No	Assoc Inv Dt	Vendor Legal Name	Line Amt	Details
WVSUPD2021	1/15/2021	KANAWHA CO COMMISSION	2,411.40	Vendor has not provided additional documentation requested
REMI1574785	11/16/2021	HUNTINGTON MERCHANT SERVICES LLC	1,164.61	Waiting on detail from Cashier's Office
REMI1576186	11/24/2021	HUNTINGTON MERCHANT SERVICES LLC	1,821.24	Waiting on detail from Cashier's Office
REIMBUR120921	12/9/2021	EARL NORMAN JONES	55.64	Vendor hasn't submitted required Hospitality Form
REMI1581314	12/27/2021	HUNTINGTON MERCHANT SERVICES LLC	1,157.63	Waiting on detail from Cashier's Office
REMI1586407	1/24/2022	HUNTINGTON MERCHANT SERVICES LLC	1,040.20	Waiting on detail from Cashier's Office
			\$ 7,650.72	

Liquidity Monitoring-Days of Cash on Hand



Key Initiatives Update

- Residence Hall Technology Infrastructure Upgrades
 - Equipment sourcing issues.
 - Due to these issues it could be winter break or later before project is completed
- Dining Services
 - Contract in Place
 - Positive Dining Experiences
 - Updates to come over Christmas Break and Summer 2023

Business and Finance Updates

- Fiscal Affairs, HR, and Payroll relocated from Cole Complex to 3rd Floor of Ferrell Hall.
- Hiring
 - Budget Analyst
 - 2 Facilities Positions
 - Business Manager
- Vacancies

FY 2022 Audit

- WVSU
 - CLA is performing our FY 2022 independent 3rd Party Audit
 - Post-Audit Work underway
 - Interim data Requests submitted by September 6th
 - CLA to be onsite week of September 19th
 - Engaged Suttle and Stalnaker as 3rd Party Firm to provide post audit support
 - Calculation of OPEB
 - Fixed Asset/Depreciation Schedules
 - Debt Calculations
 - Final Audit report on or before October 7th
- WVSU Foundation
 - Somerville & Company representing the foundation as 3rd Party Audit Firm
- WVSU Research and Development Corporation
 - CLA is representing the R&D Corp which will create efficiencies and streamline processes

Questions?



**Board of Governors
University Affairs
134 James C Wilson University Union
Thursday, September 8, 2022
12 – 1pm**

AGENDA

- | | |
|---|-----------------------------|
| I. Call to Order | Jeffrey Pietruszynski |
| II. Roll Call | Vonda Matthews |
| III. Verification of Appropriate Notice of Public Meeting | Jeffrey Pietruszynski |
| IV. Approval of June 16, 2022 Minutes (<i>Action Required</i>) | Jeffrey Pietruszynski |
| V. Academic Affairs | Paige Carney, Micheal Fultz |
| VI. Land-Grant | Ami Smith |
| VII. Enrollment Management and Student Affairs | Stacey Sowell |
| VIII. Fall Return to Campus | Eric Jackson |
| IX. WVSU Athletics | Nate Burton |
| X. Adjournment | |

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

Date/Time: 9/8/2022 -- 12:00 PM

Location:

134 James C Wilson University Union

Purpose: To conduct regular business of the committee prior to the full board

Notes:

Meeting was approved : 8/30/2022 10:59:28 AM

Meeting Minutes
West Virginia State University Board of Governors
University Affairs Committee
James C. Wilson University Union
June 16, 2022
12:00 p.m.

I. Call to Order

Dr. Jeffrey Pietruszynski called the meeting to order at 12:01 p.m.

II. Roll Call

The clerk called the roll. Members present were Mr. Flores, Mr. Gray, Mr. Jones, Mr. Payne, and Dr. Pietruszynski. It was noted that a quorum was present.

III. Verification of Appropriate Notice of Public Meeting

Dr. Pietruszynski announced the Verification of Appropriate Notice of Public Meeting.

IV. Approval of April 14, 2022 Meeting Minutes

Dr. Pietruszynski presented the minutes for review and asked for a motion. Mr. Gray motioned for approval of the minutes. Mr. Payne seconded the motion, and the motion carried.

V. Academic Affairs

a. Early Enrollment/ Dual Credit Updates

Dr. Carney noted that the report will cover the Early Enrollment and Dual Credit programs with some information on the strategic plan. She introduced Katie Bentley, the new Director of Academic Educational Outreach, noting that Ms. Bentley has already been out in the local schools working to increase interest in the program.

Ms. Bentley reported to the committee:

- Courses are currently offered at 23 high schools in 7 counties
- Additional School partnership with St. Joe's in Huntington
- We have the only accredited Early Enrollment/Dual Credit program in the state
- Search for Program Coordinator in progress.
- Grow Your Own Program partnership with Kanawha County to address the teacher shortage
 - Adding four new Education courses
- Early Enrollment Initiatives
 - Updated Branding
 - Professional Development
 - Communication Plan
 - Strategic Plan

VI. WVSU Athletics

Nate Burton recapped the 2021-2022 athletics highlights:

- Two MEC Regular Season Championships
- Six MEC Tournament Appearances

- Three NCAA Tournament Appearances
- Added Acrobatics & Tumbling
- 3.105 cumulative GPA for Fall
- Hosting External Events

VII. Adjournment

With there being no further business, a motion was made by Mr. Jones and seconded by Mr. Gray to adjourn the meeting. The motion carried. The meeting adjourned at 12:21 p.m.

University Affairs

Board of Governors Meeting
Dr. J. Paige Carney
September 8, 2022

Academic Affairs

OUR TEAM



J. Paige Carney, Ed.D.
Provost and
Vice President for
Academic Affairs



Micheal Fultz, Ph.D.
Associate Provost
Associate VP for
Academic Affairs



Ami Smith, Ph.D.
Vice President
Dean and Director for
Agricultural Research
and Extension



Kerri Steele, Ph.D.
Dean, College of
Professional Studies



Robert M. Wallace, Ph.D.
Dean, College of Arts
and Humanities



Deborah Williams
Dean, College of
Business and
Social Sciences



Naveed Zaman, Ph.D.
Dean, College of
Natural Sciences and
Mathematics

Academic Affairs Goals

- Develop strategies to increase retention and enrollment.
- Be student focused with an open line of communication and support.
- Implement customer care approach dedicated to enhancing students' experiences.
- Focus on equity, diversity and inclusion for the University community.
- Be visible, transparent and action-oriented with a focus on students, faculty & staff.
- Focus on teaching, research, and scholarly activities.
- Maintain HLC accreditation status.
- Provide state of the art technology and learning experiences for all students.

Academic Affairs Initiatives

- Creating the first Ed.D. doctoral program in educational leadership.
- Implementing a new post-tenure review process Fall 2022.
- Enhance and facilitate ongoing professional development for faculty and staff.
- Facilitate a student advisory board with representation from all of our colleges and Land Grant.
- Develop pathways to increase the number of tenure track faculty.

Academic Affairs Highlights

- Early Enrollment – 1800 students will visit our campus in September.
- Center for Online Learning
 - Association of College and University Educators (ACUE)
30 faculty/staff pinning ceremony
- Professional Studies
 - HHP Sports Studies completed two MOUs with Marshall University: one for the graduate program for Athletic Training and one for the Doctoral of Physical Therapy program. The MOUs reserve two seats per program for qualified WVSU HHP graduates.

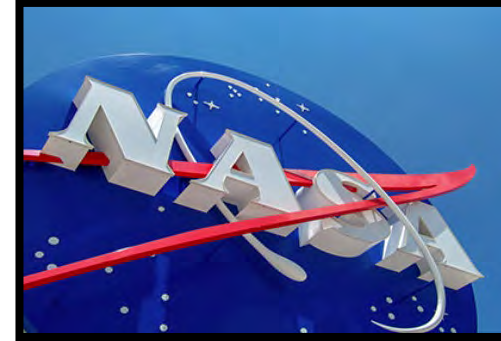
Academic Affairs Highlights Continued

- NSM – SURE Symposium
 - Thirteen undergraduates and thirteen high school students presented a full summer's worth of research work.
 - Open forum – family and local industry attend in person and virtually. First experience in communicating scientific results for most of these students.
 - The symposium has occurred annually for over 20 years.



Academic Affairs Highlights Continued

- NSM - RockSat-C Launch
 - RockSat allows students to design and build experiments that are launched to space from Wallops Flight Facility.
 - Students spend a year designing experiments and then analyze present the data.
 - WVSU has participated since 2016.

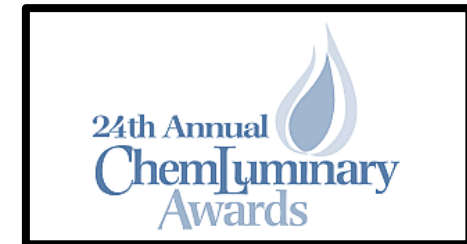


Academic Affairs Highlights Continued

- Faculty Recognition Awards
 - Excellence in Service Award - Dr. Barbara Liedl.



- Distinguished Scholar Award - Dr. Anne McConnell.
- Dr. Micheal Fultz is a Faculty Merit Foundation finalist and accepted the ACS Local Section Partnership/Marinda Li Wu Award on behalf of WVSU August 23, 2022.
- National CAEP Site Team Reviewers - Dr. Stephanie Burdette and Dr. Elisha Lewis.



Academic Affairs Highlights Continued

- Student Highlights – National Scholars

- The USDA 1890 National Scholars - Kadin Hall



and William Reid



- White House HBCU Scholar - Cedric Caschetta



- Borlaug Scholar - Dinesh Ghimire



Academic Affairs Highlights Continued

- Student Highlights – Regional Scholars
 - Katherine Johnson Scholars:

Three students were honored with the Katherine Johnson Scholarship on August 26 during the Katherine Johnson Day Celebration - Zimren Dixon, Ammy Mwasambu and Makeyah Spaulding (not pictured).



President Cage & Zimren Dixon



President Cage & Ammy Mwasambu

Academic Affairs Highlights

- Nursing Department
 - Cohort 1 (7 students)
 - Cohort 2 (9 students)
 - Cohort 3 (21 students)



Representatives from Thomas Health provided pizza for WVSU nursing students during an information session and recruiting luncheon.



Land-Grant Strategic Positioning

Dr. Ami Smith
September 8, 2022

Land-Grant Strategic Positioning

Facilitated process kicked off late last year

- Community listening sessions
- On-campus listening sessions
- 1:1 interviews
- More than 5,000 points of data collected
- Final facilitated session August 30th

Land-Grant Strategic Positioning

WVSU excels at Agricultural Research and Extension

- We create and implement programs that target the needs of historically underserved populations in West Virginia.
- We provide undergraduate students with substantial and immersive research opportunities that are rare for institutions of higher education of any size.
- We excel at the acquisition and implementation of federal, state, and private funding opportunities.
- We work extensively in blighted communities in West Virginia to transform them into great places to live, work, and play.

Land-Grant Strategic Positioning

Operational Goals

- Cultivate a happy, healthy, and productive workforce
- Community leaders and influential citizens in WV will tell our story and support our programs
- Agricultural Research and Extension will work in a complementary, collaborative, and coordinated way with academics to strengthen the University

Land-Grant Strategic Positioning

Focused Initiatives

- West Virginia communities are more vibrant and economically sustainable
- West Virginia families are healthy and resilient
- West Virginia will sustain its natural resources to strengthen communities, the economy, and the environment.
- West Virginians will have access to local and sustainable food

Enrollment Management and Student Affairs

Dr. Stacey Sowell
September 8, 2022

Enrollment Management and Student Affairs

Career Services Initiatives



Dr. Stacey Sowell
Vice President
for Enrollment
Management
and Student Affairs

- Careers in Government Day-9-15-22
- Second year of Grow with Google
- Criminal Justice Career Fair-10-18-22
- Now offering EQI, DiSC and LEGO programming and assessments for students
- Increased integration of career services and academic areas

Enrollment Management

- Where we are:
 - Total enrollment: 1606
 - New Freshmen: 338
 - New Transfers: 158
- Where we are going:
 - Total enrollment: 2100
 - New Freshmen/New Transfers: 500
 - 80% in state/ 20% out of state
 - 158 additional on campus students

Student Affairs - Housing

- Keith Hall: 282 (97% occupancy)
- Dawson Hall 50 (50% occupancy)
- Athletes: 219 (66% of all occupants)
- Non-athletes: 113
- Returning: 177
- New: 155
- Total occupancy: 332 students

EMSA Moving Forward

- Proposal for recruitment of online and new graduate students
- Stop Out/Some college no degree program
- “Stay at State” retention initiative
- Plan to use HERFF funds to renovate Sullivan Hall to increase housing capacity
- “Evaluate and Elevate” existing student programs, activities and events

Fall 2022 Return to Campus

Eric L. Jackson
September 8, 2022

Campus Testing Schedule

In order to provide testing resources for all campus constituent groups and community, West Virginia State University partnered with West Virginia Health Right and the Partnership for African American Churches (PAAC) to provide the campus testing during the opening day events for student, faculty and staff. PAAC will continue to provide weekly testing and vaccine clinics in the University Wilson Student Union.

Tuesday, August 9, 2022 – PAAC - Wilson University Student Union

Wednesday, August 10, 2022 – WV Health Right – Breezeway @ Keith Scholars Hall

Thursday, August 11, 2022 – PAAC – Breezeway @ Keith Scholars Hall

Friday, August 12, 2022 - PAAC – Breezeway @ Keith Scholars Hall

COVID Response

West Virginia State University's COVID Taskforce has worked in concert with CDC and Kanawha-Charleston Health Department to maintain a safe environment for our students, faculty and staff. We continue to follow CDC guidelines and current higher education trends to determine our approach to COVID policy and protocols. Current COVID protocols are:

1. Testing and Vaccinations are highly encouraged but are not mandatory
2. Mask are highly encouraged but are not mandatory
3. Quarantine and Isolation protocols are the same for both vaccinated and unvaccinated
4. Mask mandates for exposure
5. No testing for Athletics Nation-Wide.

WVVSU

ATHLETICS

WVSU Athletics

Summer 2022

- External Events

2022-2023

- Season Preview
- Future of WVSU Athletics

QUESTIONS?



**Board of Governors
FULL BOARD
134/135 James C. Wilson University Union
Thursday, September 8, 2022
1:15pm**

AGENDA

- | | |
|---|--|
| I. Call to Order and Oath of Office | Mark Kelley |
| II. Roll Call | Crystal Walker |
| III. Verification of Appropriate Notice of Public Meeting | Mark Kelley |
| IV. Approval of June 16, 2022 Meeting Minutes (<i>Action Required</i>) | Mark Kelley |
| V. Special Recognition | Mark Kelley |
| VI. Possible Executive Session under the Authority of West Virginia Code §6-9A-4 to Discuss Legal, Personnel and Property Matters (<i>Action Required</i>) | Mark Kelley |
| VII. West Virginia Higher Education Policy Commission | Vice Chancellor Treadway
Dr. Zorrie Georgieva |
| VIII. Funding Formula Approval (<i>Action Required</i>) | Ericke S. Cage |
| IX. Report from the President | Ericke S. Cage |
| X. Reports from Board Committees | |
| • University Affairs | Jeffrey Pietruszynski |
| • Governance (<i>Action Required</i>) | Lester Raines |
| • Business Affairs | Ian Flores |
| • Risk Management, Audit and Compliance | James Payne |
| • Endowment, Advancement and External Affairs | E. Gail Pitchford |
| XI. Adjournment | |

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

Date/Time: 9/8/2022 -- 1:15 PM

Location:

134/135 James C Wilson University Union

Purpose: To conduct the regular business of the full board

Notes:

Meeting was approved : 8/30/2022 11:01:40 AM

Meeting Minutes
West Virginia State University Board of Governors
Full Board
134/135 James C. Wilson University Union
June 16, 2022
1:15 p.m.

I. Call to Order

Mr. Jones called the meeting to order at 1:15 p.m.

II. Roll Call

The clerk called the roll. Members present were Mr. Davis, Mr. Flores, Mr. Gray, Dr. Jackson, Mr. Jones, Mr. Kelley, Mrs. McKibben, Dr. Pietruszynski, Mr. Payne, Mrs. Pitchford, and Mr. Raines. Ms. Lansdowne was absent.

III. Verification of Appropriate Notice of Public Meeting

Mr. Jones verified the Appropriate Notice of Public Meeting.

IV. Approval of April 14, 2022 Meeting Minutes

Mrs. Pitchford motioned for approval of the minutes of the April 14, 2022, meeting. Mr. Flores seconded the motion, and the motion carried.

V. Report from the Board Chair

Prior to the Board meeting, resolutions were drafted to recognize Mr. Gray and Ms. Lansdowne for their service on the Board of Governors. Mr. Jones read the resolutions aloud and a ceremonial copy of the resolutions were presented to the members. The Board members joined Mr. Jones in expressing their appreciation to Mr. Gray and Ms. Lansdowne for their contributions to the Board and their dedication to the University.

Mr. Jones called for a motion to approve the Board of Governors meeting dates for FY2022-23 as proposed in the meeting materials. The meeting dates are September 8, 2022, October 27, 2022, December 9, 2022, February 1-2, 2023, April 20, 2023, and June 15, 2023. Mr. Davis moved for approval of the proposed FY2022-23 meeting dates. Dr. Jackson seconded the motion, and the motion carried.

Mr. Jones opened the floor for nominations for officers. Mrs. Pitchford nominated Mr. Kelley to serve as chair. Mr. Raines nominated Mr. Jones to serve as chair. There being no other nominations, the floor was closed. Mr. Davis seconded the nomination for Mr. Kelley to serve as chair, and the motion carried.

Mr. Jones opened the floor for nominations for vice chair. Mr. Kelley nominated Mrs. Pitchford to serve as vice chair. There being no other nominations, the floor was closed. Dr. Jackson seconded the motion, and the motion carried.

Mr. Jones opened the floor for nominations for secretary. Mr. Kelley nominated Dr. Jackson to serve as secretary. There being no other nominations, the floor was closed. Mr. Flores seconded the motion, and the motion carried.

VI. Report from the University President

President Cage congratulated the new officers who will assume their roles on July 1, 2022. He then presented updates on initiatives and events that are part of our plan for moving the

University forward. President Cage also provided an overview of the timeline for the new strategic planning process.

VII. Reports from Board Committees

University Affairs Committee

Dr. Pietruszynski provided an executive summary on the agenda items that were discussed.

Governance Committee

Mr. Raines provided an executive summary on the agenda items that were discussed.

Business Affairs Committee

Mr. Flores provided an executive summary on the agenda items that were discussed.

Risk Management, Audit and Compliance Committee

Mr. Payne provided an executive summary on the agenda items that were discussed.

Endowment, Advancement and External Affairs

Mrs. Pitchford provided an executive summary on the agenda items that were discussed.

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

Mr. Kelley motioned for approval to go into Executive Session under the authority of West Virginia Code §6-9A-4 to discuss legal, personnel, and property matters. Mr. Davis seconded the motion, and the motion carried.

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

IX. Adjournment

With there being no further business, the meeting adjourned at 3:10 p.m.

Respectfully submitted,

E. Gail Pitchford, Secretary (Outgoing)

Dr. Chris Jackson (Incoming)

Approved:

Mark Kelley, Chair

PRESIDENT'S REPORT

WVSU Board of Governors Meeting

September 8, 2022



Ericke S. Cage, J.D., LL.M.
President

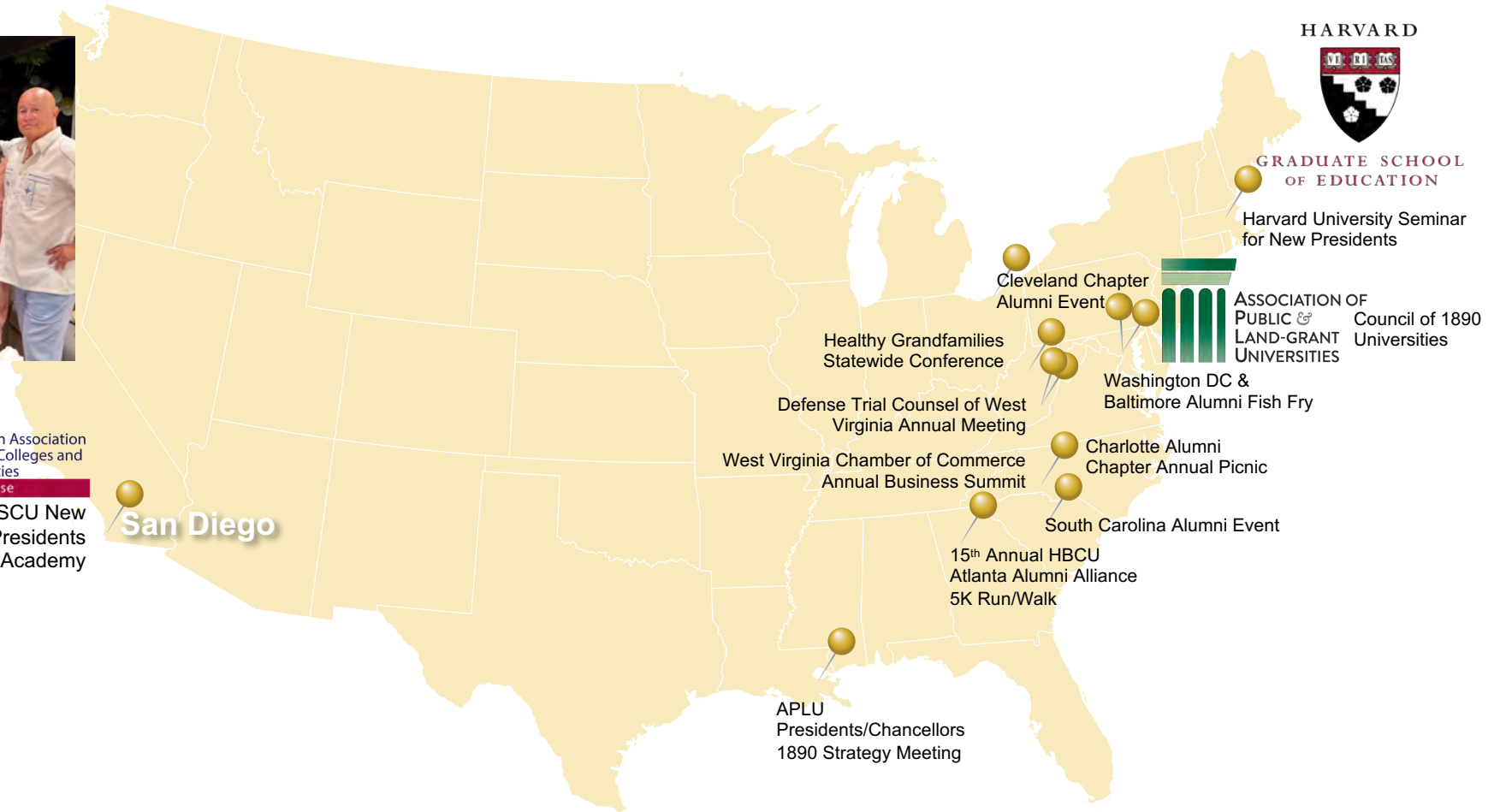
SUMMER AT STATE



LEARNING, LEADING & CONNECTING



AASCU New Presidents Academy



WELCOME WEEK ACTIVITIES



REMEMBERING KATHERINE JOHNSON





**Building a New Era of Excellence, Innovation, and
Progress for WVSU and the Mountain State.**

WHY NOW?

- In today's rapidly changing higher education landscape institutions must continue to excel and evolve to remain relevant.
- Introduction of the new performance based funding model for higher education in West Virginia.
- Preparing for reaffirmation of accreditation in 2025.
- New leadership. New ideas. New direction. New opportunities.



FUTURE STATE LAUNCH



STRATEGIC PLAN STEERING COMMITTEE



Debbie Williams,
Dean, College of Business &
Social Sciences, Co-chair



Pat Schumann,
Vice President for University
Advancement, Co-chair



Clinton Arnold,
Assistant Professor of
Business Administration



Jack Bailey,
Assistant Vice President
for University Relations



Dr. Jessica Barnes-
Pietruszynski,
Faculty Senate Chair



Nate Burton,
Athletic Director



Dr. Elisha Lewis,
Assistant Professor of
Education



Ericke S. Cage,
President,
Ex Officio



Dr. J. Paige Carney,
Provost and Vice President
for Academic Affairs
Ex Officio



Justin McAllister,
Vice President for
Business & Finance



Micah Peggs,
Theater Facilities Supervisor,
Staff Representative



Dr. Michael Pennington,
Director, MPA Program



Gail Pitchford,
Board of Governors



Maryam Rawash,
Student Government
Association President



Administrative Leadership:
Dr. Kerri Steele, Dean of
Professional Studies



Dr. Ami Smith,
Vice President and Dean &
Director for Agricultural
Research & Extension



Dr. Stacey Sowell,
Vice President for Enrollment
Management & Student Affairs



Matt Wood,
IT Network Manger



Derrick Grant,
National Alumni Association
Representative



Dr. Sami Ghareeb,
Chair, WVSU Foundation



MISSION

West Virginia State University is a diverse, 1890 land-grant institution that advances knowledge through access and opportunity, innovative teaching and learning, interdisciplinary research, and impactful service. Our learners are equipped to meet the economic and social needs of the state, region, and nation, and contribute solutions to complex global challenges.

VALUES

Student-centered

We put students first in everything we do.

Inclusion

We create a climate where all can bring their whole and authentic selves.

Gold Standard

We strive for excellence in all we do and say.

Integrity

We commit to ethical behavior and full transparency with ourselves and our stakeholders.

Accountability

We take responsibility for our actions individually and collectively.

Creativity

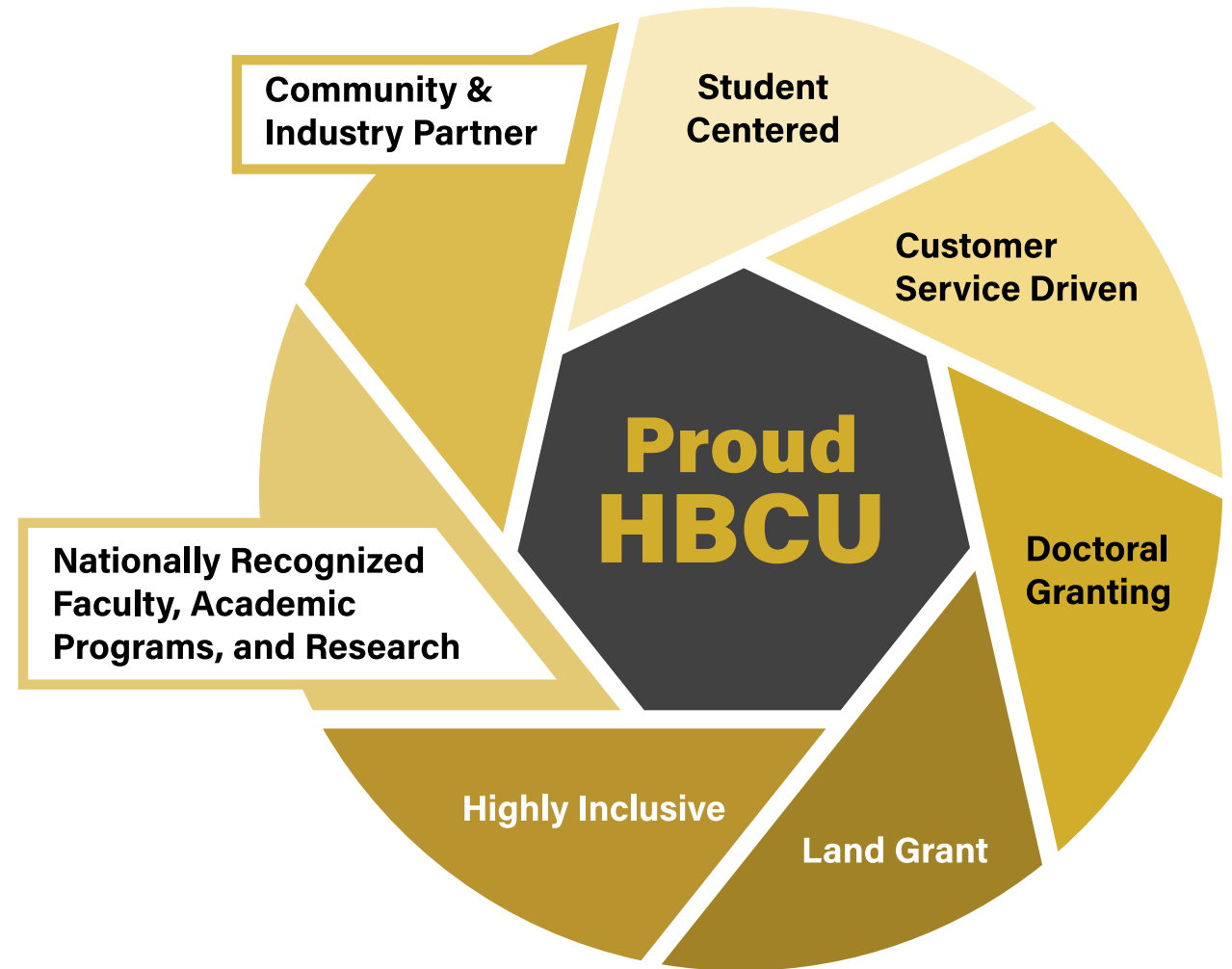
We draw inspiration from collaborating with others and create space for curiosity and imagination.

Resilience

We are agile, adapt to change, and rise above adversity. We have grit.

VISION

A student centered, customer service driven, doctoral land-grant university that is grounded in its heritage as an HBCU and focused on its future as an inclusive institution of higher learning with nationally recognized faculty, academic programs, and research that supports the emerging needs of students, industry, and the state of West Virginia.



STRATEGIC PLAN

Summer 2022—Task Force charged with recommending a process

August—Kickoff with campus community

August-October—Robust data gathering from internal & external constituents. Includes focus groups, surveys, SWOT analysis

November—Goals established. Work on strategies and action plans continue

February 15—First draft completed. Feedback from President Cage, BOG, and Stakeholder groups

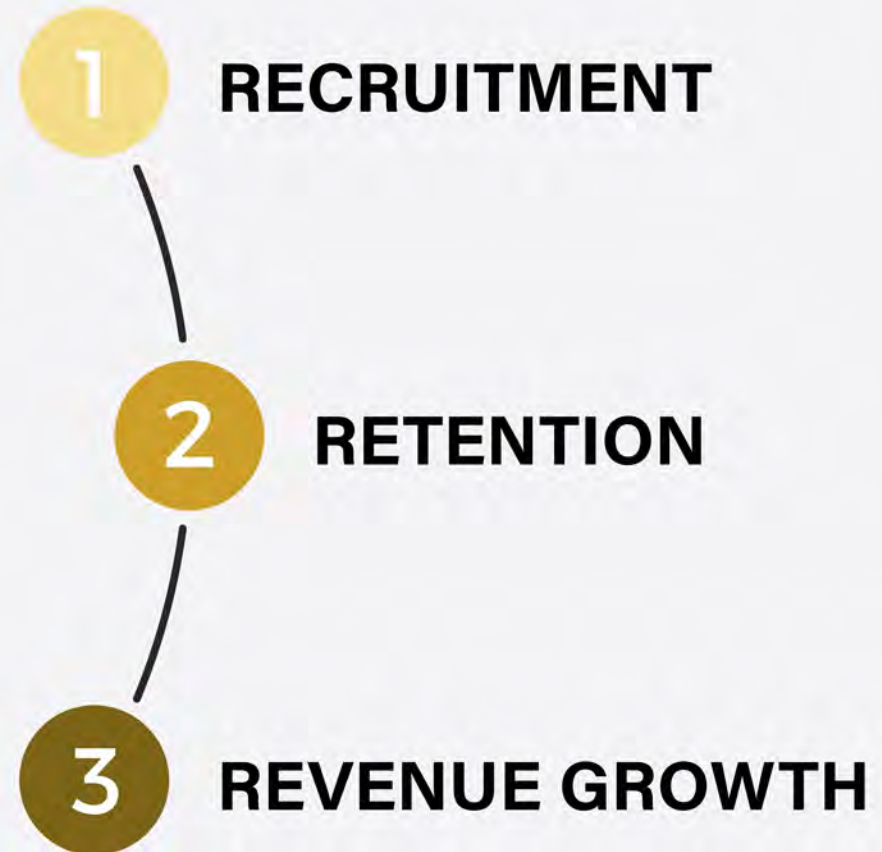
April 20—Final plan to BOG

April 20-May 31—Continue work on Unit-level plans

June 15—Final, comprehensive plan to BOG



AY 2022-23 FOCUS AREAS



RECRUITMENT GOALS AND STRATEGIES

New Freshmen/Transfer Enrollment Goal
500 (80% in state, 20% out of state)

Increase staffing in targeted areas

Admissions

Financial Aid

Enhanced recruitment of

New transfer students

Stop Outs/Some College, No Degree

New Graduate Students

Non-traditional students (older learners,
veterans, working professionals)



UNDERSTANDING OUR RETENTION CHALLENGE

WHAT WE KNOW

- 452 students not returning from fall 2021. Largest non-returning were freshmen (169) followed by sophomores (107)
- Majority (293) were in good academic standing. 110 on academic suspension or probation.
- Majority (287) had no outstanding balance. 97 owed more than \$1,000 with 67 of that number owing more than \$2,000
- Majority (287) were from Kanawha or Putnam counties. 374 were West Virginia residents.



RETENTION STRATEGIES

Gather reliable data to make strategic decisions that will improve the university's retention rate. This will include exit surveys and focus groups to determine why students are leaving the university.

Increase student retention by creating a coordinated student advising continuum that draws on the resources and expertise of the Student Success Center and specific academic departments.

Conduct a comprehensive review of policies and procedures to identify and remove unnecessary practices that create barriers to success.

Review the days and times courses are offered to ensure that we are offering the scheduling flexibility that meets the needs needs of our diverse student body, including part-time adult learners.



RETENTION STRATEGIES

Driving Retention Growth Through Excellence in Customer Service

University faculty and staff participated in a professional development session on customer service before the start of the fall semester.

Development and rollout of a tool to provide continuous feedback on how we are serving our community of students, faculty and staff.



REVENUE GROWTH AND DIVERSIFICATION

Immediate Priorities

Staffing

Increase capacity for cultivation and solicitation of major and planned gifts through creation of two new positions and filling the vacant Assistant Vice President position.

Investment in Strategic Marketing

Support enrollment and fundraising goals through development of Integrated Marketing Campaign and enhanced website and social media.

Increase Unrestricted Giving

Include request for unrestricted funds with major gift solicitations when possible. Develop an unrestricted Future Fund to be invested with the Foundation's endowment.

Business Enterprise Initiative

Work with leaders of the WVSU Foundation to identify and pursue business enterprise opportunities to create new, unrestricted sources of revenue. Seek community partners/investors to underwrite revenue-generating projects.



REVENUE GROWTH AND DIVERSIFICATION

Prepare for a Capital Campaign

- Conduct Feasibility Study Spring 2023
- Establish Preliminary Financial Goal
- Establish Campaign Priority Areas based on Strategic Plan
- Launch Quiet Phase June 2023





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QUESTIONS

