



**Minutes**  
**Concord University Board of Governors**  
**April 20, 2005**  
**1:30 p.m.**  
**The Concord Room**

**1. Call to Order and Determination of a Quorum**

A quorum being present, the meeting was called to order. Board members present were: Mrs. Margaret Sayre, Chairperson; Dr. Charles Brichford, Faculty Representative; Mrs. Linda Martin, Classified Representative; Mr. Robert “Rocky” Seay, Student Representative; Dr. Deborah Akers; Mr. J. Franklin Long; Mr. James M. Brown; Mr. Wayne Meisel; and Mr. R. T. “Ted” Rogers. Mr. Dan Dunmyer and Mr. James L. Miller participated telephonically. Others participating: Dr. Jerry L. Beasley; Mr. Michael Curry; Mr. Rick Dillon; Ms. Anita Lewis; Mr. Greg Quick; Dr. Dean Turner; Mr. James L. Cannon; Mr. Bill Hardee; Ms. Amy Pitzer; Mr. Bill Skeat; Mr. Jesse Call; Dr. Hugh Campbell; Mr. D. J. Boland; and, Chancellor J. Michael Mullen. Unable to participate: Mr. Eugene Fife.

**2. Approval of Minutes**

Upon a motion by Mr. Long, seconded by Mr. Rogers, and passed unanimously, the minutes of the February 10, 2005 meeting were approved as mailed.

**3. Report from Chancellor J. Michael Mullen**

Chairperson Sayre introduced Chancellor Mullen who reported the following:

- the Governor plans to call a special session of the legislature to deal with salary adjustments for all public employees;
- Boards of Governors are being asked to develop a budget for fiscal year 2005-06, including a proposed tuition and fee increase;
- institutions are encouraged to plan for salary increases, but not to implement increases until after the special session (September or October); remain flexible with planning, and consider withholding increases until it is known what will come out of the Governor’s special session; it is highly probable that state funding may be recommended for salary increases;
- second semester tuition and fee increases are to be avoided; flexibility in planning is encouraged—build plans with the assumption that they may change;
- by statute, the decision for salary adjustments remains with the Board of Governors, but doing so before the special session is not a good idea;
- adjustments for faculty promotion (up to 10 percent) should continue to follow normal policy as outlined by state statute;
- all employees hired after June 30, 2005 must be hired at zero step (Series 8, Legislative Rule 133-8); it is Concord’s decision on what to do about current classified employees who are below zero step;

-Concord should feel free to match competitive offers made to employees as individual adjustments are within institution's scope of authority;

-the HEPC continues to sort through the actions of the legislative session; no certainty that all the bills acted on will be signed;

-discussed SB603, which seems to incorporate deregulation of transacting business, e.g. Center for Professional Development and utilization of RESA for in-service training for teachers. It appears that local colleges will be the primary deliverers; Marshall and West Virginia University will provide back-up and research for professional development;

-discussed exceptions to HEPC rules set aside for Marshall and West Virginia University, mainly capital budgets, operating budgets, rules and academic programs. The planning of the capital budgets will remain the same, but budget execution will be delegated to the boards of governors of WVU and Marshall. There will be little checking and getting approvals, with the exception of leased purchases, and acquisitions over \$1 million. Academic programs are removed from the auspices of the HEPC except for locations that are not currently served;

-indicated that the HEPC is still charged with overseeing Compact goals, and has authority to restrict campuses that are not achieving as outlined in respective Compact reports;

-announced that four-year institutions had budget reductions of 2.5 to 2.9 percent; discussed cuts to higher education as presented in Governor's budget and indicated that said cuts were partially rescinded;

-announced that peer equity money was restored; these dollars are in the general fund;

-indicated that \$4.9-\$5 million available to institutions in Special Projects (similar to Budget Digest); money has been put into a pool awaiting instructions from the House and Senate on how the money can be spent;

-discussed SB248 that requires by the end of May 2005 that institutions file a technology plan, which must be approved by June 30, 2005. Last year's plan will probably suffice, but Dr. Tom Blevins is the person coordinating this effort and could elaborate on the particulars;

-discussed happenings in Washington, DC that could impact higher education. The Higher Education Act is being revamped with a couple of themes emerging: 1) cost—colleges and universities should expect some form of general constraint ; and, 2) accountability—focus is more on measuring the results of institution's activities;

-addressed graduate/retention rates as measures of accountability—focus more on how many people actually attain a degree rather than the number of people who get a couple of college courses;

-explained that Congress will probably authorize a Student Unit Record, a mechanism that will provide in-depth information on every student (except detailed course information). This report will enable officials to track transfers, and whether or not students graduate;

-discussed that the federal government is forcing higher education to prove that programs are cost effective, e.g. Perkins loan program, and as budget cuts

continue, and every discretionary program is scrutinized, the government will fund only the most effective programs. TRIO and Talent Search programs are also in jeopardy. These issues are important to Concord University because of the Talent Search program and the student loan program. The student loan program is an attractive market for private lenders while direct lending may be much cheaper for the students. The budget cuts and elimination of programs not proven cost effective will have a direct impact on how much tuition and fees may increase;

- discussed the Schirmer list, saying that \$7 million in special lottery money will be distributed among the campuses; institutions will be required to match this money on a dollar for dollar basis;

- told Board of Governors that Concord has some very serious issues with potential fire code violations. If fire code violations are not completely resolved by 2007 (State statute indicates compliance by 2009) the Chancellor will ask the Board of Governors to close the facilities in which the violations are evident. Any facility above three stories must be fully equipped with sprinkler systems. There is no choice—the violations must be brought into compliance, and doing so must be a priority. Concord's bond capacity is healthy, and may be an option to fund these projects or perhaps a surcharge on various facilities. Best approach for correction would be to utilize the cash flow in auxiliary accounts;

- emphasized the importance of getting all rules processed. While Concord has made great progress in this area, the work must continue to make rules and policies readily available to all;

- said that Concord graduates do well and end up with great jobs. Additionally, graduates speak well of his/her educational experience at Concord; and,

- indicated that clarification on budget and resolution of proposed bills will be forthcoming over the next several weeks.

In response to Mrs. Sayre's question about the new admissions requirements, which will be effective in 2008 and perceived as a problem for this region, the Chancellor said:

- the State Board of Education is focused on the new requirements, and the school systems are providing needed curriculum—four years of math and foreign language. Most institutions should re-think general education program as most students coming out of high school should have already taken most of the courses that are currently offered in the first semester of college. Do not dilute the standards—identify quality students, retain them and sustain enrollment. The state school systems and universities need to collaborate on an initiative that would analyze deficiencies, test results, deficiencies, etc., and develop a diagnostic program for the students. Chancellor Mullen indicated that he would “put money on the table” for a student and/or faculty person to develop a tool that would analyze students' educational routine and demographic information.

In response to Dr. Brichford's question about funding at the state level to establish a certification program in foreign languages at Concord University, the Chancellor indicated that he would try to find money for this effort. And, clarifying the Chancellor's remarks about planning for salary increases but not implementing them until after the special session of the

legislature, Dr. Brichford asked what would happen if Concord budgets a certain amount for salary increases, and the legislature comes up with the money to fund the increases? Chancellor Mullen replied that 60 percent of Concord's budget is from general revenue; 40 percent is from tuition and fees. For every \$1.00 planned for salary increases, Concord should plan to take \$0.40 or \$0.50 cents from other revenue. Continuing, the Chancellor said that one-half of Concord money is raised by the institution, so increases will not be funded totally by supplemental appropriations. Therefore, Concord needs to plan on a certain amount for raises, and needs to plan to fund at least one-half of that amount.

Responding to a question from Mr. Cannon, the Chancellor said that if Concord were to structure fee increases to handle salaries, and enrollment and other factors became more solvent, the institution could ask for a decrease in fees. However, it is a conclusion that should not be arrived at without much thought and consideration for the financial aid of the students as there would have to be changes in financial aid packages in December, and in some cases, money would be taken from students. Chancellor Mullen said that he would not recommend against a decrease in tuition and fees. Additionally, the Chancellor said that if the University requests a certain level of fees increase and that request is approved, Concord does not have to charge the student at the full level approved.

Mr. Seay asked that if fee increases are approved, and variables are better than predicted, is there any way that the financial burden on students could be lessened, e.g. book waivers. Chancellor Mullen said that it is possible to lessen the burden on the students in a variety of ways that would have to be approved by the Board of Governors. Dr. Beasley said that it has been Concord policy to return a certain amount of fee increases back into financial aid (scholarships), thus lessening the burden on the neediest student(s).

#### **4. Report of the President**

President Beasley told the Board that the legislature, with the able assistance of Senators Caruth and Plymale and Delegate Campbell, returned \$60,000 (taken by Delegate Mezzatesta) to Concord's budget.

Dr. Beasley reported to the Board on several on-going projects in which he has been involved:

- a trial is scheduled on April 26, 2005 in Princeton, WV involving a student who is suing Concord University because of an alleged sexual assault on the campus;
- attended a mediation in Charleston, WV involving a student who is alleging that a Concord professor called her a name, and another professor required her to carry a heavy book to class;
- a faculty member (who originally filed a discrimination complaint against the University with the Office of Civil Rights, and no discrimination was found) has filed suit against Concord. The law firm of Bailey and Wyant is representing Concord; and,
- a female student has filed an allegation against a male faculty member. A male/female team made up of faculty and staff members were asked to investigate the allegation, and action was taken upon the findings of the team. The student

has now taken her complaint to the State Police, and a preliminary hearing for the faculty member is scheduled on May 10, 2005.

In the absence of Associate Vice President for Development and Executive Director of the Concord University Foundation, Loretta Young, Dr. Beasley reported on activities of capital campaign. With the addition of planned gifts, the total received for the campaign is \$28 million. There are still at least three projects pending that will add an additional \$2.5 million to the campaign total.

## **5. Academic Affairs**

Dr. Dean Turner reported that the Committee on Academic Affairs reviewed and approved the following program reviews for submission to the Chancellor by May 31:

- Four programs continued at current level
  - BS Business Administration
  - BA Advertising/Graphic Arts
  - BA Studio Art
  - BA English
- AA Office Supervision program was continued at the current level with the following suggestions:
  - the Academic Affairs Committee receive annual reports on program enrollments and graduates; and
  - the Program explore additional opportunities for service to the region.

The Committee also reviewed the HEPC recommendations regarding evaluation of “low productivity” programs and determined:

- BA Studio Art—graduates exceed the threshold of 10/3 years, and is no longer a “low productivity” program
- BS Medical Technology—will look at graduate numbers after May 15, and will discuss action at that time.

## **6. Committee on Student Affairs**

Mr. Long reported that members of the Committee on Student Affairs visited the College Courts, and it is apparent that this unit has not been a campus priority for many months. Two of the units are really bad, and need to be examined more closely. The Committee discussed the following:

- 1) 1) look at putting money into the complex and bring it up to a standard that would entice students to live there; or
- 2) 2) tear down the current unit and replace it with a modern facility.

The Committee, Mr. Long said, is looking at all the variables, and will continue to pursue the best option. The cost for living in the units is minimal, and it is felt that Concord must continue to provide this opportunity for students not in the higher income bracket.

This project is on-going, and will be a topic of discussion in future meetings.

**7. Committee on Finance and Facilities**

Mr. Cannon reported that this committee discussed extensively the tuition and fee increase for fiscal year 2006. The bids on the Rahall Technology Center are to be opened on May 27, 2005. Electrical upgrades are in progress.

The gender equity expenditures were discussed, and a report was given to Dr. Brichford as requested at the February 10, 2005 meeting of the Board of Governors. Mr. Boland requested additional information, which will be provided by Coach Quick.

Mr. Cannon explained the Department of Labor/Aramark dispute to Board members.

**8. Committee on External Affairs**

Mr. Meisel reported that this committee heard reports from the Admissions and Development offices.

Mr. Meisel said that a campus tour of two admissions offices is being planned at the College of New Jersey and St. Mary's College. Concord's admissions staff is going to participate, and Board members are invited and encouraged to join the tours.

**9. Action Items**

**A. Approval of Tuition and Fees for 2006**

Mr. Dunmyer moved the adoption of the following resolution:

*RESOLVED*, That the Concord University Board of Governors adopt the proposed tuition and fees schedule for FY 2006. This will be an eight (8) percent increase for in-state students, and 8.01 percent increase for out of state students. Lab fees will increase from \$15.00 to \$20.00; parking decal fee will increase from \$12.50 to \$15.00; a new priority transcript fee of \$10.00 will be established, and a new art lab fee of \$25.00 will be added; housing and dining fees will each increase by 3.5 percent; and, the Special Equity Fee will increase from \$20.00 to \$40.00. *FURTHERMORE*, if Concord receives adequate appropriations after the Governor's special session of the legislature, the Board of Governors may consider reducing fees at the December meeting.

Mr. Brown seconded the motion.

Discussion followed in which Mr. Long, Mr. Seay and Mrs. Martin expressed concern about the hardship that increasing tuition and fees puts on the students. In a response to Mr. Long's question regarding alternatives to raising tuition and fees, Dr. Beasley said that increased enrollment would lessen the burden, but that is not going to happen this year. And, more productive fund raising would afford more scholarships to students, which would help students more easily absorb increased fees. Personnel cuts, Dr. Beasley said, are not an option at a time when the Board has encouraged him to add key positions.

Mr. Long moved that the motion be amended as follows:

*RESOLVED*, that the Concord University Board of Governors adopt the tuition and fees schedule for 2006 as submitted, with the provision that the University increase its need-based financial aid for students by “**up to**” eight (8) percent.

Dr. Brichford seconded. Motion passed with Mrs. Martin voting against it.

**B. University Chapel Road Relocation**

Mr. Dunmyer moved the adoption of the following resolution:

*RESOLVED*, That the Concord University Board of Governors approve the site of the proposed University Chapel, and road relocation. (The road from the flag pole to the big curve be straightened out, which would provide the necessary property and parking for the facility.)

Mr. Rogers seconded. Motion passed unanimously.

**C. C. Resolution of Appreciation for Betty and Joan Wilkes**

Mr. Rogers moved the adoption of the following resolution:

*RESOLVED*, That the Concord University Board of Governors approve a resolution of appreciation for Betty and Joan Wilkes who are benefactors of the Concord University chapel and museum.

Mr. Meisel seconded. Motion passed unanimously.

**10. Other Matters**

Mr. Rogers commended Dr. Beasley and Ms. Young for the excellent job that has been done this year in the development program.

Dr. Beasley reported for Dr. O’Brien that the bid is out for the shared facility in Beckley. The bids will likely exceed available money for the facility. The Board will be informed as Father Tom Acker and others provide information on the status of this project.

Mrs. Sayre acknowledged Mr. Seay, the student representative to the Board of Governors, and thanked him for his comments and suggestions throughout the meeting.

Mrs. Sayre announced the Nominating Committee for officers of the Board of Governors for the ensuing year: Mr. Miller; Dr. Akers; and, Mr. Meisel.

Dr. Brichford expressed appreciation to Mr. Cannon and the Board for providing information on the special gender equity fee that he had requested in a previous meeting.

The Board honored Mrs. Linda Martin by presenting her with a plaque of appreciation for her service as the first classified employee on the Board of Governors. Mrs. Martin is retiring from Concord after serving the institution for 30 years.

The Board then went into executive session.

Upon return from executive session, the meeting adjourned.

Respectfully submitted,

Margaret J. Sayre, Chairperson

James L. Miller, Secretary

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