



Concord University Board of Governors
November 3, 2008
Teleconference
10:00 p.m., The Concord Room
Marsh Hall 201A

Members present: Mrs. Wilma Anderson; Mr. Lane Bailey, Vice Chair; Mr. Frank Blackwell; Dr. Hugh Campbell; Ms. Akeya Carter-Bozman; Mr. J. Franklin Long, Chair; Mr. Wayne Meisel; Mr. John Mendez; Ms. Amy Pitzer; Mr. R.T. "Ted" Rogers; Mrs. Margaret Sayre, Secretary

Others present: Ms. Anita Moody; Mr. Kevin Garrett; Dr. Gregory F. Aloia, President; Ms. Sharon Manzo, recorder; Mr. Jim Cannon; Mr. Wes Prince; Dr. Bill O'Brien; Ms. Loretta Young; Mr. Michael Curry; Dr. Steve Rowe; Dr. John David Smith; Dr. Kendra Boggess;

Call to Order and Determination of Quorum - A quorum being present, Mr. Long called the meeting to order.

Approval of the Minutes of the August 20, 2008 Meeting –Mr. Blackwell moved for the approval of the August 20, 2008 Minutes; Mr. Bailey seconded; motion passed.

Action Items

a. Approval of the Budget – Mr. Cannon – The Finance and Facilities Committee met prior to the Board meeting. Mr. Cannon summarized the budget material previously distributed. Both Dr. Campbell and Mr. Mendez requested a breakdown of operating group expenses. Mr. Long asked what effect a balanced budget would have on the University. Mr. Cannon said it would depend on how it is balanced but likely everyone's budget would suffer. The question was raised as to what we can do to raise revenue. Dr. Aloia said he would present a power point regarding strategic approaches to budgetary planning at the December 9 meeting. Mr. Long asked for a reasonable amount of reserve an institution Concord's size should have. Mr. Cannon said 8% (30-days operating expenses) as a low and 16% as a reasonable high. Mr. Long asked if it would be appropriate to delay approval of the budget until the December 9 meeting, at which time Mr. Cannon will be asked to present a contingency plan. Dr. Campbell so moved, Mr. Meisel seconded, motion carried.

b. Awarding of Posthumous Degree to Chuck Marshall - Dr. Rowe presented a resolution granting the Bachelor of Science Degree in Education, posthumously, to Mr. Charles D. Marshall. Mr. Rogers so moved; Mrs. Sayre seconded; motion carried.

c. Tuition Waiver – Mr. Curry asked Board’s approval to distribute the revisions to Concord’s Policy No. 13, Undergraduate & Graduate Tuition & Fee Waivers, as they appear in the November 3 meeting notebook. Dr. Campbell moved to table the issue until the next meeting; Mr. Rogers seconded; motion failed. Ms. Pitzer moved to distribute the revised policy to constituents for the 30-day comment period and to follow the University’s Rule on Rules procedures; Mr. Bailey seconded; motion carried.

Updates or /Questions Regarding Administrative Reports

Academic Affairs
Admissions and Financial Aid
Beckley Center
Development Office
Finance and Facilities
Student Affairs

There were no questions or updates.

Discussion Items

a. Changes to Proposed Military Call-Up Policy – Dr. Rowe said that the Federal Government made changes to the Family Maternity Leave Act; Bruce Walker, Counsel for the HEPC, proposed changes; and the SGA requested modifications to the draft of the policy as it appears in the meeting’s notebook. He will prepare a final draft and request that it be sent to constituents for the 30-day comment period.

b. Wind Energy – Mr. Long shared his recent experiences at a conference regarding alternate sources of energy and suggested the University engage in research and development of the same, especially since there are grant opportunities for educational institutions. Dr. Aloia said we are looking at how green the campus currently is and we will explore alternate energy sources as well.

Information Items

a. WFF Facilities, Inc. Proposal for Cleaning Supplies – Mr. Cannon said we have taken advantage of an opportunity to reduce carbon foot prints, save \$1,379 monthly, ease custodial requirements, and make staff training easier by contracting with one family of certified green chemicals.

b. Names of Recipients of Undergraduate and Graduate Tuition Waivers – Mr. Curry said per State requirement, the Board is to be notified of students receiving employee tuition fee waivers and referred the Board to the list as presented in the Board materials.

c. Advisory Opinion, Providing a Discount to Faculty Members at the University Bookstore - Mr. Cannon stated a 10% discount for faculty and staff has been reinstated as a result of an advisory opinion presented by the West Virginia Ethics Commission. He also indicated an intent to plan a policy on the faculty/staff discount.

d. Area of Emphasis – International Studies - Dr. Rowe said the HEPC had awarded Concord University and Bluefield State College a \$15,000 grant to develop an Emphasis in International Studies effective Fall 2009. Both faculties have completed requirements. If successful, a possible major in International Studies may be proposed at a future date.

e. High Need Resolution – Mr. Curry indicated 41 appeals by high needs students have been made this fall; 13 were denied; 28 were funded. He asked that the minutes reflect his appreciation to Marjie Flanigan, Greg Quick, John David Smith, and Terri Philpott for identifying students in need of assistance.

f. Intent to Plan a Policy Requiring Free Application for Federal Financial Aid (FAFSA) Application – Mr. Curry indicated a draft policy requiring all scholarship applicants to complete a FAFSA will be prepared and distributed for comment.

President's Report – Dr. Aloia outlined current activities and planned activities as follows: Dr. E. Grady Bogue, UT Knoxville, will present a SWOT analysis workshop on campus November 6, 2008, a final report is scheduled for February with a strategic plan to be launched shortly thereafter, financial support provided by HEPC; search committee is in the process of interviewing candidates for the HR position; there is an initiative to increase our international student population; focus on commuter students and enhance visibility in distance sites such as Beckley; increasing recruitment in southern West Virginia; initiative to develop a MOU with an institution in India for pre-med students, he, Mr. Long, and one of CU's professors are planning to visit India in January to formulate a pilot program; the September trip to Washington, DC to meet with alumni and WV delegates was a success and the beginning of dialogues on many topics, including future funding initiatives; a group of CU faculty/staff traveled to Gilbert, WV as an initial effort to begin offering teacher development, athletic training opportunities and support to teachers in McDowell, Wyoming, and Mingo Counties. In conclusion, Dr. Aloia said he has met with the faculty senate on two occasions and the SGA once.

Other Matters – Ms. Young asked about the status of the renovations to the President's home. Jeff Shumaker said the scope of the project has been created and bids for plumbing, electrical work, etc., should go out next week. Mr. Long asked Mr. Shumaker for a specific proposal inclusive of cost of repairs/renovations and furnishings.

Mr. Long said there was a matter to be discussed in executive session. Pursuant to State Code §6-9a-4, Ms. Pitzer moved to go into executive session, Mr. Rogers seconded. Motion passed.

Returning to full board there was no further discussion. Meeting adjourned.

Minutes
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Respectfully submitted:

J. Franklin Long
Chair

Margaret Sayre
Secretary