

Minutes

CONCORD COLLEGE BOARD OF GOVERNORS

December 6, 2002

The Concord Room

3:00 p.m.

1. Call to Order and Determination of a Quorum

A quorum being present, the meeting was called to order. In attendance were: Mr. James M. Brown, Chairperson; Mrs. Margaret Sayre, Vice Chairperson; Mr. James L. Miller, Secretary; Mr. Wayne Meisel (via teleconference); Mr. R. T. "Ted" Rogers; Mr. J. Franklin Long; Ms. Heather Arnott, Student Representative; Dr. Charles Brichford, Faculty Representative; Mrs. Linda Martin, Classified Representative. Also participating were: Dr. Jerry L. Beasley, President; Cabinet officers, Mr. James L. Cannon; Dr. Dean W. Turner; Dr. Debbie Curry; Mr. Michael Curry; and, Ms. Anita Lewis; Mr. James Ridenour, Marts & Lundy. Unable to attend were: Mr. Eugene V. Fife and Mr. Daniel Dunmyer.

2. Approval of Minutes

The minutes of the November 20, 2002, meeting were approved with the following correction. Referring to paragraph two under Item No. 7, Mrs. Sayre moved that the minutes reflect that Chairman Brown was responsible for contacting Speaker Kiss to set up a meeting (deleting the reference to Mrs. Sayre and certain Foundation Board members). Mr. Rogers seconded. Motion passed.

Dr. Brichford moved that the minutes of the November 20, 2002, meeting be approved as corrected. Mr. Rogers seconded. Motion carried.

Mr. Brown said that he would attempt to set-up the above referenced meeting with Speaker Kiss within the next ten days. Dr. Beasley indicated that it would be appropriate for Mrs. Sayre, Dr. Bill O'Brien and any other board members from Raleigh County to participate in the meeting with Speaker Kiss.

3. Report of the President

Dr. Beasley reported to the Board about his attendance at the American Association of Colleges and Universities (AASCU) annual meeting held in early November. The AASCU meeting focused on how public colleges nationwide are dealing with revenue shortfalls, in particular health care related costs. The general consensus among those attending the meeting was the business communities were going to rally behind higher education and become advocates in the respective legislatures, and that in some instances, higher education is a "protected class." Additionally, Dr. Beasley said that he had the opportunity at this meeting to meet with several

college presidents who are interested in pursuing the creation of a consortium of small public colleges in the Appalachian region. Currently, there are 10-12 colleges interested in joining the effort to raise additional money through collaborative projects.

Dr. Beasley reported to the Board on the most recent budget cut (3.4 percent) mandated from the office of Governor Wise, and said that it has been intimated that the reduction of 3.4 percent may not be the only cut in this fiscal year. The budget for next fiscal year may be as much as 15 percent lower than this year's, and the College will be requesting proposals from the Board of Governors on how to deal with the shortfall.

The College's capital campaign and the recruitment of a Vice President for Development were discussed. Dr. Beasley told Board members that he is encouraged by early response to the campaign with a charitable gift of \$230,000 having been received from an alumnus in Florida. Other commitments of pledges total approximately \$400,000. An end-of-the-year report will be sent to members of the Board of Governors.

Mr. James Ridenour, consultant from Marts and Lundy, reinforced Dr. Beasley's positive remarks about the College's capital campaign, and encouraged the active participation of members of the Board of Governors in this effort.

4. Report of the Committee on Academic Affairs

Dr. Dean Turner, Vice President for Academic Affairs, reported that the Academic Affairs Committee had the opportunity to hear from Dr. David Bard, Concord College, Professor of History, who gave a short presentation on his activities and experiences during his 34-year career at the College. Dr. Turner told Board members that in an effort to acquaint the Board and the College's faculty, future meetings of the Board of Governors will feature other members of the faculty.

Dr. Turner reported that the Academic Affairs Committee discussed the appropriate balance between market adjustments and equity in faculty salaries. An overview of the faculty pay plan and the application of market adjustments were discussed. Additionally, Dr. Turner told Board members that Dr. Brichford will be sending to them a narrative explanation of the faculty pay plan.

All members of the Board of Governors were invited to attend fall commencement exercises on Wednesday, December 18, 2002, at 5:00 p.m. in the Alexander Fine Arts Center.

5. Report of the Committee on External Affairs

The committee, brought to order by Mr. Meisel, discussed the College's capital campaign. Dr. Beasley encouraged the involvement of all members of the Board of Governors in the campaign. Mr. Ridenour (from Marts and Lundy) explained the scale of giving established for the College's campaign, and indicated that it is crucial to the success of the campaign to have 100 percent participation from the Board of Governors. A survey was distributed to members of the Board asking them to respond anonymously whether he/she will make a capital campaign gift to

Concord for a 3-5 year period, and the range in size that the gift may be. It was noted that all College constituents will be asked to participate, and that thus far, support from the Concord College Foundation Board has been excellent.

Mr. Curry reported that campus visits were up by 187, and 556 SAT prep courses have been conducted this year versus 524 last year. Spring applicants numbers, 1999-2003 are as follows: 1999, 416; 2000, 384; 2001, 439; 2002, 427; 2003, 562.

Mr. Curry announced the resignation of Mrs. Lisa Beth Graham, and the retirement of Mr. James Huffman, and asked the Board for suggestions they may have for replacements for these two important admissions positions.

6. Report of the Committee on Finance and Facilities

Mr. Cannon reported to the Board that the Governor has imposed a 3.4 percent state appropriation reduction for fiscal year 2003, and that the College is facing the possibility of a 10 to 15 percent state appropriation reduction in fiscal year 2004. Mr. Cannon distributed a list of reductions for the College that resulted from the 3.4 percent budget adjustment (see attachment). Budget cuts of this magnitude, according to Mr. Cannon, may require restructuring at the College, and the Board of Governors will be involved should this become a reality.

Mr. Miller moved that the Board approve the 3.4 percent budget adjustment (cut \$340,000 from the budget, \$200,000 from the contingency fund) as outlined by Mr. Cannon. Mr. Long seconded. Motion carried.

Mr. Cannon indicated that the mold situation in the Science Building is under control. However, \$600,000 is needed to renovate this area, and the College's contingency has been depleted by remediation efforts. A resolution requesting emergency funding from the West Virginia Higher Education Policy Commission was previously approved by the Board, and forwarded to Chancellor Mullen.

Mr. Cannon discussed the proposed changes in the state's tuition and fees policy. Chancellor Mullen has proposed a bill that would affect this policy. This proposal is under advisement by the Legislature and West Virginia Higher Education Policy Commission. The Board of Governors will be updated as the progress of the proposed changes.

7. Report of the Committee on Student Affairs

This committee, brought to order by Mr. Long, discussed the retention of students in general, and for those in the middle tier.

Three areas that are to be readdressed at future meetings are: 1) the development of a retention plan that would utilize peer pressure in positive ways, would use mentoring, and would increase the number of activities available to students with a variety of interests; 2) determining availability of additional funds for state assistants thus increasing the number of students

employed by the College; and, 3) determine the practicality of conducting a student engagement survey.

It was reported that there were 77 applicants for the position of head football coach at Concord College. This pool will be narrowed to four or five candidates who will be invited to campus to meet with the search committee. Mr. Lee and Dr. Curry will report on the results of this search at the next meeting of the Board of Governors.

8. Administrative Reports

A. Vice President for Academic Affairs

1. Dr. Dean Turner announced that there are 110 fall graduates, and invited all members of the Board of Governors to commencement on Wednesday, December 18, Chairman James Brown will bring greetings on behalf of the Board of Governors to the graduates.

B. Vice President for Business and Finance

1. James Cannon provided an update on the mold situation in the College's science building. Mold has been eliminated and the building is past the toxic phase. Work has begun to get the science building ready for re-occupancy.

2. Mr. Brown asked Mr. Cannon to contact other four-year colleges in the state to see if individual Boards of Governors have an audit committee, and what function it serves. This is in response to a suggestion made by Mr. Fife at a previous Board meeting that the Board may want to look at forming an audit committee?

C. Vice President for Student and Staff Affairs

1. Dr. Curry told the Board that she and her staff continue to work with the students who are applying to graduate schools and who are pursuing employment after graduation.

9. Action Item

A. Evaluation of the President

Mrs. Sayre moved the adoption of a resolution endorsing an instrument for the evaluation of the president (as previously distributed to the Board). Mr. Miller seconded.

After considerable discussion, Mr. Long moved that Mrs. Sayre's motion to adopt the resolution endorsing an instrument for the evaluation of the president (as previously distributed to the Board) be tabled. Dr. Brichford seconded. Motion carried.

Mr. Brown indicated that Dr. Curry should revise the resolution incorporating the items discussed, fax the revision to his office, and the Board of Governors will act on said resolution at the next meeting of the Board, which is scheduled on February 24 (via teleconference).

10. Announcements

Anita Lewis announced that the Four Seasons Vocal Ensemble will perform a holiday concert on December 23 televised on WVVA, and on the Charter Cable channels throughout West Virginia on December 24-25. This ensemble showcases students, faculty and community talents. Appreciation was expressed to Keith Circle for his tireless efforts to make this concert possible.

11. Adjournment

There being no further business, the meeting adjourned.

Respectfully submitted,

James M. Brown, Chairperson

James L. Miller, Secretary

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Enclosures

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