



Concord University Board of Governors  
May 04, 2018 @ 1:00 p.m.  
State Room

**Members Present:** Mrs. Brittany Anderson; Mr. David Barnette, Chair; Dr. Sally Howard; Mr. William McKee, Vice Chair; Mr. Doug Maddy; Mr. Doug Moore; Mrs. Myra Susie Rogers ; Ms. Layton Romano; Dr. Santana St. John

**Member Absent:** Mr. Richard Jarrell, Secretary; Dr. Brad Lane; Mr. Brace Mullett

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

**Oath of Office for the Newly Appointed Member of the Board-** Oath of Office for Ms. Layton Romano, the new Student Government Association Representative.

**Minutes of the March 20, 2018 Meeting-** The Board of Governors accidentally omitted this item from the agenda. They will be brought forth at the upcoming June 05, 2018 Meeting.

**a. Academic Affairs Committee – Mrs. Brittany Keys Anderson, Chair**

1. **Dr. Peter Viscusi**, Provost and Vice President of Academic Affairs & Interim Dean of the College of Fine Arts, Humanities and Social Sciences.

**Action:** Approval of the following Program Reviews:

- a. **Bachelor of Social Work:** Continuation of the program at the current level of activity, with a recommendation to conduct program follow-up surveys of graduates and employers.
- b. **Bachelor of Arts in Communication Arts:** Continuation of the program at the current level, with an analysis of number of declared majors and number of graduates.
- c. **Bachelor of Arts in Interdisciplinary Studies/ Bachelor of Science in Interdisciplinary Studies:** Continuation of the program at the current level of activity with the following recommendations:  
The IDS Music program should submit annual assessment reports to the IDS coordinator that identifies where University and Programmatic goals and outcomes are addressed and assessed, as well as, provides data for programmatic assessments and follow-up surveys of graduates and employers.
- d. **Regents Bachelor of Arts:** Continuation of the program at the current level of activity, with or without specific action.
- e. **Bachelor of Science in Recreation and Tourism Management:** Continuation of the program at the current level of activity, with the following specific actions: Combine the three remaining emphases (Tourism Planning and Promotion, Hospitality Management, and Park and Recreation Management) into two emphases that can be taught by 2.5 full-time faculty and reduce the number of RTM electives. The program may consider developing and RTM XXX- Specific Topics Course that could be offered on a rotating basis rather than numerous elective courses that require more Faculty.
- f. **Master of Social Work:** Continuation of the program at the current level of activity, with or without specific action.

*RESOLVED*, that the Concord University Board of Governors approve the program reviews as presented and listed below; Mr. Maddy moved the motion; Mrs. Anderson seconded; motion carried.

- a. **Bachelor of Social Work:** Continuation of the program at the current level of activity, with a recommendation to conduct program follow-up surveys graduate and employers.
- b. **Bachelor of Arts in Communication Arts:** Continuation of the program at the current level, with an analysis of number of declared majors and number of graduates.
- c. **Bachelor of Arts in Interdisciplinary Studies/ Bachelor of Science in Interdisciplinary Studies:** Continuation of the program at the current level of activity with the following recommendations: The IDS Music program should submit annual assessment reports to the IDS coordinator that identifies where University and Programmatic goals and outcomes are addressed and assessed, as well as, provides data for programmatic assessments and follow-up surveys of graduates and employers.
- d. **Regents Bachelor of Arts:** Continuation of the program at the current level of activity, with or without specific action.
- e. **Bachelor of Science in Recreation and Tourism Management:** Continuation of the program at the current level of activity, with the following specific actions: Combine the three remaining emphases (Tourism Planning and Promotion, Hospitality Management, and Park and Recreation Management) into two emphases that can be taught by 2.5 full-time faculty and reduce the number of RTM electives. The program may consider developing and RTM XXX-Specific Topics Course that could be offered on a rotating basis rather than numerous elective courses that require more Faculty.
- f. **Master of Social Work:** Continuation of the program at the current level of activity, with or without specific action.

2. **Dr. Cheryl Barnes-** *Associate Provost & Dean of Graduate Studies & Interim Dean of The College of Natural Sciences, Mathematics and Health.*
3. **Dr. Kathy Liptak-** *Assistant Provost & Director of Assessment & Interim Dean of The College of Professional Studies*
4. **Mr. Chuck Elliott,** *Vice President of Information Technology and Chief Information Officer*
5. **Dr. Susan Williams,** *Director of the Beckley Center.* Dr. Williams was absent for the meeting. - Not in attendance.

**b. Student Affairs Committee** – Dr. Brad Lane, Chair- not in attendance

1. **Dr. Marjie Flanigan**, *Vice President of Student Affairs*
2. **Mr. Kevin Garrett**, *Athletic Director*
3. **Dr. Sarah Beasley**, *Retention Director*

**C. External Affairs Committee** – Mr. Richard Jarrell, Chair

1. **Mr. Jamie Ealy**, *Vice President for Enrollment Management*
2. **Mrs. Alicia Besenyei**, *Vice President of Advancement* – not in attendance.

**d. Finance and Facilities Committee** – Mr. Bill McKee, Chair

1. **Dr. Chuck Becker**, *Vice President of Business and Finance*

**Action:** Approval of Tuition and Fees for FY2019

*RESOLVED*, that the Concord University Board of Governors approve the Tuition and Fees for FY2019. The Finance and Facilities Committee moves the approval of 4% tuition and fees and a 4% room and board increase for the FY2019. A proposed amendment was made to also include the proposed user fee changes and increases for FY2019; Mr. Maddy moved the amendment, Mrs. Anderson seconded; amendment passed. Therefore, the Finance and Facilities Committee moves the approval of a 4% increase in tuition and fees and a 4% increase in room and board as well as user fee changes and increases; motion passed with one nay.

**Action:** Approval of Salary and Wage Increases for FY2019

*RESOLVED*, that the Concord University Board of Governors approve the Salary and Wage Increases for FY2019. By recommendation of the Finance and Facilities Committee, this item was tabled without objection until the June 05, 2018 meeting.

2. **Mr. Rick Dillon**, *Vice President of Administration*.

**e. Executive Committee** – Mr. David Barnette, Chair

1. **Mr. David Barnette**, *Chair*

*Mr. Barnette appointed Mr. Doug Maddy to Chair the Board of Governors Retreat Planning Committee*

2. **Mr. Dan Fitzpatrick**, *Director of Human Resources*

**Action Item:** Approval of the Intent to Revise Policy #11: Adoption, Amendment, And Repeal of Policies

*RESOLVED*, that the Concord University Board of Governors approves the Intent to Revise Policy #11; Adoption, Amendment, and Repeal of Policies; by recommendation of the Executive Committee the motion was moved; no second was needed; motion passed.

**Action Item:** Approval of Policies on Faculty Matters:

*Chairman Barnette asked if the Board if they would like to take the policies as an action item of the whole or one at a time, Dr. Howard requested that they be taken one at a time.*

1. Policy on Academic Freedom

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Academic Freedom; the recommendation of the Executive Committee is to approve the policy; with no discussion or objection; the motion carried.

2. Policy on Faculty Appointment, Classifications and Rank

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Appointment, Classification and Rank. The recommendation of the Executive Committee is to approve the policy; with no discussion or objection; the motion carried.

3. Policy on Faculty Dismissal for Cause

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Dismissal for Cause. The recommendation of the Executive Committee is to approve the policy; Dr. Howard proposed an amendment to the existing draft. The proposed amendment would eliminate the word “attitude.” Dr. Howard indicated that it was too vague. The amendment would also insert the word “written” when referring to directives given to Faculty in the section on insubordination. Dr. Howard stated that a written directive would provide documentation. There being no second for the recommended amendment; the motion failed. Therefore, the recommendation of the Executive Committee is to approve the policy; the motion carried with one nay.

4. Policy on Faculty Evaluations and Performance Reviews

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Evaluations and Performance Reviews. The recommendation of the Executive Committee is to approve the policy; Dr. Howard proposed an amendment to the existing draft. Dr. Howard proposed that this policy be postponed because it did not provide a terminal contract. It would effectively put a Faculty member one year behind finding other employment. There being no second for the amendment; the motion failed. Therefore the recommendation of the Executive Committee is to approve the policy; the motion carried with one nay.

5. Guidelines for the Faculty Portfolio

*RESOLVED*, that the Concord University Board of Governors approves the Guidelines for the Faculty Portfolio. The recommendation of the Executive Committee is to approve the guidelines; Dr. Howard proposed an amendment to the existing draft. Dr. Howard proposed that the requirement for a 3 ring binder be amended to allow for a digital portfolio. Mr. Maddy seconded; motion carried. Therefore; the Concord University Board of Governors approves the Guidelines for the Faculty Portfolio with the inclusion of a digital option for the portfolio; motion carried without objection.

6. Policy on Faculty Professional Responsibility

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Professional Responsibility; The recommendation of the Executive Committee is to approve the policy; with no discussion or objection; the motion carried.

7. Policy on Faculty Promotions

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Promotions. The recommendation of the Executive Committee is to approve the policy; with no discussion or objection; the motion carried.

8. Policy on Faculty Reductions in Force

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Evaluations and Performance Reviews. The recommendation of the Executive Committee is to approve the policy; Dr. Howard proposed an amendment to the existing draft. Dr. Howard proposed that this policy be postponed to allow time for more discussion due to the lack of a

terminal contract. There being no second for the amendment; the motion failed. Therefore the recommendation of the Executive Committee is to approve the policy; the motion carried with one nay.

9. Policy on Faculty Resignations and Concluding Responsibilities

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Resignations and Concluding Responsibilities; The recommendation of the Executive Committee is to approve the policy; with no discussion or objection; the motion carried.

10. Policy on Faculty Tenure

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Tenure; The recommendation of the Executive Committee is to approve the policy; with no discussion or objection; the motion carried.

11. Policy on Faculty Notification of Terms and Conditions of Appointment.

*RESOLVED*, that the Concord University Board of Governors approves the Policy on Faculty Notification of Terms and Conditions of Appointment; The recommendation of the Executive Committee is to approve the policy; with no discussion or objection; the motion carried.

**3. Dr. Kendra Boggess, *President***

There being no further business, the meeting was adjourned at 2:46 p.m.

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David Barnette, Chairman

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Richard Jarrell, Secretary

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