



Minutes
Concord University Board of Governors
October 24, 2006
The Concord Room 201A Marsh Hall
1:30

Members Present: Jesse Call, J. Franklin Long, Darrin Martin, Wayne Meisel, Amy Pitzer, Ted Rogers, and Margaret Sayre. Members not able to attend: Deborah Akers, James Brown, and Eugene Fife

Others attending: Jerry Beasley, Hugh Campbell, James Cannon, Jessica Cook, Michael Curry, Rick Dillon, Nancy Ellison, Bill Hardee, Janet Heaton, Anita Moody, Sean Noland, Greg Quick, Danielle Richmond, Steve Rowe, Perry Seal, Bill Skeat, Chris Slater, John David Smith, Devon Stewart, Libby Webb, Lora Woolwine, and Loretta Young.

- 1. Call to Order and Determination of Quorum** – A quorum being present, Chairman Rogers called the meeting to order.
- 2. Approval of the September 12, 2006, Minutes** – Mr. Long moved the approval of the September 12, 2006, minutes. Dr. Martin seconded. Motion passed.
- 3. Approval of the October 11, 2006, Minutes** – Mr. Long moved the approval of the October 11, 2006, minutes. Mr. Meisel seconded. Motion passed.
- 4. Administrative Reports**
 - a. Academic Affairs – Dr. Turner reported Associate Dean Smith had prepared the materials previously distributed. He highlighted the activities of the faculty, including a summary over several years.
 - b. Admissions and Financial Aid – Mr. Curry displayed a stack of cards, which represented the number of contacts he has made with students due to his SAT preparation efforts. Regarding personnel matters, he said Nelda Krider has retired and he is in the process of hiring her replacement. A loan counselor in the Financial Aid Office is on medical leave, and efforts are underway to hire an Associate Director of Financial Aid. Mr. Rogers asked when admission decisions are made for high school students. Mr. Curry said the better students are making that decision now; marginal students usually wait until later in the year.

- c. Beckley Center – No verbal report
- d. Development Office – Ms. Young reported that the Foundation Board met in October and was pleased to receive an unqualified (clean) audit from Gibbons & Kawash. Five percent of the Hassel Ward Estate will be dedicated to University Point for the next five years. Conversion of the personal and financial records to Financial Edge and Raiser's Edge will be done the week of November 13. The Development Office is interested in hiring an accountant. The Greenbrier fund raising dinner will be replaced this year with a dinner in Roanoke for the benefit of establishing a scholarship for students from the New River Valley. Foundation net assets are \$24,000,000. We are short \$500,000 to begin phase one construction of University Point, but we have a donor who is considering a \$400,000 contribution to provide a fellowship hall, which will be in phase two.

Mr. Call asked how much money needs to be raised to complete all phases. Dr. Beasley said, with the present specifications, approximately \$2,000,000, but things may need to be downsized.

Ms. Young suggested a motion from the board to invite IKM to a future meeting. The President reminded everyone we have a timetable from IKM, and the first set of sketches are expected in November. These will be broadly shared, but he agreed that it would be helpful to invite IKM to a future meeting. Mr. Call so moved. Ms. Sayre seconded. Motion passed.

- e. Finance and Facilities – Mr. Cannon stated we are down 123 students, 70 of these in Beckley. The annual audit is complete and results are expected in November; he asked the board to review the list of physical plant projects in his written report. He stated dining service is up three students, and the bookstore had one of the largest textbook buybacks in history; soon faculty will be able to order books on-line. Mr. Rogers asked for the target completion date for the Rahall Center. Mr. Cannon said we will take occupancy this spring.
- f. Student Affairs – Dr. Smith stated we have retained 1000 students in the residence halls, 9 have vacated; \$740,000 is the lowest bid for furniture needed for residence halls; career services has several programs planned for students; progress is being made toward ADA compliance; the Parents' Club has 148 members; 404 students have been seen at the Medical Center.

Coach Quick reported on team accomplishments as follows: men's cross country, second in the conference; golf team, second in the region; women's soccer, undefeated in the conference and hosting championship games; football, third in the conference; tennis and softball have played under the lights; intramurals are being played under the lights, and we "have the second brightest facility in the State of West Virginia."

Sean Noland, SGA President, stated the SGA has numerous goals this year, as outlined in the hand out in the packet. President Noland introduced SGA board members attending the meeting.

5. Action Items

a. Approval of the policy for Naming or Renaming of Buildings or Organizational Units – Mr. Cannon

RESOLVED: The Concord University Board of Governors approves proposed policy for the Naming or Renaming of Buildings or Organizational Units

Mr. Cannon explained the policy codifies the process by which we would be naming or renaming buildings. This sets forth the way naming will be done. All programs or academic departments that could be naming opportunities would be codified in a report made available to the Board on an annual basis. This report would include information regarding what the Development staff would think reasonable relative to each naming opportunity. Mr. Meisel asked why this issue is coming up now. He said the Board needs to do what is appropriate and not have their hands tied. Mr. Cannon explained that the HEPC directed all institutions to take policies formerly created by the HEPC and reshape and adopt their own. Mr. Meisel asked how we formulate strategies, how we decide what a naming opportunity may be, and what if the board has an idea that is not attached to a dollar amount? Mr. Cannon said the guidelines in the policy are only a starting point. Mr. Meisel then asked how we can be sure we don't undervalue a naming. Ms. Young said she sees the policy as asking for an inventory of what is already named on campus and reporting to the board. Mr. Meisel said he would be interested in how we came up with numbers and values. Ms. Young said cost per square footage is quantifiable; most people don't name at less than \$1,000,000. Dr. Beasley indicated naming is usually a result of forty to fifty percent of the cost of the building. Mr. Meisel suggested looking at benchmarks on what peers have done. Ms. Pitzer said she believes the policy is lacking in procedure, which is needed, and there needs to be language allowing exceptions. She also stated the only worthwhile thing she sees this policy doing is requiring an inventory. The rest is pretty vague. Mr. Rogers asked Dr. Beasley if we know what other institutions are doing. He said we have a general idea. Mr. Call explained the suggestions he distributed to the board and moved a "friendly amendment" to accept all of his changes to the policy as presented. Mr. Meisel asked Dr. Beasley if he was comfortable with the changes. Dr. Beasley said he was, but he was concerned that if someone came along with money in hand we may be tempted to rename something that had previously been named for someone who was a dedicated, hard working employee. He said we need to protect these folks. Mr. Cannon said the purpose of the policy is not to say buildings have to be renamed but to provide the Board flexibility. He also stated policies must have outlined procedures, which provide guidance not micromanagement. Mr. Long said the board does not need a firm

matrix and predicting the future is difficult. It is more significant to honor someone who has worked at the institution for 40 years than someone who simply has money to give. Mr. Long seconded Mr. Call's motion. Ms. Pitzer restated that guidance is missing from the policy but she doesn't want to tie the hands of the Development staff. Mr. Meisel suggested further review of the 15-year language. The motion to include Mr. Call's suggestions passed. Mr. Long said it is a good policy because of the word "may." Mr. Cannon said there is nothing sacred in the three and 15-year time frames for naming. Mr. Meisel moved to remove the language in 2.4. Mr. Call recommended removing 2.5 and 2.6. Ms. Pitzer seconded. Motion passed. Mr. Call moved to adopt the policy as amended. Ms. Pitzer seconded, if the board will revisit the policy at the February 27 meeting. Motion passed.

b. Approval of Employment Innovations Policy

RESOLVED, the Concord University Board of Governors approves the adoption of the proposed Employment Innovations Policy.

Mr. Call had major revisions, which Mr. Cannon acknowledged as being too extensive to consider passage of the policy at this date. He suggested tabling the policy for a future date. Mr. Long moved to table for a future date. Dr. Martin seconded. Motion passed.

c. Classified Employee Salary Policy – Dr. Turner

Dr. Turner distributed an amendment to the policy regarding Section 3 3.2. Although the classified employee council had requested a target date of July 1, 2007, Dr. Turner's amendment addressed what he felt was a more realistic target date of July 1, 2008. Mr. Long moved to accept the policy as amended. Ms. Sayre seconded. Discussion followed. Ms. Pitzer expressed her increasing frustration with the way the board attempts to pass policies and that sometimes the Board meeting is the only arena in which these issues are discussed. She distributed copies of Series 4, Rule on Rules and stated the Board is not following its own rules and it is opening itself up to grievances. Specifically, Ms. Pitzer referred to Section 4.5.2 Ms. Pitzer also stated that Section 8.3 of Series 4 states that if th Board does not follow Series r, the rule is unenforceable. Dr. Beasley said he is looking at what the Legislature is likely to do with Concord's budget. The HEPC is recommending a five percent increase for all institutions and if the HEPC funding becomes a reality Concord's base could increase by \$550,000 plus \$475,000. If so, we may be in a position to meet the classified employee's salary increase request by July 1, 2008, maybe earlier.

Dr. Beasley recommended a July 1, 2008, target date for classified salary increases. Jesse Call asked why we don't use the July 1, 2007, date if we are simply establishing a goal. Dr. Beasley said goals should be taken seriously but goals are not mandates. Mr. Long asked for clarification as follows: we have statutory salaries, we are not paying these salaries, we may or may not be in a position to pay these salaries by July 1, 2007 or July 1, 2008. Dr. Beasley said this is correct, and if the legislature does not grant these funds, we may have to lay off employees, increase tuition and fees, be forced to raise more unrestricted dollars. Ms. Pitzer distributed a copy of State code 18B-9-4 and said it appears this policy is not being followed. The board must set goals, and detail how they intend to reach full funding of the schedule. She said she is concerned because it is always classified employees who are threatened with layoffs, or increases in tuition and fees putting the burden on students. Dr. Beasley said he had a similar conversation with Dr. Campbell, President of the Faculty Senate, earlier in the day. Dr. Campbell said there is a misconception about what faculty earns and what they are reaching with respect to the faculty pay plan. He said faculty are not near peer salaries nationally. Although there was a three percent pay increase, some faculty received .6 percent, others as much as 3.5 percent. Dr. Beasley stated the classified salary schedule establishes a goal, and to reach this within a year and a half is reasonable. Mr. Cannon asked about a possible drop in enrollment. Dr. Martin stated goals are admirable but a plan to achieve the goal is a must. Dr. Beasley said he is reconvening the enrollment task force. Mr. Cannon said it would take \$375,000 to get two-thirds up the classified salary schedule. Dr. Beasley stated the July 1, 2008, target date is reasonable but a stretch to achieve. Mr. Long moved for the amendment for a July 1, 2008, target date. Ms. Sayre seconded. Two for, zero opposed, Motion carried. Mr. Call moved to adopt the policy as amended, Ms. Pitzer seconded, two for, two against, Chairman Rogers broke the tie by voting in favor. Motion passed.

d. Approval of Policy - Academic Forgiveness – Dr. Turner

Mr. Call moved the following:

RESOLVED, that the Concord University Board of Governors adopt the proposed policy: Academic Forgiveness. Mr. Long seconded. Motion passed.

e. Approval of Policy – Grade Point Average for Associate and Baccalaureate Degrees. Ms. Sayre moved the following:

RESOLVED, that the Concord University Board of Governors adopt the proposed policy: Grade Point Average for Associate and Baccalaureate Degrees. Ms. Sayre moved. Dr. Martin seconded. Motion passed.

f. Approval of Policy – Procedures for Hiring Classified Employees

Ms. Sayre moved to table this policy for a future date. Ms. Pitzer seconded. Motion passed

g. Intent to Plan – Mr. Call

BE IT RESOLVED the Concord University Board of Governors approves an intent to plan a policy on parental notification of student offenses. Mr. Call moved. Ms. Pitzer seconded. Motion passed.

h. Intent to Plan – Mr. Call

BE IT RESOLVED, the Concord University Board of Governors approves an intent to plan an amendment to Board Policy 4, Section 2.2 regarding posting of ISBN numbers on the University's website. Ms. Sayre moved. Ms. Pitzer seconded. Motion passed.

i. Intent to Plan – Mr. Call

BE IT RESOLVED the Concord University Board of Governors approves the intent to plan a campus tobacco policy. Mr. Call moved. Ms. Sayre seconded. Motion passed.

j. Approval of a new minor in Civic Engagement – Dr. Turner

RESOLVED, that the Concord University Board of Governors approves the new minor in Civic Engagement. Mr. Call moved. Mr. Long seconded. Motion carried. Mr. Meisel asked that it be noted that he recused himself.

k. Approval of new 3+1 allied health program options within the Bachelor of Science degree, Chemistry major Medical Technology/Clinical Laboratory Science Option Pharmacy Option.

RESOLVED that, the Concord University Board of governors approves the new 3+1 allied health program options within the Bachelor of Science degree, Chemistry major with a Medical Technology/Clinical Laboratory Science Option or a Pharmacy Option. Ms Pitzer moved. Ms. Sayre seconded. Motion carried.

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6. and 7. Update on Affordability and Presidents Report

Dr. Beasley indicated he would follow up via e-mail due to the lateness of the hour.

8. Executive Session - Per Chapter 6, Article 9A-4 of the State Code, the Board went into executive session to discuss personnel and legal matters.

There being no further business following executive session, the meeting was adjourned.

Respectfully submitted,

R. T. "Ted" Rogers, Chair

Margaret M. Sayre, Secretary

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