

Minutes
Concord University Board of Governors
Teleconference
June 14, 2006
10:00 a.m.
The Concord Room
201 Marsh Hall

1. Call to Order and Determination of a Quorum

A quorum being present, the meeting was called to order by Chairperson, Ted Rogers. Members attending: Mr. Jesse Call, student representative; Mr. J. Franklin Long, Esq., Vice Chairperson; Dr. Darrin Martin, faculty representative; Mr. Wayne Meisel; Mr. James Miller; Ms. Amy Pitzer, classified staff representative; Ms. Margaret Sayre, Secretary. Others attending: Dr. Jerry Beasley, President; Mr. Michael Curry, Vice President for Admissions and Financial Aid; Mr. Greg Quick, Head Football Coach/Athletic Director; Mr. Jim Cannon, Vice President for Business and Finance; Mr. Bill Skeat, Student Center Director and Coordinator of Student Activities; Sharon Manzo, Administrative Assistant to the President/Recorder; Lora Woolwine, Resident Hall Director; Dr. Dean Turner, Vice President and Academic Dean; Dr. Hugh Campbell, Faculty President; Ms. Anita Moody, Director Public Relations/Marketing
Members unable to attend: Dr. Deborah Akers; Mr. Eugene Fife; Mr. James Brown.

2. Approval of Minutes and Determination of Quorum

Mr. Long corrected his title from Dr. to Mr. Mr. Meisel moved for approval of minutes, Mrs. Sayre seconded, minutes approved as corrected.

3. Action Items

a. Policy on Social Justice ([3.a1](#), [3.a2](#))

Mrs. Sayre called for the adoption of the following resolution:

RESOLVED, that the Concord University Board of Governors adopt the proposed policy: Social Justice

Mr. Long seconded the motion. Motion passed unanimously.

The board had previously passed this policy but Bruce Walker, counsel at HEPC, indicated the policy afforded some powers to the University, which were in conflict with state law.

b. Approval to Provide Field Lighting ([3.b](#))

Mr. Cannon explained that an anonymous donor had contributed \$250,000 for the project, estimated to cost \$320,000. He indicated that we may fund the difference from capital funds. Ms. Pitzer asked when we will know if capital funds are available. Mr. Cannon said by June 30. Ms. Pitzer said she believes it is bad practice to approve a project not knowing where funds will come from and when. Mr. Quick said the project includes the softball field, tennis courts and football field and can be completed in stages. Mr. Cannon suggested adding "as funding permits" to the resolution. Currently, the capital fund account has \$1,475,050.

Ms. Pitzer moved the adoption of the following resolution:

RESOLVED, the Concord University Board of Governors approves field lighting for the Callaghan Stadium Facility, as funding permits.

Mr. Call seconded the motion. Motion passed unanimously.

c. Approval to Resurface CU Football Field ([3.c](#))

Mr. Cannon reported that Mrs. June Shott has committed \$700,000 to resurface the football field; the project can begin immediately. There is a \$16,000 difference between Mrs. Shott's gift and the total cost. Coach Quick addressed the benefits of artificial turf. Mr. Call asked if Callaghan Stadium would be renamed. Coach Quick said no, the field would be named the June O. Shott Field. If approved, the dedication of the field will be September 9, 2006. Mr. Cannon agreed to work with leadership of the Concord Foundation to arrange appropriate funding.

Mr. Miller moved the adoption of the following resolution:

RESOLVED, the Concord University Board of Governors approves resurfacing the Callaghan Stadium Football Field.

Mr. Long seconded the motion. Motion passed unanimously.

d. Approval of Budget Fiscal Year 2006-2007 ([3.d1](#), [3.d2](#))

Mr. Cannon referred the Board to the proposed budget, which was in their meeting packets. He indicated the proposed budget is based on the assumption that enrollment revenue remains stable and includes all foreseen increases in expenditures. There should be a \$250,000 surplus at the end of FY 2006. He stated that approval of the budget does not mean changes cannot be made in the upcoming fiscal year.

Ms. Pitzer asked how the 3 percent increase in classified employees' salaries was calculated. Dr. Beasley indicated the 3 percent is a pool and will apply to the salary schedule. Mr. Cannon indicated the increase will take effect November 1. Dr. Campbell asked why it would be so late in the semester. Mr. Cannon said it takes this long to be certain of tuition and fee revenue amounts. Dr. Campbell asked if the budget included the ARAMARK claim. Mr. Cannon said it does. Dr. Beasley asked if the full amount will need to be paid from one year's budget or, as he

has requested, may it be paid in installments. Mr. Cannon said he is still working with ARAMARK personnel regarding such an arrangement. Ms. Pitzer said she was disappointed that the classified salary policy which was presented a year ago has not been brought to the Board for approval. Dr. Turner indicated he has received comments from the first draft dissemination and he will revise and distribute to the Board again soon.

Mr. Long moved for approval of the following resolution:

RESOLVED, the Concord University Board of Governors approves the budget as submitted for fiscal year 2006-07 with the balance of \$156,000 to be allocated at the discretion of the President.

Mrs. Sayre seconded the motion. Motion passed unanimously.

4. Administrative Reports

a. Admissions and Financial Aid - Mr. Curry (4.a)

Mr. Curry referred to the report previously distributed to Board members. His staff is cautiously optimistic, as overall acceptances are slightly up. Other highlights included:

- ✍ Financial aid staff has been informed about recently passed BOG financial aid policies and they have been implemented.
 - ✍ Anthony Underwood has left the University and the counselor position is soon to be offered to an outstanding applicant.
 - ✍ Summer Academy (a program for high school students interested in careers in law, medicine, and bio-technology) begins June 19 and this year's attendance is the largest.
 - ✍ The number of financial aid applicants is lower because the pool from which we usually draw has decreased.
 - ✍ It is possible for someone to attend Concord at no cost because federal and state aid and Concord scholarships can cover the total cost of attendance.
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- ✍ Recruitment effectiveness varies across institutions, some are up and others are down.
 - ✍ Bluefield State College has mimicked our out-of-state tuition reduction program.
 - ✍ Key people at the University are discussing on-line classes.

b. Beckley Center - Dr. O'Brien (4.b)

Dr. Beasley reported there had been a sizeable decline in enrollment this spring in Beckley. A committee comprised of Dr. O'Brien, Mr. Curry, Ms. Moody and Dr. Turner has developed a plan in an attempt to reverse this trend. He said Dr. O'Brien has reported the new shared facility should be ready Fall 2007.

c. Development Office - Loretta Young ([4.c1](#), [4.c2](#))

Dr. Beasley reported the Development Office has had a good year. He expressed concern that the focus on larger gifts, common during a capital campaign, has led to a decrease in the number of donors. Total giving, however, appears to be at a decade high.

d. Finance and Facilities - Mr. Cannon ([4.d](#))

Mr. Cannon referred Board members to the report previously distributed. He drew attention to the Department of Education's request for the institution to ready itself for a possible influenza pandemic. He stated a committee has been formed and is addressing this issue. Mr. Call asked the status of the Energy Systems Group work. Mr. Cannon said their report is due in about 30 days. Mr. Call also asked about the possibility of the bookstore selling products on line. Mr. Cannon said this concept is being worked on. Ms. Pitzer questioned the rank structure for the University's police force. Mr. Cannon said the University previously had a Chief of Police and officers. We have added a Corporal level, which has been offered to an employee who has been assuming the responsibility. A review of the individual's PIQ was done and an upgrade was made. Mrs. Pitzer said she believed this is a new position and should have been posted for all interested parties to apply. Mr. Cannon said he would research this matter, and he and Mrs. Pitzer will work together to determine if a change in procedure needs to be made.

5. Athletic Report

Mr. Greg Quick, Head Football Coach/Athletic Director, presented an overview of athletics for the past year.

- ☞ Three goals of the department are to serve the community, foster scholarly activity, and promote liberal arts education.
- ☞ Coaches focus on enrollment management, competitiveness, and professionalism.
- ☞ He reported on the activities of the department's 16 teams.
- ☞ The baseball team played in the WVIAC championship game for the third time in the last 4 years.
- ☞ The golf team won the NCAA II regional championship.
- ☞ The track team had an indoor All-American WVIAC Field Athlete of the Year.
- ☞ WVIAC scholar athletes have increased from 29 to 48.
- ☞ The number of athletes has increased from 249 to 285. (The goal is to increase participation to 300 student athletes.)
- ☞ The Department exceeded its internal goal with regard to income per student athlete by \$200,000 (after discounting) and the external goal by \$21,287 (\$500 per athlete).
- ☞ Concord has been selected as one of twenty-four NCAA institutions to participate in a pilot athlete insurance program.

6. Scheduling 2006-2007 Meetings

Dr. Beasley asked for suggestions regarding scheduling meetings for the coming year in order to accommodate Board members. Mr. Call suggested we avoid final exam week and Wednesdays. Dr. Beasley said we will prepare and distribute a tentative schedule.

7. Laser, Inc.

Board members, and others at Concord, had been sent unsolicited information from Laser, Inc., a non-profit organization that scrutinizes companies that install fire safety equipment. Laser, Inc. issued a warning against Tyco/Simplex Grinnel, a company that may bid on the sprinkler system Concord will be installing. Upon a suggestion by Mr. Rogers, Mr. Cannon agreed to contact Tyco/Simplex and to give them an opportunity to respond. Dr. Turner suggested he also contact Bruce Walker, counsel at HEPC.

8. Other Matters

Mr. Call asked if students will be allowed to use the football field once it is resurfaced. Mr. Quick indicated students will be welcome to use the facility, and he will gladly address student government regarding any restrictions.

Mr. Call also asked that we begin now to attempt to keep tuition/fees from rising for the 2007-2008 academic year and that we include this issue on the agenda for future BOG meetings. Dr. Beasley said he will ask cabinet members for suggestions regarding this matter and it will be on the agenda.

9. Adjournment

There being no further business, Mr. Long moved for adjournment; Ms. Sayre seconded.

Respectfully submitted,

R. T. "Ted" Rogers, Chairperson

Mrs. Margaret Sayre, Secretary

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