



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
OCTOBER 17, 2013, 9:00 A.M.
Gaston Caperton Center, 501 West Main Street
Clarksburg, WV

I. CALL TO ORDER

A. Roll Call

Chairman Ron Tucker convened a meeting of the Fairmont State University (FSU) Board of Governors on October 17, 2013, beginning at approximately 9:00 a.m. in the Gaston Caperton Center, 501 West Main Street, Clarksburg, West Virginia.

At the request of Chairman Tucker, Judy Biafore conducted a roll call of the Board of Governors. Present for the meeting were board members Bryan Foley, Holly Fluharty, Bob Mild, John Myers, Ron Tucker, John Shirrpa, Shirley Stanton, Frank Washenitz, and Dixie Yann. Bryan Towns participated by phone after the roll call and member Mark Pallotta was present after the roll call. Member Chris Courtney was absent. Also in attendance were President Rose and President's Council members Rick Porto, Ann Booth, Van Dempsey, Kaye Widney, and Chris Lavorata, Athletic Director, Tim McNeely, Assistant Vice President of Facilities, Tom Tucker, and Construction Manager, Stephanie Slaubaugh. FSU ACCE Representative, Sherry Mitchell, Will Armistead of the Fairmont State Foundation, Jack Kirby, Associate Provost, Tim Oxley, Associate Dean of the School of Business, Sharon Boni, Dean of Nursing, also attended.

B. Public Comment

Frank Washenitz reported that Butch Tennant (Marion County Commissioner) had signed up for public comment.

Chairman Tucker recognized Mr. Tennant and welcomed him. Mr. Tennant then presented two checks from the Airport Authority totaling \$4,000 for the Athletic Fund for football and basketball

C. Approval of Agenda

Bob Mild made a motion to approve the agenda. Bryan Foley seconded. The motion passed.

II. APPROVAL OF MINUTES OF JUNE 20, 2013

Bryan Foley made a motion to approve the minutes of June 20, 2013, and John Schrippa seconded. The motion passed.

III. CHAIRMAN'S REPORT

- A. Chairman Tucker thanked Nancy McClure and the staff at the Caperton Center for hosting today's meeting. He stated that having the meeting there helps solidify the Fairmont State University connection with Harrison County.
- B. The Chairman also thanked those who attended the BOG Retreat a few weeks ago. Several important topics were discussed and it was nice to spend time with all the BOG members.
- C. Chairman Tucker stated that he thought Homecoming was a great success. The weather was great. He also stated that this was the first time that we did an Alumni Roundtable with the alumni award winners. The winners provided lots of insight to our students. There will be a follow-up event in the spring.
- E. Chairman Tucker said there would be a Fan Fest tonight for the basketball team and also reminded everyone of the exhibition basketball game between Fairmont State University and West Virginia University on November the 4th at 7:30 p.m. at West Virginia University. The game will be telecast on Root Sports and the Alumni Association is arranging for Marion County Transit Buses to transport FSU fans to the game.
- F. The next Board Of Governors' meeting will be back on campus in the Falcon Center Board Room on December the 12th at 9:00 a.m.

IV. PRESIDENT'S REPORT

- A. President Rose stated that the Nursing Accreditation Team was on campus to evaluate the RN to BSN Program. She said that the accreditors indicated that all requirements were met and there were no concerns. The final report will not be sent to us until sometime in March. President Rose congratulated Dr. Sharon Boni, Dean of the School of Nursing, and all the Nursing faculty and staff for the report.
- B. She also reported that visits went well from the National Architecture Board and the Higher Learning Commission who were here to evaluate the Masters in Architecture program.

- C. President Rose also said that work has begun on the Campus Master Plan and that a submission of Re-Authorization to the Higher Education Policy Commission (HEPC) as required by Policy 52 has been done. She stated that target goals have been identified for the upcoming Institutional Compact which is also required by the HEPC.
- D. President Rose reported that proceedings have begun for the hiring of the architect for the Retton Arena and she and others have been working with the architect for the Housing Master Plan. She also said that construction is complete in Wallman Hall and that all moves into the Turley Center are complete. Also, renovations are continuing on Hardway Hall, Starbucks in the Library, the roof on Jaynes Hall, the natatorium area, the girls' basketball locker room, the theatre room in the Feaster Center, and the green house in Hunt Haught Hall.
- E. President Rose stated that all units of campus are working hard to find areas in their operation to cut their budgets and to identify efficiencies for cost savings.

V. REPORTS AND PRESENTATIONS

A. Foundation (Will Armistead)

Mr. Will Armistead, President of the Fairmont State Foundation, gave a detailed report. He stated that the Foundation's current assets are \$19,564,000, which is an increase of \$450,000 since his last report to the Board of Governors on August 15, 2013. Also at the last meeting he mentioned a \$330,000 bequest which he now says came from the Mary K. and John P. Kaiser Family Trust. A final distribution will be received soon which will make the total contribution exceed \$400,000. Also, a final distribution was recently received from an IRA from an individual who was born in Marion County and lived in South Carolina. The contribution totaled \$253,000.

Mr. Armistead also reported that the Foundation was awarded \$20,000 in State tax credits as an initial allotment. He does anticipate receiving additional credits by Spring 2014. Donations to the Neighborhood Investment Program are dedicated to scholarships for Fairmont State University's most needy students, based on the poverty level.

Mr. Armistead said that the independent auditors returned a clean report with no issues identified. The audit team made a presentation to the Foundation's Finance Committee at its August 29th meeting.

Mr. Armistead reported that the Foundation has received funds to support the scholarship endowment and for impact scholarships, to athletics, for the architecture program, an additional contribution from the Todd May endowment, and a \$6,000 grant from Dominion. Also, he stated that Amantha Cole is developing a solicitation for the One Room Schoolhouse which will be ready soon.

B. Construction Project Updates (Tom Tucker)

Mr. Tom Tucker, Assistant Vice-President for Facilities, introduced Stephanie Slaubaugh, Construction Manager, to give an update on the various projects that are currently underway on campus. Weekly updates are available online at: <http://www.fairmontstate.edu/adminfiscalaffairs/physical-plant/construction-projects>.

VI. CONSENT AGENDA

Mark Pallotta moved to accept the following Consent Agenda:

- A. Financial Report (ending 7/31/13 and 8/31/13)
- B. Capital Projects 2014

Bryan Foley seconded. The motion passed.

VII. ACADEMIC AFFAIRS/ADMISSIONS COMMITTEE (John Myers, Chair)

- A. Approval of MBA Program Review

John Myers made a motion to approve the MBA Program Review.

John Schrippa seconded. The motion passed.

- B. Approval of Campus Compact Goals

John Myers made a motion to approve the Campus Compact Goals.

Mark Pallotta seconded. The motion passed.

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

- A. Mr. Frank Washenitz, Chair of the Athletic Affairs Committee, called on Tim McNeely, Athletic Director, for an update.

Mr. McNeely informed all that the upcoming home football game will be a "Pink-out" for breast cancer awareness and the last home football game will be "Band Day" and "Senior Day".

He also stated that revenues have already tripled compared to last years' season tickets and gate tickets.

Mr. McNeely reminded everyone that there will be a fan fest for basketball this evening (October 17, 2013) at 5:00 p.m. (at the Feaster Center Parking Lot), men's and women's tennis and golf are coming to an end, the Volleyball team has done well, and the search for a (women's) soccer coach is well underway.

He also reported that the Federal EADA Report has been submitted and that a routine financial internal audit will be performed soon.

Other upcoming events Mr. McNeely included in his update were the November 4, 2013, men's basketball game at West Virginia University and the November 23, 2013, donor event for the double header basketball game to showcase the locker rooms, theatre room, and to launch the Feaster Center Renovation Project.

IX. BOG OPERATING PROCEDURES COMMITTEE (Ron Tucker, Chair)

Chairman Tucker stated there were no items to bring forth by the BOG Operating Procedures Committee.

X. ENROLLMENT COMMITTEE (Dixie Yann, Chair)

Dixie Yann, Chair of the Enrollment Committee, reported that the Committee had not met, but Kaye Widney, Vice President for Student Services, had provided a written summary report and presented the following information via a handout:

Fall 2013 Term Enrollment:

- As of 10-13-2013, 3,958 undergraduates and 274 graduate FSU students are actively enrolled in Fall 2013 classes (headcount includes 732 first time freshmen, 272 transfer students)
- This is a decrease from 2012 of 154 undergraduate students (-3.75%); decline is due to retention and not a drop in entering freshmen

Registration for Spring Term 2014:

- Registration for seniors and students with priority status will begin on 10-21-2013; freshmen access will open on 11-7-2013

Retention Activities:

- Welcome Weekend program was reconfigured for fall 2013; among other changes, families were invited to participate in Fall Convocation
- Held first Fall Family Weekend since 2011 with 228 family members checked in; established the new Falcon Family Association
- Contacted 791 FSU students at 4-week mark who had D/F /NC grades; coordinated with Deans to begin a retention-based social media campaign encouraging students to check for mid-term grades and to take action if necessary to improve academic standing
- Working with Tutoring Services to heavily promote the availability of tutoring for students

- Supported Career Exploration event held in collaboration with Career Development and Academic Advising Centers; efforts made to move undeclared students into majors as quickly as possible; similar support will occur on "Major Declaration Day" to be held on 12/05/2013
- Collaborating with Campus Security and Counseling Services to develop a process which allows faculty, staff, family members, etc. to notify Retention Office when there are concerns about students, e.g., excessive absences from class, changes in behavior; appropriate follow-up will take place
- Developing a "recruit back" communication plan for those students who did not return and have not enrolled elsewhere

Fall Campus Visitation Day:

- Event will be held on 11-02-2013
- 215 students and 346 guests have registered as of 10-15-2013
- Event is being promoted through online and social media outlets; also sending emails and invitations to inquiries, applicants and names purchases

Admissions/Recruitment Activities for 2014-15 Entering Class:

- 87 personalized on-campus visits with Admissions Counselors
- 40 high school visits in WV, PA, OH, VA, MD, NC, NY
- Participated in 93 College Fairs in WV, PA, OH, MD, NC and 2 Transfer Fairs in MD
- Invited local junior and senior students to information session and campus tour with opportunity to participate in Family Weekend activities; 3 students participated
- Purchased over 10,000 students names from our target market and have sent emails and printed materials
- Sent 864 high school counselors packets containing scholarship and application information
- On-going telecounseling activities in late afternoon/evening to speak with prospects and applicants
- Worked with Marketing and Communications to develop an enhanced print and email communication plan for all inquiries

XI. FINANCE COMMITTEE (Mark Pallotta, Chair)

A. Approval of Correction to the Housing Master Plan

Mark Pallotta made a motion to approve the correction to the Housing Master Plan. Bob Mild seconded. The motion passed.

B. 2014 Capital Project Submission

Mark Pallotta made a motion to accept the 2014 Capital Project Submission. John Myers seconded. The motion passed.

C. Approval of Architect for Feaster Center Renovations

John Schrippa made a motion to accept Thrasher Engineering as the Architect for the Feaster Center Renovations.

Mark Pallotta seconded. The motion passed.

XII. EXECUTIVE COMMITTEE (Ron Tucker, Chair)

Chairman Tucker stated there were no items to bring forth by the Executive Committee. There was discussion to hold the next Committee meeting November 22, 2013, at 9:00 a.m. Chairman indicated that a location would be determined and everyone would be notified.

XIII. POSSIBLE EXECUTIVE SESSION

Dixie Yann made a motion to go into Executive Session "Under the Authority of West Virginia Code §6-9A-4" to discuss property issues.
Bob Mild seconded. The motion passed.

Dixie Yann made a motion to reconvene in open session. Mark Pallotta seconded. The motion passed.

There was no action on any item discussed in Executive Session.

XIV. ADJOURNMENT

John Myers made a motion to adjourn the meeting. Dixie Yann seconded. The motion passed.



Ron Tucker

FSU Board of Governors' Chairman



Dixie Yann

FSU Board of Governors' Secretary