



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
MAY 9, 2019
BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV

I. CALL TO ORDER

A. Roll Call

Chair Dixie Yann convened a meeting of the Fairmont State University (FSU) Board of Governors on May 9, 2019, beginning at approximately 9:00 a.m. in the Board Room, 3rd Floor Falcon Center, at 1201 Locust Avenue, Fairmont, West Virginia.

At the request of Chair Yann, Serena Scully, Chief of Staff, conducted a roll call of the Board of Governors. Present for the meeting were board members Holly Fluharty, Bailey McInturff, Deborah Prezioso, Jay Puccio, Kevin Rogers, Dr. Budd Sapp, John Schirripa and Dixie Yann. Dr. Mark Hart participated by conference call. Frank Washenitz was present via conference call following roll call. Dr. Chris Courtney was absent.

Others present were President Martin and President's Executive Leadership Team members Cindy Curry, Lyndsey Dugan, Richard Harvey, Joy Hatch, Christa Kwiatkowski, Tim McNeely, and Jacqueline Sikora. Tom Tucker, Asst. VP of Facilities; Stephanie DeGroot, Construction Manager; Julie Cryser, President of the Fairmont State Foundation; Chad Fowler, Director of Athletics; Ryan Courtney, Director of Internal Operations; Jessica Sharps, Executive Director of University Relations and Marketing; Monica Cochran, Director of Procurement; Susan Ross, Executive Director of Academic Programs; Amanda Metcalf, Interim Associate Dean of the School of Education; Anne Patterson, Interim Associate Dean of the School of Fine Arts; Julie Reneau, faculty; Joseph Riesen, faculty; Charles Shields, faculty; Carol Tannous, faculty; Matthew Hokum, faculty; Josh Smallridge, faculty; Janie Leary, faculty; Amy Sidwell, faculty; Brian Blackwood, faculty; Jim Matthews, faculty; John O'Conner; Francine Kirk, faculty; Beverly Michael, faculty; Jessica Kropog, Title IX Coordinator and Compliance Specialist; Jon Dodds, future BOG staff representative; Alyssa Welling, Legislative and Presidential Scholar; Romelia Hodges, and multiple students. Members of public safety and local media were in attendance as well.

B. Public Comment

Kevin Rogers reported that ten people had signed up for public comment. Chair Yann advised that if individuals are asking to speak in support of a program, they would be welcome to speak. She advised that if individuals are asking to speak about personnel, their remarks would be held until executive session.

Janie Leary, Community Health Education faculty member, expressed concerns regarding promotion and tenure and the Community Health Education program. Ms. Leary also requested to speak in Executive Session.

Amy Sidwell, Community Health Education faculty member, expressed concerns regarding the Community Health Education program.

Romelia Hodges – Asked to reserve her comments for executive session.

Hannah Householder, student, expressed concerns regarding tenure.

Faithlynn Walker, student, expressed concerns regarding tenure.

Emily Markham – Asked to reserve her comments for executive session.

Nathan Quarantillo – Asked to reserve his comments for executive session.

Beverly Michael, Community Health Education faculty member, read a letter on behalf of a student who wished to express concerns regarding the Community Health Education program.

Julie Reneau, School of Education faculty member, read a letter on behalf of Olivia Gross, student, regarding the Community Health Education program.

Matthew Hokum, College of Liberal Arts faculty member, read multiple letters on behalf of students and previous students regarding the Community Health Education program.

C. Approval of Agenda

Dr. Budd Sapp made a motion to approve the agenda. Deborah Prezioso seconded. The motion passed.

II. APPROVAL OF MINUTES OF APRIL 18, 2019

Dr. Budd Sapp made a motion to approve the minutes of April 18, 2019. Kevin Rogers seconded. The motion passed.

III. ACADEMIC AFFAIRS COMMITTEE (Deborah Prezioso, Chair)

Mrs. Deborah Prezioso, Chair of the Academic Affairs Committee advised that the Academic Affairs Committee met on May 1st. She asked that Dr. Richard Harvey, Provost and Vice President for Academic Affairs, give an update.

Dr. Harvey advised that HLC approval for the Charles Pointe location has been received. A denial was received for the Mauritius program but an appeal is underway.

Dr. Harvey reported that the tutoring and testing center opened in January and since then, has held 569 tutoring sessions and 655 hours of tutoring has been delivered.

Accreditation for the ASN program has been approved and extended through 2026.

Deborah Prezioso made a motion to accept the following:

A. Program Review for Nursing ASN

Bailey McInturff seconded. The motion passed.

Deborah Prezioso made a motion to accept the following:

B. Continue with Corrective Action for the History BA & BS Programs
(Assessment information to be submitted in one year.)

Dr. Budd Sapp seconded. The motion passed.

Deborah Prezioso made a motion to accept the following:

C. Continue with Corrective Action for the Mathematics BS Program
(Assessment information to be submitted in one year.)

Kevin Rogers seconded. The motion passed.

Deborah Prezioso made a motion to accept the following:

D. Continue with Correction Action for the National Security & Intelligence BA Program
(Assessment information to be submitted in one year.)

Dr. Budd Sapp seconded. The motion passed.

Deborah Prezioso made a motion to accept the following:

- E. Continue with Corrective Action for the Political Science BA Program
(Assessment information to be submitted in one year.)

Kevin Rogers seconded. The motion passed.

Deborah Prezioso made a motion to accept the following:

- F. Continue at the current level for the Sociology BS Program

Bailey McInturff seconded. The motion passed.

For all programs approved with continued corrective action, the corrective action is in regards to assessment. Those programs will be reviewed again, assessment only, in one year.

Deborah Prezioso requested that Part B of the Academic Affairs Committee agenda be held for executive session.

IV. FINANCE COMMITTEE (John Schirripa, Chair)

John Schirripa, Chair of the Finance Committee, asked Christa Kwiatkowski, CFO, to provide a brief update.

The Finance Committee met on April 24th and reviewed the financial statements from March, along with other topics.

Christa advised the March financials have been provided in the board packet. In addition, a financial summary document that summarized the detailed information in the board packet was provided.

John Schirripa made a motion to accept the following:

- A. Financial Reports for the period ending March 31, 2019

Jay Puccio seconded. The motion passed.

Christa advised that the next agenda item is a request for approval for a 2% raise for all faculty, staff, and administrators. The state appropriation provided was for a 5% raise, but only provided funds for employees currently supported by state appropriations.

Dr. Budd Sapp asked how individuals would receive notification of the increase. Cindy Curry advised that the raise notification and effective date would be communicated in writing. The raise will be effective August 3rd and will be reflected on the August 30th paycheck.

Dr. Budd Sapp inquired as to how promotion and tenure was included in the budget. Christa advised those values are covered by the E&G budget and will be included in the budget to be presented at the next meeting.

John Schirripa made a motion to accept the following:

B. 2% Pay Raise

Holly Fluharty seconded. The motion passed.

Christa discussed the multiple capital projects that were included in the board packet.

John Schirripa made a motion to accept the following:

C. Capital Projects

Deborah Prezioso seconded. The motion passed.

Christa discussed the multiple auxiliary projects listed in the board book.

Dr. Budd Sapp made a motion to accept the following:

D. FY 2020 Auxiliary Projects

Kevin Rogers seconded. The motion passed.

V. NEW BUSINESS

Chair Yann named Kevin Rogers, Jay Puccio, and Deborah Prezioso to serve on the nominating committee.

VI. POSSIBLE EXECUTIVE SESSION

Deborah Prezioso made a motion to go into Executive Session “Under the Authority of West Virginia Code §6-9A-4 to discuss personnel matters as well as to discuss the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition.”

Kevin Rogers seconded. The motion passed.

Jay Puccio made a motion to rise from Executive Session. Deborah Prezioso seconded. The motion passed.

After reconvening from Executive Session, Deborah Prezioso made a motion to approve the following:

A. The programs of Music, Theatre and Community Health Education have a full program review in one year.

Dr. Budd Sapp seconded. The motion passed.

Deborah Prezioso made a motion to approve the following:

B. The Board of Governors directed the Provost to request permission from the HEPC to maintain the A.A.S. Architectural Engineering Technology and A.A.S. Electronics Engineering Technology programs at this time.

Dr. Budd Sapp seconded. The motion passed.

VII. ADJOURNMENT

Dr. Budd Sapp made a motion to adjourn the meeting. Jay Puccio seconded. The motion passed.

Dixie Yann 6/6/19 FSU Board of Governors' Chair
Dixie Yann Date

Deborah Prezioso 6/6/19 FSU Board of Governors' Secretary
Deborah Prezioso Date

Meeting Handouts



**FAIRMONT STATE
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**Administration and
Fiscal Affairs**

Financial Summary – As of March 31, 2019

With 75% of the year completed, below is a summary of the Statement of Revenues, Expenses and Net Position for the Unrestricted (E&G and Fund Manager), Auxiliary and Restricted Funds:

<u>Unrestricted (Central E&G and Fund Manager)</u>	<u>Budget</u>	<u>Actual</u>	<u>% Budget to Actual</u>
Operating Revenues	32,210,650	29,204,872	90.67%
Operating Expenses	46,619,161	30,021,386	64.40%
Other Rev/Exp/Transfers and Budget Adjustments	13,648,399	7,624,220	55.86%
Net Income	(760,112)	6,807,707	

Negative budget balance is expected to be covered by vacancy savings and approved use of carryover reserves. YTD Unrestricted balance is \$6,807,707, compared to the balance this time last year of \$5,655,644. We ended last year with a positive balance of \$686,807.

<u>Auxiliary</u>	<u>Budget</u>	<u>Actual</u>	<u>% Budget to Actual</u>
Operating Revenues	14,326,816	12,313,506	85.95%
Operating Expenses	8,663,782	6,284,459	72.54%
Other Rev/Exp/Transfers and Budget Adjustments	(5,663,034)	(2,525,940)	44.60%
Net Income	0	3,503,108	

YTD Auxiliary balance is \$3,503,108, compared to the balance this time last year of 3,748,897. Current budgeted reserve transfers is \$718,141. FY18 Actual reserve transfers were \$590,301.

<u>Restricted</u>	<u>Budget</u>	<u>Actual</u>	<u>% Budget to Actual</u>
Operating Revenues	32,199,662	25,608,285	79.53%
Operating Expenses	39,193,189	30,633,697	78.16%
Other Rev/Exp/Transfers and Budget Adjustments	6,962,582	6,582,266	94.54%
Net Income	(30,945)	1,556,855	

We received a new award in March of \$5,000 from HEPC to support the 2019 FACT (Forensic and Analytical Chemistry Technology) camp. We also received \$3,665 in private donations to the FIRST LEGO League.

Program under Review:

Bachelor of Arts and Bachelor of Science in History

Executive Summary:

The History program offers two types of degrees. The Bachelor of Arts degree, which requires the study of foreign languages, is a good choice for students seeking a core liberal arts education and who may wish to pursue postgraduate study in the humanities. The Bachelor of Science degree develops basic capabilities in statistics, social science, and computer science. It is a good choice for students interested in the modern social sciences approach to historical understanding. The Fairmont State University History major includes core introductory courses in U.S. and world history as well as specialized courses on chronological eras, such as the Civil War or 19th century Europe, and thematic fields, like gender/sexuality, culture, and revolutions.

Review Criteria:

Mission	Consistent
Faculty	Some reliance on adjunct faculty; prefer to hire 1-2 more FT faculty
Curriculum	High enrollments in service courses
Resources	
Student Learning Outcomes	Acceptable overall success rates for service courses; some learning outcomes not measurable; no presence in TaskStream; learning outcomes in report do not match those in TaskStream
Other Service Learning Activities	
Program Improvement	Considering expansion of the curriculum
Viability	Low number of majors and graduates due to data issues

Program Data:

Total Students			Graduates per Year			Entering Freshmen		
2015-16	2016-17	2017-18	2015-16	2016-17	2017-18	2010	2011	2012
51	48	49	6	1	1	6	4	2

Cost Data:

- Annual program costs not provided
- Cost per student credit hour ~ \$19

Program under Review:

Bachelor of Science in Mathematics

Executive Summary:

The recommendation of the 2014 State Program Review Committee was to continue the Mathematics Program. NCATE (National Council for Accreditation of Teacher Education) recognized the program with full accreditation through 2018. Upon the creation of CAEP, the standards were rewritten. In 2017, CAEP recognized all three Mathematics Education programs as fully accredited for the next 5-7 years (minimally until 2023), depending on the date of our next CAEP on-site visit. Our program design is supported by the Guide to Majors in the Mathematical Science from MAACUPM 2015 (Mathematical Association of America Committee on the Undergraduate Program in Mathematics) and the Conference Board of Mathematical Sciences Report MET II (Mathematical Education of Teachers Part II, 2012.) The program demonstrates a successful approach to sustainability, viability and assessment.

Review Criteria:

Mission	Need to align to new mission statement
Faculty	High reliance on Adjuncts for support courses
Curriculum	Adequate; CAEP accredited; recognized state leader in supplemental math design
Resources	
Student Learning Outcomes	High success rates for major courses; acceptable success rates for service courses; TaskStream goal and outcome measures missing
Other Service Learning Activities	Tutors, Math Field Day, WV Science Fair
Program Improvement	Continuous Improvement Plan
Viability	Adequate completers when consider all categories

Program Data:

Total Students			Graduates per Year			Entering Freshmen		
2015-16	2016-17	2017-18	2015-16	2016-17	2017-18	2010	2011	2012
25	24	24	7	9	6	2	3	3

Cost Data:

- Annual program costs not provided
- Cost per student credit hour ~ \$62

Program under Review:

Bachelor of Science in National Security & Intelligence

Executive Summary:

The Bachelor of Arts Degree in National Security and Intelligence is a degree designed to provide students with the necessary background to pursue careers in national security and/or intelligence in government agencies and private enterprise. Upper classman in the National Security and Intelligence Program compete for placement in the program's Open Source Intelligence Exchange (OSIX). OSIX is the laboratory and applied analytical research component of the National Security and Intelligence Program. The OSIX lab, a student-staffed intelligence center, assesses and leverages new and emerging information technologies in support of U.S. national security and law enforcement communities. Faculty advise and mentor students working at OSIX, setting strategic direction, overseeing day-to-day operations, and performing outreach to government and private sector stakeholders.

Review Criteria:

Mission	Incorrect mission statement; should align with new one
Faculty	4.5 in NSI and Political Science; no adjunct faculty
Curriculum	Current; High success rates for both service and major courses
Resources	
Student Learning Outcomes	Insufficient measures of assessment; No assessment data in TaskStream
Other Service Learning Activities	OSIX Lab
Program Improvement	Increase enrollment, integrate assessment, implement satisfaction surveys
Viability	High enrollments, high graduate placement rates

Program Data:

Total Students			Graduates per Year			Entering Freshmen		
2015-16	2016-17	2017-18	2015-16	2016-17	2017-18	2010	2011	2012
122	124	155	12	26	19	9	4	20

Cost Data:

- Total program cost ~ \$335,548 (which includes Political Science)
- Cost per student credit hour ~ \$88

Program under Review:

Bachelor of Science in Political Science

Executive Summary:

The Bachelor of Arts Degree in Political Science is a degree that is designed to provide students with an understanding of the political process in its many manifestations, including the structure of government institutions, the political behavior of individuals and groups, the study of political problems characteristic of modern societies, and a consideration of the interrelationships of institutions at different levels of government.

Review Criteria:

Mission	Incorrect mission statement; should align with new one
Faculty	4.5 in NSI and Political Science; no adjunct faculty
Curriculum	Current; High success rates for both service and major courses
Resources	
Student Learning Outcomes	No assessment data in TaskStream; outcomes not measurable
Other Service Learning Activities	
Program Improvement	Increase enrollment, integrate assessment, implement satisfaction surveys
Viability	High enrollments, high graduate placement rates

Program Data:

Total Students			Graduates per Year			Entering Freshmen		
2015-16	2016-17	2017-18	2015-16	2016-17	2017-18	2010	2011	2012
86	115	102	17	37	32	8	9	9

Cost Data:

- Total annual combined program cost ~\$335,548 (which includes NSI)
- Cost per student credit hour ~ \$88

Program under Review:

Bachelor of Science in Sociology

Executive Summary:

The sociology major has served almost 7100 students over the last five years with 37 graduates. Our students have continued on in graduate programs in social work, counseling, and law. Others have found employment with the department of health and human services along with other state agencies. Annual reviews show that the program is meeting its established goals with an ongoing effort to improve the program. The external reviewer found the program to be academically sound and meeting the needs of both the student population and the local social service agencies that it serves.

Review Criteria:

Mission	Consistent
Faculty	2.5
Curriculum	Current; Good success rates for major courses; acceptable success rates for service courses
Resources	Adequate
Student Learning Outcomes	Extensive assessment in place; Some outcomes not measurable
Other Service Learning Activities	
Program Improvement	Expand offerings in human service and explore 4+1 programs
Viability	Adequate completers; also service courses

Program Data:

Total Students			Graduates per Year			Entering Freshmen		
2015-16	2016-17	2017-18	2015-16	2016-17	2017-18	2010	2011	2012
57	45	35	12	6	8	5	10	11

Cost Data:

- Total annual program cost ~ \$226,786
- Cost per student credit hour ~ \$56