

Fairmont State College
BOARD OF GOVERNORS
MINUTES
March 7, 2002

1. Call to Order

A meeting of the Fairmont State College Board of Governors was held on March 7, 2002, at 3:00 p.m. in the Fireside Room. Present at the meeting were Board Members: Janette Albert, Stephen Brooks, Janice Denison, Jim Estep, James Griffin, Robert Kittle, Ann Lester, Dick Martin, Connie Moore, and Michael Vetere. Absent was Larry Mazza and Phil Reale. Also in attendance were Dan Bradley, President, Michael Belmear, Fred Fidura, Mort Gamble, Larry Haffner, Sarah Hensley, Larry Lawrence, Blair Montgomery, and Rick Porto, in addition to faculty and staff representatives.

Committee meetings were held prior to the business meeting.

Chairman Brooks called the meeting to order. The Board of Governors presented a certificate of recognition to the Cheerleading Squad for their 2002 National Universal Cheerleading Association Award, Division II All-Girls winner (second year in a row), and first place in the WVIAC for nine of the last ten years.

2. Approval of the Minutes

Mr. Kittle moved approval of the minutes of January 15, 2001. Mr. Estep seconded the motion. Motion carried.

Mr. Brooks brought to the attention of the Board an inadvertent omission from the November 8 minutes. The Board had approved a recommendation regarding the Emergency Medical Services program. The chairman entertained a motion to amend and correct the minutes of the November meeting. Mr. Kittle moved and Ms. Lester seconded. Motion carried.

3. President's Report

Dr. Bradley reported that there are several searches in process: Vice President for Administration and Finance, which should be complete in 3 to 4 weeks; a Football Coach, with a decision pending by Tuesday, March 12.

Dr. Bradley met with the newly established President's Advisory Council on Equity and Diversity.

The President reported that review of the faculty evaluation process is underway and should be completed before the end of the semester.

Dr. Bradley reported the FY03 Budget will be tight. He has requested all managers to do a 2% roll back before the beginning of the next fiscal year to allow for room to maneuver, to start new programs, and put money where it is needed.

Two policies the Board will be dealing with in the next couple of months, due to Legislative mandates, include a policy on on-campus credit card solicitation and one on on-campus residence requirements.

Land Acquisitions are going forward with just a couple of properties that haven't been acquired. The College has retained Phil Petty, a local attorney, to assist in the land acquisition process and to interface between the city attorney and the campus. Currently, Larry Lawrence and Rick Porto are reviewing bids for the underwriter and hope that a package would be available at the next meeting for approval to go ahead with the sale of bonds.

The College received from the Governor a \$300,000 Appalachian Regional Commission Grant for some of the cost to expand the Robert C. Byrd Center at the airport. Last year Fairmont State College received \$400,000 from the Budget Digest for that project and Dr. Bradley met with the head of the Development Authority to ask for another \$400,000 after his meeting with the Governor. Dr. Bradley reported that additional federal funds will be required to proceed with the project. A short-term solution to space needs is to erect an 8,000 foot, metal building. This would keep the project going and would accommodate 50% more students this fall. If this is approved, the College hopes to erect it this summer.

Mr. Kittle requested an update on the changes in Higher Education Bills upon the completion of the Legislative Session.

The Higher Education Policy Commission did approve a policy on Graduate Programs and Changes in Status. Refer to Tab 2 for the criteria on Graduate degrees and college/university status. Name changes can only be made by the Legislature, although no name changes will be done this session.

4. Financial Report

Rick Porto distributed a financial report handout to the Board for review. Corrections to the Financial Statement, updates, and additions were presented. Mr. Porto was notified by the HEPC to discuss with the BOG the deficits caused by a one-time or planned expenditure in the College's auxiliary area, which he did.

5. Committee Reports

Academic Affairs and Student Life Committee

Dr. Fidura give a brief report on the revised faculty evaluations. A consultant was retained to revise the system.

Mr. Belmear gave a report regarding the committee's discussion of the proposed Alcohol Policy. Ms. Lester brought before the Board her concerns regarding the present form of the policy. The committee recommended the following:

RESOLVED, that the Alcohol Policy that has been out for public comment be adopted with the modification that there would be a mandate placed in it that the President cause to be developed regulations that are reviewed on an annual basis. Janice Denison abstained, Stephen Brooks voted no. Motion carried.

Finance, Personnel, Facilities, External Relations Committee

Mr. Brooks reviewed the committee's recommendation on the following proposals:

RESOLVED, "Any and All Sales of Property Owned by the Fairmont State College Board of Governors will be made to the highest bidder. This sale of College Property may be made by either Public Auction or by sealed bid. All sales will be administered by the College's Procurement Office under the jurisdiction of the Vice President of Administrative and Fiscal Affairs. Further the sale of Real Property will be sold for no less than the average of two or more appraisals provided by licensed appraisal firms. The Procurement Office, where Real Property is involved, will obtain at minimum two appraisals of the property and will make known the minimum bid requirement when advertising the sale of Real Property " Also the Procurement Office shall notify by Public Disclosure of the intent to sell twenty (20) days prior to the date of public auction or sealed bid offering being made through advertisement. After discussion the recommendation was approved to go out for public comment.

The committee noted that the Phased Retirement Plan has been out for comment for the required 30 day period. A revised plan with a couple of non substantive changes, was distributed. The committee recommended adoption. Motion carried.

Community and Technical College Programs and Off-Campus Service Committee

Blair Montgomery brought before the Board a recommendation passed by the Board of Advisors to adopt the name change from Child Care to Early Childhood.

RESOLVED, Child Care program be re-titled Early Childhood. Mr. Estep moved, seconded by Mr. Kittle. Discussion followed. Mr. Estep requested that the catalog be very specific about what Early Childhood applies to, the three to four year old. Motion carried.

A list of reports due to the Board of Governors was formatted last spring, showing a list of all the reports Fairmont State sends to the Policy Commission. After reviewing the information only certain reports would be of interest to the Board, those being: Program Reviews, Assessment, Budget approval in June, Enrollment figures (twice- a- year), School Calendar (yearly approval in September), Approval of Student Fees, Election of Chairman of the Board of Governors in June, Affirmative Action Plan, Statistical abstract. A new list will be put together and brought to the next meeting.

6. Constituent Reports

Allen Colebank gave brief remarks regarding several amendments that are before the Faculty Senate that will bring into alignment the changes regarding separation of the 4 year and the Community College. Changes should allow consistency with both.

Blair Montgomery reported for Vickie Findley that Faculty Assembly has recently passed promotion and tenure policies for the Community and Technical College and is ready to send that to the Board of Advisors for their recommendations and then to the Board of Governors for final approval. Advisory Board has been established with the first meeting February 28th. It consists of 15 members; 12 lay members and 3 representatives from the College (a student, classified staff person, and a faculty member). They will meet quarterly with the next meeting being May 1st, the first Thursday in May.

Sandy Shriver brought greetings from the Classified Staff Council. and discussed a couple of issues regarding the evaluation process update and also Senate Bill 115. The Bill is asking for the removal of the twenty year cap on the annual increment pay that the Classified Staff receive yearly. It specifies eligible state employees and classified staff are not considered eligible. Series 8 policy was put together by the Chancellor's staff, with several concerns regarding areas that are struck-out. Staff is requesting that these strike-outs, be referred to elsewhere in the document for easier location. The major area of concern is redefinition of years of experience. This has a negative impact on Classified Staff and their placement on the salary schedule. This redefinition process would have employees starting over at each promotion or increase and would bump them back to the zero status on the salary schedule. At this point the bill doesn't say whether these salaries would decrease or be frozen.

Janette Albert gave a report regarding the activities of the Student Government. Elections will be forthcoming. Student Government is working the referendum for the Student Activity Center with voting on April 8th.

7. Committee of the Whole

Old Business

None.

New Business

A report under Tab 2 in the Agenda book contains social security numbers. BOG members are asked to make sure that information remains confidential.

A list of the terms of office of the current Board of Governors indicates that Janet Albert goes off June 30, 2002, but there is a mechanism for her to be replaced by another student representative. Mr. Martin and Mr. Brooks also are due to rotate off and both are interested in being re-appointed. Janice Dennison moved that the consensus of the Board is that Dick Martin and Stephen Brooks be re-appointed. Ms. Moore seconded. Motion carried. Dr. Bradley will write a letter to notify the Governor of the Boards motion.

8. Executive Session

Mr. Brooks entertained a motion to go into Executive Session to discuss a personnel matter, and that Dr. Fidura be permitted to address the Board. Mr. Kittle moved the Board go into executive session pursuant to §6-9A-4 (b)-(2)(A) of the WV State Code with the purpose of discussing a personnel issue. Mr. Estep seconded the motion. Motion carried.

At the conclusion of the executive session, the Board reconvened in open session and the following action was taken:

9. Personnel Issue

Ms. Moore moved the adoption of the following resolution:

RESOLVED, Fairmont State Board of Governors extend tenure to Dr. Dan Bradley to the rank of tenured professor of Chemistry and Engineering Technology.

Mr. Estep seconded the motion. Motion carried.

Other New Business

Mr. Brooks suggested the June meeting be changed from June 13th to June 20th, due to conflicts.

Mr. Brooks announced that the President will be issuing a directive that if a payday falls on a day when FSC is closed, but state government is operating, checks and direct deposit verification slips will be distributed on the next work day.

Mr. Griffin suggested that some future meetings be held at the Byrd Center and Caperton Center.

Mr. Brooks introduced a special guest in attendance, the President's wife, Cheri Bradley.

The President suggested that the full Financial Report only be given during the Finance Committee meeting unless there is serious concern.

Mr. Brooks gave a reminder of the next meeting date: April 11th with committees meeting at 2 p.m. and full board meeting at 3 p.m.

There being no further business, the meeting was adjourned with a motion by Dick Martin, seconded by Ann Lester. Motion carried.

Stephen Brooks
Board of Governors Chairman