



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
DECEMBER 7, 2017
GASTON CAPERTON CENTER
501 WEST MAIN STREET, CLARKSBURG, WV

I. CALL TO ORDER

A. Roll Call

Chair Dixie Yann convened a meeting of the Fairmont State University (FSU) Board of Governors on December 7, 2017, beginning at approximately 9:00 a.m. at the Gaston Caperton Center in Clarksburg, West Virginia.

At the request of Chair Yann, Serena Scully, Special Assistant to the President, conducted a roll call of the Board of Governors. Present for the meeting were board members Dr. Chris Courtney, Holly Fluharty, Aaron Hawkins, Bill Holmes, Jay Puccio, Dr. Budd Sapp, John Schirripa, and Dixie Yann. Bryan Towns and Frank Washenitz participated by conference call. Alyssa Welling was absent. Deborah Prezioso was present via conference call after roll call.

Others present were Interim President Jones, President Martin, and President's Council members Cindy Curry, Christa Kwiatkowski, Christina Lavorata, Tim McNeely and Tim Oxley. Tom Tucker, Assistant Vice President for Facilities; Stephanie Slaubaugh, Construction Manager; RJ Gimbl, President of the Fairmont State Foundation; Pat Snively, Director of Athletic Compliance; Ryan Courtney, Director of Internal Relations; Carolyn Fletcher, Director of Accounting; Richard Harvey, School of Business Dean; Donald Trisel, Science & Technology Dean; Robynn Shannon, Director of Institutional Assessment and Effectiveness; Todd Ensign, Faculty; Jeff Lawson, Interim Director of the Gaston Caperton Center; and Suttle & Stalnaker representatives. Members of local media were in attendance as well.

B. Public Comment

Dr. Chris Courtney reported that no one had signed up for public comment.

C. Approval of Agenda

Aaron Hawkins made a motion to approve the agenda. Bill Holmes seconded. The motion passed.

II. APPROVAL OF MINUTES OF OCTOBER 19, 2017

Bill Holmes made a motion to approve the minutes of October 19, 2017. Jay Puccio seconded. The motion passed.

III. CHAIRMAN'S REPORT

- A. Chair Yann gave a special farewell and thank you to Interim President Stephen Jones.
- B. Chair Yann mentioned the December graduate event that took place at the Shaw House last weekend. Many students, family, and friends attended the event.

IV. PRESIDENT'S REPORT

- A. Interim President Jones discussed that since his arrival, he has tried to rally the troops; he came to the University with enrollment tracking 5% behind the prior year.
- B. He also recommended that Dr. Martin hold a retreat in spring at the Shaw House. The retreat this past summer was very beneficial and educational for all involved.
- C. Dr. Jones also advised he has completed his final report to the board and it has been shared with Chair Yann.

V. REPORTS AND PRESENTATIONS

A. Constituent Report (Todd Ensign)

Todd Ensign, FSU faculty and Director, NASA IV&V Robotics Alliance Project, presented information regarding robotics.

Last July was the culmination of many years of preparation; the National Robotics Competition was held on campus and was a great event for all parties involved. This event has set the stage for many additional events.

Todd described the many First Lego League events and different robotics competitions that he is now a part of.

December 2nd and 3rd was another competition, on campus, that had an excess of 100 robotic teams.

- B. RJ Gimbl, President and CEO of the Fairmont State Foundation, reported that the fiscal year, at the close of the last quarter, ended at 30.4 million with 21.5 million in endowed funds.

Mr. Gimbl stated that the annual fund continues to gain momentum with over \$58,000 received in gifts to date this calendar year.

Mr. Gimbl reported that the Foundation is currently tracking \$580,000 in major gifts and pledges for the calendar year 2017 (not including the Schoolnic gift).

Mr. Gimbl also mentioned that Ashley Knight, new Alumni Relations and Annual Giving Coordinator, began full-time this week.

- C. Construction Project Updates (Tom Tucker and Stephanie Slaubaugh)

Stephanie Slaubaugh, Construction Manager, gave an update on the various projects that are currently underway and have recently been completed on campus.

Turley Center and Wallman Hall roofing has been completed.

Over winter break, the chiller for the library will be replaced.

Various projects are currently being closed out and loose ends are being tied up; as well as designing and putting together bid packages for various projects.

VI. CONSENT AGENDA

Dr. Budd Sapp moved to accept the following Consent Agenda:

- A. Financial Reports for periods ending August 31, September 30, and October 31, 2017

Aaron Hawkins seconded. The motion passed.

VII. ACADEMIC AFFAIRS COMMITTEE (Aaron Hawkins, Chair)

Mr. Aaron Hawkins, Chair of the Academic Affairs Committee asked that Dr. Christina Lavorata, Provost and Vice President for Academic Affairs, provide an update.

Dr. Lavorata provided a handout on program highlights for programs spanning all over campus, at the request of President Elect Martin. The handout is to provide talking points and highlights for faculty and staff to present to potential students, community members, etc. so the message being shared is consistent.

Dr. Lavorata provided a few highlights of events happenings on campus this week.

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

Frank Washenitz, Chair of the Athletic Affairs Committee, asked that Tim McNeely, Athletic Director, give an update for the Athletic Affairs Committee.

Mr. McNeely talked about the presentation made yesterday evening for National Player of the Year – Mackenzie Harrison (volleyball). Her jersey was retired, which was a first in Fairmont State history.

Tim also discussed the relationship athletics has recently established with Dr. Ed Etzel, a professor at WVU specializing in sports psychology and performance.

The athletic department took part in an NCAA compliance review this week. Tim introduced Pat Snively to discuss the review and other athletic items.

Mr. Snively advised that the compliance review went very well and the athletic department will be working on the suggestions provided.

Pat also discussed his role as the men's and women's swimming coach. This season, the swimmers broke two school records, as well as participating in many events, such as thanks for giving initiative, Friday afternoon book club, and an autism swimming challenge.

Mr. Snively also discussed the initiative for coaches to become recruiters and ways the university can entice more student athletes to come to campus. Pat, along with Tim McNeely, put together a growth model for growing rosters. This growth could grow student athletes in quality and quantity.

IX. BY-LAWS COMMITTEE (Dixie Yann, Chair)

Dixie Yann advised that Cindy Curry, VP of HR, put together three draft policies for 30-day comment period.

Dr. Budd Sapp advised that faculty senate had concerns about the 30-day comment period being over break when faculty are not on campus. There was discussion of extending the comment period.

Aaron Hawkins moved to accept the below three policies for 55-day comment period:

A. Designation/Status of Employees Policy

- B. Progressive Discipline and Separation from Employment Policy
- C. Layoffs and Reductions in Force Policy

Dr. Chris Courtney seconded. The motion passed.

The policies will be voted on at the February BOG meeting.

X. ENROLLMENT/HOUSING-STUDENT LIFE COMMITTEE (Bill Holmes, Chair)

Bill Holmes, Chair of the Enrollment/Housing-Student Life Committee asked that Tim Oxley, Vice President of Student Services, give an update for the Enrollment/Housing-Student Life Committee.

Dr. Oxley provided a handout – Annual Enrollment Report. Dr. Oxley asked that all board members take time to review the packet and get back to him with any questions.

Dr. Oxley provided a second handout regarding student housing. We are currently at 90.5% occupancy for spring 2018 and 42% occupancy for fall 2018.

Historically, there is a 9% attrition rate from fall to spring.

Dr. Oxley also provided a funnel summary report for fall 2018 – which provides much optimism.

The recruiters have added 54 high school events to their recruiting circuit since last year.

XI. FINANCE COMMITTEE (John Schirripa, Chair)

John Schirripa, Chair of the Finance Committee, provided a brief update.

The Finance Committee met on November 17th and reviewed the financial statements from August, September, and October, along with the Independent Auditor's Report for the year ending June 30, 2017. John asked the auditors to provide their presentation.

Suttle & Stalnaker representatives provided the audit along with their comments.

John Schirripa asked Christa Kwiatkowski to present the agenda action items.

Dr. Budd Sapp moved to accept the following:

- A. Independent Auditor's Report for the year ending June 30, 2017

Aaron Hawkins seconded. The motion passed.

Dr. Budd Sapp moved to accept the following:

- A. WesBanco Signing Authority

Dr. Chris Courtney seconded. The motion passed.

Dr. Budd Sapp moved to accept the following:

- A. Addition of a TOEFL Testing Fee

Aaron Hawkins seconded. The motion passed.

XIII. EXECUTIVE COMMITTEE (Dixie Yann, Chair)

Dixie Yann reported that the Executive Committee met in November and updates were given for each committee. The presidential transition was also discussed.

XIV. POSSIBLE EXECUTIVE SESSION

Aaron Hawkins 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.”

Bill Holmes seconded. The motion passed.

Aaron Hawkins made a motion to rise from Executive Session. Bill Holmes seconded. The motion passed.

After reconvening from Executive Session, Aaron Hawkins made a motion to approve the following:

- A. Fairmont State University Board of Governors authorizes legal action regarding the construction of University Terrace.

Bill Holmes seconded. The motion passed.

XV. ADJOURNMENT

Aaron Hawkins made a motion to adjourn the meeting. Dr. Budd Sapp seconded.
The motion passed.



Dixie Yann



Date

FSU Board of Governors' Chair



Aaron Hawkins



Date

FSU Board of Governors' Secretary