



FAIRMONT STATE UNIVERSITY  
BOARD OF GOVERNORS  
**MEETING MINUTES**  
JUNE 14, 2018  
BOARD ROOM, 3<sup>RD</sup> 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 June 14, 2018, beginning at approximately 9:00 a.m. in the Board Room, 3<sup>rd</sup> Floor Falcon Center, at 1201 Locust Avenue, Fairmont, 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 Holly Fluharty, Aaron Hawkins, Bill Holmes, Bailey McInturff, Deborah Prezioso, Dr. Budd Sapp, John Schirripa and Dixie Yann. Jay Puccio and Frank Washenitz participated by conference call. Dr. Chris Courtney and Dr. Mark Hart were absent.

Others present were President Martin and President's Council members Cindy Curry, Lyndsey Dugan, Christa Kwiatkowski, Christina Lavorata and John Lympany. Tom Tucker, Asst. VP of Facilities; Stephanie Slaubaugh, Construction Manager; RJ Gimbl, President of the Fairmont State Foundation; Chad Fowler, Acting Athletic Director; Ryan Courtney, Director of Internal Relations; Pat Snively, Director of Athletic Compliance; Bob Cable, Athletic Trainer; Monica Cochran, Director of Procurement; Debbie Stiles, Budget Director; Richard Harvey, Dean, School of Business and Future Interim Provost; Tim Oxley, Interim Dean, School of Business; Jessica Sell, Government Relations and Development Officer; Pam Stephens, Director, Center for Educational Support Programs; Robynn Shannon, Director of Institutional Assessment and Effectiveness; Jack Kirby, Associate Provost; and Albert Magro, Retired Faculty. Members of local media were in attendance as well.

**B. Public Comment**

Bill Holmes reported that Dr. Albert Magro had signed up for public comment.

Dr. Magro presented a packet of strengths and weaknesses of Fairmont State University and asked that all board members review the packet of information.

C. Approval of Agenda

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

D. Approval of 2018-2019 Meeting Dates

Bill Holmes made a motion to approve the 2018-2019 meeting dates. Deborah Prezioso seconded. The motion passed.

**II. APPROVAL OF MINUTES OF MAY 10, 2018**

Aaron Hawkins made a motion to approve the minutes of May 10, 2018. Deborah Prezioso seconded. The motion passed.

**III. CHAIRMAN'S REPORT**

- A. Chair Yann reminisced of the two commencement ceremonies that were held last month and expressed how special the events were.
- B. Chair Yann recognized the retirement of many long-time administrators and faculty and thanked them for their service.

**IV. PRESIDENT'S REPORT**

- A. President Martin recognized Drs. Christina Lavorata, Jack Kirby, and Bob Mild on their upcoming retirement at the end of this month and thanked them all for their service to the University.
- B. Dr. Martin presented Chair Yann with flowers and an engraved gavel and thanked her for her support. This is the last meeting that Dixie Yann will serve as Chair.
- C. President Martin deferred to her ELT team for more information on University updates.

## **V. REPORTS AND PRESENTATIONS**

- A. RJ Gimbl, President and CEO of the Fairmont State Foundation, reported that as of May 31, 2018, total assets equaled \$30,673,000 and the endowment balance was over \$22 Million.

Mr. Gimbl stated that since the last board meeting, there have been \$310,000 in new gifts that include: \$118,000 in endowed scholarship gifts, \$28,000 in university-wide program support gifts, and \$161,000 in athletic program support.

Mr. Gimbl shared that in May, the Foundation executive committee committed to a gift of support in the amount of \$250,000 to jump start the scholarship campaign.

RJ advised that the property transaction of the facility from the Alumni Association to the Foundation was completed earlier this month.

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

Stephanie Slaubaugh, Construction Manager, advised they are currently working on the Charles Pointe build-out; they are now starting to hang the drywall. The tentative completion date is currently the first of August.

The library roof project was re-bid and they are currently working on the contract.

The library elevator upgrade has been completed.

The pre-bid takes place today for the paving projects for this summer.

## **VI. CONSENT AGENDA**

Budd Sap moved to accept the following Consent Agenda:

Financial Report for period ending April 30, 2018.

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, give a brief update. Aaron Hawkins congratulated Dr. Lavorata and shared his appreciation for her work in Academic Affairs over the years.

Dr. Lavorata introduced the BS Architecture Program Review for discussion. HEPC requires each governing board to review at least every five years all programs offered at the institution.

Aaron Hawkins motioned to accept the following:

- A. Approval of the BS Architecture Program Review, with assessment data improved from the 2016-2017 status of emerging to target for future assessment cycles.

Deborah Prezioso seconded. The motion passed.

Dr. Lavorata introduced the two new master's programs for approval. After board approval of the two programs, they will be sent to HEPC and sent out for a 10-day comment period. The programs will then be on the HEPC agenda in August. Once approved by HEPC, the HLC would then visit our campus to review the programs.

Dr. Budd Sapp motioned to accept the following:

- B. Approval to continue development of the MA degree in National Security and Intelligence, pending completed course descriptions and strengthened outcomes.

Dr. Sapp pointed out that there needs to be more information provided on the degree program, specifically course descriptions and course outcomes.

Bill Holmes seconded. The motion passed.

Dr. Budd Sapp motioned to accept the following:

- C. Approval of the MS Healthcare Management Program

Bill Holmes seconded. The motion passed.

**VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)**

Frank Washenitz, Chair of the Athletic Affairs Committee asked that Chad Fowler, Acting Athletic Director, give an update for the Athletic Affairs Committee.

Mr. Fowler discussed the success of the all sports reception and the 26<sup>th</sup> annual MVB golf tournament.

A contract was recently signed with BSN. Fairmont State University is now officially a Nike university.

Sunday, June 24<sup>th</sup> the basketball team will be having a pig roast and welcomes everyone to attend.

The men's tennis team made it to the NCAA tournament, a first for Fairmont State. Micah Hornak was recently hired as the new men's tennis coach.

This year, six student athletes were honored as All-Americans.

Mr. Fowler recognized Pat Snively as recently earning a Level 5 certification from the American Swimming Coaches Association of America, the highest level achievable. Mr. Fowler also recognized Bob Cable who was recently inducted into the Mid-Atlantic Athletic Trainers' Association Hall of Fame.

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

Dixie Yann advised that the by-laws committee has not met.

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

Bill Holmes, Chair of the Enrollment/Housing-Student Life Committee asked that Lyndsey Dugan, Associate VP of University Relations, Marketing, and Recruitment, give an update for the Enrollment/Housing-Student Life Committee.

Mrs. Dugan advised that we continue to show growth for fall. The conversion rate and number of applications, transfers, admissions, are all up from this time last year. We are on track to hit the 8% enrollment growth.

Mrs. Dugan in the University Relations office recently took over the recruitment division. One of the main goals of the recruitment division currently is to increase the yield rate (students who have been admitted but have not enrolled).

Currently, 175 pieces of mail are sent to our prospective students. This process is currently being reviewed and it is being considered what could potentially be emailed and/or shared in other ways. It is believed that costs can potentially be cut by at least \$20,000 by reducing these mailings.

Mrs. Dugan also mentioned the logo redesign. The new logo was released yesterday afternoon.

Housing numbers are up 1.4% from last year this time. Housing is projecting over 100% occupancy for fall.

There are maps included in the packets provided that show where the current students are coming from. Recruitment is currently reviewing this information and strategically deciding the areas to target and visit moving forward.

## **XI. FINANCE COMMITTEE (John Schirripa, Chair)**

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

The Finance Committee met on May 30<sup>th</sup> and reviewed the financial statements from April, along with other topics.

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

Christa discussed the FY 2019 E&G budget. Included in the board packet, the unrestricted budget of the institution has an increase in operating revenues and decrease in chargeback revenues coming from Pierpont. There is also an increase in salaries, resulting from the 2% raise all employees will be receiving. There are other smaller increases, mostly resulting from programming for the new Charles Point facility included and explained in the packet.

The agenda item also proposes to begin the year with a zero-bottom line in the Fund Manager budgets, which has not been done in the past. It is also asking for the flexibility to spend the carry-over cash balance from this year, as deemed necessary by administration.

The University is currently tracking \$650,000 ahead, compared to this time last year.

Bill Holmes motioned to accept the following:

- A. Approval of FY 2019 Education and General (E & G) Budget

Aaron Hawkins seconded. The motion passed.

## **XII. EXECUTIVE COMMITTEE (Dixie Yann, Chair)**

Dixie Yann reported that the Executive Committee met on June 12<sup>th</sup>. Progress on current projects was reported. No action items came from that meeting.

**XIII. NOMINATING COMMITTEE (Deborah Prezioso, Chair)**

Dixie Yann deferred to Deborah Prezioso, Chair of the Nominating Committee. Deborah Prezioso presented the following new slate of officers: Chair, Bill Holmes; Vice-Chair, Dixie Yann; and Secretary, John Schirripa.

Dr. Budd Sapp moved to approve the following:

- A. Election of FSU Board of Governors' Officers
  - a. Chair – Bill Holmes
  - b. Vice-Chair – Dixie Yann
  - c. Secretary – John Schirripa

Aaron Hawkins seconded. The motion passed.

Chair Yann presented Aaron Hawkins with a certificate of appreciation for his years of service to the Board of Governors. Aaron will continue to serve until a replacement is named.

**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.”

Dr. Budd Sapp seconded. The motion passed.

Aaron Hawkins made a motion to rise from Executive Session. Deborah Prezioso seconded. The motion passed.

After reconvening from Executive Session, Bill Holmes made a motion to approve the following:

- A. Draft chargeback agreement that was presented.

Aaron Hawkins seconded. The motion passed.

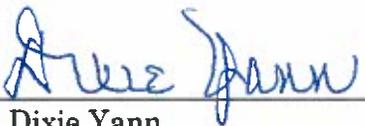
Bill Holmes made a motion to approve the following:

- B. Athletic department and CFO be authorized to reallocate athletic funds.

Dr. Budd Sapp seconded. The motion passed.

**XV. ADJOURNMENT**

John Schirripa made a motion to adjourn the meeting. Aaron Hawkins seconded.  
The motion passed.

 8/3/18 FSU Board of Governors' Chair  
Dixie Yann Date

 6/21/18 FSU Board of Governors' Secretary  
Aaron Hawkins Date