



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
FEBRUARY 19, 2014
BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV

I. CALL TO ORDER

A. Roll Call

Chairman Ron Tucker convened a meeting of the Fairmont State University (FSU) Board of Governors on February 19, 2015, beginning at approximately 9:00 a.m. in the Board Room, 3rd Floor Falcon Center, 1201 Locust Avenue, Fairmont, 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 Holly Fluharty, Kelly Humphreys, Bob Mild, John Myers, Mark Pallotta, Bryan Towns, Ron Tucker, Frank Washenitz, and Dixie Yann. John Schirripa participated by conference call. Chris Courtney was present following the roll call and Aaron Hawkins was absent. Also in attendance were President Rose and President's Council members Christina Lavorata, Van Dempsey, Kaye Widney, Ann Booth, John Lympany, and Rick Porto. Athletic Director, Tim McNeely, Assistant Vice President for Facilities, Tom Tucker, Construction Manager, Stephanie Slaubaugh, and Will Armistead, President of the Fairmont State Foundation, also attended.

B. Public Comment

Frank Washenitz reported no one signed up for public comment.

C. Approval of Agenda

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

II. APPROVAL OF MINUTES OF DECEMBER 11, 2014

Dixie Yann made a motion to approve the minutes of December 11, 2014, and Bryan Towns seconded. The motion passed.

III. CHAIRMAN'S REPORT

- A. Chairman Tucker welcomed the new member of the Board of Governors, Kelly Humphreys, to her first official meeting.
- B. Chairman Tucker reminded everyone of the 10th Anniversary Celebration of the Falcon Center immediately following the meeting.
- C. He stated that the men's and women's basketball teams are doing well and will play again tonight.
- D. Chairman Tucker reported that Fairmont State University participated in College Goal Sunday last week. Students and families received help in completing the FAFSA which is required for students requesting financial aid and is also required for students to be eligible for the PROMISE scholarship. He stated that this is a valuable service for all students.

IV. PRESIDENT'S REPORT

- A. President Rose reported that 4-week grades have been submitted and the semester is progressing well.
- B. She also announced that FSU's School of Education will partner with Webster County High School to recruit, educate, and retain the next generation of professional teachers. FSU will offer classes and an articulation agreement for those students to then enter the School of Education upon their graduation from high school.
- C. President Rose also reported that since the Feaster Center lost some seating when the new seats were installed (this past fall), the School of Nursing, after consultation with faculty and all 2-year and 4-year nursing students, will combine the pinning ceremony and conferring of degrees to occur on the same evening (Thursday, May 14, 2015).
- D. She also said she and several others, including members of the Fairmont State Foundation, the Fairmont State Alumni Board, President's Cabinet, Deans, Chairs, and Athletic Department employees participated in a fundraising training event on February 4, 2015.
- E. President Rose reminded those present that Campus Visitation Day will be March 28 (2015).

- F. President Rose stated that guest faculty member, Patricia Ruth Musick, is teaching Museum Studies this semester. She is also working on exhibits in the Great Room of Cultures at the (Frank and Jane Gabor) Folklife Center.

V. REPORTS AND PRESENTATIONS

Please Note: Item A. below was moved up on the agenda because the participants had class.

- A. Masters of Architecture Student Project (Christina Lavorata)

Dr. Christina Lavorata, Provost and Vice President for Academic Affairs, introduced Dr. Don Trisel, Dean of the College of Science and Technology, Dr. Bob Kelly, Coordinator of the Masters of Architecture program, Mr. Phil Freeman, Associate Professor of Architecture and overseer of the Dark Skies Project with Calhoun County, West Virginia, and Mr. Shae Strait, Masters of Architecture student, who is working on the Dark Skies Project with Mr. Freeman. Mr. Strait had a PowerPoint Presentation and brief overview of the project.

- B. Fairmont State Foundation (Will Armistead)

Will Armistead, President of the Fairmont State (FS) Foundation, reported that as of January 31 (2015) financial assets were \$21,544,920. He stated that several end of year gifts were received.

He said the change in assets from his last report was a result of \$246,000 in scholarships presented to the Financial Aid Office. He also reported that there was a \$160,000 net loss in unrealized gains.

Mr. Armistead stated that the Fairmont State Foundation has provided \$743,000 in scholarship assistance since the beginning of the fiscal year to this date.

He also reported that they met with Academic Affairs and Financial Aid earlier than usual this year (January) so that student financial aid could be packaged sooner.

Mr. Armistead thought the three hour fundraising workshop that was recently held provided the Foundation Board, Deans, and others with many great ideas.

He said that the Foundation Board has set some goals and priorities and one is to try to prioritize the donor lists in a manageable way. Also, the Annual Fund is a priority. A year-long program will be developed and they will use FSU's sesquicentennial as the backdrop for this campaign. He also said they have been working with the Colleges and Schools for a personalized giving option on their particular website where a button would be clicked to be able to give while visiting their website.

He also mentioned the opportunity for planned giving and said that a family member had called and said there would be \$75,000 coming in the next six months for the School of Nursing.

Mr. Armistead said that they are working with Rebecca Giorcelli (Associate Professor of Information Science/Systems) and the Project Management class she teaches to create a social network presence with the Foundation and to better connect the Foundation to FSU.

He stated that the Foundation's contract with their investment manager will expire July 1 and the Foundation's Finance Committee is in the process of requesting proposals for those interested in the contract that will be awarded in April (2015). He also said there will be a request for proposals for Audit services.

He also said the Governance Committee is reviewing nominations to fill vacancies due to retirement. He said two or three members would be leaving the first of July (2015).

Mr. Armistead reported that the Scholarship Committee is working with the Deans to include donors and awardees in the College or School's awards ceremony.

He reported that the FSAA (Fairmont State Athletic Association) met and approved \$150,000 for scholarships for Athletics. Those monies are raised through the \$1,000 Club, Golf Tournaments, and the Hall of Fame Dinner.

C. Construction Project Updates (Stephanie Slaubaugh, Tom Tucker)

Stephanie Slaubaugh, Construction Manager, gave an update on the various projects that are currently underway on campus and at the Gaston Caperton Center in Clarksburg. Weekly updates are available online at: <http://www.fairmontstate.edu/adminfiscalaffairs/physical-plant/construction-projects>.

D. Sesquicentennial Presentation (Ann Booth, Jeremy Entwistle)

Ann Booth, Director of Communications, presented a 30 second video and then introduced Jeremy Entwistle, Sculptor Professor, and Kylie Ford, Sculptor Student, to explain the special commemorative piece poured from cast iron with the FSU logo and the special piece that will be poured for the time capsule.

VI. CONSENT AGENDA

Dixie Yann moved to accept the following Consent Agenda:

- A. Capital Projects Update 2015
- B. Approval of Financial Report (Months Ending (10/31/14 and 11/30/14)

John Myers seconded. The motion passed.

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

Mr. John Myers, Chair of the Academic Affairs/Admissions Committee, stated that he had no further report at this time, but Dr. Lavorata would have material on the evaluation of staffing and programs either for the next meeting or the one that follows.

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

Mr. Frank Washenitz, Chair of the Athletic Affairs Committee, asked that Tim McNeely, Athletic Director, give an update concerning athletic affairs.

Mr. McNeely stated that the basketball teams have been successful this year and have been ranked much of the time. He said winter sports are coming to a close and spring sports, such as baseball, are starting.

Mr. McNeely introduced Mr. Bob Cable, Athletic Trainer, and congratulated him for receiving the Mid-Atlantic Athletic Trainers' Association Service Award.

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 /HOUSING – STUDENT LIFE COMMITTEE (Dixie Yann, Chair)

- A. Dixie Yann, Chair of the Enrollment Committee, asked Kaye Widney, Vice President for Student Services, to provide an update. Ms. Widney reviewed the following report which was also distributed to the Board:

FSU BOARD OF GOVERNORS
ENROLLMENT/HOUSING/STUDENT LIFE
COMMITTEE SUMMARY REPORT
February 19, 2015

- *Enrollment Activity Spring 2015:*
 - Spring enrollment activity has ended and the latest enrollment report shows a 3,620 headcount. This is 6.48% fewer than last year.
 - 4 week grades are being posted for students who are having academic difficulty; Office of Retention will outreach to those students with information on tutoring services. Similar action will occur at mid-term with Help Center being set up in Turley to provide ready access to services for students who may have questions about what can be done to improve academically.
 - Scheduling for summer 2015 and fall 2015 will begin on March 30th for currently enrolled students.
 - Orientation/registration programs for entering students will begin on April 14th with Honors students and will continue with events on April 18, April 24, May 2, and into summer for all other new admits.

Admissions/Recruitment Activities:

- Spring CVD will be held on March 28th and registration is now open. As of Monday, we had 95 students and 221 guests in the system.
- Admissions counselors have attended 8 college fairs and conducted 147 campus visits since last full BOG meeting in December. They have participated in 9 high school visits and financial aid nights.

- 30 applicants for FSU McClain Scholarships are being interviewed during this two week period. 3 recipients will be selected from the group.
 - FSU hosted College Goal Sunday event on February 15th with 44 families filing FAFSAs.
 - For the first time, we are holding an "Admit, Day" event on April 24 which will be a celebration of admission for students and guests. Those who attend will have small group activities with faculty members within their majors, attend a student activities fair, followed by opportunity to register for fall classes and meet with financial aid representatives.
 - Deans have been asked to designate 2-3 faculty members who will communicate with admitted students through hand-written notes, welcoming them into Fairmont State University academic community.
- *Financial Aid/Scholarship Activity:*
 - FSU Foundation released information on available scholarships earlier this year and Financial Aid Office has released application information to the various schools/colleges with the intent of getting awards out to students much earlier than previously done.
 - FAFSA information is being pulled into our system this week which is also at least one month earlier than in the past.
 - *Residence Life Update:*
 - Spring Occupancy rate is 83%, slightly ahead of last year
 - On-line housing satisfaction survey has been developed for use by residential students. It was released earlier this week and several responses have come in already.
 - Residence Life Director attended a hall meeting in order to address student concerns and respond to questions about housing policies.

XI. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair)

Aaron Hawkins, Chair of the Student Housing Committee, was unable to attend this Board of Governors' Meeting.

Therefore, Mr. John Schirripa, also a member of the Student Housing Committee, presented Mr. Hawkins' report as follows:

Report of Student Housing Committee

TO: Fairmont State University Board of Governors
FROM: Aaron Hawkins, Chair
DATED FOR: February 12, 2015 (Executive Committee) &
February 19, 2015 (Full Board)
MEMBERS: Aaron Hawkins, Chair, Frank Washenitz, John Schirripa, and
Bryan Towns

This report is a follow-up from the last Board of Governors meeting on December 11, 2014. The committee continues to receive weekly reports from Stephanie on various projects, including the new College Park Apartment project. A Construction Committee review meeting was held on January 22, 2015, to review the final construction documents for the student housing project. We attended this meeting and had the opportunity to discuss the project. We have attached a copy of the meeting's agenda to be a part of this report. The agenda provides the key points of discussion which was led by Thom Worlledge and Stephanie Slaubaugh.

During the meeting we confirmed that the areas of concern that were discussed at the last BOG meeting had been addressed and were part of the documents. We had additional questions regarding security. We were able to discuss in detail the state-of-the-art security system being utilized on this project to provide added safety to the students while giving the University additional controls to keep the buildings secure.

We also learned that the installation of LED lights and the new VRF HVAC system will provide significant energy savings while also providing controls for the University to monitor energy efficiencies.

A presentation will be made to the BOG in February to address the agreement between Dominion Gas and FSU for a new gas line to the new housing at no charge. Future presentations may be required but will be determined after the final bids are reviewed which are due on February 19, 2015, at 2:00PM. The committee was made aware of two items which will be addressed. First, the current bid package has LED lighting on the exterior and in common areas. Depending on the bids, we may be able to have LED lighting throughout the 3 buildings which includes the individual units. Stephanie is working on an arrangement with the electric company that could help make this feasible. Secondly, the current roof is black and we will be able to see the top of building. A TPO roof would allow for a colored roof to better match the exterior of the building and additional energy efficiency may also be possible. These two items could be approximately \$100,000 in value but may not cost any extra depending on the results of the bids.

Overall, the meeting was very informative. Since the meeting, we have been advised that a successful PRE-BID meeting was held on January 28, 2015, and the response was excellent. The next step in the process is to wait for the bid results. In the meantime, Stephanie will continue to give us weekly updates on the progress of the housing project.

Respectfully Submitted,
Aaron Hawkins, Chair

***BOG Construction Committee
Review Meeting Agenda***

January 22, 2015
2:00 pm

Type of Meeting: To review the final construction documents (drawings & specifications) for the housing project.

Meeting Facilitator: Thom Worlledge/ Stephanie Slaubaugh

Invitees: President Rose, Aaron Hawkins, John Schirripa, Frank Washenitz, Bryan Towns, Alicia Moore, Tim Rice, Tom Tucker, Rick Porto, Stephanie Slaubaugh, Thom Worlledge, Caitlin Norwish

- A. Project Site
1. Review project site utilities
 - a. The new gas line will be provided to the new facility by Dominion Gas at no charge to FSU. The agreement will be reviewed at the Finance Committee meeting and taken to the BOG in February for approval.
 2. Review requested path at Practice Field
 - a. Added path to provide direct access from new parking to Feaster Center. Estimated cost \$33,245.00 (includes lighting)
 3. Review new parking
 - a. New parking lots will have lighting
 - b. Number of total spaces approx. 294
 4. Review site amenities
 - a. Outdoor amphitheater with seating
 - b. Tunnel direct access to practice field
 - c. Contractor to provide project sign including large render

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5. Review MS4 requirements

- a. Permitting required. Working with Triad on NPDES permit. Permitting fee \$1,800. Required signage.
- b. Rain gardens incorporated into design as well as trenching along new parking lots.

B. Buildings

1. Review basic floor plans

- b. Look at multi-use areas in Building ng 2
- c. Look at monitored entries inn Building 1-2 and Building 3.
- d. Look at study rooms and gathering spaces
- e. Look at typical laundry room
- f. Look at standard units: semi suites, single apartment, double, and quad.

2. Review amenities

- a. Card swipe online locking system for added security.
- b. Infrastructure for future security camera system
- c. USB incorporated outlets
- d. Informative public TV locations

3. Review building systems

- a. VRF HVAC system- utility savings
- b. LED lighting- utility savings
- c. TPO roof- allows colored membrane

C. Updated Cost Estimate

- g. Total cost estimate for project as of 1/16/15, \$27,680,021
 - a. Building Cost- \$24,305,583; Site Cost- \$3,374,438

XII. FINANCE COMMITTEE (Mark Pallotta, Chair)

Mr. Mark Pallotta, Chair of the Finance Committee, gave an overview of the following items and stated that the Finance Committee had discussed them at their January 30 meeting and approved the items as presented.

Dixie Yann moved to accept the following:

A. Temporary Parking Project

John Myers seconded. The motion passed.

John Myers moved to accept the following:

B. Tobacco Free Policy Draft for 30-Day Comment Period

Chris Courtney seconded. The motion passed.

Bob Mild moved to accept the following:

C. Approval Dominion Gas Line Extension Agreement

Frank Washenitz seconded. The motion passed.

John Myers moved to accept the following:

D. Capital Projects 2015-2016

Chris Courtney seconded. The motion passed.

Bryan Towns moved to accept the following:

E. Approval of Invoice for Additional Services from McKinley & Associates

Frank Washenitz seconded. The motion passed.

After rising from Executive Session, Dixie Yann made a motion to table the following item until the next Board of Governors' meeting (April 16, 2015):

F. On Campus Student Housing Agreement

Mark Pallotta seconded. The motion passed.

