



FAIRMONT STATE UNIVERSITY  
BOARD OF GOVERNORS  
MEETING MINUTES  
APRIL 20, 2023  
BOARD ROOM, 3<sup>RD</sup> FLOOR FALCON CENTER  
1201 LOCUST AVENUE, FAIRMONT, WV  
TEAMS MEETING

I. CALL TO ORDER

A. Roll Call

Chair Rusty Hutson convened the Fairmont State University Board of Governors meeting on April 20, 2023, 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, and via Teams.

**Note: With this meeting being conducted in person and via Teams, there was no way to ascertain all other participants but the following Fairmont State Board of Governors members and Fairmont State University administrators, staff, and faculty participating via Teams or present included:**

At the request of Chair Hutson, Emily Swain, Executive Assistant to the Interim President and Board of Governors, conducted a roll call of the Board of Governors. Present for the meeting were board members Jon Dodds, Richard Austin, Dr. Gina Fantasia, and Deborah Prezioso. Wendy Adkins, David Goldberg, Kevin Rogers, Jay Puccio, Jennifer Kinty, Jason Henderson, Jason Pizatella, and Rusty Hutson were present via Teams.

Others present were Interim President Dr. Dianna Phillips and Interim President's Executive Leadership Team members Greg Bamberger, Athletic Director; Ken Fetting, Vice President for Student Success; and Christa Kwiatkowski, Vice President for Finance and Administration/CFO; and Dr. Timothy Oxley, Interim Provost and Vice President of Academic Affairs. Others present included Dr. Heath Howard, Director of Institutional Research; Spencer Flanagan, Interim Director of the Falcon Center; Dr. Susan Ross, Associate Provost of Academic Affairs; Dr. Richard Harvey, Associate Provost of Academic Operations; Dr. Amanda Metcalf, Dean, College of Education and Health and Human Performance; Rhonda Kuhn, Controller; Jessica Sharps, Senior Director of University Relations; Monica Cochran, Director of Procurement; Rae Dyer, President Fairmont State Foundation; and members of local media.

## B. Approval of Agenda

Dr. Gina Fantaisa made a motion to approve the agenda. John Dodds seconded. The motion passed.

## II. APPROVAL OF MINUTES OF FEBRUARY 16, 2023

Dr. Gina Fantasia made a motion to approve the February 16, 2023, minutes. Ms. Deborah Prezioso seconded. The motion passed.

## III. REPORTS AND PRESENTATIONS

### A. Interim President's Report

Dr. Dianna Phillips presented the Board Room's upgraded technology to a Tier 1 space.

Dr. Phillips reported that the Concrete Canoe team won first place overall and several other categories.

Dr. Phillips reported that Fairmont State is preparing to sign a fee for service agreement with Pierpont, which will provide dedicated space to Fairmont State programming in the NAEC building.

Dr. Phillips reported the General Counsel search has been paused, due to the incoming change of administration.

Dr. Phillips provided an update on the Professional Student Corps.

Dr. Phillips provided an update on the resiliency initiative and noted it will transition to a Health and Wellness Taskforce to better encompass the work that will be done.

Dr. Phillips noted that work is being done on an institutional program that will benefit foster youth in West Virginia.

Dr. Phillips shared employee data with the board including the following: Currently there are 398 faculty (full-time and adjunct) and 217 staff (full and part-time) employed by the institution. Faculty make up 64.7 percent of the total workforce. The largest ethnic concentration is white non-Hispanic. There are 122 female staff members and 95 male staff members 233 female faculty 168 male. 63 percent of credit hour production is delivered by full time faculty. There are currently six open faculty positions and six open staff positions that are actively being recruited. Mr. David Goldberg requested a salary standing breakdown of those statistics so it can be determined if the institution is competitive with the

market. Chairman Hutson requested a meeting to specifically discuss this report with the context of the data explained.

#### B. Foundation Update – Rae Dyer

Rae Dyer, Fairmont State Foundation President, reported that Day of Giving will take place February 29<sup>th</sup> to better align with Founder's Day.

Ms. Dyer reported that out-of-state donor visits have been very successful.

Ms. Dyer reported the Foundation is launching a premier partnership program.

Ms. Dyer reported the Foundation has been working closely with Fairmont State's Office of Grants and Sponsored Programs.

Ms. Dyer reported donor engagement and stewardship initiatives are underway and more robust post-COVID.

Ms. Dyer reported that the Foundation is working to become more data driven and is working with outside organizations to determine best practices comparisons for size and scope of the endowment.

Ms. Dyer reported that the Foundation is working to scrub data from their system and reach donors earlier.

Ms. Dyer reported that the Foundation has not met their fundraising goals to date. Many factors contribute to this including uncertainty about presidential search, the market, and fear of a recession. Chairman Hutson advised that he personally work with the new president on fundraising initiatives to reach the goal of a \$100 million endowment.

#### IV. ACADEMIC AFFAIRS COMMITTEE (Wendy Adkins, Chair)

Ms. Wendy Adkins, Chair of the Academic Affairs Committee, advised that the Academic Affairs Committee met on April 10, 2023, and discussed the program review process as related to programs with specialized accreditation vs. no specialized accreditation. Ms. Adkins asked Dr. Timothy Oxley to provide a report.

Dr. Timothy Oxley provided a list of Specialized Accreditation programs up for 5-year review, including B.S. in Accounting, B.S. Business in Administration, M.B.A. in Business Administration, and B.S. in Information Systems Management.

Ms. Wendy Adkins made a motion to accept the following:

1. Program Review—Continue B.S. in Accounting at current activity as recommended. Chairman Hutson seconded. Motion passed.

Ms. Wendy Adkins made a motion to accept the following:

2. Program Review—Continue B.S. in Business Administration at current activity as recommended. Ms. Deborah Prezioso seconded. Motion passed.

Ms. Wendy Adkins made a motion to accept the following:

3. Program Review—Continue Masters in Business Administration at current activity as recommended. Dr. Gina Fantasia seconded. Motion passed.

Ms. Wendy Adkins made a motion to accept the following:

4. Program Review—Continue B.S. in Information Systems Management at current activity as recommended. Mr. Jason Pizatella seconded. Motion passed.

Dr. Timothy Oxley provided a list of programs up for 5-year review without specialized accreditation, including B.S. in Biology, B.S. Chemistry, B.S. in Computer Science, and B.S. in Forensics. Dr. Timothy Oxley provided an overview of the process for these programs, including the application of peer reviewers and committee review.

Ms. Wendy Adkins made a motion to accept the following:

5. Program Review—Continue B.S. in Biology at current activity as recommended. Ms. Deborah Prezioso seconded. Motion passed.

Ms. Wendy Adkins made a motion to accept the following:

6. Program Review—Continue B.S. in Chemistry at current activity as recommended. Dr. Gina Fantasia seconded. Motion passed.

Ms. Wendy Adkins made a motion to accept the following:

7. Program Review—Continue B.S. in Computer Science at current activity as recommended. Mr. Jason Henderson seconded. Motion passed.

Dr. Timothy Oxley provided an overview of the corrective action for Forensic Science, which will include curricular assessment related to mitigating student transfer to other programs within the university due to lack of academic preparedness. The committee agreed the program needs to complete a robust review and assessment process. There will be a one-year report completed in 2024 to ensure the program is on track.

Ms. Wendy Adkins made a motion to accept the following:

8. Program Review—Continue B.S. in Forensic Science with corrective action and the completion of a one-year review in 2024. Dr. Gina Fantasia seconded. Motion passed.

Dr. Timothy Oxley provided an overview of the implementation of the M.S. in Cyber Security & Risk Management degree. This program has been requested by employers so that graduates can be more marketable in their field. Dr. Gina Fantasia noted it would be beneficial for students to graduate with two degrees.

Ms. Wendy Adkins made a motion to accept the following:  
Program approval of M.S. in Cyber Security & Risk Management. Mr. Daid Golberg seconded. Motion passed.

Dr. Timothy Oxley provided the rationale for changing the name of the M.Ed. in Digital Media, New Literacies and Learning to M.Ed. in Instructional Design and Technology, including contemporizing the program and a slight change in program hours and curriculum to better serve students.

Ms. Wendy Adkins made a motion to accept the following:  
Change the name of M.Ed. in Digital Media, New Literacies and Learning to M.Ed. in Instructional Design and Technology. Dr. Gina Fantasia seconded. Motion passed.

Ms. Jennifer Kinty requested an update on WVHEPC Series 10. Dr. Timothy Oxley provided an overview of Series 10 which provides updated direction on continuous program review. Four categories the university will evaluate yearly are external demand, quality of outcomes, cost to deliver/financial health of program, and internal demand. Dr. Timothy Oxley reported that these metrics will be used to produce a rank-ordered list of all institutional academic programs. The framework for the review will need to first be approved by the Board of Governors and then submitted to HEPC for approval. Dr. Timothy Oxley reported that Series 10 will provide for a continuous improvement process and will enable the university to more quickly intervene on programs that are struggling. Chairman Rusty Hutson indicated the importance of understanding the true cost of programs in order to effectively fundraise and promote programs.

**V. ATHLETIC AFFAIRS COMMITTEE (Jason Henderson, Chair)**

Mr. Jason Henderson, Chair of the Athletic Affairs Committee, advised that the Athletic Affairs Committee met on March 30, 2023, and asked that Mr. Greg Bamberger provide an update.

Mr. Greg Bamberger provided an athletics year-in-review.

Mr. Greg Bamberger provided an update on athletics personnel. Three finalists will be interviewed on campus for the Head Athletic Trainer position.

Chairman Hutson noted the importance of fundraising related to athletics and overall institutional progress.

**VI. BYLAWS COMMITTEE (Deborah Prezioso, Chair)**

Ms. Deborah Prezioso, Chair of the Bylaws Committee, advised the committee met March 28, 2023. Ms. Prezioso reported the Bylaws Committee will review all policies that currently refer to Pierpont and Fairmont State.

## VII. ENROLLMENT, HOUSING & STUDENT LIFE COMMITTEE (Jay Puccio, Chair)

Mr. Jay Puccio, Chair of the Enrollment, Housing & Student Life Committee, advised that the Enrollment Committee met on April 5, 2023. He asked Mr. Ken Fettig, Vice President for Student Success, to provide an update.

Mr. Ken Fettig provided an update regarding Enrollment, Housing, and Student Life. Mr. Ken Fettig reported that submitted applications are trending 10% above last year's applications. Completed applications are not trending as high as last year but are trending above two years ago. Mr. Ken Fettig reported several retention initiatives are underway, including communication with students who have outstanding balances. Chairman Hutson requested a report of outstanding student balances.

Mr. Ken Fettig provided an overview of the Enrollment by Program and College Report. This report is thorough and extensive but should be viewed comprehensively through the lens of program reviews over the last ten years. Dr. Dianna Phillips noted that this report will be reviewed internally for understanding and application. Dr. Heath Howard noted this process will lead to a better understanding of efficacy of program thought a holistic lens.

## VIII. FINANCE COMMITTEE (Jennifer Kinty, Chair)

Ms. Jennifer Kinty, Chair of the Finance Committee, advised that the Finance Committee met on April 11, 2023. Ms. Kinty asked Christa Kwiatkowski to provide an update.

Ms. Christa Kwiatkowski provided a summary of the January and February financials, which were provided in the board packet.

Ms. Jennifer Kinty made a motion to accept the following:

A. Financial Reports for the periods ending January 31, 2023 and February 28, 2023.

Deborah Prezioso seconded. The motion passed.

Ms. Christa Kwiatkowski provided information regarding the request for fiscal year 2024 tuition and fee increase, which includes a 3% increase across all tuition categories, some course fee increase requests and a 4% increase for room and board. The increase will go to support the E&G budget and is expected to yield \$750,000 in revenue if enrollments remain flat. Ms. Christa Kwiatkowski noted the university has the third lowest rate in terms of four-year in-state tuition.

Ms. Jennifer Kinty noted this increase will not keep pace with inflation and the institution must grow other revenue streams.

The group discussed the low rate of dual enrollment reimbursement, which, while low, is determined by the state and not the institution.

Ms. Jennifer Kinty made a motion to accept the following:

A. FY 2024 Tuition and Fees. Mr. Jason Pizatella seconded. Motion passed.

Ms. Christa Kwiatkowski provided an update on the budget stabilization plan. To date, only \$100,000 in adjustments need to be made between now and the end of the month. All labor budget adjustments were taken from vacant positions.

Ms. Christa Kwiatkowski provided an update on capital investments. HEPC has created a model for which institutions can request funding for deferred maintenance costs. Chairman Hutson noted the importance of submitting projects to the state in a timely fashion.

## **X. EXECUTIVE COMMITTEE**

Chairman Hutson advised that the Executive Committee met April 12, 2023 and discussed the pause of the General Counsel search. While currently paused, all candidates remain in pool when the search resumes.

## **X. NEW BUSINESS**

No New Business.

Jason Pizatella made the following motion:

Under the authority of West Virginia Code Section 6-9A-4(b)(2)(A), I would like to take a vote to enter executive session to discuss the status of the presidential search.

Dr. Gina Fantasia seconded. The motion passed.

Dr. Gina Fantasia made a motion to rise from Executive Session. Mr. Jon Dodds seconded. The motion passed.

Chairman Hutson advised that no action or votes were taken.

Chairman Huston advised the Board will hold a special board meeting on May 10<sup>th</sup> at 1pm to select a president.

## **XI. ADJOURNMENT**

Rusty Hutson made a motion to adjourn the meeting. Mr. Jon Dodds seconded. The motion passed.



Rusty Hutson

05-01-2023

Date

FSU Board of Governors' Chair



Jason Pizatella

5/1/2023

Date

FSU Board of Governors' Secretary