



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
FEBRUARY 18, 2016
BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV

I. CALL TO ORDER

A. Roll Call

Chairman Mark Pallotta convened a meeting of the Fairmont State University (FSU) Board of Governors on February 18, 2016, 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 Pallotta, Judy Biafore conducted a roll call of the Board of Governors. Present for the meeting were board members Holly Fluharty, Kelly Humphreys, John Myers, Mark Pallotta, Ron Tucker, Budd Sapp, John Schirripa, Bryan Towns, Frank Washenitz, and Dixie Yann. Aaron Hawkins participated by conference call and Chris Courtney was present following the roll call.

Others present were President Rose and President's Council members Christina Lavorata, Ann Mazza, Tim Oxley, John Lympny, and Debbie Stiles. Tom Tucker, Assistant Vice President for Facilities, Rick Harvey, Dean for the School of Business, RJ Gimbl, President of the Fairmont State Foundation, Alisha Kalka, Residence Hall Director, and Sherry Mitchell, WV Advisory Council of Classified Employees Representative, also attended.

B. Public Comment

Frank Washenitz reported that no one had signed up for public comment.

C. Approval of Agenda

Ron Tucker made a motion to approve the agenda. Dixie Yann seconded. The motion passed.

II. APPROVAL OF MINUTES OF DECEMBER 17, 2015

Bryan Towns made a motion to approve the minutes of December 17, 2015, and John Schirripa seconded. The motion passed.

III. CHAIRMAN'S REPORT

- A. Chairman Pallotta stated that Spring Break for FSU is only a little over three weeks away.
- B. Chairman Pallotta extended congratulations to board member, Kelly Humphreys, who was recently accepted into the West Virginia University School of Medicine, and to men's basketball team member, Shamgod Wells, who will be honored by Capital One as part of their Academic All District Team. He also said that many athletes are on the Dean's List and President's List. Tim McNeely, Athletic Director, said there were over 100 athletes on those lists this past semester.
- C. He also said that FSU's women's basketball team plays West Virginia State this day (February 18, 2016) at 5:30 p.m. the men's basketball team plays at 7:30 p.m. They will play again on Saturday and then have only one home game left which they will play next Thursday, February 25th.
- D. Chairman Pallotta stated that the Mountain East Tournament starts March 3rd and in conjunction with that, there will be a reception hosted by the Fairmont State Foundation and the Alumni Association on Friday, March 4th at the Celsius Lounge in Charleston.
- E. He said that Fairmont State accounting students are once again providing IRS Volunteer Income Tax Assistance in Fairmont and the surrounding area. This program offers free basic tax preparation to eligible taxpayers and provides students with hands-on experience about income tax preparation.
- F. Chairman Pallotta said the Board appreciates the constituent reports that they have been receiving the past several meetings. It's good to hear about the University through the comments of Classified Staff, Students, and Faculty. He thanked all who have arranged for those reports.

IV. PRESIDENT'S REPORT

- A. President Rose thanked Tom Tucker and the Physical Plant employees for the excellent care the facilities got during the inclement weather.
- B. She stated that enrollment is above this same time last year and that in-state application admits are above this time last year
- C. President Rose said that the Mercer Study is being reviewed here and then it must go back to the HEPC (Higher Education Policy Commission) and the (West Virginia) Legislature.

Right now there are twenty-five classes of employees and it will be taken down to twelve classes with a new minimum, mid, and maximum salary for each category.

- D. She also reported that the OASIS Project is on hold awaiting Legislative rulings on changing to bi-weekly pays.
- E. President Rose also stated that The Legislative session closes on March 12th (2016), Spring Break is March 14th (2016), and Graduation is May 14th (2016).

V. REPORTS AND PRESENTATIONS

- A. Constituent Reports (Dr. Joseph Kremer, Assistant Professor of Finance)

For this meeting, Dr. Joseph Kremer, Assistant Professor of Finance, gave the report for Faculty. This was an overview of how he prepares to teach his classes and promotes student learning as well as attend various campus committee meetings including Faculty Senate.

- B. Foundation (RJ Gimbl)

RJ Gimbl, President and CEO, of the Fairmont State Foundation, reported that 2.1 million dollars plus had been received this fiscal year in gifts and pledges. He stated that this is a 1.6 million dollar increase from last year and this does not count the one million dollar gift from Brickstreet. He said they are 166 thousand dollars ahead of last year.

He said that the annual fund and unrestricted gifts received a little over 60 thousand dollars at the end of 2015. He said this involved about 195 donors. Mr. Gimbl said the participation numbers need to go up.

They have started the Class Gift Campaign and it has been spearheaded by student government students. They are asking for donations of \$20.16 and plan to have a Veteran's Square with flags, flag poles, and seating behind the Falcon Center (near the turnaround area).

Mr. Gimbl stated that they will do a mailing to approximately thirty thousand Alumni in April to increase the Annual Fund and that they will initiate Fund Falcon Fridays throughout the year to encourage giving.

Since the last BOG Meeting, Mr. Gimbl said they received two major gifts of cash for twenty-five thousand dollars each.

He said that they are working on campus-wide collaboration and that he attended Faculty Development Week recently to reach out to faculty for their participation and they have also been working with Athletics and doing mailings.

Mr. Gimbl announced that the Foundation Finance Committee has approved a tiered awarding structure for endowed scholarships beginning FY 2017. That amounts to a \$150,000 increase in scholarship awards.

He introduced staff members Jessica Sell, Director of Development, and Robert Redman, Data Base Coordinator.

He said they are teaming up with the Alumni Center to sponsor an alumni event at the Mountain East Basketball Tournament.

C. Construction Project Updates (Tom Tucker)

Tom Tucker, Assistant Vice President for Facilities, gave an update on the various projects that are currently underway on campus. Weekly updates are available online at: <http://www.fairmontstate.edu/adminfiscalaffairs/physical-plant/construction>.

VI. CONSENT AGENDA

Budd Sapp moved to accept the following Consent Agenda:

A. Financial Report for Period ending November 30, 2015

John Myers seconded. The motion passed.

VII. ACADEMIC AFFAIRS COMMITTEE (John Myers, Chair)

There were no items to bring forth by the Academic Affairs Committee to be voted on by the Board. John Myers, Chair of that committee, reported that he had recently attended the Dean's Meeting and the main topic of discussion was retention (of students).

He said at the meeting, he emphasized the importance of faculty involvement in recruitment and also conveyed that planning for the next ten years is important since as time changes, changes also occur in curriculum. Mr. Myers indicated the Deans understood and are taking a look at where the cuts can be made.

He said program reviews would be brought before them at the next BOG Meeting for approval.

Mr. Myers asked Dr. Christina Lavorata, Provost and Vice President for Academic Affairs to provide an update.

Provost Lavorata reported that there were two searches currently in progress for the Dean of the School of Education and the Dean of the College of Science and Technology. Also, the Faculty Development Committee will have a luncheon in April for those who have been promoted or have won advising and teaching awards.

She also said that there will be Program Reviews presented to the Board in April for their approval and that students are currently being interviewed for the McClain Scholarship.

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 stated that one third of all FSU's athletes were on the Dean's List or President's List this past semester and that the Mountain East Conference announced their fall Academic Honor Roll for fall sports and FSU had 52 athletes on that list.

He said that Swimming continues to be a highlight of the winter and spring sports. The Swim Team competed in the Bluegrass Mountain Conference Championships and set three team records.

Mr. McNeely stated that Women's basketball is coming to a close for the regular season. Men's basketball is ranked second in the conference and seventh place in the national rankings. Post Regional play will have eight teams to compete in that tournament. Right now the FSU men's team is seventh in the national rankings. There is a possibility that FSU would host the first round of the men's regional basketball tournament. The women's basketball team is currently in fifth place in the Mountain East Conference.

Mr. McNeely stated that the attendance was a little over 3,400 in Joe Retton Arena when the men's basketball team played West Liberty recently. He thanked the Physical Plant, Security, and IT (Information Technology) for helping with the logistics.

He said they continue to monitor their budget and are prepared to be conservative and responsible pending any upcoming budget cuts. They are also closely monitoring insurance coverage and studying the effects of whether to provide primary coverage for athletes in the future.

Mr. McNeely asked Chad Fowler, Assistant Athletic Director, to provide information on the initiative with the FS Foundation to increase giving to sports programs other than football and basketball. Athletes from the 1970's and 1980's are being contacted. The teams, including tennis and baseball are contacting their own alumni after going through old yearbooks.

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He said then, the staff at the Foundation mark them as athletes in the database. Swimming athletes have also been involved in this initiative.

IX. FINANCE COMMITTEE (Mark Pallotta, Chair) *(Item XI. on the Agenda)*

Because of time constraints, Mark Pallotta, Co-Chair of the Finance Committee, asked Kelly Shafer of Suttle & Stalnaker, PLLC, to review their recent Independent Audit Report of Fairmont State University ahead of the other Committee reports.

Ron Tucker made a motion to approve the following:

- A. Approval of Independent Auditor's Report by Suttle & Stalnaker
of Fairmont State University's Financial Statements for the Year Ending June 30, 2015

Chris Courtney seconded. The motion passed.

(Please note: the remainder of the Finance Committee agenda items are listed below under Item XII.)

X. BY-LAWS COMMITTEE (Ron Tucker, Chair) *(Item IX. on the Agenda)*

Ron Tucker, Chair of the By-Laws Committee, reported progress for the revisions to the BOG Operating Procedures. He said that he had gotten information to Mark Pallotta and Dixie Yann concerning other institution's bylaws-namely Shepherd, West Virginia University, and West Virginia State.

He stated that since these by-laws will effect other committees of the Board , he will supply copies for other Committee Chairs so that they may also review. He also discovered that some of the institutions have procedures that encompass two pages, whereas FSU's BOG Operating Procedures is more detailed and covers several pages.

Mr. Tucker stated that if there are changes to be made, they will have to be put out for public comment before they (BOG) can adopt any changes at the June Meeting.

Chairman Pallotta stated that they could discuss any changes at the next Executive Committee Meeting that will be scheduled for early April.

XI. ENROLLMENT/HOUSING-STUDENT LIFE COMMITTEE (Dixie Yann, Chair) *(Item X. on the Agenda)*

Dixie Yann, Chair of the Enrollment/Housing-Student Life Committee provided a written report to the Board and samples of two postcards that will be mailed out. She stated that selective mailings have been done instead of mass mailings.

She reported that undergraduate enrollment is up by spring headcount is up 4.47% with 151 additional enrolled. And 211 entering freshmen and transfer students started this spring 2016.

Ms. Yann also stated that Spring Maroon and White Day, which is a campus visitation day, is April 2nd and that first time freshmen enrollment is up 15% over the same time last year; applications are up 19.6%; and admits are up by 21.9%.

She also commented on the FS Foundation that there were additional monies waiting to be awarded for scholarships and that they were working with Financial Aid to try and identify eligible recipients as early as possible.

Ms. Yann also said that College Goal Sunday will be held February 21st at the Caperton Center in Clarksburg.

She also said that the spring occupancy rate for Residence Life is at 90% and for fall 2016 it currently 37% and running 4% ahead of this time last year. She congratulated all those who are responsible for the positive numbers.

The following written report was provided:

**FSU BOARD OF GOVERNORS
ENROLLMENT/HOUSING/STUDENT LIFE COMMITTEE SUMMARY REPORT
February 18, 2016**

Enrollment/ Retention Activity Spring 2016

- Spring 2016 headcount enrollment (undergraduate) is running ahead of last spring by 4.47% (an additional 151 students)
- 211 students who started in Spring 2016 were entering freshmen and transfer students
- There will be a "Majors Market" on April 5th co-sponsored by Career Development Center, Advising and Retention Office; opportunity for current students to learn about specific programs, career options, and other related activities; geared to students who have not yet declared a major and those considering other programs

Admissions/ Recruitment Activities for Fall 2016:

- Spring Maroon and White Day (campus visitation event) will be held on April 2nd; 80 registrants to date and primary mailing just occurred this week
- 35 interviews for McClain Presidential Scholarship are scheduled for this week and next; 3 recipients will be selected
- First-time freshmen Inquiries are up 15% over same time last year; applications are up 19.6%; admits are up 21.9%
- Orientation events will begin in April during which time students will schedule for Fall 2016

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Financial Aid/Scholarship Activity:

- FSU Foundation has increased the dollars available for scholarships in several areas; Financial Aid is working with departments to identify eligible students for consideration as early as possible
- Award letters for entering freshmen will begin to go out in mid-March; returning students will receive notification beginning in mid-April
- In conjunction with Admissions Office, Financial Aid will host "College Goal Sunday" on February 20th at Caperton Center; staff will provide assistance to students/families in completion of FAFSA. Similar event will be on main campus for current students during the following week

Residence Life Update:

- Spring Occupancy rate is currently 90%.
- Fall 2016 Occupancy rate is currently 37%; running ahead of same time last year by 4%
- 50 students have applied for 18 Resident Assistant positions; interviews will be held in March

Other Student Services related activities:

Career Development Center hosted FSU Career Fair on February 16th; 81 employers were present and 256 students participated

XII. FINANCE COMMITTEE – Cont'd (Mark Pallotta and John Schirripa, Co-Chairs) (*Item XI. on the Agenda*)

John Myers then made a motion to approve the following:

- B. Approval of Jaynes Hall Pedestrian Bridge Project

Ron Tucker seconded. The motion passed.

Budd Sapp made a motion to approve the following:

- C. Approval of University Terrace Semi-Suites and Meal Plans.

Dixie Yann seconded. The motion passed.

When Executive Session ended (please see item XV below), Aaron Hawkins made a motion to approve the following:

- D. Approval of University Terrace Change Order #4

John Schirripa seconded. The motion passed.

XIII. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair) (*Item XII. on the Agenda*)

Aaron Hawkins, Chair of the Student Housing Committee, deferred until Executive Session due to issues related to advance construction planning and pursuant to §6-9A-4-2b of the West Virginia Code.

XIV. EXECUTIVE COMMITTEE (Mark Pallotta, Chair) (*Item XIII. on the Agenda*)

Chairman Pallotta stated the Executive Committee had met on January 13, (2016) and they plan to meet again in early April.

XV. POSSIBLE EXECUTIVE SESSION (*Item XIV. on the Agenda*)

Ron Tucker made a motion to go into Executive Session “Under the Authority of West Virginia Code §6-9A-4 to discuss property issues.

Budd Sapp seconded. The motion passed.

Ron Tucker made a motion to rise from Executive Session. Dixie Yann seconded. The motion passed.

After reconvening, Aaron Hawkins made a motion to approve the Finance Committee Item D. University Terrace Change Order #4 from XII. above.

John Schirripa seconded. The motion passed.

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XVI. ADJOURNMENT (*Item XV. on the Agenda*)

John Myers made a motion to adjourn the meeting. Chris Courtney seconded. The motion passed.

Mark Pallotta 4-14-16 FSU Board of Governors' Chair
Mark Pallotta Date

ABSENT _____ FSU Board of Governors' Secretary
Ron Tucker Date