

# Shepherd University Board of Governors

## Minutes of the Meeting of November 10, 2005

The Shepherd University Board of Governors met on November 10, 2005, in the Robert C. Byrd Center for Legislative Studies, Shepherd University, Shepherdstown, West Virginia, in a regular meeting. Members participating were: Manny Arvon, David Blythe, Catherine Daniel, Doris Griffin, Anders Henriksson, Robert McMillan, Andy Michael, Barbara Pichot, Brent Robinson (by phone), John Sherwood and Dan Starliper. Also present were Shepherd University President David Dunlop, members of the executive staff, and others. Board member Lauri Bridgeforth was absent from the meeting.

Chair Sherwood convened the meeting of the Board of Governors at 2:05 p.m.

1. **MINUTES OF THE MEETING OF OCTOBER 13, 2005** (Agenda Item 1)

**M (Michael) S (Starliper), PASSED**, that the minutes of the October 13, 2005 meeting of the Board of Governors be adopted as presented in the agenda book and as amended to correct the signature line to read Robert A. McMillan, Vice Chair, since he presided over that meeting.

2. **ANNUAL FINANCIAL REPORT** (Agenda Item 6)

Mr. Ed Magee, Vice President for Administration and Finance, and Mr. Dennis Juran, of Deloitte and Touche, presented the annual financial report to the Board. The presentation included a review of the Financial Statements for Years Ended June 30, 2005 and 2004, Additional Information for Year Ended June 30, 2005, and the Independent Auditor's Reports.

Chairman Sherwood noted the Board's concern that it should receive a management letter from the auditors in the future. He has asked Mr. Magee to work with the statewide Higher Education Committee that is reviewing related issues.

**M (McMillan) S (Arvon), PASSED**, to accept the Annual Financial Report as presented in the agenda book.

3. **QUARTERLY FINANCIAL MANAGEMENT REPORT** (Agenda Item 7)

Mr. Ed Magee, Vice President for Administration and Finance, presented to the Board the Quarterly Financial Report for the period ending September 30, 2005.

4. **ADVANCEMENT ANNUAL REPORT** (Agenda Item 8)

Mrs. Robin Zanotti, Vice President for Advancement, presented to the Board the Advancement Annual Report.

5. **PRESIDENT'S REPORT** (Agenda Item 2)

In addition to the President's Report as presented in the agenda book, President Dunlop reported that the Shepherd University Rams will host the C.W. Post Pioneers in the NCAA Division II, second round football playoffs at noon on Saturday, November 19, 2005.

Dr. Dunlop distributed invitations from Dining Services to Board members for a Victorian Holiday Dinner that will take place in the Dining Hall on Thursday, December 1. He also shared that the annual Holiday Open House at Popodicon will be held on December 11, 2005.

6. **BACHELOR OF ARTS IN SPANISH AND SPANISH EDUCATION CERTIFICATION SPECIALTY** (Agenda Item 3)

**M (McMillan) S (Griffin), PASSED**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the Bachelor of Arts in Spanish and a Spanish Education Certification Specialty, as presented in the agenda book of November 10, 2005, effective for Fall 2006, subject to the final approval of the Higher Education Policy Commission.

7. **NAMING OF RESIDENTIAL APARTMENT COMPLEX** (Agenda Item 4)

**M (Arvon) S (Henriksson), PASSED**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the names Maple Hall and Birch Hall for the two new residential apartment buildings.

8. **NAMING OF CAMPUS ROAD** (Agenda Item 5)

**M (McMillan) S (Michael), PASSED**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the name University Drive for the new road on the West Campus, running from behind the Butcher Center to the intersection with Shepherd Grade.

**9. REVIEW OF BYLAWS** (Agenda Item 9)

At the September meeting of the Board, an overview of the Sarbanes-Oxley Act was presented and a general discussion of ‘best practices’ was begun. The Board’s Executive Committee met on November 10 to continue the discussion of best practices for adherence to the spirit of Sarbanes-Oxley, and recommends amendments to the Bylaws. Those proposed amendments will appear in the January 12, 2006 Board of Governors agenda book.

**10. NEW BUSINESS** (Agenda Item 10)

The Board members expressed their congratulations to the football team for an undefeated season and for advancing to the NCAA Division II playoffs.

**11. PUBLIC COMMENTS** (Agenda Item 11)

Mr. Ken Harbaugh, Classified Employees Council Representative to the Advisory Council of Classified Employees, spoke regarding the upcoming Legislative Session. He expressed the need to encourage Legislators to increase funding for higher education.

**12. EXECUTIVE SESSION** (Agenda Item 12)

**M (Arvon) S (Starliper), PASSED**, That pursuant to Section 4(b)(12) of Article 9A of Chapter 6 of the W V Code, the Board enter into executive session for the purpose of discussing individual personnel matters.

At the conclusion of the executive session, the Board returned to open session. There being no further business, the meeting was adjourned.

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John M. Sherwood  
Chair

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Manny P. Arvon  
Secretary