

# **Shepherd University Board of Governors**

## **Minutes of the Meeting of November 7, 2007**

The Shepherd University Board of Governors met on November 7, 2007 in the Robert C. Byrd Center for Legislative Studies, Shepherd University, Shepherdstown, West Virginia, in a regular meeting. Members participating were: Manny Arvon (by phone), Gat Caperton, Doris Griffin, Anders Henriksson, Robert McMillan, Andrew Michael, Lacy Rice III (by phone), W. Mark Rudolph (by phone), Diane Shewbridge and Jessie Sigley. Also present were Shepherd University President Suzanne Shipley, members of the executive staff and others. Board member Lauri Bridgeforth was absent from the meeting.

Chair McMillan convened the meeting of the Board of Governors at 2:00 p.m.

### **1. ADMINISTRATION OF OATH OF OFFICE FOR NEW BOARD MEMBER**

The oath of office was administered to Mr. W. Mark Rudolph who was appointed by Governor Manchin to a new term ending June 30, 2011.

### **2. EXECUTIVE SESSION**

**M (Griffin) S (Michael), PASSED**, That pursuant to West Virginia Code §6-9A-4, the Board enter into executive session for the purpose of discussing confidential legal matters. [Members participating by phone were individually polled.]

At the conclusion of the executive session, the Board returned to open session.

### **3. MINUTES OF THE MEETING OF AUGUST 15, 2007**

**M (Griffin) S (Michael), PASSED**, that the minutes of the October 11, 2007 meeting of the Board of Governors be adopted as presented in the agenda book. [Members participating by phone were individually polled.]

### **4. PRESIDENT'S REPORT**

In addition to the President's Report that was included in the agenda book, President Shipley announced that Governor Joe Manchin III has appointed Ms. Mary Clare Eros

and Mr. W. Mark Rudolph to the Shepherd University Board of Governors. Dr. Shipley expressed her gratitude to the members of the Board and the University community for the great success of the inauguration ceremonies and thanked Vice President Zanotti for her tireless efforts in the organization of them.

**5. IMPROVEMENTS AT RAM STADIUM**

**M (Henriksson) S (Caperton), PASSED**, that the following resolution be adopted by the Board. [Members participating by phone were individually polled.]

**RESOLVED**, That the Shepherd University Board of Governors approves the project and project budget of \$924,000 for the Ram Stadium Improvements as presented in the agenda book, and directs the President to proceed with management of the project.

**6. ANNUAL FINANCIAL REPORT**

Mr. Ed Magee, Vice President for Administration and Finance, and Mr. Dennis Juran, of Deloitte and Touche, presented to the Board the annual financial report.

**7. QUARTERLY FINANCIAL MANAGEMENT REPORT**

Mr. Ed Magee, Vice President for Administration and Finance presented to the Board the Quarterly Financial Management Report for the first quarter of Fiscal Year 2008.

**8. ENROLLMENT MANAGEMENT ANNUAL REPORT**

Ms. Kimberly Scranage, Acting Vice President for Enrollment Management and Director of Admissions presented to the Board the annual Enrollment Management Annual Report. The report included identifying our competitors and what Shepherd University is doing to reach potential students.

**9. SPECIAL RESOLUTION**

**M (Michael) S (McMillan), PASSED**, that the following resolution be adopted by the Board. [Members participating by phone were individually polled.]

WHEREAS, Mr. Brent Robinson served as a member of the Shepherd College Board of Advisors from July 2000 to June 2001; and

WHEREAS, Mr. Robinson served as an original member of the Shepherd University Board of Governors from 2001 to 2007; and

WHEREAS, Mr. Robinson served with distinction on the Finance Committee of the Board and provided informative guidance to the Board in reviewing the financial vitality of the University; and

WHEREAS, Mr. Robinson contributed an important measure of integrity, wisdom and business acumen throughout his service to Shepherd University;

THEREFORE, BE IT RESOLVED, THAT the Shepherd University Board of Governors honors Mr. Robinson for his service and expresses to him its sincere gratitude and admiration; and

FURTHER, BE IT RESOLVED, THAT this resolution be inscribed upon the minutes of the November 7, 2007 Board of Governors meeting and that a copy of the resolution be presented to Mr. Robinson.

**10. SPECIAL RESOLUTION**

**M (Michael) S (McMillan), PASSED**, that the following resolution be adopted by the Board. [Members participating by phone were individually polled.]

WHEREAS, John M. Sherwood served as a member of the Shepherd College Board of Advisors from July 2000 to June 2001; and

WHEREAS, Mr. Sherwood served as an original member of the Shepherd University Board of Governors from 2001 to 2007; and

WHEREAS, Mr. Sherwood served with distinction as Chair of the Shepherd University Board of Governors from 2005 to 2007, which included his outstanding efforts in chairing the presidential search committee; and

WHEREAS, Mr. Sherwood has demonstrated his commitment, leadership and integrity throughout his service to Shepherd University;

THEREFORE, BE IT RESOLVED, THAT the Shepherd University Board of Governors honors Mr. Sherwood for his service and expresses to him its sincere gratitude and admiration; and

FURTHER, BE IT RESOLVED, THAT this resolution be inscribed upon the minutes of the November 7, 2007 Board of Governors meeting and that a copy of the resolution be presented to Mr. Sherwood.

**11. NEW BUSINESS**

There was no new business discussed at the meeting.

**12. PUBLIC COMMENTS**

Mr. Kenneth Harbaugh, Classified Employees ACCE Representative thanked the Board for their efforts on behalf of Classified Employees.

There being no further business, the meeting was adjourned.

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Robert A. McMillan  
Chair

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Gat Caperton  
Secretary