

# Shepherd

UNIVERSITY

## Board of Governors



### Meeting Agenda June 10, 2010

#### Board Members

Mary Clare Eros, Chair

Gat Caperton, Vice Chair

John Beatty

Lacy I. Rice III

D. Scott Roach

W. Mark Rudolph

Veronique N. Walker

John Younis

Daniel Bascom, Student

Jason Best, Faculty

Diane Shewbridge, Classified Staff

Suzanne Shipley, President

**SHEPHERD UNIVERSITY  
BOARD OF GOVERNORS**

**June 10, 2010**

**Robert Byrd Center for Legislative Studies  
Shepherdstown, WV**

**12:30 p.m.**

**New Board Member Luncheon  
Room 164**

**2:00 p.m.**

**Board of Governors Meeting  
Lower Conference Room**

**REVISED  
AGENDA**

Regular Session

1. Call to Order Chair Mary Clare Eros
2. Public Comments

Consent Agenda

1. Adoption of the Minutes from May 13, 2010 Board Meeting Chair Eros
2. President's Report President Suzanne Shipley

Presentation Agenda

1. Wellness Center Update Mr. Jim Sweeney, Director  
Shepherd University Wellness Center

Discussion Agenda

1. Capital Funding Priorities and Projects Update President Shipley  
Dr. Ed Magee, Vice President for  
Administration and Finance
2. Approval of Proposed Concentration Dr. Richard Helldobler,  
Vice President for Academic Affairs
3. Academic Affairs Annual Report Dr. Helldobler
4. Election of Officers for 2010-2011 Chair Eros
5. Proposed Meeting Schedule for 2010-2011 Chair Eros

Executive Session

1. Triennial Performance Assessment of the University President Chair Eros

Regular Session

1. Action Arising Out of Executive Session Chair Eros
2. New Business Chair Eros

Adjournment

# Shepherd University Board of Governors

## Minutes of the Meeting of May 13, 2010

The Shepherd University Board of Governors met on May 13, 2010 in a regular meeting. Members participating were: Daniel Bascom [phone], Jason Best, Mary Clare Eros, D. Scott Roach, W. Mark Rudolph [phone], Diane Shewbridge and John Younis. Also present were Shepherd University President Suzanne Shipley, members of the executive staff and others. Board members John Beatty, Gat Caperton, Lacy Rice III and Veronique N. Walker were absent from the meeting.

1. **PUBLIC COMMENTS**

No public comments were made.

2. **MINUTES OF THE MEETING OF April 8, 2010**

**M (Best) S (Roach), PASSED [members participating by phone were individually polled]**, that the minutes of the April 8, 2010 meeting of the Board of Governors be adopted as presented at the meeting.

3. **PRESIDENT'S REPORT**

President Shipley expressed her appreciation to the board for providing flexibility to her in the setting of tuition and fees for 2010-2011. She provided an overview of a recent meeting with the Governor and a select group of presidents from other West Virginia public institutions regarding the raising of tuition. She reported that during the meeting, the Governor expressed appreciation for all schools freezing in-state tuition and that he understood the need for tuition increases for out-of-state students, given the cuts in state funding that are being made.

4. **RECOGNITION OF EMERITUS STAFF AND FACULTY**

Dr. Richard Helldobler, Vice President for Academic Affairs, presented to the Board the faculty and staff being recognized as new faculty and staff *Emeritus* members in ascending order of length of service. Honorees were Dr. Linda Dunn, Dr. Denis Woods, Dr. Charlotte Anderson, Dr. Charles Carter, and Mrs. Agnes Tabler.

5. **ADVISORY COUNCIL OF FACULTY (ACF) ANNUAL REPORT**

Dr. Sylvia Shurbutt, Shepherd University ACF Representative, presented to the Board a report on the activities of the Advisory Council of Faculty (ACF) during the past year.

6. **APPROVAL OF AMENDMENT OF POLICY 19, ACADEMIC FREEDOM, PROFESSIONAL RESPONSIBILITY, PROMOTION, AND TENURE**

**M (Best) S (Younis), PASSED [members participating by phone were individually polled]**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the amendments of Policy 19, *Academic Freedom, Professional Responsibility, Promotion, and Tenure*, as presented in the agenda book of May 13, 2010.

7. **ACADEMIC PROGRAM REVIEWS**

**M (Best) S (Shewbridge), PASSED [members participating by phone were individually polled]**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the program reviews of Computer and Information Sciences, Mass Communications, Mathematics, Psychology, the Regents Bachelor of Arts, and the Master of Business Administration programs, and the Board adopts the institutional recommendations that each program be continued at the current level of activity. The Board authorizes the President to submit these reviews on its behalf to the West Virginia Higher Education Policy Commission.

8. **QUARTERLY FINANCIAL REPORT**

Dr. Ed Magee, Vice President for Administration and Finance, presented to the Board the Quarterly Financial Management Report for the period ending March 31, 2010.

9. **CAMPUS SAFETY ANNUAL DATA REPORT**

Mr. Scott Beckner, Chief of the Shepherd University Police Department, presented to the Board the Campus Safety Annual Data Report.

10. **UPDATE ON THE COLLEGE STUDENT DEVELOPMENT AND ADMINISTRATION (CSDA) MASTER'S PROGRAM**

Dr. Richard Stevens, CSDA Program Coordinator, and CSDA candidates for graduation, presented to the Board an update on the CSDA Master's Program.

11. **EXECUTIVE SESSION**

**M (Shewbridge) S (Best), PASSED**, That pursuant to Section 4 of Article 9A of Chapter 6 of the WV Code, it was moved that the Board enter into executive session for the purpose of discussion of personnel matters.

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

12. **NEW BUSINESS**

None.

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Mary Clare Eros  
Chair

## **PRESIDENT'S REPORT**

### *Commencement*

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Shepherd University again set records with the number of degrees awarded during the 137<sup>th</sup> Commencement. With more than 700 total graduates, nearly 500 graduates participated in the Saturday, May 15<sup>th</sup> commencement exercises. The 2010 President's Award was presented to Phil and Lily Hill for their distinguished service and dedication to Shepherd and the greater Shepherdstown community, while Justice Margaret Workman of the West Virginia Supreme Court of Appeals, was the keynote speaker and received an honorary doctorate.

### *Enrollment Management*

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#### **RBA *today* Implementation**

In preparation for the launch of the West Virginia Higher Education Policy Commission's (HEPC's) statewide marketing initiatives for the RBA *today* program, Shepherd's advancement, academic, and enrollment divisions worked collaboratively to revise Shepherd's RBA webpage. Modifications to ensure accessibility through Shepherd to the newly-enhanced program include opportunities for prospective students to schedule a virtual open house, interact with a Shepherd RBA *today* facebook community, and streamlined orientation to meet specific needs of the program's unique population.

#### **Financial Aid TV (FATV)**

The Shepherd University Financial Aid Office with support from Academic Affairs is partnering with Financial Aid TV (FATV) to provide current and prospective students access to a library of video content designed to improve financial aid literacy. The program provides information on all aspects and stages of the financial aid process and answers questions about the various programs available at Shepherd.

### *Academic Affairs*

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#### **M.B.A. in Accounting and 3+2 Program**

In a continuing effort to offer programs that meet the needs of our students, Shepherd will be introducing an M.B.A. in Accounting and a 3+2 Program starting with the Fall 2010 semester.

The creation of the M.B.A. in Accounting is a result of recommendations presented in the recent M.B.A. Program Review. M.B.A. faculty members currently teach one pre-requisite course in accounting to prepare those students without an accounting course for the master's program. The new M.B.A. in Accounting will require the existing core accounting course, along with three additional accounting courses to prepare students who want to fulfill the 150 credit hour requirement for taking the C.P.A. exam. The degree will have identical admission and progression requirements for the general M.B.A. of 12 three-credit courses, with three specific accounting courses taken in lieu of the three elective courses.

The 3+2 Program will include a process whereby specific programs at the graduate level will allow for undergraduates to sit for graduate courses after progressing to the senior year. Seniors are required to have a 2.75 GPA to register for the graduate courses. A grade of C or better for up to three graduate courses (nine credits total) will fulfill both the undergraduate and graduate degree requirements. Each graduate program and specific undergraduate major will determine the specific courses that will be included in the 3+2 program. This initiative was created to assist in retention and graduation efforts by seamlessly moving undergraduate students into graduate programs.

Neither program requires approval from the West Virginia Higher Education Policy Commission (HEPC) or the Higher Learning Commission (HLC). However, a letter of notification will be sent to both organizations to inform them of the Fall 2010 start date.

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## *Athletics*

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### **Softball Update**

The Shepherd women's softball team ended their season with a 36-16 record (16-6 in the West Virginia Intercollegiate Athletic Conference (WVIAC)), establishing the best record in program history and receiving a bid to the National Collegiate Athletic Association (NCAA) Division II Atlantic Regional, the second NCAA post-season invitation for the Rams in four years. After winning the first game against Kutztown University with a score of 8-3, the Rams lost the next two games to California University of Pennsylvania and in a rematch with Kutztown.

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## *Advancement*

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### **Shepherd University Year-To-Date Giving Summary: 7/1/09 through 4/30/10**

The Giving Summary provides annual data for year-to-date comparisons with the previous fiscal year. Data provided include outright gifts and payments received on pledges, grants and deferred commitments during the reporting period.

- As of April 30, 2010, \$4,689,205 had been received. This is an increase of \$2,366,422 when compared to FY'09 year-to-date data. Giving in the areas of endowment, capital, and payouts on grants have increased over last year.
- Gifts totaling \$194,518 were added during the month of April. Donors made 164 gifts totaling \$105,129 to endowments during the month. In addition, 201 unrestricted gifts were made, eight gifts were made to capital projects and 83 gifts were made to support the CATF annual fund. Proceeds from grants totaled \$54,093 during the month.

### **Create the Future Comprehensive Campaign: 7/1/06 through 4/30/10**

The Campaign Report provides analysis of cumulative data from the start date of the campaign through the end of the reporting period. As a comprehensive campaign, data from all philanthropic sources and specified external sources of funds are included.

- The campaign total as of April 30, 2010 was \$19,981,310. This represents 99 percent of the \$20 million goal. Planning for closing the campaign June 30, 2011 is now occurring.
- To date, 6,219 donors have contributed to the campaign:
  - 38 percent of donors are alumni;
  - 28 percent of donors are friends (faculty/staff, board and community members) of

- the university; and
- 17 percent are contributors to the CATF.
  - The remaining 17 percent of donations are received from corporations, foundations, trusts and government sources.

## *Capital Projects*

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### **White Hall Renovations**

Demolition work that began right after graduation is nearing 80 percent complete. Old chilled water piping, cabinet ventilators, the existing boiler, ductwork, ceiling components and selected walls have been removed in preparation for the new system component installation. Rooftop air handling units, ductwork, VAVs boxes, doors, and related new component items have been ordered. Abatement work is scheduled to happen between June 8 and 12. Ductwork has begun to arrive and construction of new office spaces will begin as soon as the work areas are cleared. Electrical work associated with demolition is nearing completion and some new work is beginning. The main electrical upgrade for the building will begin as soon as materials arrive.

### **Frank Center**

Installation of HVAC and fire alarm systems continues and quickly approaches 90 percent complete. The target completion date is July 1. Most of the ductwork is completed and has been insulated. Installation of ceiling and lighting components continues, and the two new package air units have been mounted on the roof. Demolition of cabinet units in individual offices is complete while patching, painting and related touch-up activities continue.

### **Center for Contemporary Arts**

Planning and design development of the building continues. The next meeting with the architect is scheduled for June 14 where programming will be completed. Design development, construction and specification documents continue to be developed.

### **Gardener Hall**

A building-wide replacement of all original doors and hardware is being undertaken this summer in Gardener Hall. To date, demolition is complete and doorframes have been painted. With the arrival of hardware components and new doors, installation will begin soon.

## *Staffing*

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### **Professional Development**

Shepherd University administrators continue to be active in professional development and leadership efforts outside of the institution.

- Enrollment Management division directors Randy Friend (Admissions), Sandra Oerly-Bennett (Financial Aid), Tracy Seffers (Registrar), and Helena Cole (Retention) along with Vice President Kim Scranage attended the 96<sup>th</sup> Annual American Association of Collegiate Registrars and Admissions Officers (AACRAO) Meeting in New Orleans. AACRAO is the professional membership for enrollment management leaders and the meeting included work sessions intended to provide guidance for successfully managing the various aspects of enrollment management. Selected topics included retention, strategic planning, technology, diversity, laws and regulations, achieving return on investment (ROI), and research.

- Staff of the University Police Department participated in a day-long training program relating to gang violence. The program, conducted by the Law Enforcement Division of the Office of the US Attorney for the Northern District of West Virginia, was hosted in our Erma Ora Byrd Hall. Nearly 100 police officers from across Maryland, West Virginia and Virginia participated.

### *Board of Governors Meeting Dates*

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**July 23-24, 2010: WV HEPC Board of Governors Summit, Stonewall Resort**

### *Upcoming Events*

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#### **Saturday, June 12**

Football Golf Tournament

#### **Friday, July 9**

Kick-off of the 2010 Contemporary American Theater Festival at Shepherd University  
Get your tickets now at [www.catf.org](http://www.catf.org)!

For other events, event locations and times, please check our home page calendar

<http://www.shepherd.edu/planweb/events/>

Shepherd University Board of Governors  
June 10, 2010  
Presentation Agenda Item No. 1

## **WELLNESS CENTER UPDATE**

Shepherd University's Wellness Center recently celebrated its one-year anniversary in the new facility. The operation has experienced tremendous growth both in terms of members and programming.

Director of the Wellness Center, Jim Sweeney, along with members of his staff, will provide an update as to the center's progress during the past year.

## **YEAR IN REVIEW: MAY 27, 2009 - MAY 26, 2010**

*The first year of operation for the new Wellness Center has been a very successful 365 days. We have added new programs, staffed new positions, increased student and community usage and hosted numerous events.*

### **Highlights include:**

- Development of the student manager “flex” position.
  - Currently employing nine student managers who are involved with all aspects of the facility.
  - Act in lieu of professional staff to allow the facility to be open 120 hours per week.
- The facility has hosted numerous campus events, including:
  - Admissions College Fair
  - Financial Aid Information Session
  - Various campus departmental meetings/retreats
  - Shepherd University’s Commencement line-up
- The staff has worked hard to successfully meet original project drivers of:
  - providing a positive social alternative to students;
  - enhancing recruitment and retention;
  - increasing intramural offerings; and
  - providing additional opportunities for interaction between students, staff and community.
- The Wellness Center staff raised nearly \$6,000 for Shepherd University’s Relay for Life by offering our Fifth Annual Fun Run and our first late night program “Wellnesspalooza” (the highest amount of any campus department).
- Student daily use of the Wellness Center has increased to nearly 400 students per weekday.
- Community and staff memberships are currently at 1,043, up from 410 on May 25, 2009 (the last day of operation in Sara Cree).
- The Wellness Center has hosted events for community groups, including:
  - Jefferson and Berkeley counties’ high school swim teams
  - U.S. Border Patrol
  - U.S. Air Force
  - U.S. Army
  - National Conservation Training Center
  - Jefferson County Parks and Recreation Department
- Group exercise offerings have increased from 24 per week in Sara Cree to 52 per week.
- The Wellness Center staff is working with West Virginia Public Employees Insurance Agency (PEIA) to expand healthy programs for faculty and staff.
- In one year of operation, from May 27, 2009 through May 26, 2010, the new Wellness Center has generated \$529,200 in revenue collections.

## **CAPITAL FUNDING PRIORITIES AND PROJECTS UPDATE**

The Shepherd University Board of Governors will be asked in August to approve the University's list of Capital Funding Priorities for submission to the West Virginia Higher Education Policy Commission (HEPC). In anticipation of this board action, President Suzanne Shipley will provide a review of capital projects expected in the future as identified in both Shepherd's Crossroads Strategic Plan and the Master Plan.

The presentation will include current status of the projects, funding options available, and factors in determining priority. The goals of these projects as outlined in the strategic plan include improvement of campus access and presentation, promoting a pedestrian-centered campus, and enhancement of the learning environment for students.

The following chart provides a list of the capital projects, current status, and the anticipated funding needed and potential funding resources.

**Proposed Shepherd University Capital Project Priorities 2010-2011**

<b>Capital Project</b>	<b>Budget</b>	<b>Funding Sources (Existing and Potential)</b>	<b>Current Status</b>
<b>1. Center for Contemporary Arts, Phase II (CCA-II)</b>	\$13.5 million	▪ HEPC Bonds	Architectural programming and much of the schematic work complete.
<b>2. Parking Garage</b>	\$10 million	▪ To be determined	Preliminary engineering design complete.
<b>3. Maintenance and Service Center</b>	\$5.3 million	▪ To be determined	Architectural programming complete.
<b>4. Route 480 Crossing</b>	\$4 million	▪ \$400,000 in federal appropriations ▪ Balance to be determined	Preliminary engineering design completed, and request for review sent to WV Department of Transportation.
<b>5. White Hall HVAC Upgrade</b>	\$950,000	▪ Student Capital Fees	Under construction with anticipated completion date of March 2011.
<b>6. Frank Center HVAC Upgrade</b>	\$700,000	▪ Federal Stimulus Funds ▪ Student Capital Fees	Under construction with anticipated completion date of August 2010.
<b>7. Snyder Science Hall HVAC Upgrade</b>	\$900,000	▪ To be determined	Conceptual plans complete.
<b>8. Stutzman-Slonaker Hall HVAC Upgrade</b>	\$1.1 million	▪ To be determined	Conceptual plans complete.
<b>9. Energy Efficient Windows for White, Stutzman-Slonaker, Snyder and Ikenberry halls</b>	\$1.15 million	▪ HEPC Bonds	Early planning stages.
<b>10. King Street Pedestrianization</b>	\$2 million	▪ To be determined	Preliminary engineering design completed.
<b>11. Snyder Annex (Yellow House)</b>	\$500,000	▪ To be determined ▪ Application for grants submitted	Architectural programming complete.
<b>12. Campus Entrances and Borders</b>	\$500,000	▪ University funds	Architectural drawings and schematics complete. Entrance signage installation complete in part.
<b>13. New Student Center/Dining Facility</b>	\$36.2 million	▪ To be determined	Conceptual drawings in development.
<b>14. Frank Center Renovation and Addition</b>	\$15 million	▪ To be determined	Conceptual drawings complete.
<b>15. Demolish Sara Cree</b>	\$700,000	▪ To be determined	Dependent upon completion of other capital projects.
<b>16. Artificial Turf - Soccer Field</b>	\$1.2 million	▪ To be determined	Conceptual planning stages.

## **CONCENTRATION IN MASTER OF BUSINESS ADMINISTRATION-ACCOUNTING**

The Master of Business Administration with a concentration in accounting (M.B.A.-Accounting) has three primary objectives. They are to prepare students:

1. for the 150-hour credit requirement for the C.P.A. examination;
2. for positions of increased responsibility and leadership within the accounting profession; and
3. to improve the quality of accounting practices.

### **Justification and Need for the Concentration:**

Shepherd proposes offering the M.B.A.-Accounting in the Fall 2010 Semester. The creation of the concentration is a result of recommendations presented in the recent M.B.A. Program Review and the recommendation of the Accounting Advisory Council in 2009. M.B.A. faculty members currently teach one prerequisite course in accounting to prepare those students without an accounting course for the M.B.A. One accounting course is also required in the M.B.A. core courses.

However, that single accounting course is not sufficient to help prepare those who want to sit for the C.P.A. examination in spite of being accounting majors at the undergraduate level. Therefore, the new M.B.A.-Accounting will require the core accounting course, and three additional accounting courses to help prepare those who want to fulfill the 150-credit hour requirement for the C.P.A. exam. Specifics of the M.B.A.-Accounting include:

- identical admission and progression requirements for the general M.B.A. (12 courses at 36 credits total); and
- the requirement for three specific accounting courses that are in lieu of the three elective courses for the M.B.A.

### **M.B.A.–Accounting (36 Credits)**

Current M.B.A. Core: Required Courses (27 credit hours):

- M.B.A. 500 Challenges to Modern Business
- M.B.A. 508 International Business
- M.B.A. 510 Advanced Management Theory
- M.B.A. 519 Business Ethics
- M.B.A. 540 Advanced Marketing Theory
- M.B.A. 560 Managerial Economics
- M.B.A. 570 Managerial Accounting
- M.B.A. 579 Advanced Financial Management
- M.B.A. 582 Management Information Systems

Accounting Concentration (9 credit hours in lieu of M.B.A. electives)

Two of the three graduate accounting courses are already offered, with only one new course added to the M.B.A. list of courses. The three graduate accounting courses will be:

M.B.A.575: Advanced Auditing (current M.B.A. course)

M.B.A.576: Advanced Tax Strategies (current M.B.A. course)

M.B.A.577: Advanced Accounting Ethics (new M.B.A. course)

The M.B.A.-Accounting concentration does not require approval by the WV Higher Education Policy Commission (HEPC) or the Higher Learning Commission (HLC). A notification letter will be sent to both organizations to inform them of the Fall 2010 start date.

The following resolution is recommended for adoption by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the Master of Business Administration–Accounting concentration, effective for the Fall 2010 academic semester.

## **ACADEMIC AFFAIRS ANNUAL REPORT**

The Academic Affairs Annual Report focuses on benchmarking Shepherd University against two sets of peer institutions. MGT on all charts and graphs refers to the official West Virginia Higher Education Policy Commission (HEPC) peer institutions for Shepherd. COPLAC refers to the membership institutions of the Council of Public Liberal Arts Colleges.

The data focuses on faculty professional credentials, enrollment, retention rates, graduation rates, number of graduates, and the number of faculty who are primarily assigned to instruction or other tasks, such as research and public service. These benchmarks have been selected to help meet goals in two comprehensive documents: the Campus Compact and the Crossroads Strategic Plan. The presentation, which is included as Appendix A in the pages following the agenda page, demonstrates how Shepherd compares with both the MGT and COPLAC peer groups.

The most important points concerning benchmarking for Academic Affairs at Shepherd University are as follows:

1. Shepherd ranks slightly above its HEPC peers and below its COPLAC peers in the percentage of faculty with terminal degrees.
2. Shepherd's full-time equivalent (FTE) enrollment and total headcount is equal to COPLAC peers and is well above HEPC peers. Full-time headcount at Shepherd is slightly below COPLAC peers while remaining well above HEPC peers.
3. Shepherd equals its HEPC peers for one-year retention rates but falls well below the COPLAC peers. The same comparison holds true for six-year graduation rates.
4. Shepherd exceeds our HEPC peers in bachelor's degrees awarded by about 90 degrees. However, we are well below our COPLAC peers by approximately 130 degrees. Shepherd has matched HEPC peers in graduate degrees awarded despite our short tenure offering advanced degrees. Shepherd is well below COPLAC averages but the trend is increasing for Shepherd.
5. Shepherd exceeds HEPC peers in instructional, research, and public service faculty but is below our COPLAC peers.

Dr. Richard Helldobler, Vice President for Academic Affairs, will present the Academic Affairs annual report to the Board for informational purposes, providing comparisons between the benchmarks and informing the board of the progress being made towards the goals set out in the Campus Compact and the Crossroads Strategic Plan.

# Interpretation of Key Academic Indicators

## Shepherd University Academic Year 2009-10

This presentation addresses three areas:

- Who our students are
- How we compare to HEPC and COPLAC peers
- Why full time faculty are important

## Our students :

### ▪ Student FTE by residency

Total Students	3,721.14
▪ In state	2,219.37
▪ Out of State	1,501.77
▪ Change from 2005-2009	11.7%

### ▪ Top five majors

▪ Education	664
▪ Business Administration	437
▪ Nursing	360
▪ Health, Physical Education Recreational Studies	237
▪ Art	226

[http://www.shepherd.edu/ir/Documents/FAQ\\_demographics\\_2009.pdf](http://www.shepherd.edu/ir/Documents/FAQ_demographics_2009.pdf)

Data Source: IPEDS

# How does Shepherd compare to HEPC and COPLAC peer institutions?

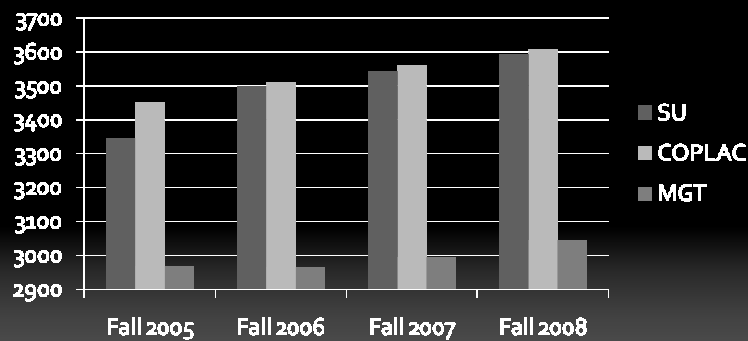
- Enrollment
- Retention
- Graduation Rates
- Degree Production
- Full-time Faculty

Data Source: IPEDS

3

# Student Enrollment FTE

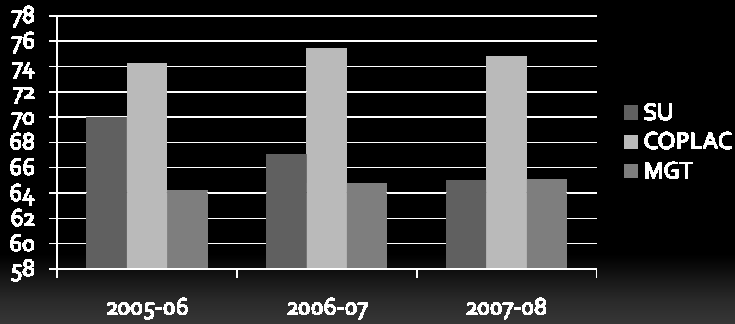
FTE



Data Source: IPEDS

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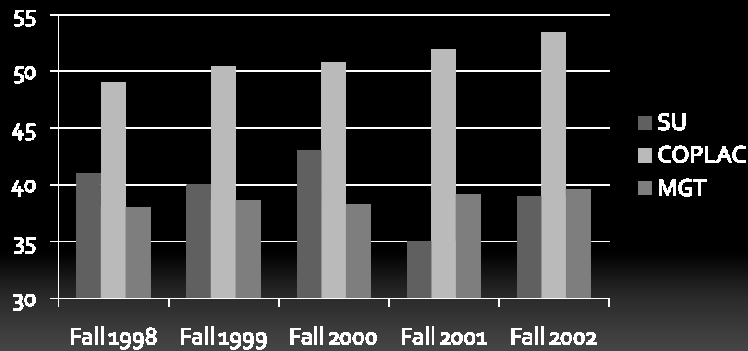
## One-year retention rates



Data Source: IPEDS

5

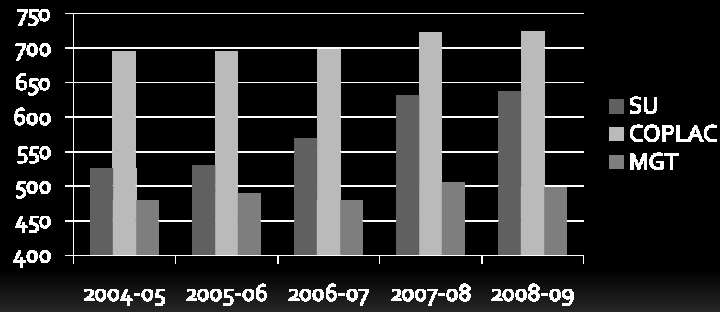
## Six-year graduation rates



Data Source: IPEDS

6

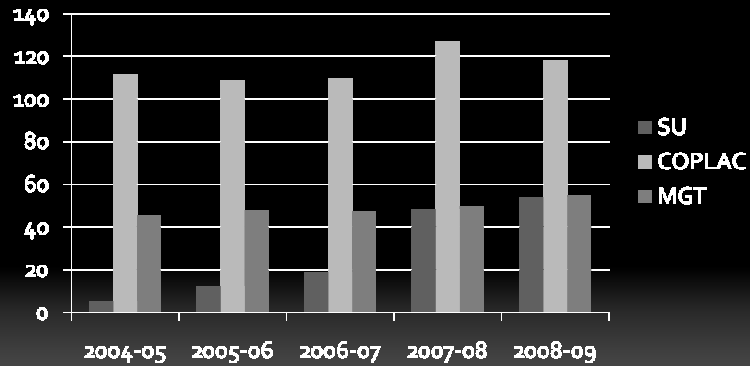
## Bachelor's degrees



Data Source: IPEDS

7

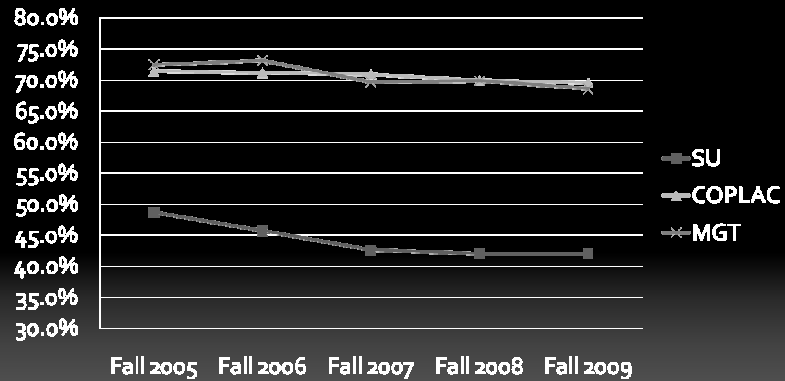
## Master's degrees



Data Source: IPEDS

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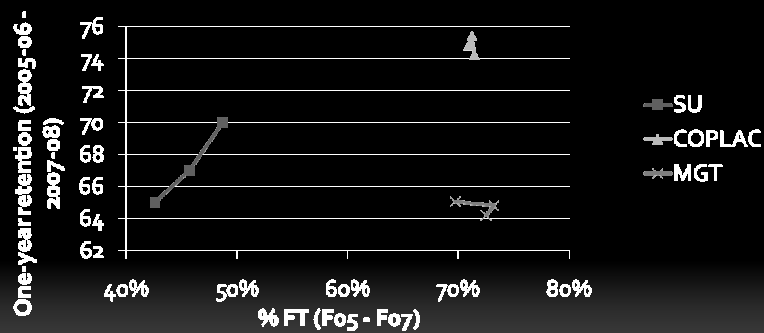
## Percentage of instructional faculty that are full-time



Data Source: IPEDS

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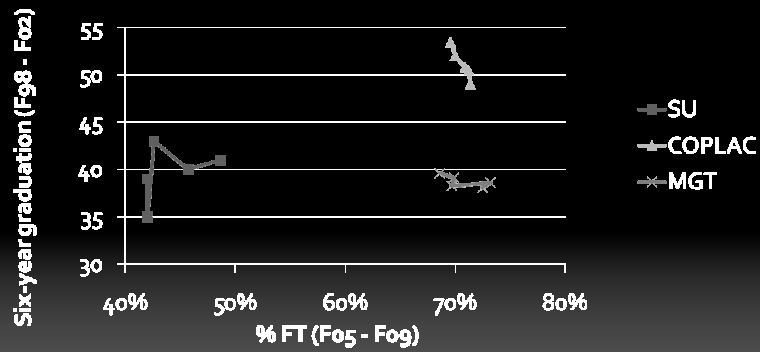
## One-year retention vs. percentage of full-time faculty



Data Source: IPEDS

10

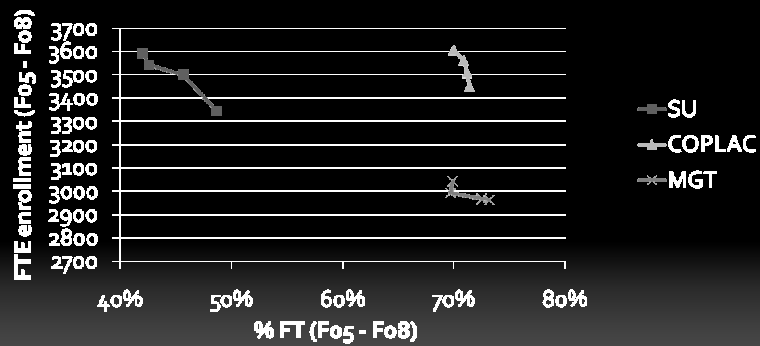
## Six-year graduation vs. percentage of full-time faculty



Data Source: IPEDS

11

## FTE enrollment vs. percentage of full-time faculty



Data Source: IPEDS

12

## What do you as a Board need to know/remember?

- Enrollments have increased; percentage of full-time faculty has not.
- Full-time faculty provide:
  - Advisement
  - Program development
  - Accreditation
  - Governance systems
- Instructional quality decreases when:
  - In-state student enrollments increase, while state allocation formula is unchanged.
  - Tuition and fees are not increased to offset costs.

13

## What do you as a Board need to know/remember?

- Correlation between percentage of full-time faculty, and retention and graduation rates.
- Crossroads Strategic Plan features aggressive faculty hiring.
  - Utilizes redirected funds; not new monies.
  - Aims at increasing retention and graduation rates.
  - Improves the quality of Shepherd education.
- New Faculty
  - Two-year orientation program.
  - Sessions on advisement, retention, and time to degree.
  - Advisees assigned in year two.

14

## **ELECTION OF OFFICERS FOR 2010-2011**

As provided by the Board of Governor's Bylaws referenced below, elections are to be held each June for the positions of Chairperson, Vice Chairperson, Secretary of the Board, and three members of the Audit Committee. A Nominating Committee of board members Gat Caperton, Mark Rudolph, and Lacy Rice, was appointed by the current chair. The committee will provide a proposed slate of officers for consideration by the Board.

### **BYLAWS**

#### **Article 6: Officers and Organization of the Board**

**Chairperson** In July 2001, and in June of each year thereafter, the members shall elect a Chair from among the nine lay members. In the event of a vacancy in the office of chairperson, the vice chairperson shall succeed to the office of chairperson for the rest of that fiscal year, and shall remain eligible to serve as chairperson in the following fiscal year. The chairperson shall perform such duties as may be prescribed by law or by the regulations and policies of the Board. No member may serve as chair for more than two consecutive years.

**Vice Chairperson** In July 2001, and in June of each year thereafter, the members shall elect a Vice Chair from among the nine lay members immediately following election of a Chair. In the event of a vacancy in the office of Vice Chairperson, the members shall elect a Vice Chair at the next meeting following the occurrence of the vacancy. No limitation shall apply as to the consecutive years of service as Vice Chair. The Vice Chair shall perform such duties as may be prescribed by the Board and shall assume the duties of the chairperson during the latter's absence.

**Secretary of the Board** In July 2001, and in June of each year thereafter, the members shall elect a Secretary from among the nine lay members immediately following election of a Chair and Vice Chair. In the event of a vacancy in the office of Secretary, the members shall elect a Secretary at the next meeting following the occurrence of the vacancy. No limitation shall apply as to the consecutive years of service as Secretary. The Secretary shall perform such duties as may be prescribed by the Board and shall preside at meetings in the absence of the Chair and the Vice Chair.

### **BYLAWS**

#### **Article 7: Committees**

The Audit Committee shall consist of three members, all of whom shall have some experience in matters of finance and/or accounting, and shall include at least one member who possesses accounting or financial management expertise; provided, however, that no Board Member may serve on this Committee at any time that said Member is receiving any compensation, directly or indirectly, for consulting or any service provided to the University. The members of the Committee, and its Chair, shall be elected annually by the Board at the Annual Meeting, following an initial nomination by the newly elected Chair. The Committee shall have the responsibility to oversee the University's financial reporting and audit processes. It shall also be responsible for establishing procedures for receiving, investigating and resolving "whistleblower" or other complaints concerning the University's financial and accounting practices. The Chair of the Finance Committee shall not also serve as the Chair of the Audit Committee.

## **PROPOSED MEETING SCHEDULE FOR 2010-2011**

The following list of dates reflects recommended meeting dates for the 2010-2011 academic year based upon mandated and strategic decision-making processes during the course of the year. The Board must meet at least six times annually. The Chair and the Chair-designate will lead the discussion for setting a schedule of meetings for the coming year.

### **July**

Propose no meeting.

### **July 23-24, 2010**

WV Higher Education Policy Commission  
Board of Governors Summit  
Roanoke, West Virginia

### **August**

August 12, 2010 (Conference Call)

### **September**

September 9, 2010

### **October**

Propose no meeting.

### **November**

November 11, 2010

### **December**

Propose no meeting.

### **January**

Propose no meeting.

### **February**

February 24, 2010

### **March**

Propose no meeting.

### **April**

April 21, 2010

### **May**

Propose no meeting.

### **June**

June 9, 2010