

PRESIDENT'S REPORT

March 26, 2008

Executive Summary: Board of Governors January Retreat

The key theme throughout our board retreat came back to board engagement: how to keep the Board of Governors informed, engaged, and involved for effectiveness in their critical role of Shepherd's governance. These points were identified throughout our retreat discussions to include:

1. Clearly delineate on the meeting agenda those items that are consensus and those that offer the opportunity for discussion.
2. Provide tangible examples of "life at Shepherd" through student, faculty and staff presentations at each meeting.
3. Keep board effectiveness focus on the Board's policy-level role.
4. Identify opportunities for Board members to socialize in order to further cultivate inter-board relationships. Include members of the Shepherd community in these events.
5. Develop an orientation phase to enhance Board members' capacity for engagement in their roles.
6. Establish performance expectations for Board members and the President, along with key indicators, to ensure effective performance.
7. Think big. Get ambitious! Set ambitious, yet attainable, goals.

Several key deliverables in these efforts have already been realized, including:

1. A meeting with Board chair Bob McMillan to discuss development and implementation of a board self-assessment, which will be completed at the October board meeting, as well as the Presidential Assessment at the six-month and one-year marks.
2. A Board agenda that begins to reflect the Board's suggestions and clearly identifies those items that are consensus, presentation and discussion. It also includes the opportunity for Board members to hear from campus constituents to begin to paint the picture of "life at Shepherd."
3. A schedule for social events will be included in the 2008-2009 meeting year for the board to include a pre-meeting luncheon at one of the fall meetings; a post-meeting reception at Popodicon during the spring; and a dinner and on-campus event following a meeting. All of these events will include invitations to selected Shepherd community members.

The board also recognized several challenges and opportunities for Shepherd in the following areas:

1. the first-year experience
2. communication
3. fund-raising
4. safety and security
5. parking

Through the retreat, board members also identified specific actions to which we as a group should commit to accomplishing, including:

1. Reducing dependence on adjunct faculty by recruiting and retaining quality full-time faculty.
2. Addressing building infrastructure issues through improvement and/or enhancement of aging facilities.
3. Continuing to work on parking issues, addressing parking with as little expense as possible.
4. Listening: gather input from all constituencies.
5. Carefully planning for growth.

Staffing

- **University Police Chief:** University Police Chief, Grover Boyer, announced his retirement in late February. The search process has begun to find his successor.
- **Information Technology:** The Director of Information Technology announced his resignation in late January, effective at the end of February. The search committee for a new Director is in the early phases of the interview process.
- **President's Office:** Since the last Board of Governors meeting, the President's Office has welcomed two new additions to the staff. Shelli Dronsfield came on board in mid-January, and is serving as Assistant to the President. This Executive Staff position has primary responsibilities of managing the Board of Governors' meetings, and advising and supporting the President on a wide-range of administrative issues and initiatives through research, policy analysis and speech writing. Rebecca Fishack joined the office in mid-February as the President's Administrative Assistant, and is responsible for the day-to-day management of the President's schedule and office. Both Shelli and Rebecca are graduates of Hood College.
- **Office of Advancement:** Dr. Linda Dunn has agreed to serve as Interim Vice President for Advancement following Robin Zanotti's resignation effective the end of February. She has already proven to be an invaluable member of the Executive Staff, and is effectively guiding the advancement operations through this critical transition.

A search is underway for a new Vice President for Advancement, and is being co-chaired by Board of Governors member Andy Michael and Shepherd Human Resources Director Marie Carter. It is hoped that the individual selected for this role can be in place July, 2008.

Alexis Palladino joined the Alumni Relations office as Assistant Director of Alumni Relations on March 17. She will assist Julie Siler, Director of Alumni Relations and Annual Fund. Her responsibilities include implementation and management of all alumni and athletic fund raising events.

- **Dean of the School of Business and Social Sciences:** Dr. Ann M. Legreid, currently the Chair of the Department of Geography/Women's Studies and Gender Studies at the University of Central Missouri, has accepted Shepherd's offer to become the next Dean of the School of Business and Social Sciences. Dr. Legreid has been a full-time faculty member at Central Missouri since 1988, and previously served on the faculty of Missouri State University.

Capital Projects

- **Center for Contemporary Arts (Phase I):** The occupancy permit was received from the Fire Marshal on February 13th, and the move-in occurred February 15th- 16th. On Monday, February 18th, classes were being taught in the new facility. Some work continues on punch list items, mechanical system fine-tuning; and the handicap sidewalk on the west side. Lighting along West Campus Drive is finished and the lighting along the service entrance should be completed soon.
- **Wellness Center:** Foundation and related site work continues. Wet weather and encountering of some unsuitable soil has slowed progress. Excavation of the road bed continues. Utility service lines for electrical, telephone, water and storm water lines will begin soon. Foundation work is 70% complete, and some structural steel and block wall sections are underway.

Higher Education Policy Commission/Chancellor

- The HEPC Council of Presidents met on February 27th, in conjunction with Higher Education Day activities at the state legislature on February 28th.
- The HEPC Admissions and Records Advisory Committee met on February 29th.
- A meeting of college and university academic representatives was held February 29th regarding changes to the HEPC Compact reporting elements.

Legislature / Governor

- The 2008 Regular Session and the first 2008 Special Session of the Legislature have ended. Many of the results of these sessions remain ‘unofficial’ because of the nuances of the legislative process in West Virginia, but highlights include:
 - The Budget Bill provides Shepherd with about \$310,000 in increases that are committed to salary enhancements.
 - A supplemental appropriation for the current fiscal year provides \$8 million to the HEPC to allocate for capital projects. The Commission will hold a special meeting April 3 and is expected to allocate these funds to institutions.
 - HB 3215 formally eliminates any statutory status of ‘administrative linkage’ between Shepherd University and Blue Ridge Community and Technical College. This legislation became a higher education omnibus bill, establishing new governing boards for all of the administratively linked CTC’s state-wide. A technical aspect of those changes will require our Annual Meeting to be in July this summer, rather than June.
 - The institutions have been authorized to offer tuition waivers for dependents of employees. A recommendation on this issue will be advanced to the Board at a future meeting.

Office of Advancement

- **Shepherd University Philanthropy Report for FY’08:** YTD January 31, 2008 – \$2,215,333 raised from 3,286 donors.
 - Reflects an increase of 569 donors since the last report in November. Almost 50% of this increase was in donors to Annual Giving with another 24% making year end donations to the endowment.
 - The significant increase of \$1,297,741 includes new major gift donations to the Center for Contemporary Arts, as well as the establishment of significant new Endowments for both Students and Faculty.
 - Also included is \$133,860 to the Field Turf Project (83 donors).
- **Shepherd University Comprehensive Campaign Report:** Cumulative through January 31, 2008 - \$4,681,477
 - Reflects an increase of just over \$1.2 Million in new gifts to the Campaign since November 30.
 - This report also includes CATF Annual Giving and new pledges made in the same period.
 - This total reflects 24.64% of the Campaign Goal, an increase of nearly 6.5% since the last report.

➤ **Recent events:**

January	Annual Fund Mailing
February 12-17	Alumni Receptions in Florida
February 18-March 6	Alumni Phonathon – \$33,000 has been raised in the first eight nights. We expect to exceed our \$35,000 goal in the final week.

Student Affairs/Dining Services Updates

- **Student Activities:** Teacher Recruitment Fair, Thursday, March 20th. Currently, 15 employers are registered to attend, and 60 students are anticipated to participate.
- **Dining Hall:** “Route 66: Cruising the Mother Road” Dinner on March 5th featured foods made famous on Route 66.

Board of Governors Meeting Dates

- **Week of April 7** **Board Conference Call**
- **Wednesday, May 7** **Board Meeting** (*please note change of date*)
- **Thursday, June 12** **Board Meeting**
- **July:** Due to legislative changes, a July 2008 meeting is required. Dates will be discussed with the Chair of the Board of Governors, and the outcome will be shared with the full Board during the April conference call meeting. It is possible that the July meeting may replace the June meeting previously scheduled.

Upcoming Events:

Thursday, April 3

- Foundation Board Meeting
- Friends of Music Guest Artist Series, St. Louis Brass Quintet, Frank Center Theater

Friday, April 11

- Relay for Life, Midway
- Pre-Concert Wind Ensemble Lecture, Frank Center
- Wind Ensemble Concert, Frank Center Theater

Friday, April 11-Saturday, April 19

- “Three Plays by Hrothsvita,” Rude Mechanicals Performance, Reynolds Hall

Saturday, April 12

- Spring Scrimmage and Field Turf Recognition

Sunday, April 13

- Chamber Singers, Women's Camerata, and Men's Choir, Frank Center Theater

Thursday, April 17

- Dedication of Center for Contemporary Arts-Phase I
- American Music Recital presented by Phi Mu Alpha, Frank Center Theater

Wednesday, April 23

- Scarborough Lecture: David Gordon, Professor of History, Sun Yatsen: Seeking a Newer China; Scarborough Library, Reading Room

Saturday, May 10

- McMurrin Society Dinner

Thursday, May 15

- Emeritus Club Luncheon

Friday, May 16

- Women's Athletics Golf Tournament

Saturday, May 17

- Commencement

For other events, check our home page calendar

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