

Shepherd University Board of Governors

Minutes of the Meeting of April 27, 2016

The Shepherd University Board of Governors met on April 27, 2016 in a regular meeting. Members participating were: John Beatty, Jason Best, Marcia Brand, Bridget Cohee, Hunter Cutlip, Ramona Kissel, Eric Lewis, Tia McMillan, D. Scott Roach, Chad Robinson, and John Younis. Also present were Shepherd University President Mary J.C. Hendrix, members of the executive staff and others. Board member Chauncey Winbush was absent from the meeting.

1. **PUBLIC COMMENTS**

No public comments were made.

2. **MINUTES OF THE MEETING OF FEBRUARY 25, 2016**

M (Roach), S (Best), PASSED, that the minutes of the February 25, 2016 meeting of the Board of Governors be adopted as presented in the agenda book.

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

Dr. Christopher Ames, Provost, presented to the Board Dr. Anders Henriksson, Mrs. Ann Henriksson, Dr. Douglas Horner, and Dr. Phillip Simpson, as being recognized as new faculty *Emeriti*. Mr. Alan Perdue, General Counsel, recognized Ms. Marsha Branch, Ms. Brenda Branson Johnson, Ms. Patt Welsh, and Mr. Paul Schwan, and presented to the Board Ms. Cheryl Layton, as being recognized as new staff *Emeriti*.

4. **PRESIDENT'S REPORT: SUPPORTING EXCELLENCE, INNOVATION AND OPPORTUNITY**

Dr. Hendrix highlighted several key issues, new initiatives and important opportunities that have taken place since her February 29 arrival to Shepherd. She noted the appointment of James Vigil as Interim Vice President for Finance, replacing Anna Barker, Dr. Chris Ames as Provost, which better aligns our administrative and organizational infrastructure with peer institutions, and Holly Frye as Director of Community and Congressional Relations, in addition to her current role as Assistant Vice President for Student Affairs. A Special Advisory Council to the President was created to advise Dr. Hendrix on new initiatives under consideration and held its first meeting on March 30. The Honorable James Leach, currently at University of Iowa College of Law was selected as this year's commencement speaker. Dr. Hendrix noted Shepherd is trying to respond to budget shortfalls with several revenue generating initiatives, including marketing Shepherd University merchandise in local stores. The 2016 Shepherd University Master Scholars Program will launch this summer. Dr. Hendrix noted the collaborative discussion with Dr. Konrad C. Nau, CEO of University Healthcare Physicians, to strategize about the provision of clinical service, education and research partnerships. President Hendrix welcomed Dr. Nau to the meeting.

5. **FACULTY SENATE ANNUAL REPORT**

Dr. J.B. Tuttle, President of the Faculty Senate and Associate Professor of Education, presented to the Board the Faculty Senate Annual Report. The Senate's focus has included completion of the second year of the administrator evaluation program, the Academic Structures Task Force is moving forward with the creation of a Business School, and the Consulting/Gateway finance subcommittee is finalizing its report, and members continue to call for transparency, accountability, and inclusive financial decision making. Dr. Tuttle affirmed that the Faculty Senate is positioned

well to continue working on behalf of the faculty with Provost Ames and Dr. Hendrix. He noted that these are challenging times for universities, and for Shepherd, but proactive, transparent approaches to issues will help Shepherd optimize operations moving forward.

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

Dr. Sylvia Shurbutt, ACF University Representative and Professor of English, presented to the Board the ACF Annual Report, recapping the State policy issues which the group has worked on during the past year.

7. **CLASSIFIED EMPLOYEES COUNCIL (CEC) ANNUAL REPORT**

Mr. Brian Hammond, Chair of the CEC and Manager of User Support Services, presented to the Board the CEC Annual Report.

8. **HOUSING PROJECT UPDATE**

Mr. James Vigil, Vice President of Administration and Interim Vice President for Finance, presented to the Board a Housing Project Update. The interest rates from USDA are very favorable, and the total cost of the project continues to be well within the levels approved by the Board in December. The aspirational schedule is to close the transactions and begin construction near June 1.

9. **PHYSICIAN SERVICES FACILITY INITIATIVE WITH UNIVERSITY HEALTHCARE PHYSICIANS**

Mr. Vigil, and Dr. Konrad Nau, Dean, WVU School of Medicine Eastern Division and CEO, University Healthcare Physicians, presented to the Board the Physician Service Facility Initiative. The preliminary concept features a facility immediately south of the Softball Field, proximate to WV Route 45, with parking on the west side of University Drive. The facility could serve students, employees, and members of the community.

10. **OVERVIEW OF PUBLIC EMPLOYEE INSURANCE PROGRAM**

Mr. Perdue presented to the Board a general overview of the Public Employee Insurance Program and issues which employees and the University are facing as to premiums and benefits as the State frames the new FY2017 budget.

11. **ADJUSTMENT OF ADMINISTRATIVE ORGANIZATION - ATHLETICS**

M (Lewis), S (Roach), PASSED, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the change in the administrative organization to re-align the Director of Athletics as a direct-report of the University President, effective immediately.

12. **REPORT OF THE AUDIT AND FINANCE COMMITTEE**

Dr. John Younis, Audit and Finance Committee Chair, summarized the discussion of the Committee as presented by Mr. Vigil, Mr. Perdue, and Dr. Marie DeWalt, Director of Human Resources. The presentations included a Housing Project Update and the Human Resources Annual Data Report.

13. **REPORT OF THE ENROLLMENT MANAGEMENT AND UNIVERSITY ADVANCEMENT COMMITTEE**

Mr. Scott Roach, Enrollment Management and University Advancement Committee Chair, summarized the discussions of the Committee as presented by Mr. Bill Sommers, Vice President for Enrollment Management, and Mr. Chris Sedlock, Vice President for University Advancement. The presentations included an Enrollment Update and a University Advancement Update. Mr

Roach expressed appreciation for all of the contributions made by so many to make the inauguration successful.

14. **REPORT OF THE ACADEMIC AFFAIRS AND STUDENT AFFAIRS COMMITTEE**
Ms. Bridget Cohee, Academic Affairs and Student Affairs Committee Chair, summarized the discussion of the Committee as presented by Dr. Chris Ames, Provost. The presentation included a review of the 2015-2016 Academic Program Reviews, a proposed addition of a Jazz Concentration in Bachelor of Music Performance and a review of the Higher Learning Commission 2016 Team Report Summary. Members encouraged enhanced efforts in tracking the careers of graduates.

15. **RECOMMENDATION FOR APPROVAL OF 2015-2016 ACADEMIC PROGRAM REVIEWS**
M (McMillan), S (Younis), PASSED, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the program reviews of The Department of Contemporary Art and Theater, English, Family and Consumer Sciences (FACS), Modern Languages, Department of Music, Sociology, Master of Arts – Teaching (M.A.T.), 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.

16. **RECOMMENDATION FOR APPROVAL OF JAZZ CONCENTRATION IN BACHELOR OF MUSIC PERFORMANCE**
M (Kissel), S (Best), PASSED, that the following resolution be adopted by the Board:

RESOLVED, that the Shepherd University Board of Governors approves the addition of the Bachelor in Music Performance - Jazz, effective Academic Year 2016-2017.

17. **MOTION TO EXECUTIVE SESSION**
M (Cohee), S (Brand), 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 matters relating to honoraria and awards.

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

18. **APPROVAL OF HONORARY DOCTORATE**
M (Best), S (Cohee) PASSED, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the awarding of the honorary Doctorate of Laws to The Honorable James A. Leach, in recognition of his extraordinary national service; and

FURTHER RESOLVED, That the Shepherd University Board of Governors approves the awarding of the honorary Doctorate of Humane Letters to Mr. William R. "Randy" Smith, in recognition of his extraordinary service to the Eastern Panhandle of West Virginia.

19. NEW BUSINESS

Dr. Best noted that the Board of Governors has previously received more comprehensive data benchmark reports and expressed the desire to see the Board develop a consensus for data that needs to be received and assessed for future planning.

Signed copy on File

Marcia Brand
Chair

Signed copy on File

D. Scott Roach
Secretary