

# Shepherd University Board of Governors

## Minutes of the Meeting of April 27, 2017

The Shepherd University Board of Governors met on April 27, 2017 in a regular meeting. Members participating were: Ray Alvarez, John Beatty, Jason Best, Marcia Brand, Gat Caperton, Henry Kayes, Jr., Ramona Kissel, Eric Lewis, Tia McMillan, D. Scott Roach, and Chad Robinson. Also present were Shepherd University President Mary J.C. Hendrix, members of the executive staff and others. Board member Caitlin O'Connor was absent from the meeting.

1. **PUBLIC COMMENTS**

Ms. Dana Care, a Shepherdstown resident, greeted the Board and expressed concerns regarding the preschool.

2. **MINUTES OF THE MEETING OF FEBRUARY 23, 2017**

**M (Best), S (Kissel), PASSED**, that the minutes of the February 23, 2017 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, recognized Dr. Meg Galligan, and presented to the Board Dr. John Schultz, as being recognized as new faculty *Emeriti*. Mr. Alan Perdue, General Counsel, recognized Mr. Dave Cole, and presented to the Board Ms. Nan Snyder, as being recognized as new staff *Emeriti*.

4. **PRESIDENT'S REPORT**

President Hendrix reviewed highlights of the ongoing initiatives for advancing Shepherd from among the comprehensive list provided in the President's report and emphasized that the University is engaged in a series of energy saving initiatives which should help reduce utility expenses.

5. **MINOR IN GEOGRAPHIC INFORMATION SYSTEMS**

**M (Kissel), S (Caperton), PASSED, [ten in favor – one abstention]**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the Minor in Geographic Information Systems, effective for the Fall 2017 semester.

7. **CONCENTRATION IN ENVIRONMENTAL GEOMATICS**

**M (Kissel), S (Alvarez), PASSED, [ten in favor – one abstention]**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the Concentration in Environmental Geomatics, effective for the Fall 2017 semester.

8. **RENAMING OF THE WOMEN'S STUDIES PROGRAM AND MINOR**

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

**RESOLVED**, That the Shepherd University Board of Governors approves the renaming of the Women's Studies program to the Gender and Women's Studies program and the renaming of the minor in Women's Studies to the minor in Gender and Women's Studies, effective July 1, 2017.

9. **RENAMING OF THE POLITICAL SCIENCE DEPARTMENT**

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

**RESOLVED**, That the Shepherd University Board of Governors approves the renaming of the Department of Political Science to the Department of Political Science and Global Studies, effective July 1, 2017.

10. **ADJUSTMENT OF ACADEMIC ORGANIZATIONAL STRUCTURE**

**M (Alvarez), S (Robinson), was amended by M (Caperton), S (Lewis), Amendment PASSED, [ten in favor – one abstention], whereupon the Amended Motion PASSED, [ten in favor – one abstention]**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the change in the academic administrative organization to establish the College of Business (including the Departments of Business Administration, Accounting, and Economics and Finance) and the College of Social and Behavioral Sciences (including the Departments of Family and Consumer Sciences, Political Science, Social Work, Psychology, and Sociology and Geography), and that each of the other schools be redesignated as colleges, effective June 1, 2017.

**RESOLVED FURTHER**, That the Shepherd University Board of Governors directs the President to implement steps to complete a comprehensive review, in appropriate consultation with faculty and staff, of the academic and administrative structures of the University to improve efficiencies and effectiveness in the operations and management of the University, and to bring recommendations to the Board not later than May 1, 2018.

11. **2016-2017 ACADEMIC PROGRAM REVIEWS**

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

**RESOLVED**, That the Shepherd University Board of Governors approves the program reviews of the Departments of Accounting, Business Administration, Chemistry, Environmental Science (ENVS), History, Health, Physical Education, Recreation and Sport Studies (HPERS), and Master of Arts, Curriculum and Instruction (M.A.C.I.), 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.

12. **REPORT OF THE ACADEMIC PROGRAMS AND DEVELOPMENT COMMITTEE**

On behalf of the Academic Programs and Development Committee, Ms. McMillan introduced Dr. Sylvia Shurbutt, Advisory Council of Faculty (ACF) University Representative and Professor of English, to summarize the ACF Annual Report. Following her remarks, the Board expressed its appreciation for her exemplary service.

13. **CLASSIFIED EMPLOYEES COUNCIL (CEC) REPORT**

Mr. Brian Hammond, Chair of the CEC and IT Administrative Analyst/Budget Officer, presented to the Board the CEC Annual Report. The Report focused on the low wage levels of some service-level employees and the changes in the classification and compensation system and personnel rules.

14. **FACULTY SENATE ANNUAL REPORT**

Dr. Christopher Lovelace, President of the Faculty Senate and Associate Professor of Psychology, presented to the Board the Faculty Senate Annual Report. Dr. Lovelace noted that the Senate voted to allow students who are slightly short of fully meeting graduation requirements at the end of a spring term to participate in graduation ceremonies, for ceremonial purposes, rather than having to wait until the following spring. A committee consisting of Senators and several other individuals will meet this

summer, with the President, and look at ways to boost Shepherd's rankings in the U.S. News and World Report rankings. Dr. Lovelace noted that the Senate discussed the College of Business (COB) stating that faculty largely support the COB and are concerned about allocation of resources. Concern has been raised about whether or not the COB, as a fifth college at Shepherd, will be able to cover the additional faculty needed for this endeavor. Next Fall the Senate will evaluate whether the University will be able to modify faculty service loads to fall in line with the University's reorganization. With regards to Promotion and Tenure (P&T), the faculty agreed that final decision could fall to the Provost with provisions that any negative decisions could be appealed to the President's Office. The Senate has agreed to a plan that should cause them to rely less on paper during the P&T process and are working with the Provost's office on how they can help enhance student retention.

15. **REPORT OF THE ENROLLMENT, STUDENT AND COMMUNITY AFFAIRS COMMITTEE**

On behalf of the Enrollment, Student and Community Affairs Committee, Mr. Robinson provided a brief legislative update. Mr. Robinson introduced Mr. Bill Sommers, Vice President for Enrollment Management, to summarize the Enrollment Management Update.

16. **REPORT OF THE FINANCE AND FACILITIES COMMITTEE**

On behalf of Finance and Facilities Committee, Mr. Roach summarized the Human Resources Annual Data Report.

17. **NEW BUSINESS**

A. **RESOLUTION OF CONCERN AS TO STATE FUNDING**

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

**WHEREAS**, the Shepherd University Board of Governors consists of nine citizen members appointed by the Governor and selected, as provided for in the Code of West Virginia, to lend the knowledge, experiences and skills of alumni, community, and business members to the governance of the institution, together with the academic and professional expertise of the constituent members of the Board; and

**WHEREAS**, the entire membership of the Board of Governors participates in the review of new and continuing academic programs, the successful progression of students toward obtaining degrees, the establishment of the annual budget of the University, and the establishment of tuition and other fees; and

**WHEREAS**, the appropriations of state funds provided to Shepherd University have decreased from \$11.2 million in FY2012 and FY2013 to \$9.5 million in FY2017, and thereafter with an additional mid-year rescission of a further \$191,000 implemented January 1, 2017; and

**WHEREAS**, these cuts have resulted in damaging compromises in the resources available for student learning experiences, for programs to enhance the student life experience, and have shifted greater financial burdens to students and their families; and

**WHEREAS**, the Board's membership has read with concern and alarm the media reports of proposed further cuts to institutions of higher education, which would inevitably lead to a diminishment in the quality of the programs at the University; and

**WHEREAS**, a review of base appropriations and FTE enrollments of students at all public baccalaureate institutions shows that Shepherd University receives the lowest appropriations of the ten institutions and only receives 85% of the proportional funding level of the ninth place institution.

**THEREFORE, BE IT RESOLVED**, by the Shepherd University Board of Governors, that the Board implores the Governor and all members of the West Virginia Legislature to recognize that any additional reductions in appropriations to higher education will cause genuine harm to the people of West Virginia and must be avoided, and

**FURTHER RESOLVED**, that the Board implores the Governor and all members of the West Virginia Legislature to work together to address the revenues and expenses of State government in West Virginia and to ensure that a State budget which protects higher education from further damage be adopted promptly.

**B. EXECUTIVE COMMITTEE OPERATING PROCEDURES**

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


**RESOLVED**, that the Shepherd University Board of Governors approves the following operating procedures for the Executive Committee:

- The Executive Committee will meet, from time to time, in executive session for the purpose of discussing potential recommendations to the Governor. All Board members are permitted to attend these executive sessions, make suggestions to the Committee, and participate in discussions.
- The Executive Committee will develop consensus as to recommendations on the basis of agreement among not less than a majority plus one of the Executive Committee.
- The Executive Committee will authorize the Chair to complete correspondence to the Governor making such recommendations, on behalf of the Executive Committee, by an authorizing resolution in public session.

**C. RURAL HEALTH FORUM**

Chair Brand provided the Members with a handout for the Rural Health Forum.

  
Marcia Brand  
Chair

  
Tia McMillan  
Secretary