

## SHEPHERD UNIVERSITY BOARD OF GOVERNORS

### MINUTES OF THE MEETING OF MARCH 1, 2018

The Shepherd University Board of Governors met on March 1, 2018 in a regular meeting. Members participating were: Ray Alvarez [phone], David Avella, Marcia Brand, Gat Caperton, Henry Kayes, Jr., Ramona Kissel, Eric Lewis, Bob Marggraf, Tia McMillan [phone], and J.B. Tuttle [phone]. Also present were Shepherd University President Mary J.C. Hendrix, members of the executive leadership and others. Board members Sneha Reddy and Chad Robinson were absent from the meeting.

1. **PUBLIC COMMENTS**

No public comments were made.

2. **ADMINISTRATION OF OATH OF OFFICE FOR NEW BOARD MEMBERS**

The oaths of office were administered by Chair Marcia Brand to David Avella and Bob Marggraf, new members to the Board.

3. **CONSENT AGENDA ITEMS**

**M (Lewis), S (Kayes), PASSED**, all members participating by phone were polled, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves:

- 1) The Minutes of December 14, 2017 Board Meeting;
- 2) The Strategic Plan 2018-2023;
- 3) The New Concentration in Tourism, Hospitality and Entrepreneurship;
- 4) The New Minor in Crime and Society;
- 5) The New Minor in Geography;
- 6) The New Minor in Anthropology;
- 7) The New Concentration in Sustainable Food Production (ENVS);
- 8) The New Emphasis in Sustainable Food Production (RBA);
- 9) The New Emphasis in Agricultural Entrepreneurship (RBA);
- 10) The New Certificate in Sustainable Food Production;
- 11) The New Certificate in Agricultural Entrepreneurship; and
- 12) The Affiliation Agreement with Shepherd Entrepreneurship and Research Corporation [SERC], with each academic program approval to be effective August 1, 2018, and authorizes the President or designee to execute the SERC Affiliation Agreement and to amend the same from time to time, subject to approval as to form by counsel, as may be necessary and proper to maintain the appropriate relationship with the affiliated research corporation as contemplated by Code.

4. **PRESIDENT'S REPORT (SPECIAL FOCUS ON PEIA AND NEW FUNDING MODELS FOR STATE APPROPRIATIONS)**

President Hendrix thanked everyone for joining and pointed out the many exciting initiatives listed in her President's Report. She noted that we receive only 15% of our budget from the State of WV meaning we are basically on our own and need to generate revenue from tuition, fees, philanthropy and contracts for each new initiative. President Hendrix reviewed highlights of the ongoing initiatives for advancing Shepherd from among the comprehensive list provided in the President's Report. She noted that a proposal was presented to Farmers and Mechanics Insurance which would allow Shepherd to train the next generation of risk assessment professionals. President Hendrix noted that Shepherd is strategically increasing the number of 2+2 articulation agreements with area colleges. She noted Shepherd is one of the regional resources for the WV National Guard's Fitness Training Program. She also noted Shepherd leadership met with Eastern Panhandle Legislators on January 2<sup>nd</sup> to discuss the continued economic impact of Shepherd on the Eastern Panhandle and the State of WV. Dr. Hendrix asked General Counsel Alan Perdue to speak about the HEPC funding model for FY2019. General Counsel Perdue also spoke about the February 28<sup>th</sup> letter which President Hendrix sent to Delegate Espinosa about the funding model formula. President Hendrix discussed the Federal Grant the Martinsburg Initiative received to fight opioid abuse. She noted that alumnus Brandon Dennison '08 was named West Virginian of the Year by *WV Living*. She also noted the second annual Musical Showcase for Scholarship would take place Friday, March 2<sup>nd</sup> in the Frank Center Theater. President Hendrix commented that Gat Caperton was recently highlighted in the *Washington Post* and on WV Public Broadcasting about his thriving furniture business in Berkeley Springs. Dr. Hendrix noted that Dr. Carol Plautz is a WV Professor of the Year Finalist. She noted that the Potomac Applied Business Company has announced its first contract and that Coach Cater will be retiring after 31 seasons as Shepherd's winningest coach across Division I and II universities. President Hendrix noted that the Jefferson County Chamber of Commerce held a monthly meeting in Shepherd's Applied Business Lab. She also noted that engineering grad students from George Mason University will be performing an energy feasibility study on Shepherd's campus. She noted the Shepherd University Debate and Forensics teams are WV champs in overall sweepstakes and this will now serve as a recruiting tool. President Hendrix noted that she has convened a PEIA Working Group to examine issues Shepherd employees and retirees are encountering with PEIA.

5. **WEST VIRGINIA LEGISLATIVE ISSUES AND UPDATES**

Mr. Alan Perdue, General Counsel, presented to the Board an update on legislative developments and prospects for outcomes in the Session.

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

On behalf of the Academic Programs and Development Committee, Ms. McMillan provided a brief update of the Committee's discussions. Ms. McMillan introduced Ms. Monica Lingenfelter, Executive Vice President of the Shepherd University Foundation, to summarize the University Development Annual Report.

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

On behalf of the Enrollment, Student and Community Affairs Committee, Mr. Caperton, provided a brief update on the Committee's discussions which included the Student Affairs Annual Report and the Shepherd Success Academy. Mr. Caperton then introduced Mr. Bill Sommers, Vice President for Enrollment Management, to provide a brief update on the enrollment build.

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

On behalf of Finance and Facilities Committee, Mr. Lewis provided a brief update of the Committee's discussions which included a review of the Quarterly Financial Report for the period ending December 31, 2017. Mr. Lewis noted that the Committee recommends looking at the Enrollment, Housing, Dining and Other Fees for FY2020 in December 2018 versus March 2019.

9. **ACADEMIC RESTRUCTURING**

Dr. Scott Beard, presented to the Board an update on academic restructuring.

10. **PROPOSED 2018-2019 ENROLLMENT, HOUSING, DINING AND OTHER FEES**

**M (Kissel), S (Caperton), PASSED, [nine in favor – one opposed]**, all members participating by phone were polled, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the increases in tuition and required enrollment fees, housing, board, and special fees for FY2019, effective August 2018, as presented in the Agenda materials and Agenda Addendum of March 1, 2018.

11. **NEW BUSINESS**

General Counsel Perdue noted we have reached President Hendrix's second anniversary and a formal evaluation process with an outside consultant and comprehensive on campus sessions including constituency meetings and the full BoG will be scheduled.

General Counsel Perdue is developing draft language to the bylaws regarding a new Nominations Committee.

12. **MOTION TO EXECUTIVE SESSION**

**M (Kissel), S (Kayes), PASSED**, all members participating by phone were polled, 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 adjourned.

Signed Copy on File  
Marcia Brand  
Chair

Signed Copy on File  
Gat Caperton  
Secretary