

MINUTES
WEST VIRGINIA UNIVERSITY AT PARKERSBURG
BOARD OF GOVERNORS
June 18, 2024

A regular meeting of the WVU Parkersburg Board of Governors was held on Tuesday, June 18, 2024, in the Francis & Nina Phares Board Room of WVU Parkersburg and via Zoom video conferencing, beginning at 3:15 p.m. Board members present were: Joe Oliverio, JP Hushion, Stephanie McCoy, Ami Shaver, Vasanth Ananth, Andrew Walker and Cody Irick. Others present included Dr. Torie Jackson and Lauriel Rader.

Guests present included administrators, faculty and staff.

1. Call to Order

Mr. Oliverio, Chair of the WVU Parkersburg Board of Governors, called the meeting to order. Chairman Oliverio requested a moment of silence in regards to the passing of Nancy Harris, Executive Director of Career Services.

2. Roll Call

Roll Call was taken by Lauriel Rader, Secretary to the Board of Governors, noting that a quorum was present.

3. President's Report

President Jackson delivered the following report:

Governors, I've been reading a book entitled "One Bold Move A Day." I heard about it at a conference as a tool to allow for better leadership. A few parts of it encourage active listening to the people in your organization and to the organization itself. It also discusses understanding an organization as a crucial element in helping to lead it. Yes, and it suggests collaboration across teams or departments.

Recently, for our summer meeting, the President's Cabinet, joined by the deans and BOG Staff Representative Cody Irick, met for a retreat to build our ability as a community to engage in more meaningful dialogue, deliberate more effectively to reach sound decisions, and collaborate intentionally and deeply to implement those decisions. Two guests helped facilitate this leadership program. Kent Spellman and Jason Young have significant experience in civic engagement and organizational, community, and economic development, and have worked together and individually on numerous diverse projects across the state. I believe our time together was entertaining, illuminating, and productive.

Our goal at WVU Parkersburg is to build a deliberately collaborative ecosystem of engagement that will encompass the entire WVUP community and the greater community we serve.

The team came with open minds. Part of that mindset is that we look forward, not back; that we speak openly, but kindly; and that we focus on the betterment of WVU-P, not on our personal agendas.

This college is successful when we work as a team, when everyone brings their engagement, their wisdom, their energy, and their ideas.

However, if you hear anyone speak loudly in an accent to ask another team member “Where are your papers?” don’t be concerned.

Today, we officially announced some realignments on campus - those are about improving efficiency on the campus and to enhance the student experience. We will always strive to make our systems operate in a way that allows for optimal student success.

Student success comes in many forms. Today, you had the opportunity to see future students who are now part of the Kids College program. I’d like to take a moment to thank one staff member who takes that bullet point of “Other Duties As Assigned” and approaches it with the Yes, and, attitude of “How Can I Help?”

April Crone is organizing, planning and leading the Kids College program this summer. For three weeks, children ages 8 to 12 can attend WVUP for classes that range from farm technology, CSI and welding, to basketball, kitchen basics and American Sign Language.

April, at WVUP, we appreciate it when our employees do their utmost to make this campus a vital part of the community. We would like to show our appreciation with a certificate of recognition to you.

Thank you.

Governors, as the summer continues, know that we will continue to make sure WVU Parkersburg helps our students and our community Achieve More, and that makes me WVU Parkersburg Proud.

4. Approval of Minutes

Chairman Oliverio stated the minutes from the Regular Board meeting of April 23, 2024, are submitted for review. With no corrections to be made, minutes are approved as submitted.

5. Committee Reports

- Executive Committee

Chairman Oliverio shared updates from the Executive Committee. He reported, Summer enrollment is up 30% and the Fall enrollment is on track to have at least level enrollment. We received a formal notification letter from HLC, announcing the accreditation of WVU Parkersburg is continued for the next 10 years. The

next visit will be in 2033! Chairman Oliverio offered congratulations to Dr. Jackson, Dr. Lancaster and everyone involved in the accreditation process. July 1, 2024, the Campus Carry Law goes into effect. The rules are currently being developed for implementation on campus. Today, the Board will vote on the Board Operating Procedures, and Chairman Oliverio thanked member Donna Smith for her thorough review. Chairman Oliverio shared an update on the ITC project. The following renovations are underway: electrical service upgrade, asbestos removal, roof replacement, and ceiling demolition and removal which will involve installing a new sprinkler system. He shared an update on the Jackson County Center. The project is moving along. We are still waiting on the \$1.4 million grant for equipment. The soft opening will be in August, with a formal opening ceremony at a later date.

- Academic and Student Services Committee & Administrative Services Committee

Mr. Hushion reported the Academic and Student Services Committee and the Administrative Services Committee met jointly to take a tour of the campus with Dr. Torie Jackson. We toured the Kids College Camp, which is currently in session with about 50 kids. The college offers three weeks of Kids College Camps during the summer, with about 150 kids attending the three-week camps. We also took a tour of the ongoing renovation projects. We toured the temporary bookstore, the new space for the bookstore and financial aid offices, new faculty offices for the Arts and Sciences division, which is in an old computer lab. Mr. Andrew Walker gave us a tour of the Criminal Justice Crime Lab. We finished the tour with the recently renovated HR Offices. Bob Cooper and his team have been busy updating these spaces on campus and it looks wonderful.

- Nominating Committee

Mr. Hushion reported the Nominating Committee met and recommended to continue with the current slate of officers. Those officers are listed below:

Joe Oliverio - Chair

Blaine Hess - Vice Chair

Savannah Morgan - Secretary

With no further nominations, Chairman Oliverio made a motion to be accepted by acclamation. This aligns with our Board Operating Procedures.

6. Information Items

- Fiscal Update

Dr. Torie Jackson, President, shared the fiscal update on behalf of Alice Harris, Executive Vice President of Finance & Administration, provided a detailed report on the budget summary as of month ending May 31, 2024. There were no questions from the members.

- Policy Update

Dr. Torie Jackson, President, shared an update on the Board of Governors policy F-16, Use of Institutional Facilities. Dr. Jackson reported that no substantial comments were received. Policy is considered approved 30 days from the April 23, 2024 meeting of the WVU Parkersburg Board of Governors.

Board of Governors policy F-16, Use of Institutional Facilities, was a policy that was effective in September 2003 and transferred from the WVU Board of Governors. WVU Parkersburg became an independent institution from WVU in 2008 and thus should have altered those previous policies to reflect the governing WV Community and Technical College System rule.

In addition, this policy clarifies the way WVU Parkersburg utilizes its facilities with internal and external groups. It also strikes the section for use of campus by nontraditional programs as that was specific to WVU and was intended for camps.

This policy proposal will be submitted to the Chancellor of the WV Council for Community & Technical College System for final approval.

7. Action Items

- Approval of Five-Year Program Reviews 2023-2024
Dr. David Lancaster, Vice President for Academic Affairs, presented to the Board the resolution for approval of Five-Year Program Reviews 2023-2024. As a requirement of Title 135, Series 10 of the West Virginia Council for Community and Technical College Education, Policy Regarding Program Review, the Outcomes Assessment Committee, as a standing committee for West Virginia University at Parkersburg has conducted an internal review of 24 programs based on strict criteria. The possible recommendations fall into six categories for the programs under review:
 1. Continuation of the program without specific action;
 2. Continuation of the program with specific action;
 3. Continuation of the program at a reduced level;
 4. Identification of the program for future development;
 5. Development of a cooperative program with another institution; or
 6. Discontinuation of the program.

The recommendations are as follows:

Continuation Without Specific Action:

Child Development - Certificate of Applied Science

Child Development - Associate of Applied Science

Criminal Justice - Associate of Applied Science

Multi-Disciplinary Studies - Bachelor of Arts

All four program should be continued at the current level of activity with no specific action. The next five-year review is due in 2028-2029.

Identification of the Program for Further Development:

**Advanced Manufacturing Technology - Associate of Applied Science
Multi-Craft Technology - Associate of Applied Science**

Both programs should be identified as a program for further development. The next five-year review is due in 2028-2029.

Discontinuation of the Program:

Pharmacy Technician - Certificate of Applied Science

This program should be identified as a program to be discontinued.

After review and discussion, Mr. Walker moved to approve the following resolution:

Resolved, That the West Virginia University at Parkersburg Board of Governors approves the recommendations of the Outcomes Assessment Committee regarding program reviews for 2023-2024

Mr. Ananth seconded the motion. Motion passed.

- **Approval to Terminate the Certificate of Applied Science Pharmacy Technician Program**

Dr. David Lancaster, Vice President for Academic Affairs, presented to the Board the resolution for approval to terminate the Certificate of Applied Science Pharmacy Technician Program. The CAS in Pharmacy Technician program has been on hiatus and not admitting new students since Fall 2021. At that time, it was determined there were not enough students interested to offer all of the required courses. As a result of this status, the recommendation is to discontinue the program.

After review and discussion, Mr. Walker moved to approve the following resolution:

Resolved, that the West Virginia University at Parkersburg Board of Governors approves the termination of the CAS Pharmacy Technician program.

Ms. McCoy seconded the motion. Motion passed.

- **Approval of updated Board of Governors Operating Procedures**

Dr. Torie Jackson, President, presented to the Board the resolution for approval of the updated Board of Governors Operating Procedures. Dr. Jackson reported the current Board of Governors Operating Procedures was created on June 3, 2009. It is being updated to reflect current practices.

In reviewing this policy, board members also reviewed the procedures of other boards throughout the state. This new guideline provides more depth to the role of the Board of Governors, the role of the President, and board operations. It also

provides more guidance on meeting protocols. It keeps the original explanations for Conflicts of Interest, as that area is already very defined in the current guidelines.

Board guidelines are not considered rulemaking and therefore do not require a comment period. Instead, they need an affirmative vote from the members. The procedures will appear on the college website and be part of new board member training.

After review and discussion, Mr. Hushion moved to approve the following resolution:

Resolved, that the West Virginia University at Parkersburg Board of Governors approves an update to the Board of Governors Operational Guidelines to be reflective of current practices.

Mr. Ananth seconded the motion. Motion passed.

8. Executive Session under the authority of WV Code §18B-1B-6, to discuss the Presidential Evaluation

Chairman Oliverio asked for a motion to move into Executive Session, under authority of WV Code §18B-1B-6, to discuss the Presidential Evaluation. Mr. Ananth moved to adjourn to Executive Session. Mr. Hushion seconded the motion. The motion passed and the Board moved into Executive Session at approximately 3:46 p.m.

Chairman Oliverio announced the Board would return to the regular meeting at 4:44 p.m. Mr. Ananth moved to return to regular session. Mr. Irick seconded the motion. Motion passed.

9. Board Comments/Announcement

Mr. Walker shared the following announcement:

- The WVU Parkersburg Foundation is hosting a Toast to West Virginia Day celebration on Saturday, June 22nd at 5:30 p.m. at the Oakland Estate.

10. Next Meeting

Chairman Oliverio shared the 2024-2025 Board of Governors meeting dates with the Board Members. The dates are listed below:

Tuesday, August 27, 2024
Tuesday, October 22, 2024
Tuesday, January 21, 2025
Tuesday, March 18, 2025
Tuesday, April 15, 2025
Tuesday, June 17 2025

Chairman Oliverio shared with the Board Members there would be six meetings planned for the academic year.

Chairman Oliverio announced we have three members that have dedicated eight years plus to the Board. Those members are Mr. J.P. Hushion, Mr. Jason Landers and Ms. Donna Smith. Chairman Oliverio thanked them for their service. We have submitted three names to the Governor's Office to be approved to serve on the Board.

Next meeting will be held August 27, 2024.

11. Adjournment

With no further business to be discussed, Chairman Oliverio adjourned the regular meeting of the Board of Governors.

Respectfully submitted,

Lauriel Rader
Secretary to the Board of Governors

Joe Oliverio, Chair

Savannah Morgan, Secretary