

## **SHEPHERD UNIVERSITY BOARD OF GOVERNORS**

### **MINUTES OF THE MEETING OF DECEMBER 13, 2018**

The Shepherd University Board of Governors met on December 13, 2018 in a regular meeting. Members participating were: Ray Alvarez (phone), Marcia Brand, Gat Caperton, Henry Kayes, Jr., Ramona Kissel, Eric Lewis, Robert Marggraf, Tia McMillan, Chad Robinson (phone), Danielle Stephenson and J.B. Tuttle. Also present were Shepherd University President Mary J.C. Hendrix, members of the executive leadership team and others. Board member David Avella was absent from the meeting.

1. **PUBLIC COMMENTS**

No public comments were made.

2. **CONSENT AGENDA ITEMS**

**M (Marggraf), 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 the Meeting of November 8, 2018; and
- 2) The Approval of Notice to Promulgate Policy on Purchasing and Surplus Property; each as presented in the Agenda materials of December 13, 2018.

3. **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.

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

Ms. Cecelia Mason, Chair of the CEC, Shepherd University Advisory Council of Classified Employees (ACCE) Representative and University Communications Staff Writer, presented to the Board the CEC Annual Report. The Report focused on how the poor budget situation impacts staff, classified employee concerns regarding restructuring and how they might be affected, the new performance evaluation process, cuts to the CEC Staff Development Fund, and the positive contributions made by the Classified Employees Children's Scholarship Fund.

5. **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 which included the University Development Annual Report and an update on Academic Restructuring. Dr. Beard, Provost, noted there would be additional communications and meetings about the process.

6. REPORT OF THE ENROLLMENT, STUDENT AND COMMUNITY AFFAIRS COMMITTEE

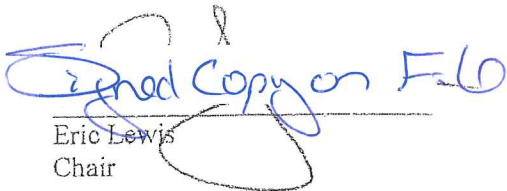
On behalf of the Enrollment, Student and Community Affairs Committee, Mr. Caperton introduced Mr. Bill Sommers, Vice President for Enrollment Management, to summarize the Enrollment Build Update for Spring 2019.

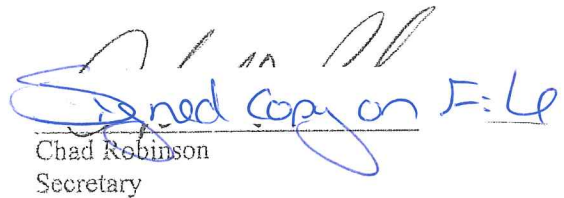
7. REPORT OF THE FINANCE AND FACILITIES COMMITTEE

On behalf of Finance and Facilities Committee, Mr. Kayes introduced Ms. Pam Stevens, Vice President for Finance, to summarize the Quarterly Financial Report for the period ending September 30, 2018. Mr. Kayes provided a brief update of the Committee's discussion regarding the desired Burkhardt Hall improvements. The Board asked that the job be bid to see if the prices come in lower. This topic will be revisited once the bids are received.

8. NEW BUSINESS

Chair Lewis updated the Board on items relating to the Blue Ribbon Commission.

  
Eric Lewis  
Chair

  
Chad Robinson  
Secretary