

SHEPHERD UNIVERSITY BOARD OF GOVERNORS

MINUTES OF THE MEETING OF SEPTEMBER 2, 2021

The Shepherd University Board of Governors met on September 2, 2021 in a regular meeting. Members participating were: David Avella, Gat Caperton, Jim Cherry, Elana Gutmann, Henry Kayes, Jr., Ramona Kissel, Eric Lewis, Jonathan Mason, Susan Mentzer-Blair, Timothy Nixon, and Karl Wolf. Also present were Shepherd University President Mary J.C. Hendrix, members of the executive leadership team and others.

1. **PUBLIC COMMENTS**

No public comments were made.

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

The oaths of office were administered by Chair Lewis to Elana Gutmann, Jonathan Mason, Susan Mentzer-Blair, Dr. Timothy Nixon and Karl Wolf.

3. **CONSENT AGENDA ITEMS**

M (Caperton), S (Kayes), PASSED, 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 June 10, 2021,
as presented in the Agenda materials of September 2, 2021.

4. **PRESIDENT'S REPORT**

Dr. Hendrix passed, between the Board members, the spring 2021 Shepherd University Magazine featuring Susan Mentzer-Blair '72 as the 2020 Outstanding Alumna of the Year. Dr. Hendrix introduced Dana Costa, Executive Director of University Communications, and Heidi Schlag, Director of Marketing and Digital Strategies, to the Board. Dr. Hendrix noted that Dr. Cherry is sharing his expertise with the Campus Health Task Force and has spoken with Shepherd athletes as well as the Pennsylvania State Athletic Conference (PSAC) regarding the importance of the COVID-19 vaccine.

President Hendrix then reviewed highlights of the ongoing initiatives for advancing Shepherd from among the comprehensive list provided in the President's Report.

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

On behalf of the Academic Programs and Development Committee, Dr. Cherry provided a brief update of the Committee's discussions which included a University Development Update and the Institutional Accreditations Update. He noted the Fundraising Summary, included in the President's Report, shows that July 1, 2020 to June 30, 2021 giving exceeded the June 30, 2020 giving total by 40%. Dr. Cherry then called on Dr. Best to provide additional details regarding

the Institutional Accreditations Update. Dr. Best noted the national site team would be named, and he will then make a recommendation to President Hendrix. Dr. Best also noted he'd be providing an accreditations update to the Board via Zoom in October.

6. **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 of the Committee's discussions which included an Enrollment and Housing Update as well as the Tuition and Fee Waiver Report for FY2021. He stated that he met with most of the admissions team, commenting that conversion numbers have all improved and there is much optimism for the upcoming year. He stated that the housing numbers are up and trending well. Mr. Caperton then noted that waivers are consistent year-over-year and are reaching a lot of students - - more than 80% are getting help in some form of aid.

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

On behalf of Finance and Facilities Committee, Mr. Kayes provided a brief update of the Committee's discussions which included the Quarterly Financial Report: 4th Quarter FY2021 (Pre-Audit), Updates as to Institutional Budget, and the Shepherd Athletic Performance Center. Mr. Kayes noted, in June, the Board wanted to minimize depletion of cash, but exempted the special expenses of the Shepherd Athletic Performance Center and Enrollment Management Program, each to help recruit students, from the cash balance imperative. He noted the University's days' cash balance would go down from 82 to 70, stating a revised budget was sent to the Board. Chair Lewis noted the biggest change is freezing hires on most open positions and freezing the majority of positions in OASIS.

Chair Lewis provided an update to the Board on the Shepherd Athletic Performance Center, stating an A&E firm has been selected to provide analysis on the building in an effort to add several sports to help increase enrollment. They believe the cost of this review will come in under the allocated budget.

8. **UPDATES AS TO INSTITUTIONAL BUDGET**

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

RESOLVED, That the Shepherd University Board of Governors approves an Amended FY2022 Annual Budget as presented in the supplemental agenda materials of September 2, 2021.

9. **SUPPLEMENTAL ELECTIONS OF MEMBERS OF NOMINATING AND AUDIT COMMITTEES**

Chair Lewis asked for nominations to fill the vacant position on the Nominating Committee. Susan Mentzer-Blair self-nominated and there were no other nominations. **M (Wolf), S (Kissel), PASSED**, to close nominations, the nomination was approved by acclamation.

Chair Lewis nominated Jonathan Mason as replacement for the position left vacant on the Audit Committee due to the retirement of Ray Alvarez. **M (Lewis), S (Cherry), PASSED**, to close nominations, the nomination was approved by acclamation.

10. **NEW BUSINESS**


None.

11. **EXECUTIVE SESSION**

M (Wolf), S (Mason), 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 confidential legal matters relating to potential real property transactions.

Following this discussion, the Board adjourned.


Signed Copy on File
Eric Lewis
Chair


Signed Copy on File
Jim Cherry, Ph.D.
Secretary