

## **SHEPHERD UNIVERSITY BOARD OF GOVERNORS**

### **MINUTES OF THE MEETING OF NOVEMBER 4, 2021**

The Shepherd University Board of Governors met on November 4, 2021 in a regular meeting. Members participating were: David Avella [phone], 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. CONSENT AGENDA ITEMS**

**M (Gutmann), S (Wolf), 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 September 2, 2021,  
as presented in the Agenda materials of November 4, 2021.

**3. ANNUAL AUDIT REPORT**

Ms. Pam Stevens, Vice President for Finance and Administration, introduced Ms. Christina Bowman of CliftonLarsonAllen, LLP (CLA). Ms. Bowman credited the Finance Office staff for great audit results. She summarized the Annual Financial Statements, noting the Independent Auditor's Report (first two pages) are authored by CLA, and the remainder of the pages are developed by Shepherd management under CLA's review. The presentation included a review of the Financial Statements as of and for the Years Ended June 30, 2021 and 2020, as well as the Independent Auditors' Report. Ms. Bowman reported that the University received an unqualified opinion letter. She said they encountered no difficulties and found no material items requiring correction. She noted there were no material weaknesses or deficiencies identified, and the financial statement disclosures were neutral and clear. The University's implementation of GASB 87 will include revised reporting procedures for operating leases. There were no misstatements in the Financial Statements and no weaknesses were identified in internal controls. Overall, the financial position of the University appeared to be operating as expected.

Chair Lewis thanked Pam Stevens and her team for doing a great job.

**4. PRESIDENT'S REPORT**

Dr. Hendrix noted Dr. Jim Cherry is being awarded the 2021 National Institutes of Health (NIH) Director's Award "for outstanding effort related to the establishment of the NCI's Serological Sciences Network in Response to the SARS-CoV-2 Pandemic." 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 the Academic Affairs Annual Report and a University Development Update. Chair Lewis commented how great the current University magazine looks.

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 the Enrollment Management Annual Report and the Marketing/Branding Initiative Update. Mr. Caperton shared updated admissions numbers with the Board members. Chair Lewis noted that applications are up and offered encouragement and support.

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

On behalf of the Finance and Facilities Committee, Mr. Kayes provided a brief update of the Committee's discussions which included the Quarterly Financial Report: 1<sup>st</sup> Quarter FY2022, the preliminary discussions of possible fee increases, and an update as to the Shepherd Athletic Performance Center. Members discussed whether the prospective Baseball Field improvement project was suitable for action, but concluded that it should be deferred to a later date. Mr. Kayes called on Mrs. Stevens to provide a brief overview of the Quarterly Financial Report: 1<sup>st</sup> Quarter FY2022. Mrs. Stevens expressed appreciation for CLA's work. She noted this is the first year since FY2014 that Shepherd is in the black and commented that part of it was due to the OPEB calculation. Mrs. Stevens then reviewed the Quarterly Financial Report with the Board.

8. **STRATEGIC PLAN UPDATE**

Dr. Stacey Kendig (Director, School of Recreation, Sport and Exercise Sciences) and Dr. James Broomall (Director, George Tyler Moore Center for the Study of the Civil War) Strategic Plan Committee Co-chairs, provided the Board with a brief update on the 2018-2023 Strategic Plan.

9. **HIGHER LEARNING COMMISSION REAFFIRMATION ACCREDITATION SITE VISIT UPDATE**

Dr. Jason Best, Assistant Provost for Distance Education and Strategic Research Initiatives and Higher Learning Commission (HLC) Accreditation Liaison, provided the Board a brief update on the November 2021 HLC Reaffirmation Accreditation Site Visit.

10. **EXECUTIVE SESSION**

**M (Kissel), 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 emerged from executive session and then adjourned.

  
Eric Lewis  
Chair

  
Jim Cherry, Ph.D.  
Secretary