

Shepherd University Board of Governors

Minutes of the Meeting of April 18, 2013

The Shepherd University Board of Governors met on April 18, 2013 in a regular meeting. The meeting was held in Room G03, Center for Contemporary Arts II, 62 West Campus Drive, Shepherdstown, West Virginia. Members participating were: John Beatty [phone], Jason Best, Marcia Brand, Gat Caperton, Elizabeth Greer, Holly McCall, D. Scott Roach, W. Mark Rudolph [phone], Diane Shewbridge, and John Younis. Also present were Shepherd University President Suzanne Shipley, members of the executive staff and others. Board members Lacy I. Rice III and Veronique N. Walker were absent from the meeting.

1. **PUBLIC COMMENTS**

No public comments were made.

2. **MINUTES OF THE MEETING OF FEBRUARY 21, 2013**

M (Best), S (McCall), PASSED, that the minutes of the February 21, 2013 meeting of the Board of Governors be adopted as presented at the meeting.

3. **MINUTES OF THE MEETING OF MARCH 14, 2013**

M (Best), S (McCall), PASSED, members participating by phone were polled individually, that the minutes of the March 14, 2013 meeting of the Board of Governors be adopted as presented at the meeting.

4. **PRESIDENT'S REPORT**

Dr. Shipley thanked the University community as a whole, and specifically members serving on institutional committees, for the work that has been accomplished during the academic year. She stated that the agenda for the Board's meeting included, in large part, the excellent work of the Budget Advisory Council, the Master Planning Committee, and the Strategic Planning Committee. She voiced her appreciation for the University community's efforts to continue Shepherd's momentum in spite of external and internal challenges.

5. **REVIEW AND APPROVAL OF FEE CONSOLIDATION**

M (Roach), S (Brand), PASSED, members participating by phone were polled individually, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves renaming and consolidating the Orientation Fee and related fees to the Student Services Fee as presented in the Agenda Book.

6. **RECOGNITION OF EMERITUS FACULTY AND STAFF**

Dr. Christopher Ames, Vice President for Academic Affairs, presented to the Board Mr. J.W. Thatcher, Dr. Mark Stern and Dr. Rick Gibson as being recognized as new faculty *Emeriti*, and Dr. John Adams and Mr. Karl Wolf, as being recognized as new staff *Emeriti*.

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

Mr. Brian Hammond, Chair of the CEC and Manager of User Support Services, presented to the Board the CEC Annual Report. A handout was provided.

8. **APPROVAL OF NEW CONCENTRATIONS FOR THE MASTER OF BUSINESS ADMINISTRATION IN PUBLIC MANAGEMENT AND IN SPORT MANAGEMENT**
M (Brand), S (Best), PASSED, members participating by phone were polled individually, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the additional concentrations of Public Management and Sport Management in the Master of Business Administration, effective for the Fall 2013 academic semester.

9. **FACULTY SENATE ANNUAL REPORT**
Dr. J.B. Tuttle, President of the Faculty Senate and Associate Professor of Education, presented to the Board the Faculty Senate Annual Report.

10. **REVIEW AND APPROVAL OF SOCCER FIELD IMPROVEMENTS**
M (Best), S (McCall), PASSED, members participating by phone were polled individually, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the prospectus and project budget for the soccer complex project and authorizes the University President to proceed with the project with the expectation that the University interface with the surrounding community.

11. **2012-2013 ACADEMIC PROGRAM REVIEWS**
M (Best), S (Shewbridge), PASSED, members participating by phone were polled individually, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the program reviews of Biology, Economics and Finance, Political Science, as well as the CSDA, and the Board adopts the institutional recommendations that each program be continued at the current level of activity. The Board authorizes the President to submit these reviews on its behalf to the West Virginia Higher Education Policy Commission.

12. **SHEPHERD UNIVERSITY MASTER PLAN**
Mr. John Sherwood, Chair of the Facilities Master Plan Committee, and members of Robert A.M. Stern Architects (RAMSA) Jennifer Stone, Augusta Barone, and Michael Weber, presented to the Board the final draft of the University's facility master plan. Secretary Brand suggested to the Chair that working groups be convened for purposes of reviewing the master plan and the strategic plan in greater depth in preparation for the June meeting when it is expected that the master plan will be presented for approval and the strategic plan initiatives will be presented for endorsement. All agreed to the suggestion, and Chair Caperton will work with the President to determine the membership of the working groups, including staffing support by members of the Executive Staff.

13. **SHEPHERD UNIVERSITY STRATEGIC PLAN**
Dr. Diane Melby, Chair of the Strategic Planning Committee and Vice President for Advancement, presented to the Board the University's progress to date in strategic planning.

14. **MOTION TO EXECUTIVE SESSION**
M (Brand), S (Best), PASSED, members participating by phone were polled individually, 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 purposes of discussion of matters relating to honoraria and awards and for discussion of individual personnel matters as to one or more specific employees of the University and matters that would be an invasion of privacy if publicly discussed.

At the conclusion of the executive session, the Board returned to open session.

15. **ACTIONS ARISING OUT OF EXECUTIVE SESSION**

M (Brand), S (Younis), PASSED, that the following resolution be adopted by the Board of Governors:

RESOLVED, That the Shepherd University Board of Governors authorizes the Chair to submit a Triennial Evaluation Report to the Chancellor and the Chair of the Higher Education Policy Commission on its behalf.


M (Brand), S (McCall), PASSED 6-2, that the following resolution be adopted by the Board of Governors:

RESOLVED, That the Board designates the Chair to act on its behalf, in consultation with the other members of the Executive Committee, in finalizing the terms of employment of the President for FY2014, consistent with the discussion of the Board as to the terms, and authorizes the Chair to execute an annual appointment letter for FY2014 on behalf of the Board.

16. **NEW BUSINESS**

None.


Gat Caperton
Chair


Marcia Brand
Secretary