

# Shepherd University Board of Governors

## Minutes of the Meeting of April 3, 2014

The Shepherd University Board of Governors met on April 3, 2014 in a regular meeting. Members participating were: John Beatty, Jason Best, Marcia Brand, Gat Caperton, Alana Gondeck, Holly McCall, Diane Shewbridge and John Younis. Also present were Shepherd University President Suzanne Shipley, members of the executive staff and others. Board members Tia McMillan, D. Scott Roach and W. Mark Rudolph were absent from the meeting.

1. **PUBLIC COMMENTS**

No public comments were made.

2. **MINUTES OF THE MEETING OF FEBRUARY 13, 2014**

**M (Best), S (Brand), PASSED**, that the minutes of the February 13, 2014 meeting of the Board of Governors be adopted as presented in the agenda book.

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

Dr. Christopher Ames, Vice President for Academic Affairs, presented to the Board Dr. Joyce Webb as being recognized as new faculty *Emeritus* and Ms. Joan Pope as new staff *Emeritus*. Mr. Alan Perdue, General Counsel, presented to the Board Ms. Barbara Byers and Ms. Sandy Collier as being recognized as new staff *Emeriti*.

4. **PRESIDENT'S REPORT**

President Shipley updated members as to the status of additional staffing transitions in the offices within enrollment management. Dr. Shipley highlighted the important work that has been done by faculty and by Dr. Colleen Nolan, Dean of the School of Natural Sciences and Mathematics, in securing WV EPSCoR grants.

5. **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. The Senate's focus has included budget and enrollment issues, compensation, and the critical importance of implementing the Content Management System (CMS) system for management of the University website.

6. **ADVISORY COUNCIL OF FACULTY (ACF) ANNUAL REPORT**

Dr. Sylvia Shurbutt, ACF University Representative and Professor of English, presented to the Board the ACF Annual Report. The report included a review of the data elements of the 2012 Higher Education Report Card issued by the West Virginia Higher Education Policy Commission (HEPC), as well as ACF's ongoing legislative relations efforts.

7. **MARTINSBURG CENTER UPDATE: PROGRAMMATIC OFFERINGS**

Dr. Marcia Brand, Academic Affairs and Student Affairs Committee Chair, summarized the committee presentation by Dr. Ames, which was a follow-up to the February agenda on programmatic offerings at the Martinsburg Center. The Committee noted good progress in the Martinsburg initiative.

8. **RECOMMENDATION FOR APPROVAL OF THE GRADUATE CERTIFICATE IN APPALACHIAN STUDIES**

**M (McCall), S (Brand), PASSED**, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the Graduate Certificate in Appalachian Studies effective as of August 1, 2014.

9. **RECOMMENDATION FOR APPROVAL OF 2013-2014 ACADEMIC PROGRAM REVIEWS**  
M (Best), S (McCall), PASSED, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the program reviews of Education, Family and Consumer Sciences (FACS), Honors Program, Nursing Education, Sociology, Social Work, as well as Master of Music, Music Education (M.M.M.E.), 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.

10. **MARKET RESEARCH RELATED TO RECOMMENDED 2014-2015 ENROLLMENT, HOUSING, DINING AND OTHER FEES**

Mr. Gat Caperton, Board of Governors Chair, summarized the market research related to the proposed fees in tuition, housing, dining and other fees as presented to the committee during its meeting by Mr. Michael Konopski, Interim Vice President for Enrollment Management.

11. **RECOMMENDATION FOR APPROVAL OF PROPOSED 2014-2015 ENROLLMENT, HOUSING, DINING AND OTHER FEES**  
M (Younis), S (McCall), PASSED, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the increases of Enrollment, Miscellaneous, Housing and Dining fees as presented in the Agenda Book.

12. **AUXILIARY ENTERPRISES ANNUAL REPORT**

Dr. Younis summarized the Auxiliary Enterprises Annual Report as presented to the Audit and Finance Committee.

13. **RECOMMENDATION FOR APPROVAL OF ADMINISTRATIVE RESTRUCTURING OF ADMINISTRATION AND FINANCE**  
M (Beatty), S (Brand), PASSED, that the following resolution be adopted by the Board:

**RESOLVED**, That the Shepherd University Board of Governors approves the restructuring of Administration and Finance as presented in the Agenda Book.

14. **MOTION TO EXECUTIVE SESSION**

M (McCall), S (Younis), PASSED, That pursuant to Section 4 of Article 9A of Chapter 6 of the WV Code, that the Board enter into executive session for the purposes of discussion of matters relating to 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. **NEW BUSINESS**

None.

Signed Copy on File  
Mark Rudolph  
Vice Chair

Signed Copy on File  
Marcia Brand  
Secretary