

Shepherd University Board of Governors

Minutes of the Meeting of August 12, 2004

The Shepherd University Board of Governors met on August 12, 2004, in the Byrd Center for Legislative Studies, Shepherd University, Shepherdstown, West Virginia, in a regular meeting. Members participating were: Manny Arvon, Vicki Douglas, Matthew Gay, Doris Griffin, Anders Henriksson, Andy Michael, Barbara Pichot, Brent Robinson (by phone), John Sherwood, and Dan Starliper. Also present were President David Dunlop, members of the executive staff, and others.

Chair Michael convened the meeting of the Board of Governors at 3:30 p.m.

1. MINUTES OF THE MEETING OF June 10, 2004

M (Starliper) S (Sherwood), PASSED, that the minutes of the June 10, 2004 meeting of the Board of Governors be adopted as presented in the agenda book.

2. ADMINISTRATION OF OATH OF OFFICE FOR NEW BOARD MEMBER

The oath of office was administered to Matthew Gay, who is new to the Board, serving as a representative from the Student Government Association.

3. SHEPHERD UNIVERSITY REPORT

President Dunlop announced that asbestos formerly in Shaw and Thacher Halls has been completely abated and both halls are ready for students. Settlement letters have been sent to students regarding their claims, and many are already coming back in.

Dr. Dunlop updated the Board regarding the move of the Admissions Office to Ikenberry Hall. Renovations to the building will allow for ADA accessibility with a ramp within several weeks.

High school guidance counselors from Montgomery County, Maryland have visited campus to get acquainted with Shepherd University. We are getting good feedback from area counselors about the changes that have been made to our admissions application. Enrollment numbers indicate modest growth is expected for fall.

The four-year campus presidents are now sometimes meeting separately from the community and technical college presidents. After the election, the four-year presidents are hoping to meet with the new Governor-elect to discuss what the needs will be over the next four and eight years. There is general agreement that salaries are a concern and a cause for the recent higher rate of faculty turnover.

At the present time Peer Groups will remain the same. The Community and Technical College will have its own Peer Group.

The Higher Education Bond issue is expected to be completed imminently.

The Nursing Department has received from NLN the maximum eight year accreditation for both the two and four-year nursing programs.

4. **COMMUNITY AND TECHNICAL COLLEGE OF SHEPHERD REPORT**

In the absence of President Checkovich, Vicki Douglas reported things were on target with the accreditation process. The self study is at the printer.

5. **ADMISSIONS POLICY**

M (Starliper) S (Henriksson), PASSED, that the following resolution be adopted by the board:

RESOLVED, That the Shepherd University Board of Governors approves the Admissions Policy, Policy 27, as presented in the agenda book, to become effective immediately, consistent with Higher Education Policy Commission rules; and

FURTHER, BE IT RESOLVED, That at the time the Community and Technical College of Shepherd becomes an independent institution, references to it will be removed from the University's policy.

6. **CYCLICAL PROGRAM REVIEWS**

M (Starliper) S (Henriksson), PASSED, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the program reviews for Family and Consumer Sciences, Nursing, Political Science, and Social Work 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 Higher Education Policy Commission.

7. **MASTERS DEGREE PROGRAMS**

M (Starliper) S (Griffin), PASSED, that the following resolutions be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the Master of Business Administration degree program and directs the President to take all further necessary steps to implement the program.

RESOLVED, That the Shepherd University Board of Governors approves the Master of Arts in Teaching degree program and directs the President to take all further necessary steps to implement the program.

RESOLVED, That the Shepherd University Board of Governors approves the Master of Music in Music Education degree program and directs the President to take all further necessary steps to implement the program.

RESOLVED, That the Shepherd University Board of Governors approves the Master of Arts in College Student Development and Administration degree program and directs the President to take all further necessary steps to implement the program.

8. **STUDENT AFFAIRS DATA**

Dr. Sharon Kipetz, Dr. John Adams and Dr. Richie Stevens presented information to the Academic, Student and Campus Affairs Committee concerning Student Affairs data and activities.

9. **QUARTERLY FINANCIAL MANAGEMENT REPORT**

Mr. Ed Magee, Vice President for Finance and Administration, presented to the Finance and Personnel Committee the quarterly financial report for the period ending June 30, 2004.

10. **NEW BUSINESS**

Chair Michael announced that the state- wide Board Member training is scheduled for September 24, 2004 at the Embassy Suites in Charleston.

The Chair updated members regarding the Board Retreat which will be held December 4, 2004 at the Byrd Center for Legislative Studies. Dr. Varner will lead the Retreat.

11. **PUBLIC COMMENTS**

There were no public comments made at the meeting.

There being no further business, the meeting was adjourned.

Signed

Andrew D. Michael
Chair

Signed

Robert A. McMillan
Secretary