

Shepherd College Board of Governors

Minutes of the Meeting of June 12, 2003

The Shepherd College Board of Governors met on May 8, 2003, in the Cumberland Room, College Center, Shepherd College, Shepherdstown, West Virginia, in a regular meeting. Members present were: Manny Arvon, Lauri Bridgeforth, Dr. Anders Henriksson, Robert McMillan, Andrew Michael, Barbara Pichot, John Sherwood, and Dr. Dan Starliper. Bethany Knowles and Lacy Rice participated by telephone. Also present were Dr. David Dunlop, members of the Executive Staff, and others.

The Chair convened the meeting of the Board of Governors at 2:30 p.m., following the Board's committee meetings.

MINUTES OF THE MEETINGS OF MAY 8, 2003

M (Sherwood) S (McMillan), PASSED, that the minutes of the May 12, 2003 meeting of the Board of Governors be adopted as presented.

CATF PROJECT AND CAMPUS MASTER PLAN UPDATE

Representatives from Hardy Holzman Pfeiffer Associates, the architects working on the continuing development of the Campus Master Plan, discussed with the Board their progress, with particular attention to the future Contemporary American Theater Festival (CATF) building project. In addition to the CATF project, they discussed a program summary, project opportunities, design criteria, site analysis, and the implementation schedule.

PRESIDENT'S REPORT

President Dunlop reported that the Higher Education Policy Commission recently approved Shepherd College's master's degree program; delayed the mandatory athletic auxiliary fee for 30 days to allow for comments from institutions; resolved all substantial issues related to the \$150 million Capital Bond issue; reported that the Policy Commission's Capital Funds have a pool of \$6.5 million, some of which will be distributed and some reserved for loans. The President also reported that the state-wide biology review report would probably result in Shepherd submitting a one-year progress report addressing known deficiencies. Dr. Dunlop relayed the HEPC's statement that presidential salary determinations remain at the BOG level.

The President concluded by highlighting the Council of President's meeting with Chancellor Mullen in Morgantown regarding the HEPC's hope that Governor Wise will not cut higher education's FY05 budget.

SPECIAL RESOLUTION

The Board adopted the following resolution by acclamation:

WHEREAS, Barbara H. Pichot served as Chair of the Shepherd College Board of Advisors from 2000 to 2001; and

WHEREAS, Ms. Pichot served as Chair of the Shepherd College Board of Governors from 2001 to 2003; and

WHEREAS, Ms. Pichot demonstrated her commitment and dedication to the Board by donating countless hours to Board work, including numerous trips to Charleston; and

WHEREAS, Ms. Pichot showed outstanding leadership ability, political savvy, and integrity while serving as Chair of the Board; and

WHEREAS, Ms. Pichot honored her alma mater with loyalty and pride; and

WHEREAS, Ms. Pichot brought to bear her business expertise and community relationships for the benefit of Shepherd College; and

WHEREAS, Ms. Pichot will continue in her role as a member of the Shepherd College Board of Governors;

THEREFORE, BE IT RESOLVED, THAT the Shepherd College Board of Governors honors Ms. Pichot for her record of strong leadership, expresses to her its sincere gratitude and admiration, and looks forward to her continued service with the Board; and

FURTHER, BE IT RESOLVED, THAT this resolution be inscribed upon the minutes of the June 12, 2003 Board of Governors meeting and that a copy of the resolution be presented to Ms. Pichot.

PROVOST'S REPORT

Dr. Peter Checkovich reported that the Community and Technical College of Shepherd has completed its move into the Dunn Building. The Provost then reviewed comments made from the North Central reviewers regarding the independent accreditation of the CTC.

STAFF CRITICAL RETENTION DESIGNATION

M (McMillan) S (Arvon), PASSED, that the following resolution is adopted by the Board:

RESOLVED, that the Shepherd College Board of Governors authorizes Critical Retention status to the following positions: HVAC-R Technician and IT Systems Programmer/Analyst.

POLICY 24 RELATING TO PART TIME EMPLOYEES AND ADJUNCT FACULTY

M (McMillan) S (Michael), PASSED, that the following resolution adopted by the Board:

RESOLVED, That the Shepherd College Board of Governors adopts Policy 24 as presented in the agenda book of June 12, 2003 with the following amendment:

Page 6-3, item 3.3, line 2 - change "period" to "periodic"

DATA REPORTING

A draft of suggested reports for more quantitative data, including benchmark comparisons, from the Executive Staff was distributed for the Board's review and feedback. Included in the draft are topics for reports, frequency of reports, and appropriate comparison data.

ATHLETIC PROGRAM PHILOSOPHY

M (Arvon) S (Starliper), PASSED, that the following resolution is adopted by the Board:

RESOLVED, That the Shepherd College Board of Governors approves, effective July 1, 2003, the Shepherd College Athletic Program Philosophy for the period of July 1, 2003-June 30, 2004 as presented in the agenda book of June 12, 2003, with the following amendment:

Opening paragraph of Athletic Philosophy, page 8-2,
line 4 change - "study" to "student",
line 5 change - "preference" to "orientation", and
line 6 change - "disability" to "ability."

ELECTION OF OFFICERS

M (Sherwood) nominated Mr. Andrew Michael as Chair, Mr. Lacy Rice, III as Vice-Chair, and Mr. Manny Arvon as Secretary.

M (Starliper), S (Henriksson), PASSED,

RESOLVED, That nominations for office be closed; and that Mr. Michael, Mr. Rice, and Mr. Arvon be duly elected as officers of the Board.

PROPOSED 2003-2004 MEETING SCHEDULE

The Shepherd College Board of Governors accepted the proposed 2003-2004 meeting schedule as presented in the agenda book of June 12, 2003.

NEW BUSINESS

Mr. Michael reported that he had met with Delegate Mezzatesta and other West Virginia higher education board chairs regarding classroom content standardization and that this group will meet again in August.

M(Sherwood), S (Arvon), PASSED, that the Board recess into an executive session for the purpose of discussing potential litigation matters and for the purpose of discussing personnel matters.

Following the Executive Session, the Board proceeded with New Business.

M(Sherwood), S(Bridgeforth), PASSED, that the following resolution be adopted by the Board:

RESOLVED, that the Shepherd College Board of Governors authorizes the Chair of the Board to act on behalf of the Board to issue a letter of appointment to the President.

There being no further business, the meeting was adjourned.

AM
Signed copy on file
Andrew D. Michael
Chair

MA *AM* *A*
Signed copy on file
Manny P. Arvon, II
Secretary