

Shepherd University Board of Governors

Minutes of the Meeting of June 8, 2006

The Shepherd University Board of Governors met on June 8, 2006, in the Robert C. Byrd Center for Legislative Studies, Shepherd University, Shepherdstown, West Virginia, in a regular meeting. Members participating were: Lauri Bridgeforth (by phone), Doris Griffin, Anders Henriksson, Andy Michael, Barbara Pichot, Lacy Rice III (by phone), Brent Robinson (by phone), John Sherwood and Dan Starliper. Also present were Shepherd University President David Dunlop, members of the executive staff, and others. Board members Manny Arvon, David Blythe, Catherine Daniel and Robert McMillan were absent from the meeting.

Chair Sherwood convened the meeting of the Board of Governors at 2:00 p.m.

1. **MINUTES OF THE MEETING OF MAY 11, 2006**

M (Starliper) S (Griffin) [members participating by phone were individually polled], PASSED, that the minutes of the May 11, 2006 meeting of the Board of Governors be adopted as presented in the agenda book.

2. **PRESIDENT'S REPORT**

In addition to the President's Report presented in the agenda book, President Dunlop informed the Board that Shepherd will work with Shepherdstown Mayor Lance Dom to set up the committee previously agreed upon to explore ways to improve communication.

3. **REYNOLDS HALL EXTERIOR WALL PROSPECTUS (Agenda Item 4)**

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

RESOLVED, That the Shepherd University Board of Governors approves the project and project budget of \$1,500,000 for the Reynolds Hall Exterior Wall as presented in the agenda book, and directs the President to proceed with management of the project, upon obtaining an extension of the lease.

M (Henriksson) S (Griffin), PASSED [members participating by phone were individually polled], to amend the pending motion, deleting the phrase “, upon obtaining an extension of the lease” and substituting there with the phrase: “ to explore obtaining an extension of the lease, and authorizing the President to negotiate and enter into such a lease on behalf of the University.

The original motion, as amended, was then PASSED [members participating by phone were individually polled]

4. **SPECIAL AUTHORIZATION FOR FUTURE CAPITAL FEE INCREASES**
(Agenda Item 3)

M (Pichot) S (Henriksson), PASSED [members participating by phone were individually polled], that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors authorizes the President of the University, at the President's discretion, to implement increases in capital fees charged to all students in an amount of up to 2% of the 2006-07 total enrollment fee rate, effective for Fall 2007. The President is authorized to implement additional capital fee increases, respectively, for Fall 2008, 2009, and 2010, in an amount not more than 2% of the prior year's rate. The President is further authorized to allocate these increases between Institutional Capital Fees and any new Auxiliary Capital Fees on a discretionary basis.

5. **FINAL ADOPTION OF REVISED POLICIES 24 AND 26**

M (Henriksson) S (Starliper), PASSED [members participating by phone were individually polled], that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the revisions to Policy 24, *Part Time Employees and Adjunct Faculty*, as presented in the agenda book, to become effective immediately.

M (Henriksson) S (Starliper), PASSED [members participating by phone were individually polled], that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the revisions to Policy 26, *Salary Policy*, as presented in the agenda book, to become effective immediately with the following changes. Change Section 3:3 to read "The President may, by written designation, exempt up to five percent of all full-time faculty from the provisions of this policy. The purpose of this provision is to allow for special cases, such as faculty funded by external soft-money, whose increases might sometimes be smaller, or none at all, based upon external support." In Section 6 remove the words "or the CTC President."

6. **FINAL ADOPTION OF REVISED POLICIES 19, 20, 21, 22 AND 25 AND RESCISSION OF POLICY 5**

M (Starliper) S Henriksson, PASSED [members participating by phone were individually polled], that the following resolutions be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves the revisions to Policy 19, *Academic Freedom, Professional Responsibility, Promotion and Tenure*, as presented in the agenda book with the addition of the word “working” to Appendix A II. A. 14. b. so that it consistently reads “fifteen (15) working days” to become effective immediately.

RESOLVED, That the Shepherd University Board of Governors approves the rescission of Policy 5, *Sabbatical Leave*, to become effective immediately.

RESOLVED, That the Shepherd University Board of Governors approves the revisions to Policy 20, *Student Rights and Responsibilities*, as presented in the agenda book, to become effective immediately.

RESOLVED, That the Shepherd University Board of Governors approves the revisions to Policy 21, *Student Academic Rights*, as presented in the agenda book, to become effective immediately.

RESOLVED, That the Shepherd University Board of Governors approves the revisions to Policy 22, *Faculty Development*, as presented in the agenda book, to become effective immediately.

RESOLVED, That the Shepherd University Board of Governors approves the revisions to Policy 25, *Marketing of Credit Cards/ Accounts*, as presented in the agenda book, to become effective immediately.

7. **ELECTIONS FOR 2006-2007**

Mr. Andy Michael nominated Mr. John Sherwood as Chair, Mr. Robert McMillan as vice Chair, and Mr. Manny Arvon as Secretary.

M (Michael) S (Pichot), PASSED [members participating by phone were individually polled], that the following resolution be adopted by the Board:

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

The Chair nominated Mr. Brent Robinson, Mr. Robert McMillan and Mrs. Barbara Pichot to serve on the Audit Committee.

M (Michael) S (Starliper), PASSED [members participating by phone were individually polled], that the following resolution be adopted by the Board:

RESOLVED, That nominations for the Audit Committee be closed; and that Mr. Brent Robinson, Mr. Robert McMillan and Mrs. Barbara Pichot be duly elected as members of the Audit Committee. Mrs. Pichot will serve as chair of the committee.

8. **PROPOSED MEETING SCHEDULE FOR 2006-2007**

The Shepherd University Board of Governors accepted the proposed 2006-2007 meeting schedule as presented in the agenda book.

9. **SPECIAL RESOLUTION**

M (Pichot) S (Michael), PASSED [members participating by phone were individually polled], that the following resolution be adopted by the Board:

WHEREAS, David Blythe served as a member of the Shepherd University Board of Governors from 2005 to 2006; and

WHEREAS, Mr. Blythe has demonstrated his commitment and dedication to the Board by his faithful attendance at Board meetings and to the responsibilities of a Board member; and

WHEREAS, Mr. Blythe brought to bear his business expertise and community relationships for the benefit of Shepherd University; and

WHEREAS, Mr. Blythe effectively represented the Community and Technical College of Shepherd, first as a member of its Board of Advisors and then as a member of the Shepherd University Board of Governors during the transition of its governance and name changes.

THEREFORE, BE IT RESOLVED, THAT the Shepherd University Board of Governors honors Mr. Blythe for his record of leadership and his commitment to higher education in the Eastern Panhandle, and expresses to him its sincere gratitude and admiration; and

FURTHER, BE IT RESOLVED, THAT this resolution be inscribed upon the minutes of the June 8, 2006 Board of Governors meeting and that a copy of the resolution be presented to Mr. Blythe.

10. NEW BUSINESS

Dr. Dan Starliper, Board member and Director of Human Resources, announced that Shepherd University admissions counselor Ms. Rachelle Davis was named 2006 West Virginia Admissions Counselor of the Year.

Chair Sherwood reminded the Board that the 2006 season of the Contemporary American Theater Festival opens in July.

President Dunlop shared with the Board that for the second consecutive year Shepherd University was awarded the President's Cup for Athletics. The President's Cup is awarded to the school that has the highest average score for sports sponsored within the WVIAC. Points are awarded based on finishes in the regular season of each sport. Scoring of WVIAC sports is a reflection of the number of teams participating for that championship.

Dr. Sharon Kipetz, Vice President for Student Affairs, announced that Shepherd Dining Service's entry for *Victorian Christmas* is the Bronze Award winner of the National Association of College and University Food Service's Loyal E. Horton Dining Award for Residence Hall - Theme Dinner, 2006.

11. PUBLIC COMMENTS

Ms. Barb Hunt addressed the Board regarding use of the swimming pool.

There being no further business, the meeting was adjourned.

Signed

John M. Sherwood
Chair

Signed

Manny P. Arvon
Secretary