

Shepherd College Board of Governors

Minutes of the Meeting of May 8, 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: Lauri Bridgeforth, Dr. Anders Henriksson, Robert McMillan, Andrew Michael, Barbara Pichot, Lacy Rice, Brent Robinson, John Sherwood, and Dr. Dan Starliper. Also present were Dr. David Dunlop, members of the Executive Staff, and others.

The Chair convened the meeting of the Board of Governors at 3:15 p.m., following the Board's committee meetings.

MINUTES OF THE MEETINGS OF MARCH 13, 2003 AND APRIL 30, 2003

M (Sherwood), S (Bridgeforth), PASSED, that the minutes of the March 13, 2003 and April 30, 2003 meetings of the Board of Governors be adopted as presented.

PRESIDENT'S REPORT

President Dunlop announced that the Higher Education Policy Commission's tuition cap for Shepherd College will be 9.25% and 3.5 % for the four-year and two-year schools, respectively. Dr. Dunlop reported that, including budget cuts, Shepherd's breakeven point would be approximately 150 additional FTE for 2003-2004.

The President advised the Board that the Campus Master Plan will be reviewed regarding site locations for the next two or three new buildings, including residence halls, classrooms, and the Contemporary American Theater Festival's home.

Dr. Dunlop mentioned that there will be an Executive Staff Retreat on May 19, 2003. He announced that author Nora Roberts would be the keynote speaker at Commencement on May 24, 2003.

PROVOST'S REPORT

Dr. Peter Checkovich reported that the Community and Technical College's Board of Advisors met four times during 2002-2003 and plans to meet six times during 2003-2004. The Provost also informed the Board that the CTC's moving process would begin on May 9, 2003, and their new address, effective June 1, 2003, will be 400 West Stephen Street, Suite 100, Martinsburg, WV, 25401.

MASTERS OF ARTS IN CURRICULUM AND INSTRUCTION

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

RESOLVED, that the Shepherd College Board of Governors approves the initiation of the Master of Arts in Curriculum and Instruction program, effective August 2003; provided, that the foregoing approval is subject to accreditation being approved by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools prior to such initiation; provided further, that the foregoing approval is subject to the authorization to proceed of the Higher Education Policy Commission prior to such initiation.

SABBATICAL LEAVES

A report was presented naming faculty who took sabbatical leaves during the 2002-2003 academic year.

FACULTY MERIT PROCESS

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

RESOLVED, that the Shepherd College Board of Governors endorses the Faculty Merit Pay Policy as presented in the agenda book and recognizes Dr. Anna DeVito and the committee who worked so diligently to develop this merit process.

GRADUATE ENROLLMENT FEES

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

RESOLVED, that the Shepherd College Board of Governors approves the schedule of graduate education enrollment fees as presented in the agenda book of May 8, 2003.

MISCELLANEOUS FEE INCREASES

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

RESOLVED, that the Shepherd College Board of Governors approves the schedule of increases in special course fees as presented in the agenda book of May 8, 2003.

QUARTERLY FINANCIAL STATEMENTS

Ed Magee, Vice President for Finance and Administration, presented the quarterly financial report for the period ending March 31, 2002.

NEW BUSINESS

M(Sherwood), S (McMillan), 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.

During the Executive Session, the Board adopted a resolution relative to honorary awards.

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

RESOLVED, That the Shepherd College Board of Governors approves the conferring of Honorary Doctorate degrees to the Honorable John Doyle and to Nora Roberts, for the Commencement ceremonies May 24, 2003.

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

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

RESOLVED, That the Shepherd College Board of Governors reaffirms its ongoing commitment to diversity, recognizes the progress that has been achieved, and reasserts its confidence in President David Dunlop's Leadership.

There being no further business, the meeting was adjourned.

Signed copy on file
Barbara H. Pichot
Chair

Signed copy on file
Manny P. Arvon, II
Secretary