

Shepherd University Board of Governors

Minutes of the Meeting of November 21, 2013

The Shepherd University Board of Governors met on November 21, 2013 in a regular meeting. Members participating were: John Beatty [phone], Jason Best, Marcia Brand, Gat Caperton, Alana Gondeck, Holly McCall, Tia McMillan, D. Scott Roach, W. Mark Rudolph [phone], Diane Shewbridge and John Younis. Also present were Shepherd University President Suzanne Shipley, members of the executive staff and others.

1. **PUBLIC COMMENTS**

No public comments were made.

2. **MINUTES OF THE MEETING OF SEPTEMBER 26, 2013**

M (Rudolph), S (Roach), PASSED, that the minutes of the September 26, 2013 meeting of the Board of Governors be adopted as presented at the meeting.

3. **MINUTES OF THE MEETING OF OCTOBER 28, 2013**

M (Rudolph), S (Brand), PASSED, that the minutes of the October 28, 2013 meeting of the Executive Committee Acting on the Board's Behalf – Action by Executive Committee Members.

4. **PRESIDENT'S REPORT**

Shepherd University successfully refinanced bonds and the savings originally projected in September increased from \$230,000 to \$570,000 in total savings even though the total number of refinanced bonds decreased from three to two.

However, the news from the Chancellor regarding the approval of the Doctorate of Nursing Practice (D.N.P.) was not as positive, with a letter denying the University's requested Intent to Plan. Dr. Shipley is continuing conversations with the Chancellor about the importance of practical doctorates being offered by regional institutions.

5. **ANNUAL AUDIT**

Mr. Mark Rudolph, Audit and Finance Committee Chair, summarized the annual financial report as presented to the committee by Ms. Deborah Judd, Vice President for Administration and Finance, and Mr. Mike Hager, CPA/CFE, via conference call from Hayflich Grigoraci. The presentation included a review of the Financial Statements as of and for the Years Ended June 30, 2013 and 2012, and Independent Auditors Reports. Mr. Rudolph reported that the University received a clean audit, and that the experience with this year's audit was positive. He indicated that university staff are continuing to follow-up with contacts at the HEPC for having greater input into the selection of auditors and subcontractors.

6. **QUARTERLY FINANCIALS**

Mr. Mark Rudolph, Audit and Finance Committee Chair, summarized the Quarterly Financials as presented to the committee by Ms. Deborah Judd, Vice President for Administration and Finance. The presentation included a review of the Quarterly Financial Management Report for the period ending September 30, 2013.

7. **TRANSFER OF FUNDS**

M (Shewbridge), S (Best), PASSED, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors authorizes the University President to transfer grants funds, consistent with the provisions of Article Five of Chapter 18-B of the Code of West Virginia, as amended, to such accounts as shall be proper for the funding of capital expenses, in amounts up to but not exceeding such amounts as may be received from time to time from the West Virginia Division of Highways during FY2014.

8. **ANNUAL ENROLLMENT INFORMATION**

Mr. D. Scott Roach, Enrollment Management and Advancement Committee Chair, summarized the Enrollment Management Annual Report as presented to the committee by Mr. Michael Konopski, Interim Vice President for Enrollment Management. The report gave an overview of fall 2013 enrollments as compared to the previous fall of 2012 and presented strategies for spring 2014.

9. **INTENT TO PLAN FOR BACHELOR OF ARTS IN EARLY EDUCATION**

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

RESOLVED, That the Shepherd University Board of Governors approves the Intent to Plan for Bachelor of Arts in Early Education and directs the President to file the Intent to Plan with the Chancellor of the Higher Education Policy Commission for approval.

10. **ANNUAL INSTITUTIONAL ACREDITATION**

Dr. Marsha Brand, Academic Affairs and Student Affairs Committee Chair, summarized the Annual Institutional Accreditation report as presented to the committee by Dr. Chris Ames, Vice President for Academic Affairs. The report presented an overview of actions taken in response to the Higher Learning Commission (HLC) and discipline-specific accreditations at Shepherd University.


11. **SHEPHERD UNIVERSITY STRATEGIC PLAN**

M (Rudolph), S (Younis), PASSED, that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves and adopts the University-wide revised goals and priorities for the Strategic Plan and directs the President to consider them as a part of decision-making and resource allocation.

12. **NEW BUSINESS**

None.


Signed Copy on File
Gat Caperton
Chair


Signed Copy on File
Marcia Brand
Secretary