

SHEPHERD UNIVERSITY BOARD OF GOVERNORS

MINUTES OF THE MEETING OF DECEMBER 14, 2023

The Shepherd University Board of Governors met on December 14, 2023, in a regular meeting. Members participating were: David Avella (audio feed), Gat Caperton, Dr. Jim Cherry (audio feed), Henry Kayes, Jr., Eric Lewis, Jonathan Mason, Susan Mentzer-Blair, Kevin Murphy, Austin Slater, Jr., Dr. Stephanie Slocum-Schaffer, Paul Teter, and Karl Wolf. Also present were Shepherd University President Mary J.C. Hendrix, members of the executive leadership team, and others.

1. **PUBLIC COMMENTS**

No public comments were made.

2. **CONSENT AGENDA ITEMS**

M (Lewis), S (Mason), PASSED, all members participating by audio feed were polled (Mr. Avella and Dr. Cherry not yet attending), that the following resolution be adopted by the Board:

RESOLVED, That the Shepherd University Board of Governors approves:

- 1) The Minutes of the Meeting of November 9, 2023,
as presented in the Agenda materials of December 14, 2023.

3. **PRESIDENT'S REPORT**

President Hendrix referenced the Shep-opoly game located at each board member's seat, noting it is a thank you for their volunteer service to the University and their shared governance. She stated the games are also being sold at the Bavarian Inn and the campus Bookstore. President Hendrix pointed out that the President's Report includes outstanding accomplishments of our faculty, staff, students, and alumni. She recognized Dr. James Broomall as the new Director of the Robert C. Byrd Center for Congressional History and Education. She thanked Dr. Kelly Hart for her leadership, collaborative spirit, and insightful strategic vision - - leaving a legacy of excellence as she departs the University. Dr. Hendrix then introduced Will Bell as the Interim Vice President for Enrollment Management.

4. **CLASSIFIED EMPLOYEES COUNCIL ANNUAL REPORT**

Ms. Cecelia Mason, Chair of the Classified Employees Council (CEC) and Staff Writer, Office of University Communications, presented to the Board the CEC Annual Report. On behalf of the CEC, she thanked the Board for approving the pay raise put forth by Governor Justice. Ms. Mason's report addressed salary compression, cost of living increases, morale issues, CEC staff development, the transition of classified staff positions to non-classified status, scholarships, and the FY2024 CEC elections. Ms. Mentzer-Blair asked about CEC Scholarships and why it is only available to classified employees, and Ms. Mason noted classified staff funded the Scholarship endowment. Mr. Kayes assured Ms. Mason that Mr. Murphy does a great job of representing University staff as a member of the Board. Mr. Kayes asked if the distinction between classified

and non-classified status is linked to hourly or salaried pay, and Mr. Perdue noted it is generally along those lines and the total staff is now close to evenly split. Mr. Kayes added that he agreed with Ms. Mason's salary comments. (Mr. Avella joined during the CEC Annual Report.)

5. **OFFICE FOR DIVERSITY AND EQUITY ANNUAL REPORT**

Dr. Chiquita Howard-Bostic, Associate Vice President for Diversity, Equity, and Inclusivity, reviewed with the Board the Office for Diversity and Equity Annual Report. (Dr. Cherry joined during the Office for Diversity and Equity Annual Report.)

6. **OFFICE OF SPONSORED PROGRAMS ANNUAL REPORT**

Ms. Emily Samide, Director for the Office of Sponsored Programs, reviewed with the Board the Office of Sponsored Programs Annual Report. Dr. Slocum-Schaffer thanked Ms. Samide for her efforts on the Gateway Program. Chair Caperton thanked Ms. Samide for her hard work and alignment with the University's Strategic Plan, and Ms. Samide noted Erin Hildreth has been very helpful.

7. **ACADEMIC AFFAIRS ANNUAL REPORT**

Dr. Robert Tudor, Interim Provost and Vice President for Academic Affairs, provided the Board with the Academic Affairs Annual Report. Ms. Mentzer-Blair commented that the countless things so many individuals do for so little are eye-opening. She commented that Shepherd is not the place she and Mr. Wolf graduated from, noting there is so much outreach support for students and less risk of a student "falling through the cracks," and all the faculty and staff are to be thanked for that.

8. **ENROLLMENT MANAGEMENT DIVISION REPORT**

Dr. Kelly Hart, Vice President for Enrollment Management, provided the Board with the Enrollment Management Division Update. Dr. Hart shared that in early December the Higher Education Policy Commission (HEPC) released the statewide Fall 2023 Enrollment Report and Shepherd has once again increased thanks to everyone's hard work. Dr. Hart thanked President Hendrix for selecting her to serve as Shepherd's Vice President for Enrollment Management and added additional thanks to the campus community, the Executive Leadership Team, and the Board of Governors.

9. **STUDENT AFFAIRS DIVISION ANNUAL REPORT**

Ms. Holly Morgan-Frye, Vice President for Student Affairs and Director of Community Relations, provided the Board with the Student Affairs Division Annual Report, which emphasizes the support services that are needed for students. Ms. Mentzer-Blair asked about SB10 and how it will impact campus, which Ms. Frye addressed. Mr. Murphy asked if there would be an SB10 presentation for the campus, and Ms. Frye said this would occur in the spring. Mr. Teter thanked Ms. Frye for her work, especially on SB10. Chair Caperton thanked Ms. Frye and her staff.

10. **UNIVERSITY FOUNDATION UPDATE**

Ms. Sherri Janelle, Executive Vice President for the Shepherd University Foundation, provided the Board with the University Foundation Update. Mr. Slater expressed praise for Ms. Janelle for accepting the Executive Vice President position.

11. **OVERVIEW OF THE SHINDLER HOUSE REVITALIZATION**
Dr. James Broomall, Director George Tyler Moore Center for the Study of the Civil War and Associate Professor of History, provided the Board with an Overview of the Shindler House history and Revitalization efforts.
12. **ATHLETIC DEPARTMENT PROSPECTUS**
Dr. Scott Barton, Vice President for Finance and Administration, and Dr. Jason Best, Assistant Vice President for Academic Affairs: Strategic Planning and Institutional Effectiveness, led a discussion with the Board on the Athletic Department Prospectus distributed previously.
13. **2024-2025 ENROLLMENT, HOUSING, DINING, AND OTHER FEES GENERAL DISCUSSION**
Drs. Barton and Hart led a general discussion with the Board on the outlook for the 2024-2025 Enrollment, Housing, Dining, and Other Fees.
14. **UNIVERSITY WAIVERS GENERAL DISCUSSION**
Drs. Barton and Hart led a general discussion with the Board on University Waivers. (Mr. Mason departed from the meeting following this discussion.)
15. **REVENUE GENERATING PROJECTS**
Dr. Tudor led a discussion with the Board on Revenue Generating Projects.
16. **NEW BUSINESS**
The following special resolution for adoption by the Board was moved by Mr. Caperton and approved by acclamation:

**BOARD OF GOVERNORS RESOLUTION
HONORING
DR. KELLY HART**

WHEREAS, Dr. Kelly Hart, who joined Shepherd University in 2020 as Vice President for Enrollment Management, has faithfully served the University and has achieved great success in building an outstanding team focused on increasing enrollment and retention; and

WHEREAS, Dr. Hart has been willing to spearhead many, high-priority initiatives at the request of President Hendrix and has done so with a smile; and

WHEREAS, she expanded her supervisory portfolio, at the request of the President, to include Marketing, Alumni Affairs, and University Communications; and

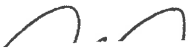
WHEREAS, under her leadership, Dr. Hart's exceptional team has delivered on increased enrollment at the undergraduate level, facilitated class registration, advanced financial aid for as many students as possible, and expanded marketing venues and opportunities; and

WHEREAS, she leaves a legacy of excellence, preparedness for the future, and a tactical plan for success; and

WHEREAS, we are indebted to Dr. Hart for her collaborative spirit and insightful strategic vision;

THEREFORE, BE IT RESOLVED, THAT the Shepherd University Board of Governors honors Vice President Dr. Kelly Hart for her record of exemplary service to the University and to the Board of Governors, and expresses to her the gratitude and enduring appreciation of the Board and the entire University community; and

FURTHER, BE IT RESOLVED, THAT this resolution be inscribed upon the minutes of the December 14, 2023, Board of Governors' meeting and that a copy of the resolution be presented to Dr. Hart.


Signed Copy on File
Gal Caperton
Chair


Signed Copy on File
Karl Wolf
Secretary