

BLUEFIELD STATE COLLEGE
Board of Governors
December 12, 2013

Members Present: Mr. Norris Kantor, Mr. Roger Topping, Ms. Anne Lantry (via conf. call), Mr. Harold Wells, Mr. Richard Bezjak, Mr. Daniel Frost, Dr. Norman Mirsky, Mr. Larry Ratliff, Mr. Robert Perkinson, Jr., Mr. Garry Moore, Ms. Lois Manns

Members Absent: Mr. Dakota Dotson

President's Staff: Guests: Dr. Marsha Krotseng, Dr. David Gnage, Dr. Roy Stewart, Ms. Shelia Johnson, Dr. Tracey Anderson, Mr. Tom Cook, Ms. Jonette Aughenbaugh, Dr. Guy Sims, Ms. Anita Barilla, Ms. Deirdre Guyton, Mr. Fred Hardee, Ms. Jennifer Johnson, Dr. Sarita Rhonemus, Ms. Carolyn Kirby, Ms. Jane Richardson, Dr. Martha Eborall, Mr. Charlie Houdyschell, Ms. Kelly Shafer, Mr. Adam Carr, Ms. Kim Reed, Officer Nicole Ballard, Ms. Fay Vint, Ms. Heather Cline

Welcome, Chair's Remarks, and Call to Order – Chairman Larry Ratliff

Chairman Larry Ratliff called the meeting to order in the Bluefield State College Othello Harris-Jefferson Private Dining Room at 6:45 p.m. and welcomed everyone to the meeting.

Auditors Report – Suttle & Stalnaker CPA

Ms. Kelly Schafer and Mr. Adam Carr used PowerPoint slides to review and explain the BSC Audit Report and informed the Board that BSC received an unqualified opinion; meaning the financial statements were presented fairly with no material issues. Discussion followed.

Presentation by the Classified Council – Ms. Carolyn Kirby, Staff Council Chair

Ms. Kirby outlined the job of the Classified Council to the institution and discussed the survey done earlier in the semester by classified employees across campus. Discussion followed. Chairman Ratliff invited the Council to bring issues to the attention of the BOG.

President's Report – Dr. Marsha Krotseng

Dr. Krotseng introduced Dr. Guy Sims, Assistant to the President for Equity, Diversity, and Inclusion, and reviewed his qualifications and background.

- Athletics Update – Dr. Krotseng announced that Bluefield State College has been accepted into the Eastern College Athletic Conference (ECAC). Benefits of membership in the ECAC were reviewed and a press release making the announcement to the community was shared with the Board. Discussion followed.
- Strategic Goals 2013-2018 – Dr. Krotseng distributed a table with the President's Goals and discussed the document and how the individual Cabinet members' goals fit into the goals of the entire institution.
- MSNBC visited the campus to do a report on HBCUs around the country. This report is expected to air in late January or early February. Discussion followed.
- Dr. Krotseng reported that she participated in a taped segment of the In Focus Program with Mr. Greg Carter. The program will air early Sunday morning.

- Dr. Krotseng informed the Board that she met in Charleston with other Presidents from around the state to talk with legislators about the impact of future budget cuts to Higher Education. These discussions were very beneficial and will continue.
- Dr. Krotseng invited the BOG and Cabinet members to the President's home for an Open House on Saturday, January 4, 2014 between 4:00 p.m. and 6:00 p.m.

Approval of the Minutes of October 17, 2013.

A motion was made (NKantor/RTopping) to approve the Minutes of October 17, 2013. Motion carried.

Financial Report and Update – Ms. Shelia Johnson

Ms. Johnson called the Board's attention to the printed material received prior to the meeting and reviewed the information. Discussion followed.

Enrollment Update – Dr. David Gnage

- Dr. Gnage called the Board's attention to the information contained in the packet received prior to the meeting and explained the reasons for the decrease in enrollment for the fall semester. Enrollment personnel have been going out into the communities and meeting with high school counselors to get recommendations on increasing enrollment in the future.
- Dr. Gnage reported that BSC has received a \$12,500 grant to reach out to past students who have earned 67 credits hours but never completed a degree. A multimedia campaign will be done to promote the grant.
- Student Support Services has just completed the Annual Report and has either met or surpassed every requirement of the grant. Discussion followed.

Policy 21 – Standards and Procedures for Undergraduate Admissions – Dr. David Gnage

A motion was made (NKantor/RTopping) to approve Policy 21. Motion carried.

Policy 50 – Drug Free Workplace – Dr. Tracey Anderson

A motion was made (RPerkinson/NKantor) to approve Policy 50. Motion carried

Policy 51 – Policy on Policies – Dr. Tracey Anderson

A motion was made (RPerkinson/RTopping) to approve Policy 51. Discussion followed. Motion carried with Mr. Frost abstaining.

Policy 56 – Financial Conflict of Interest on Federal Grants Policy (30 day comment) – Dr. Sarita Rhonemus

Dr. Rhonemus explained the policy and federal guidelines mandating the necessity of the policy. A motion was made (NMirsky/RTopping) to approve Policy 56 with the stipulation that the policy will be approved and implemented without returning to the BOG after the 30-day comment period if no comments are received. Motion carried.

Applied Science Program Review – Dr. Roy Stewart

Dr. Stewart called the Board's attention to the materials distributed earlier and the recommendations of the External Review. Discussion followed. A motion was made (NMirsky/DFrost) to approve the resolution to continue the program at the current level. Motion carried.

Faculty Handbook – Dr. Roy Stewart

The revised Faculty Handbook was made available for the Board's review prior to the meeting and Dr. Stewart asked that it be approved. A motion was made (GMoore/NMirsky) to approve the revised handbook. Motion carried.

Cabinet Updates

Academic Affairs

- Dr. Stewart reported on the campus visit by the HEPC Director of International Education.
- Approval of the Intent to Plan for the BA Engineering Management degree.

Informational Technology

- Mr. Cook reported on the Professional Development for BSC employees from the Technology Department. Employees of BSC Technology provided 55 training sessions on 13 topics. Some training sessions have been recorded to be offered on the portal to employees who were unable to attend and for new employees.
- Mr. Randy Carroll will be filling a vacant position in Instructional Technology beginning Tuesday.

Executive Session

A motion was made (DFrost/LManns) to go into Executive Session. Motion carried.
A motion was made (GMoore/DFrost) to return to regular session. Motion carried.

Next Meeting Date

A motion was made (NMirsky/LManns) to change the next meeting date from February 20 to February 13, 2014 due to a conflict with meetings in Charleston. Motion carried
Next meeting date will be February 13, 2014.

With no further business to discuss, the meeting was adjourned at 9:41 p.m.

Respectfully submitted,
Anita Barilla


Larry Ratliff, Chair