

**BLUEFIELD STATE COLLEGE
BOARD OF GOVERNORS**

December 10, 2015

Members Present: Robert Perkinson, Jr., Garry Moore, Dr. Norman Mirsky, Deirdre Guyton, Jennifer Douglas, Norris Kantor, Lois Manns, Jerry Perdue, Harold Wells

President's Staff: Dr. Marsha Krotseng, Dr. Lawrence Conner, Dr. Jo-Ann Robinson, Shelia Johnson, Tom Cook, Betty Carroll, Dr. Tracey Anderson, Jonette Aughenbaugh, Jim Nelson, Tom Hart

Other Guests: Jason Brooks, Dr. Jan Czarnecki, Carolyn Kirby, Darrel Malamisura

Welcome and Call to Order

Chairman Robert Perkinson, Jr. called the meeting to order at 6:48 pm in BSC Othello Harris-Jefferson Student Center Private Dining Room and welcomed all in attendance.

Chair's Remarks: Chairman Robert Perkinson, Jr.

- Chairman Perkinson wished a Merry Christmas to all in attendance and Happy New Year.
- The Board goal is to lead the institution strategically, working toward common goals. Need to look to common goals and work toward them. A primary goal is to graduate students into productive careers.
- Although, the State of WV economy is causing challenges, look at what we do best and how we do it best.

President's Report: Dr. Marsha Krotseng

- In addition to the President's report that was distributed (see attached), Dr. Krotseng commented on the following points:
 - She addressed Faculty Senate's concern regarding the relocation of WVU Tech to Beckley.
 - It is imperative that Bluefield State maintain our focus on our mission to provide first-rate college education
 - The Higher Education Policy Commission approved the Multicategorical certification in Special Education on November 20th
 - Dean Lambert and faculty and staff participated in the Allied Health ribbon-cutting ceremony in Beaver, WV on December 3.
 - At Convocation in September, the President announced funds would be awarded for strategic proposals addressing student retention. Several proposals have been submitted to College Council. Two are recommended for funding by College Council. The President commended the Biomedical Club for their proposal.

Presentations on Campus Security and Emergency Preparedness: Ms. Shelia Johnson and Mr. Jason Brooks

- Ms. Johnson and Mr. Brooks addressed items on the summary paper that was distributed (see attached), noting especially:
 - Speaker system on campus.
 - Fire alarm system in all buildings. Physical plant emergency manual.
 - The safety handbook that is available in every office.
- In addition, the video camera surveillance system was demonstrated.
- In response to a question it was noted that two certified police officers are in charge of Public Safety.

Approval of Minutes of October 15, 2015 meeting: Chairman Robert Perkinson, Jr.

- A motion was made by Deirdre Guyton and seconded by Norris Kantor, Esq. to accept approval of minutes of October 15, 2015. Motion carried.

Review and Discussion of AGB Workshop Recommendations: Chairman Robert Perkinson, Jr.

- **Meeting and Agenda Format:** The Chair requested that members contact him if they desire changes in proposed agenda.
- **Frequency of meetings: do we want to meet more frequently?**
 - The report in the agenda covers all that was discussed at the November 5 workshop by AGB.
 - Discussion was held regarding future meetings. Based on this discussion it was decided that the meetings will start at 6:30 p.m. with light dinner, lasting approximately two hours.
 - Starting in February, meetings will be held monthly on a trial basis through June.
 - There is a need to have a policy manual for the BOG.
 - The President is working with the faculty Board member to schedule a faculty presentation to Board.

Financial Report and Update: Ms. Shelia Johnson

- Ms. Johnson reviewed the financial report in the Board packet
- The audits are almost finished.
- The 4% State budget reduction is effective January 1.
- State entered into new financial system.
- The Board will review budget in February.

Approval of Policy 42: Hiring: Ms. Jonette Aughenbaugh

- Prior Hiring policy was instated in 2007 and this policy would go out for a 30-day comment period
- The proposed policy has clarifications and allows for a search committee exception in a specific limited instance
- A motion was made by Lois Manns and seconded by Garry Moore to distribute the policy for 30 day comment. The motion carried.

Approval of Academic Program Review, ASN

- Dean Lambert briefly explained the review was accepted by HEPC but it still required Board of Governors' approval. The only concern was the total number of credit hours required in the program and this is being addressed.
- A motion was made by Dr. Norman Mirsky and seconded by Deirdre Guyton to approve. The Program Review for the A.S. in Nursing degree motion was approved.

Progress toward Strategic Plan: Dr. Tracey Anderson

- Dr. Anderson highlighted several significant activities that the report included in the Board agenda packet including:
 - With collaborative effort, BSC presented Academic Days where students from local high schools visited campus.
 - Faculty scholarship: several received significant grant awards
 - BSC submitted an HBCU Partnership Interest Form to the HBCU Transfer Guarantee Program Advisory Board on October 30, 2015. The Advisory Board will inform BSC if we are invited to partner with the California Community College system by the end of the year. We have evaluated and crafted a BSC and California Community College System Articulation Agreement. The California Community College Model was presented to the academic deans on November 4, 2015.

Progress on Enrollment and Retention: Dr. Larry Conner and Dr. Jo-Ann Robinson

- With regard to dual enrollment, high school students can enroll in college-level classes. We have two English classes that offer high school and college level credit. Bluefield High School is involved; BSC seeks to expand program to other local high schools.
- Dr. Robinson reported on the number of applications for the Spring 2016 and Fall 2016 semesters.
- The admission team is presenting admission literacy programs to middle school students.
- Student Affairs is starting a new peer mentoring program for freshmen.
- The Director of Admissions Kenny Mandeville is retiring.

Progress on Branding/Communication: Mr. Jim Nelson and Dr. Jan Czarnecki

- Jim Nelson and Dr. Jan Czarnecki are co-chairs of communications committee
- The Journey Group has created a microsite of the project activities available at: brand.bluefieldstate.edu. The Brand story is emotive narrative. Many focus group meetings have been held with different campus constituents to collect input.
- The Website will be designed to recruit additional students and be user-friendly.
- Board members were asked to review the information and provide comments at Brand.bluefieldstate.edu.

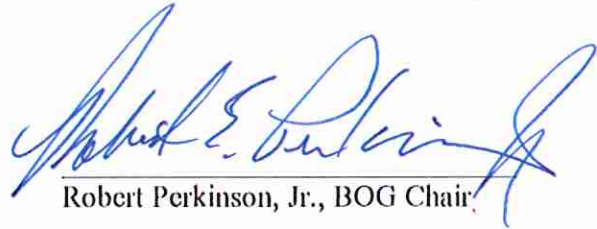
Consent Agenda

- A motion to accept the consent agenda was made by Norris Kantor and seconded by Jerry Perdue. The motion carried.

The next meeting will be held on February 18, 2016 at 6:30 pm in the Private Dining Room, Harris- Jefferson Student Center

Adjournment at 9:15 pm

Respect fully submitted,
Lauren Smith



Robert Perkinson, Jr., BOG Chair