

**BLUEFIELD STATE COLLEGE
BOARD OF GOVERNORS
December 11, 2014**

MINUTES

Members Present: Mr. Roger Topping, Mr. Daniel Frost, Dr. Norman Mirsky, Mr. Robert Perkinson, Mr. Garry Moore, Ms. Lois Manns, Mr. Dakota Dotson, Mr. Larry Ratliff (via conference phone), and Mr. Harold Wells.

Members Absent: Mr. Norris Kantor, Ms. Anne Lantry, Mr. Richard Bezjak.

President's Staff/Guests: Dr. Marsha Krotseng, Dr. Jo-Ann Robinson, Mr. Jim Nelson, Dr. Zak Hossain, Ms. Shelia Johnson, Dr. Tracey Anderson, Mr. Tom Cook, Mr. Jerry Perdue, Ms. Deirdre Guyton, Delegate John Shott, Delegate Marty Gearheart, Mr. Bill Thompson, Mr. Dick Houchins, Mr. Mark Swecker, Mr. Greg Webster, Mr. David Hill, Mr. Don Bury, Dr. Steve Bourne, Mr. Darrel Malamisura, Dr. John Snead, Ms. Kate Herbolzheimer (via phone conference), Mr. Mark Gillett (via phone conference), Mr. James Palmer, and other faculty, staff, and visitors.

Welcome and Call to Order – Chairman Roger Topping

Chairman Topping called the meeting to order at 6:45 p.m. in the Hebert Gallery of the Othello Harris-Jefferson Student Center and welcomed Delegate John Shott and Delegate Marty Gearheart to the meeting.

Chairman Topping read a resolution in honor of Mr. Richard Bezjak who has resigned from the Board of Governors.

President's Report

Dr. Krotseng stated that in light of the numerous major items on the agenda, she has distributed her report to the Board of Governors. If anyone has questions, please contact her.

Approval of Minutes of October 23, 2014

A motion was made (NMirsky/GMoore) to approve the October 23, 2014 minutes as presented. Motion carried.

Review and Approval of the Facilities Master Plan

Ms. Johnson introduced Mr. Don Bury who discussed the Campus Facilities Master Plan Steering Committee and how it was formed. Mr. Bury introduced the team to make the presentation for the Facilities Master Plan: Mr. Bill Thompson, Mr. Dick Houchins, Mr. Mark Swecker, and Mr. Greg Webster of Thompson & Litton; Mr. David Hill of Hill Studios, and Ms. Kate Herbolzheimer (via phone) of Paulien & Associates. The team presented a power point presentation of the Campus Facilities Master Plan.

Mr. Perkinson commented on the plan as he is a member of the Steering Committee. He stated that he was extremely pleased with the plan and encouraged all members to read the document.

A motion was made (RPerkinson/GMoore) to approve the Bluefield State College Master Plan (with minor grammatical changes to be made). Motion carried.

Auditors Report for FY 2014

Ms. Johnson introduced Mark Gillette of CliftonLarsonAllen (via phone) to discuss the audit process. Mr. Gillette said he would like to thank everyone at the College for their help in obtaining the information needed for the audit. Everyone was very helpful and cooperative. Mr. Gillette said that all accounts were reconciled when they arrived to begin the audit. Reconciliations are done on a timely basis which is a good sign. Two journal entries were required. There was no fraud occurring at the College. A motion was made (GMoore/LManns) to approve the Auditors report. Motion carried.

Student Recruitment and Retention Activities Report

Dr. Robinson stated that the Enrollment Management Committee was formed in October 2014 with 25 members on the committee. There is a recruitment and retention plan in process to create strategies to move forward with recruiting. The recruiting area for Bluefield State College will be expanded to include the northern part of the state. Twenty-two faculty members have agreed to participate in the recruiting effort.

Academic Affairs Update

Dr. Hossain stated that Math, English, and Social Studies classes were being offered in high schools. Mr. Frost stated that we seem to be losing programs but not adding programs.

Faculty Senate Presentation on Recruitment and Retention

Dr. Steve Bourne and Dr. John Snead presented a power point presentation pertaining to recruitment and retention at the College. Items discussed were:

- Current BSC Profile
- BSC Longitudinal Enrollment Data
- BSC Enrollment Trend Data
- Strategic Issues
- Improved Institutional Marketing
- Emphasis/Intent for Distance-Learning Programs
- Strategic Alliances
- Developing New Programs
- Systemic Concerns on Campus
- Conclusions

Mr. Topping thanked Dr. Bourne and Dr. Snead for their presentation. He stated that all employees are going to have to roll up their sleeves. Everyone has to work together to accomplish the goals of BSC.

Financial Report and Update

Ms. Johnson discussed the following:

- Campus Facilities Master Plan
- The state Oasis system is challenging to process funds
- Will be February before we receive some funds
- BOG Finance Committee met and discussed enrollment and tuition and fees
- Several vacancies across campus
- Have money in bank to cover but don't want to use
- Must increase revenue and implement new plans

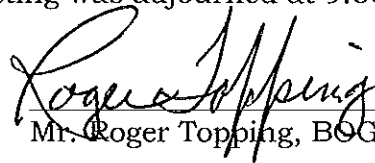
Consent Agenda

A motion was made (RPerkinson/GMoore) to approve the Consent Agenda. Motion carried.

Next Meeting Date – February 19, 2015

With no further business to discuss, the meeting was adjourned at 9:50 p.m.

Respectfully submitted,
Berreda Ratliff


Mr. Roger Topping, BOG Chair

RESOLUTION

In Honor of

Mr. Richard Bezjak

WHEREAS, Mr. Richard Bezjak has served the Bluefield State College Board of Governors with distinction and diligence since 2009, and

WHEREAS, Mr. Bezjak has provided significant direction and insight to the Board through his experiences as a successful businessman and community volunteer, and

WHEREAS, Mr. Bezjak has been a true advocate and ambassador for Bluefield State College at the institution and in numerous initiatives throughout the community, and

WHEREAS, Mr. Bezjak has also dedicated his time and talent as an active member of the Community Foundation of the Virginias, Inc., serving on the Foundation's Grants Committee, and

WHEREAS, Mr. Bezjak has provided essential leadership and support for the community for many years through his role as Director of the Community Hospices of America,

THEREFORE BE IT RESOLVED, that the Bluefield State College Board of Governors extends its most sincere appreciation to Mr. Richard Bezjak for his insight and significant contributions to the betterment of the Board, the College, and the community and wishes him well as he and his wife move closer to family.

BE IT FURTHER RESOLVED THAT, this resolution be spread upon the permanent minutes of the Board of Governors.

Adopted by the Bluefield State College Board of Governors on this eleventh day of December, two thousand fourteen.

Roger Topping, Chair
Board of Governors
Bluefield State College

Marsha V. Krotseng, Ed.D.
President
Bluefield State College