

BLUEFIELD STATE COLLEGE  
Board of Governors  
December 13, 2012

**Members Present:** Mr. Norris Kantor, Mr. Roger Topping, Ms. Anne Lantry, Mr. James Palmer, III, Mr. Richard Bezjak, Dr. Sarita Rhonemus, Mr. Dakota Dotson, Dr. Norman Mirsky, Mr. Larry Ratliff, Mr. Robert Perkinson, Jr., Mr. Garry Moore, Ms. Lois Manns  
**Guests/Staff Present:** Dr. Marsha Krotseng, Ms. Anita Barilla, Mr. John Cardwell, Mr. Jim Nelson, Dr. Lewis Jones, Ms. Shelia Johnson, Dr. Tracey Anderson, Mr. Terry Brown, Ms. Betty Carroll, Mr. Tom Harrison, Mr. Russell Manns, Ms. Deirdre Guyton, Mr. Bruce Curl, Ms. Jane Richardson, Mr. Rick Akers, Ms. Kelly Shafer (Auditor for Suttle and Stalnaker)

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

Mr. Ratliff called the meeting to order in the BSC Othello Harris-Jefferson Private Dining Room at 6:45 p.m. and welcomed everyone to the meeting.

Auditor's Report

Mr. Ratliff introduced Ms. Kelly Shafer, auditor with Suttle and Stalnaker to give the audit report. Ms. Shafer reviewed the financial documents the BOG members received prior to the meeting and reported that Bluefield State College received a clean audit opinion. Discussion followed.

**President's Report – Dr. Marsha Krotseng**

Report on the First One Hundred Days

- Dr. Krotseng introduced Mr. Bruce Curl, Interim Director of Human Resources and outlined his qualifications.
- Working to build connections both on and off campus. She called the group's attention to the handout of the Report on the First 100 Days and discussed several items from the report.
- Several organizations came together to decorate and light the trees by the Student Center. Dr. Krotseng stated that she hopes this type of effort will rekindle the tradition of lights across campus.
- President Krotseng reviewed some of the areas visited in the last few weeks such as Reconnecting McDowell County and participating in the Dictionary Project presentation at Lashmeet Elementary School.
- Visited with CEOs of the area hospitals and heads of other departments where BSC students are employed. She stated that she wants to open dialog with other employers to help them feel connected with the institution.
- Dr. Krotseng called the group's attention to the Cabinet Area Goals and discussed some of the information included.
- Working with Mr. Greg Shrewsbury, Director of Economic Development of the City of Bluefield, to put together a joint Task Force between the City and BSC. Dr. Krotseng reviewed the makeup of the Task Force. First meeting will be in January 2013.
- Dr. Krotseng reported that according to a meeting of the President's Council there will be no mid-year cuts. However, we are likely facing a 7.5% cut in budget for the next year. Student aid must be preserved from the budget cut, so students have

- access to education. Unless funding comes from other sources, our budget could be reduced at a rate higher than 7.5%. She stated that the institution will be working on fundraising and other sources to keep the college moving forward.
- Outcomes Based Funding Model should be watched closely. Institutions will be funded on the basis of students who graduate. One major change is that credit for developmental education has been removed from four year institutions. Dr. Krotseng stated that in order to serve our student body at BSC it is important to provide developmental education to the students. A committee will be dealing with questions such as developmental education and how to develop a formula that accounts for the different missions of the institutions. The intent is to award institutions for helping students complete degrees in a more timely fashion. A report will be forwarded to the BOG when received. Discussion followed.
  - The HEPC Master Plan has been approved.
  - Higher Education Day at the Legislature will be on March 21, 2013.

### **Consent Agenda**

A motion was made (NKantor/RTopping) to approve the Consent Agenda as presented. Motion carried. The Consent Agenda included the following:

- o Minutes of the October 18, 2012 meeting.
- o Curriculum and Academic Proposals
- o Financial Report and the Textbook Affordability Report
- o Enrollment Report
- o Institutional and Media Relations Report
- o Institutional Research and Effectiveness Report
- o Institutional Advancement and Planning Report

### **Discussion Agenda**

- Overview and Approval of Policy 11 (Awarding of Undergraduate Tuition and/or Fee Waivers) – Dr. Anderson informed the group that Policy 11 has been presented to College Council and approved to move on to the BOG. Mr. Cardwell reviewed the changes and asked the group to approve the policy for a thirty day comment period. A motion was made (NKantor/LManns) to approve Policy 11 to be sent to the college community for a thirty day comment. Motion carried.
- NCATE Unit Accrediting Board Decision – Dr. Jones reported that the School of Education met five of the six NCATE standards. The standard of the assessment system and the unit evaluation was not met. The accrediting board was looking for more evidence of consistency and assessment of candidate performance. This data would be used to improve the overall quality of the Teacher Education program. Dr Jones stated that a plan of action has been put in place to allow a successful outcome following a focused visit in 2013. Implementation of the plan has already begun with faculty training with assessment tools such as Live Text and assistance from WV State University and WVU consultants to help with the focus visit. A report will be made to the BOG on the progress.
- Articulation Agreements – Dr. Jones informed the group that he has asked each school to have two articulation agreements as one of their goals. The School of Business currently has 14 agreements. This will develop a feeder relationship with the community colleges in the areas nearby. Technology will be used to make programs more accessible.

- Emergency Management Report – Ms. Johnson informed the group that campus emergency procedures have been updated and an Emergency Manual prepared for each supervisor. A Quick Reference Emergency Guide has also been prepared and will be placed by every phone on campus. She shared a copy of the building diagrams prepared by Mr. Don Bury and BSC engineering students and reviewed the security features already implemented across campus. Ms. Johnson informed the group that training for all employees will be held on Monday, December 17 with training for building monitors to follow. The Bluefield Fire Department will also be on hand to demonstrate the proper use of the fire extinguishers. Emergency drills will be arranged in the near future and the reports will be shared with the BOG. Ms. Johnson stated that after the first of the year, there will be drug dogs on campus to go through the buildings. Discussion followed.
- Athletic Report – Mr. Terry Brown and Dr. Krotseng reviewed information concerning the WVIAC and the decisions that need to be made in the near future. BSC wants to continue to be a member of the NCAA and will be looking at options that are best for Bluefield State. Discussion followed.

**Next Meeting of the BOG and the Finance Committee – February 21, 2013 in the BSC Private Dining Room.**

**Announcements**

- Dr. Jones announced that Chancellor Hill has asked for each campus to develop a plan for Developmental Education. BSC will be bringing a proposal to the BOG in the future.
- Ms. Lantry made the announcement that she would like to pledge \$100 for the top twenty students who graduate from BSC in four years. She challenged fellow board members and the community to join her and make the incentive more than \$100. She will be working with Ms. Carroll and the BSC Foundation on the specifics of the pledge.

With no further business to discuss, the meeting was adjourned at 9:00 p.m.

Respectfully submitted,  
Anita Barilla