

BLUEFIELD STATE COLLEGE
Board of Governors
March 6, 2014

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

Members Absent: Mr. Harold Wells, Mr. Garry Moore

President's Staff/Guests: Dr. Marsha Krotseng, Dr. Jo-Ann Robinson, Mr. Jim Nelson, Dr. Zakir Hossain, Ms. Shelia Johnson, Dr. Tracey Anderson, Mr. Terry Brown, Mr. Tom Cook, Ms. Betty Carroll, Ms. Jonette Aughenbaugh, Dr. Guy Sims, Ms. Anita Barilla, Mr. Jerry Perdue, Ms. Deirdre Guyton, Ms. Nancy Turner

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

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

- Congratulations were extended to Dr. Guy Sims for his article in Diversity Magazine.
- Mr. Ratliff reminded all BSC employees to fill out the Employee Satisfaction Survey to provide the institution valuable feedback.
- Mr. Ratliff expressed his appreciation to all who attended the International Student Reception prior to the BOG meeting.
- Welcomed Dr. Zakkir Hossain, Provost/VP Academic Affairs, and Dr. Jo-Ann Robinson, VP Student Affairs and Enrollment Management to BSC.

Student Presentation Video – Ms. Joanna Post, School of Education

Dr. Krotseng presented a video of Ms. Joanna Post, student in the School of Education, made during the Legislative Roundtable in Beckley (November 2013).

President's Report – Dr. Marsha Krotseng

- Dr. Krotseng reviewed several legislative bills and the status of those having an impact on higher education.
- Recently closed an RFP for Master Planning Firms and will be forming a steering committee for a Facilities Master Plan.
- Strategic Planning Process – Currently working on five areas which will tie back to the HEPC Master Plan. Dr. Krotseng reviewed the five areas and informed the Board that a draft will be in place by mid-May with finalization planned for the fall 2014.
- Dr. Krotseng reminded the Board that at the December BOG meeting there was a question about an investigation of Bluefield State by the Department of Education. She reported there is no longer an investigation and the matter is closed.
- Dr. Krotseng reported on her involvement with Bluefield City leaders in the Blueprint Communities and shared a video with the Board.

Approval of Minutes of December 12, 2013

A motion was made (RPerkinson/RTopping) to approve the December 12, 2013 minutes. Mr. Frost questioned why an Executive Session on a personnel matter was not permitted at the December meeting. Discussion followed. A formal opinion will be sought from an HEPC attorney. Motion carried.

Appointment of Committees

- Finance Committee - Mr. Topping discussed the makeup of the Finance Committee and informed the group that Ms. Anne Lantry has informed the Board that she cannot attend the Finance meetings and has asked to be removed from the Committee. A motion was made (RTopping/NKantor) to remove Ms. Lantry from the Finance Committee and fill the vacancy by adding Mr. Robert Perkinson. Motion carried.
- Executive Committee -- Chairman Ratliff called the Board's attention to the Resolution distributed prior to the meeting to approve the appointment of an Executive Committee made up of the Board Chair, the Vice Chair, and the most recent past Chair of the Board (see attached). A motion was made (LRatliff/RBezjak) to appoint an Executive Committee. Discussion followed. Motion carried.

Academic and Student Affairs

Enrollment Update – Dr. Jo-Ann Robinson – VP Student Affairs and Enrollment Management

Dr. Robinson shared a Powerpoint presentation on the strategic direction of Enrollment Management and Student Affairs. She reviewed the current enrollment and application figures with the Board and stated that Student Affairs will be working toward strengthening Bluefield State's retention and increasing enrollment.

Curriculum and Academic Proposals – Dr. Zak Hossain

Dr. Hossain called the Board's attention to the curriculum changes included in the packets received prior to the meeting and reviewed the information. He pointed out how Academic Affairs is in line with the Strategic Plan. Discussion followed.

Faculty Senate Report -- Dr. Norman Mirsky

Dr. Mirsky discussed the need to use all resources to enhance the mission of the institution even if it does not lead to Bluefield State receiving university status. He stated that BSC should continue to give the students what they need for a good education and not be consumed by seeking university status, but instead seek grants to enhance the academic programs at BSC. Discussion followed.

Financial and Administrative Affairs- Ms. Shelia Johnson

- Ms. Johnson called the Board's attention to the material in the Board packet and reviewed the material. She informed the group that the Governor's proposed budget has a 3.75% reduction. State appropriation information should be received soon.
- The College Budget Committee will meet on Friday to discuss the current financial state of BSC.

- The three year plan to reduce positions funded by Title III has been successful. Discussion followed.

Athletic Audit – Ms. Shelia Johnson

Ms. Johnson called the Board's attention to the Athletic Audit Report in the materials received prior to the meeting and reviewed the process and the report. A motion was made (NMirsky/RBezzak) to approve the NCAA Agreed-Upon Procedures Report as performed by Suttle & Stalnaker, Certified Public Accountants. Motion carried.

Policies and Policy Topics

Policy 56 – Financial Conflict on Federal Grants Policy – Dr. Tracey Anderson

Dr. Anderson reviewed Policy 56 and the comments that were received including the recommendations made by the Ethics Commission. A motion was made (NKantor/ALantry) to approve Policy 56 Financial Conflict of Interest on Federal Grants Policy with revisions. Motion carried.

2013-2018 Quantitative Metric Revision – Dr. Tracey Anderson

Dr. Anderson reviewed the Metric revisions and the recommendations and asked for Board approval. A motion was made (RTopping/RBezzak) to approve revision of two metrics under Success: Four-Year Graduation Rate of Low-Income First-Time Freshmen from 10% to 15% and the Four-Year Graduation Rate of Underrepresented Racial/Ethnic Group First Time Freshmen from 10% to 15%. Motion carried.

Policy 54 – Information Technology Acceptable Use Policy (30-day comment) – Dr. Tracey Anderson and Mr. Tom Cook

Mr. Cook reviewed the policy and the need to encompass the needs of the college. A motion was made (NMirsky/DFrost) to approve Policy 54 Information Technology Acceptable Use Policy for distribution for 30-day comment and that it should go into effect if no comments are received. Motion carried.

Policy 55 – Equal Opportunity and Affirmative Action Policy (30-day comment) – Ms. Jonette Aughenbaugh

Ms. Aughenbaugh stated that the HEPC Policy has been expanded and BSC needs a numbered policy for Equal Opportunity and Affirmative Action. This policy has been reviewed by HEPC legal counsel. A motion was made (NMirsky/NKantor) to approve Policy 55 for 30-day comment and that it should go into effect if no comments are received. Discussion followed. Motion carried with Mr. Frost voting nay.

Policy 38 – Faculty Salary Pay Plan – Dr. Zak Hossain

A motion was made (NMirsky/RBezzak) to move forward the recommendation to suspend the provisions of the merit pay policy (Policy 38- BSC Faculty Salary Pay Plan) in effect from July 1, 2013 through June 30, 2014. Motion carried.

Athletics Review and Recommendations – Dr. Marsha Krotseng

Dr. Krotseng discussed the Athletic Review and Recommendations prepared by Mr. Herb Reinhard, Director of Athletics at Valdosta State University, contracted to evaluate the BSC Athletics Program. The coaches have had an opportunity to review the information. Some recommendations have already been implemented with plans underway for other improvements. Discussion followed. At the request of several Board members, the full report will be forwarded.

Consent Agenda

The Consent Agenda consisted of the following reports:

- Academic Affairs
- Student Affairs
- Institutional and Media Relations
- Institutional Advancement and Planning
- Equity, Diversity, and Inclusion
- Information Technology
- Institutional Research and Effectiveness
 - IPEDS Data Feedback Report 2013

A motion was made (DFrost/NKantor) to approve the Consent Agenda. Motion carried.

Next Meeting Date – April 17, 2014

With no further business to discuss, the meeting was adjourned at 9:08 p.m.

Respectfully submitted,
Anita Barilla



Larry Ratliff, Chair