

BLUEFIELD STATE COLLEGE  
BOARD OF GOVERNORS  
June 16, 2016

MINUTES

**Members Present:** Robert E. Perkinson, Jr., Norris Kantor, Esq., Bob Buzzo, Dr. Norman Mirsky, Lois Manns, Deirdre Guyton, Reverend Garry Moore, Anne Taylor-Lantry (via conference call), and Jerry Perdue.

**President's Staff:** Dr. Marsha Krotseng, Tom Cook, Betty Carroll, Shelia Johnson, Dr. Jo-Ann Robinson, Jim Nelson (via conference call), and Dr. Guy Sims.

**Guests:** Levi Poff, William Lambert, Ian Fields, and Bob Riggins.

**Welcome and Call to Order – Chairman Robert E. Perkinson, Jr.**

Mr. Perkinson called the meeting to order at 6:30 p.m. and welcomed all in attendance.

**Chair's Remarks – Chairman Robert E. Perkinson, Jr.**

Mr. Perkinson thanked everyone for attending the meeting. The Board of Governors will be discussing how to deal with succession planning. There are several vacancies coming up this year and next. BSC needs Board members who are willing and committed to serve on our board to move the Master Plan forward. Mr. Perkinson requested that names and phone numbers of potential new Board members be sent to the Executive Committee for consideration. Members of the Executive Committee include Mr. Perkinson, Mr. Kantor, Reverend Moore, and Dr. Krotseng. BSC needs people who have a passion for serving on Boards and moving BSC forward.

**Recognition of the Robotics Team – Chairman Robert E. Perkinson, Jr.**

Mr. Perkinson recognized Dr. Riggins and three Robotics Team members present at the Board meeting: Levi Poff, William Lambert, and Ian Fields. Dr. Riggins related that six of the total eleven or twelve team members went to the world-class competition in which BSC took second place. Dr. Riggins expressed that the Robotics team cannot do what they do without everyone's support and especially thanked the Board of Governors for their support.

Mr. Perkinson stated that the achievements of the Robotics Team reflect the heart and soul of Bluefield State. He requested that Reverend Garry Moore read aloud the BSC Board of Governors resolution recognizing the achievements of the Robotics Team. Dr. Krotseng presented a copy of the resolution to each team member. (See attached.)

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

Dr. Krotseng reported that BSC has been doing a great deal of work on the Master Plan, and she expressed thanks to Betty Carroll and Shelia Johnson for their efforts in working on the Master Plan. The preliminary USDA loan application has been submitted. There was a meeting with USDA representatives this past week. A representative from Congressman Jenkins' Office contacted BSC about another funding source that could potentially reduce the total cost of the project or reduce the amount borrowed, and this is being explored.

BSC has successfully completed its Athletic Director search. John Lewis will begin employment at Bluefield State on July 15<sup>th</sup>. He comes to Bluefield from Alcorn State in Mississippi where he serves as the Associate Athletic Director for Administration.

Dr. Krotseng reported that she will be using a slightly different signature block reflective of the new brand initiative. The community will begin to see more of the new brand letterhead. BSC continues to roll out use of the new brand and will continue to work to get it fully implemented. The new website should be available in September.

### **Follow-Up from AGB Board Workshop: Policy Manual**

Mr. Perkinson noted the AGB workshops held with the Board of Governors. One of the requested outcomes, a Board Policy Manual, has been drafted and requires review. Mr. Perkinson suggested the following process for the policy manual in the interest of time: read the manual and forward the comments to Dr. Mirsky who will compile them. The goal would be for comments to be reviewed so there is a completed copy of the manual to approve at the August Board meeting. Dr. Mirsky mentioned that Board members particularly need to look at suggested changes on page twenty-three as well as page thirteen to determine if the Executive Committee is satisfied with the process for evaluating the President. The BSC Board of Governors unanimously agreed to work on the policy manual in the aforementioned manner.

### **Approval of Minutes of May 19, 2016 Meeting**

The first action item was approval of the minutes from the May 19, 2016 meeting. Mr. Kantor made a motion to approve the minutes from the May 19, 2016 meeting. The motion was seconded by Mr. Perdue. The motion carried.

### **Election of Officers 2016-2017**

Mr. Perkinson stated that officer terms are for one year and opened the floor for nominations for the year beginning July 1, 2016. Mr. Kantor nominated Mr. Perkinson to serve as Chairman of the Board. Mr. Kantor nominated Reverend Moore to serve as Vice Chair of the Board. Mr. Perkinson asked if there were other nominations from the floor. Hearing none, Mr. Perkinson asked if there was a motion to close officer nominations. Ms. Manns made a motion to close officer nominations. The motion was seconded by Mr. Buzzo. The motion carried.

The BSC Board of Governors unanimously approved to have Mr. Perkinson and Reverend Moore serve respectively as Chairman and Vice Chair of the Board of Governors for a term of one year.



### **Approval of 2016-2017 Calendar**

Mr. Perkinson stated that the 2016-2017 Calendar is presented in the Board packet for consideration and approval. Mr. Perdue made a motion to approve the 2016-17 calendar as presented. Mr. Kantor seconded the motion. The motion carried.

### **Financial Report and Update, FY 2015-16 – Ms. Shelia Johnson**

Ms. Johnson presented the financial report as of May 31<sup>st</sup>. There is one correction to line one, State Appropriations, Actual 05/31/2016. The amount changed from \$5,349,909 to \$5,582,514. There was discussion among the group regarding what, if any, additional funds BSC is expecting, and there was discussion about the state budget in general.

With regard to employee insurance, there will be another open enrollment period in July. Mr. Perkinson stated that budget cuts are not worse than what had been anticipated. The budget cuts create a shortfall for BSC. The way to solve that problem is to recruit more paying students.

### **Approval of Budget, FY 2016-17 – Ms. Shelia Johnson**

Mr. Kantor made a motion to approve the budget for fiscal year 2016-17 as presented in the packet of Board materials. Reverend Moore seconded the motion. The motion carried.

### **Recruitment and Retention Update – Dr. Jo-Ann Robinson and Dr. Larry Conner**

Dr. Robinson reported on admitted and registered student statistics for the fall semester. A list of all students who have not registered has been provided to Dr. Conner.

There will be a new student orientation session next week, and an additional session is scheduled to take place in July. The recent phone-a-thon helped BSC to increase its registrations. Those who participated were able to get some good data about why files were incomplete.

### **Progress Toward Strategic Plan – Dr. Tracey Anderson**

Dr. Krotseng stated that the report has been made available for the Board in the packet and offered to address any questions.

There was discussion among the group with regard to possible WVU encroachment into the Beckley area and BSC strategies to strengthen recruitment efforts in that area. There was discussion among the group with regard to reaching out to local pastors in Montgomery and Charleston to assist BSC with recruitment efforts.

Ms. Johnson reported that the Finance Committee of the Bluefield State College Board of Governors met today. They discussed the budget. Ms. Johnson gave an

update on BSC's budget and financial status as discussed in the Finance Committee meeting. BSC will continue to be very conservative in spending funds.

**Consent Agenda**


Mr. Jerry Perdue made a motion to approve the Consent Agenda as submitted. The motion was seconded by Ms. Deirdre Guyton. The motion carried.

Reminders:

The Board of Governors Summit is scheduled for August 12 – 13, 2016.

With no further business to discuss, the meeting adjourned at 7:43 p.m.

Respectfully submitted,  
Sara E. Anderson



Robert E. Perkinson, Jr., Chair