

BOARD OF GOVERNORS
BLUEFIELD STATE COLLEGE
June 21, 2018
Conley Hall, Room 201, Boyd Conference Room

MINUTES

Members Present: Chairman Robert E. Perkinson, Jr., Vice Chairman Garry Moore, Bob Buzzo, Cathy Deeb, Norris Kantor, Esq., Lois Manns, Dr. Norman Mirsky, Daniel Frost, and Chris Jones.

President's Staff: Dr. Marsha Krotseng, John Spencer, Dr. Angela Lambert, Jonette Aughenbaugh, Dr. Guy Sims, Shelia Johnson, Betty Carroll, Kimberly Gross, Dr. Jo-Ann Robinson (via conference call), and John Lewis (via conference call).

Guests: Michele Noe, Jim Schlimmer, Charles Boothe, Vernon Oakes, Ergie Smith, Dr. Sudhakar Jamkhandi, Carolyn Jamkhandi, Dr. Amanda Matoushek, Audramae Williams, Carolyn Kirby, Darrell Thompson, Shelia Hallman-Warner, Charles Blocker, Tony Palmer, Dr. Ellen Chaffee, Dr. Allen Schexnider, James Palmer, Helena Taylor, Scott Pitt, Dr. Deirdre Guyton, and H.K. Cutlip.

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

Chairman Perkinson called the meeting to order at 6:31 p.m. and welcomed all in attendance. He thanked everyone for coming to the meeting, and for their time and effort to ensure BSC is successful.

Public Comment Period

Mr. Charles Blocker was recognized by Chairman Perkinson to speak during the Public Comment Period. Mr. Blocker indicated that he comes before the Board of Governors to present issues within the sports information department and the BSC website. He commented on the need to focus on customer service.

Oath of Office for New Board Member

Chris Jones was given the Oath of Office and sworn in as a new Board member.

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

Chairman Perkinson stated that BSC has been educating students for 123 years and noted the College's economic impact. It is the largest employer in the community. He thanked people for sharing problems, and the Board will be reviewing them. AGB has been engaged by HEPC to work with the Board, campus and community.

AGB Presentation

Dr. Allen Schexnider, AGB representative, reported that he and Dr. Ellen Chaffee have been in Bluefield a couple of days, and they have listened to the City and the College. Dr. Chaffee stated that they are going to draft a report that will be submitted in about a month. Dr. Chaffee stated that AGB hopes they can be helpful going forward. She stated that they are grateful for the insights and suggestions that they have heard from people. AGB hopes to help the College and the City move forward together in a constructive way.

RNL Enrollment Opportunity Analysis – Dr. Jo-Ann Robinson

Dr. Robinson stated that Craig Engel, RNL representative, will present the results of the enrollment study conducted at BSC. Dr. Robinson reported that BSC had a visit from RNL in 2014, and this was a follow up visit to assess progress and identify additional opportunities.

The RNL firm works with college and universities on enrollment, recruitment, and fundraising. They are recognized as leaders in enrollment management throughout the country. Chairman Perkinson asked Mr. Engel to give the Board an overview, action steps they need to take, and areas to heavily invest in. Mr. Engel reported that what was positive about the assessment was that the institution has not been sitting still for the last four years. From what he saw, several things have really moved forward. There is a master plan, and a marketing and recruitment plan is in place. He stated that BSC is doing better at working the top of the recruitment funnel. Communication is better than it was four years ago. The early alert process is new and working very well for the College. Mr. Engel reported that retention has increased. Mr. Engel stated recommendations included reestablishing the enrollment management committee, further developing the annual marketing and student success plans, figuring out how to recruit adults and online students, and setting goals and creating a plan to get to those goals. Chairman Perkinson requested that Mr. Engel's full report go to the Board. He also requested a report on this topic at the next Board meeting that includes actions steps, progress, and timeline for completion.

President's Report – Dr. Marsha Krotseng

Dr. Krotseng stated that she would come back at the next meeting with plans and action steps as outlined. She expressed congratulations to students on various successes. BSC's Robotics Team is number one in the world.

She also recognized the following: Betty Nash received a grant for the All of Us project, a great program and partnership with the City and Bluefield Regional Medical Center; Faculty Senate has approved new minors in Entrepreneurship and Forensic Investigation; and the HBCU Capital Finance Board will visit BSC in July.

Report on Delivery of Online Programs – Dr. Angela Lambert

Dr. Lambert reported that the Academics in Action items in the Board packet cover this portion of her report. Dr. Lambert provided an update on proctoring, as the Board had requested from the last meeting. Dr. Lambert and

Dr. Bolton visited the proctoring center at Wytheville Community College (WCC). BSC is establishing an area in the PE Building for proctoring, and the College has chosen ProctorTrack as its proctoring tool. Dr. Lambert reported that Dr. Bolton is starting an online faculty handbook and that every faculty member who teaches online will be going through quality matters.

Approval of Minutes of April 19, 2018 Meeting

The first action item was approval of the minutes from the April 19, 2018 meeting. Chairman Perkinson asked if there are any additions or corrections to the minutes. Dr. Mirsky stated that there is one correction. On the bottom of page three, .52% should be .25%.

Vice Chairman Moore made a motion to approve the minutes as corrected from the April 19, 2018 meeting. The motion was seconded by Ms. Manns. The motion to approve the minutes carried with one nay vote, Mr. Frost.

Election of Officers, 2018-2019

Chairman Perkinson stated that under State Code and/or BSC governing policy, the BSC Board of Governors is required to elect officers going forward. Norris Kantor and Robert E. Perkinson, Jr. have completed their Board terms as of July 1, 2018. In discussions with the Chancellor, the Chancellor has advised Mr. Perkinson and Mr. Kantor that they are not relieved until they are replaced by the Governor. Chairman Perkinson stated that this has been established and checked by counsel. Both he and Mr. Kantor will continue to serve until they are replaced. Mr. Perkinson opened the floor for election nominations.

Dr. Mirsky nominated Robert Perkinson for the office of Chairman. Mr. Perkinson asked if there are other nominations for the office of Chairman. There were none. The motion carried.

The floor was opened for nominations for Vice Chairman. Mr. Buzzo nominated Garry Moore for the office of Vice Chairman. The nomination was seconded by Mr. Kantor. The motion carried.

Approval of 2018-2019 Calendar

Chairman Perkinson stated that the 2018-2019 Calendar is presented in the Board Packet for consideration and approval. Dr. Mirsky made a motion to approve the calendar as presented. The motion was seconded by Vice Chairman Moore. The motion carried.

Financial Report and Update – Ms. Shelia Johnson

Ms. Johnson stated that as of today BSC has right at \$1.3 million in state accounts. With regard to facilities, Ms. Johnson reported that BSC has bid out the roofing project for Conley Hall and the Library. The bid opening is next week for that. Ms. Johnson stated that this is a prevailing wage project because of Title III funds. With regard to the sidewalk, steps, and handrail repair and replacement, BSC will receive \$850,000 from the state. BSC has signed a contract with a company on the gym floor.

Ms. Johnson reported that BSC has entered into an agreement called the DCTAG program. The District of Columbia will cover the out-of-state portion of

fees for their residents who attend BSC. Ms. Johnson stated that the Board approved pay raises in April. They will be in effect July 7th. Employees will not see them until four weeks because they are in arrears. This is different for faculty.

Academics in Action Update – Dr. Angela Lambert

Dr. Lambert stated that the report is available to the Board in the meeting materials packet, but she wanted to highlight curriculum updates: a minor in Manufacturing Engineering Technology and a minor in Forensic Investigation under Criminal Justice. There are more entrepreneurship courses to support that minor. The SARA application has been approved for the upcoming year. Dr. Lambert stated that she, Dr. Bolton, and Dr. Shannon Bowling met with the Provost at Concord about classes at the Erma Byrd Center. They are doing a pilot program of shared courses. There has been a suggestion to bring the Boards of all three schools together at some point to discuss collaboration.

Recruitment and Retention Update – Dr. Jo-Ann Robinson

Dr. Robinson reported on Kids College, the GEAR UP grant being written in partnership with Concord and New River, and the Milwaukee Education Partnership. Mr. Schlimmer provided an overview of new student orientation.

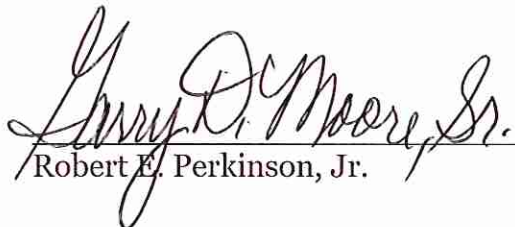
Department of Athletics Update – Mr. John Lewis

Mr. Lewis stated that Athletics must be in tune with the mission and vision of the institution. They have been working to increase enrollment. In 22 months, goals have been made, set, and accomplished. Athletics is still working to set and accomplish goals. Department enrollment has gone from 83 student athletes to 112 this past fall. Mr. Lewis reported that they will probably have an increase this coming fall. When they have an issue it is addressed. Athletics will hire two new students in the Fall, and they will keep the website updated.

Adjournment

Ms. Manns and Vice Chairman Moore made a motion to adjourn the meeting. The motion was seconded by Mr. Frost. The meeting adjourned at approximately 8:40 p.m.

Respectfully submitted,


Robert E. Perkinson, Jr.