

BOARD OF GOVERNORS
BLUEFIELD STATE COLLEGE
March 15, 2018
Conley Hall, Room 201, Boyd Conference Room

MINUTES

Members Present: Chairman Robert E. Perkinson, Jr., Vice Chairman Garry Moore (arrived at approximately 6:58 p.m.), Bob Buzzo, Norris Kantor, Esq. (via conference call), Lois Manns (via conference call), Dr. Norman Mirsky (via conference call), Amber Sagady, and Vicki Mays.

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

Guests: Josh Smith, Dr. Amanda Matoushek, Lisa Bennett, Jason Brooks, Sherri Williams, Tom Isle, and Dr. Deirdre Guyton.

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

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

Public Comment Period

No one signed up to speak during the Public Comment Period. Therefore, the meeting continued with the next agenda item.

Oath of Office for New Board Member

Vicki Mays was given the Oath of Office and sworn in as a new Board member.

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

Chairman Perkinson commented that the state seems to have rounded a turning point economically. He does not know how this will trickle down to BSC, but any and all help is appreciated. The success of BSC is pivotal to the city of Bluefield and pivotal to the community's young people who want to come and develop a career path to a job that is self-sustaining. Chairman Perkinson stated that there is no higher compliment in life than to watch a student who has struggled through BSC graduate with a degree that will allow them to get a job that will support them. He stated that it is BSC's goal and responsibility to assure the longevity and the success of Bluefield State not only for these students, but for future generations.

President's Report – Dr. Marsha Krotseng

Dr. Krotseng congratulated Jelena Jevtic, the 2018 Newman Civic Fellow. She also recognized the Men's Basketball team for their recent appearance in the USCAA national championship. Dr. Krotseng highlighted various other BSC athletic teams on the road competing.

Dr. Krotseng provided a legislative update. She reported that the budget includes a slight increase for BSC, and it is currently awaiting the Governor's signature. HB 4251 passed and is awaiting the Governor's signature.

Dr. Krotseng reported on her attendance at the recent TMCF and ACE meetings in Washington, DC. TMCF offers a number of potential scholarship and grant opportunities for our students and faculty. Dr. Krotseng also had an opportunity to speak with Johnathan Hollifield, who sits on the HBCU Capital Finance Board. A conference call has been scheduled with them for later this month to discuss financing the residence hall.

Dr. Krotseng reported that she attended a Meet and Greet event with the Alumni Chapter in Washington, DC. Upcoming events include the following: Manchin Mobile Mondays hosted by BSC in the Basic Science Lobby on 3/19/18; a Visiting Fulbright Scholar from Hungary; the Women's History Month speaker, Tee Taylor, will be here on Wednesday; there will be a job fair in Beckley one week from tomorrow; Rotary will be on campus on March 27th; Senator Manchin will be on campus on April 5th; the 4th Annual Southern Technical Conference will be held on April 12th.

BSC has hosted two other Fulbright Scholars this semester. BSC signed a memorandum of understanding with Algeria. This was the first time any American university has signed a memorandum of understanding with a university in Algeria.

Report on Delivery of Online Programs

Dr. Lambert reported that primary areas of focus since the last Board meeting include the proctoring policy and software. Various proctoring tools for online courses are being examined. A decision should be made by April 1st. Dr. Lambert stated that she is very confident everything will be in place by fall.

With regard to prior Board questions regarding financial aid and electronic payment, Dr. Robinson provided an explanation of the financial aid process that was summarized via flowchart in a handout provided to the Board. Tom Isle, the Director of Financial Aid was in attendance and available to answer questions. Discussion followed.

Ms. Johnson provided an explanation of the accounts receivable flow chart. She stated that there are two phases: collect fees and disburse the balance. Ms. Johnson stated that for this to happen online BSC will have to have additional resources, including additional staff in accounts receivable, financial aid, and technology. Ms. Johnson stated that this will be a major undertaking. Much validation work is required for the accounts receivable process to be fully automated. The registration process also will have to be reevaluated. The timing of processes will change. Aid would be disbursed the second or third week of classes. It can be disbursed to a bank account or pay card.

Ms. Johnson stated that all of this has to be considered to be totally where BSC wants to be online. Discussion followed. In summary, BSC needs money, resources, and time. Does BSC need a consultant? Ms. Johnson stated that BSC needs to bring in an outside consultant with an understanding of how West Virginia does business. Mr. Perkinson stated that this should be an item for the June Board of Governors meeting with recommendations as to how BSC begins to move forward.

Implementation of Policy 27: Immunization Requirements – Dr. Jo-Ann Robinson

Dr. Robinson asked Ms. Sherri Williams, Director of the Health Center, to participate in this conversation. Dr. Robinson provided a reminder of why this policy was reviewed. Ms. Williams stated that the dorm is the biggest reason why BSC moved toward this policy. Ms. Williams stated that BSC does require more vaccinations than other schools. She reviewed what other schools require, and there are five schools that have the same requirements as BSC. One issue with the policy is how the Admissions Office is relaying the immunization information. Discussion followed.

The telephone conference system ceased working properly at approximately 8:00 p.m. An alternate phone conference system was promptly utilized throughout the remainder of the meeting.

Mr. Perkinson stated that the policy is posted and implemented. There have been some initiation problems. They will be worked out, and the availability of immunizations on campus is a work in progress.

Approval of Minutes of February 15, 2018 Meeting

The first action item was approval of the minutes from the February 15, 2018 meeting. Vice Chairman Moore made a motion to approve the minutes from the February 15, 2018 meeting. The motion was seconded by Mr. Buzzo. The motion carried.

Financial Report and Update – Ms. Shelia Johnson

Ms. Johnson provided the financial report and update to the Board as of the end of January. As of this morning, BSC has right at 2 million dollars in the bank with one more payroll this month. Discussion followed regarding the percentage of the budget needed to fund personnel and the number of state-funded positions.

Suspension of Policy 38 – Dr. Norman Mirsky

Dr. Mirsky presented the proposal pertaining to the suspension of Policy 38 to the Board of Governors. He stated that time is needed to come up with a way to fairly distribute money received in terms of pay raises for faculty. Dr. Mirsky made a motion to suspend Policy 38. The motion was seconded by Vice Chairman Moore. The motion carried.

Academics in Action Update – Dr. Angela Lambert

Dr. Lambert stated that the Academics in Action report is available in the meeting materials packet. She highlighted key information contained within the report for the Board.

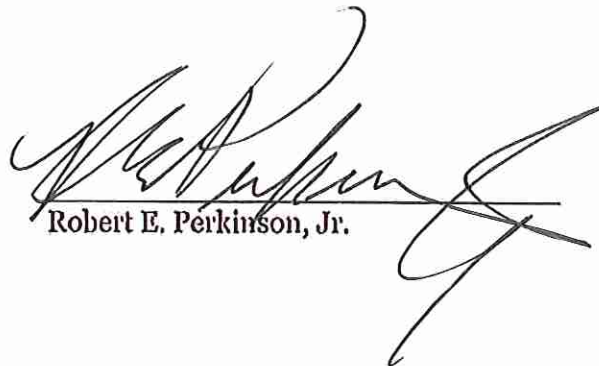
Recruitment and Retention Update – Dr. Jo-Ann Robinson

Dr. Robinson stated that the report is available in the meeting materials packet. She highlighted where BSC is right now in terms of recruitment for fall 2018. Dr. Robinson reported that staff are working on approximately 500 incomplete files. Invitations to open house are being sent. In addition, there are 500 high-achieving students that are being sent a separate e-mail to ask them to complete leadership scholarship essays. Dr. Robinson stated that more time needs to be spent on conversion. She received the list of midterm deficiencies last week and will be working with those students.

Adjournment

Vice Chairman Moore made a motion to adjourn the meeting. The motion was seconded by Mr. Buzzo. The motion carried. The meeting adjourned at approximately 8:46 p.m.

Respectfully submitted,



Robert E. Perkinson, Jr.