

BLUEFIELD STATE COLLEGE
BOARD OF GOVERNORS MEETING
Bluefield, WV
4:00 p.m., February 23, 2023

AGENDA

- | | |
|---|--------------------|
| 1. GENERAL ORDER | INFORMATION |
| 1.1. Call to Order and Chair's Remarks | Chair Cole |
| 1.2. Swearing in of New Members | Chair Cole |
| 1.3. Minutes of Previous Meeting | Chair Cole |
| 1.4. Reports of Committees | President Capehart |
| 1.5. President's Report | President Capehart |
| 1.6. Standing Reports | |
| 1.6.1. Finance and Budget | CFO Hypes |
| 1.6.2. Enrollment | Dr. Lewis |
| 2. SPECIAL ORDERS | ACTION |
| 2.1.1. By-laws of the Faculty Assembly | Justice Benjamin |
| 3. UNFINISHED BUSINESS (None) | |
| 4. NEW BUSINESS | ACTION |
| 4.1. Resolution regarding Program Review Process | Ronald Hypes, CFO |
| 5. ANNOUNCEMENTS | INFORMATION |
| 6. COMMENTS | INFORMATION |
| 6.1. Board Members | |
| 6.2. Public Comments | |
| 7. POSSIBLE EXECUTIVE SESSION | |
| 7.1. Discussion of Personnel Employment Issues | |
| 7.2. Discussion of Potential Real Estate | |
| 7.3. Discussion of Legal Matters | |
| 7.4. Discussion of Other Matters permitted under W.Va. Code §6-9A-4 | |
| 8. ACTIONS EMANATING FROM EXECUTIVE SESSION | ACTION |

9. ADJOURNMENT

BLUEFIELD STATE COLLEGE BOARD OF GOVERNOR'S MEETING
Boyd Conference Room
4:00 PM., January 5, 2023

Members Present: Mr. Charlie Cole (chair), President Robin Capehart, Mrs. Cathy Deeb, Dr. Deirdre Guyton, Mr. Mike Hasting – via phone, Mr. Mike Lilly, Mr. Randall Price, Mr. Shannon Remines – via phone, Mr. Darrin Martin – via phone, Mr. Anthony Tolley – via phone, Mrs. Rebecca Peterson, Mr. Bill Cole, Mr. Gabriel Nesmith

Guests: Brent Benjamin, EVP/General Counsel; Dr. Ted Lewis, Provost; Ronnie Hypes, CFO

Welcome, Chair's Remarks, and Call to Order: Mr. Charlie Cole:

Chair Cole determined that a quorum was established, then he called the meeting to order at 4:00 PM in the Boyd Conference Room.

Acceptance of Meeting Minutes: Chair Cole received confirmation that Board members had reviewed minutes of the Board's meeting held on Regular Meeting held on November 3, 2022. Hearing no requests to correct or revise the minutes, the minutes of the September and October's Special meeting were accepted by assent of the Board.

Board Committee Reports: Chair Cole confirmed that Board members had reviewed reports of the most recent Board Committee reports. Hearing no requests to correct or revise the minutes, the minutes of the December reports were accepted by assent of the Board

President's Report:

President Capehart reported that it is essential that items discussed and agreed upon be implemented during this Spring Semester. We need to become and elite university. We achieve this by: Focus on Value; Curriculum that addresses needs; Cognitive skill as well as field of study development; Students who want to learn; Admissions that is both open (University) and selective (colleges and schools); Personalized recruiting; High quality faculty. Building on our strong foundation: Vision; Engaged board; High need, high demand, high wage applied programs; Fiscally sound; Know who we are. And focus – correct our red flags: Business school lack of performance; Nursing school licensure exams; Faculty rant; Student complaints; Lack of innovation; Subject matter content not aligned with community values

Financial & Administrative Affair: Ronnie Hypes, CFO

- Budget information was provided and reviewed with the Board of Governors.
- Budget it is close and we will break even. Working on reorganization so we are more efficient.
- CRM program purchased for Admissions – this will assist admissions to be more efficient when recruiting.

Enrollment: Dr. Ted Lewis

- Review of Fall 2022 grades
 - A-C (including P): 80.25%
 - D, F, W: 19.75%
- Spring 2023 Enrollment is up by 7.29%

Special Orders: (None)

Unfinished Business: (None)

New Business: (None)

Announcements:

- Dr. Guyton announced that we received a message for Fawn Weaver who is the Founder/CEO of Uncle Nearest Distillery in Shelbyville, TN who will be raising funds (the goal is \$1M) between January 16, 2023 through March 31, 2023 for 58 HBCUs and we were one of the HBCUs selected. (Her company netted \$100M last year) She is the largest black-owned distillery in the world. I am working with the company now to take 15-20 students for a tour and to meet Ms. Weaver on March 9-10, 2023
- Mike Lilly announced that the Lion's Club has established a scholarship in the name of Phil Imel. The scholarship will be distributed to sophomores, juniors and seniors. This will begin in the Spring.

Comments:

Board Members: None
Public Comments: None

Executive Session:

Chair C. Cole made a motion to move into executive session for the purpose of discussing a personnel matter. Mr. Bill Cole moved, Mr. Randy Price second. Meeting moved into executive session at 4:51 PM. President Capehart asked that Brent Benjamin and Ted Lewis be permitted to attend. Motion made to exit executive session at 5:15 PM.

Action Emanating from Executive Session:

Chair Cole appointed Dr. Deirdre Guyton as Chair to the new Special Committee on Faculty Conduct. Anthony Tolley and Darrin Martin will also be members of this new committee.

Brent Benjamin reviewed legal matters and provided a brief update on housing.

Student complaint will be reviewed and investigated.

Adjournment:

Chair C. Cole made a motion to adjourn the Board meeting at 5:16 PM. The motion moved by Mr. Mike Lilly and second by Dr. Deirdre Guyton. The motion carried.

The next regularly scheduled BSC Board of Governors meeting will take place on Thursday, March 2, 2023 at 4 PM in the Boyd Conference Room.

ADVANCEMENT COMMITTEE MEETING MINUTES

Date: Thursday, February 16, 2023

Time: 2:00 p.m.

Location: Boyd Conference Room

Committee Members:

Rebecca Peterson, Chair via phone | Darrin Martin – via phone | Randall Price | Cathy Deeb
|Anthony Tolley – absent

Guests:

Robin Capehart, President; Keith Olson, Chief of Staff; Deirdre Guyton, Director of Alumni Affairs

The meeting was called to order at 2:06 PM by Mrs. Peterson. Mrs. Peterson turned the meeting over to Keith Olson, Chief of Staff.

Mrs. Peterson made a motion to adjourn. The meeting was adjourned at 2:55 PM.

Ongoing Business:

1. President Capehart's remarks:

- We will begin development/fundraising by committee not by structure. Policy driven and assured quality is in place.
- Build a development team
- Visited Clafin University – Private school
 - Advancement office, phone banks, alumni giving of 45%
- Keith Olson will show what it looks like and we will have a plan in place.
- Timeline – March 1st

2. Gift Giving YTD

- Athletics: \$62K
- Boosters: \$30K (not current)
- Fed Earmarks
 - Nursing buildout: \$300K
 - Rad Tech: \$212K
- COVID Grant Mercer/McDowell: \$289K
- Ascendium Education Group:
 - Grant:
 - ❖ \$100K Internships
 - ❖ \$75K Emergency

2. Gift Giving YTD Continued:

- Pocahontas Land/BSU Engineering: \$30k
 - ❖ Massey Foundation: \$10k
 - ❖ Norfolk and Southern Railroad: \$10k
 - ❖ Pocahontas Land: \$10k
 - ❖ Monies from these will be utilized to start up the mining certificate program. Due to begin Fall of 2024
 - ❖ Pledged Scholarships:
 - Three pledged 4-year scholarships: \$72K x 3
 - One Endowed Scholarship: \$100,000
- Major Gift Commitments:
 - ❖ Anonymous: \$250k
 - ❖ Anonymous (stock transfer): \$100-250k

3. Database software testing:

- It is for planned giving.
 - ❖ Assists with presentations, letters, helps with phone scripts

4. Community Outreach:

- Booster Club
 - ❖ New Executive Director
 - ❖ Booster Luncheon – March time frame
- Serve the Hill
 - ❖ Spring Clean-up being planned
- Reconnecting Communities Grant
 - ❖ Partnership with City of Bluefield and WV DOT
 - Sidewalks (Cherry Street)
 - Clean up – demo of old buildings

5. '22 – 23 Initiatives:

- Built relationships with Sen.'s Manchin, Capito and Rep. Miller
- HBCU Capital Finance: Tied to BSU Master Plan
- \$10-\$20 Million
- Ambitious focus on state, local and federal grants \$5 Million Goal this FY
- Benedum Foundation – Presidents Emerging Scholars
- BSU/V-Tech Collaboration
- Nursing Fundraiser
- Engineering HOF Breakfast
- Planned Giving Initiative

6. Gala 2023
 - Diamonds in the Night
 - April 23, 2023
 - Fincastle Country Club
 - Sponsorship levels available – see the attached
7. 48 hours of Giving
 - Refer to handout
 - April 21 – 22, 2023
 - Telephone bank – social media driven, direct reach out
8. Fawn Weaver who is the Founder/CEO of Uncle Nearest Distillery in Shelbyville, TN
 - She will be raising funds (the goal is \$1M) between January 16, 2023 through March 31, 2023 for 58 HBCUs and we were one of the HBCUs selected. (Her company netted \$100M last year)
 - Largest black-owned distillery in the world.
 - Dr. Guyton working with the company now to take 15-20 students for a tour and to meet Ms. Weaver on March 9-10, 2023
9. Dr. Guyton provided and update on the Foundation accounts

Accept the Challenge



48 hours of Giving
April 21-22, 2023

Make an Impact on Bluefield State University by way of giving to:

- Infrastructure
- Scholarship
- Athletics
- Student Ambassadors Program
- Emerging Leaders Institute
- Academic Programming
- SGA Food Pantry
- International Student Programming
- Robotics
- Alumni Park
- W. Paul Cole, Jr., School of Business
- School of Education, Humanities and Social Sciences
- School of Nursing and Allied Health
- School of Science, Technology, Engineering and Mathematics

Make the biggest Impact by giving. Create Change. One donor can make a difference but when we have the support of our BSU Family, we shape the leaders of tomorrow.

Click on the URL to Make an Impact [Make An Impact | Bluefield State University](#)



Save the Date
Gala 2023
“Diamonds in the Night”

Bluefield State University Foundation, Inc

April 22, 2023

Finycastle on the Hill

1000 Country Club Dr.
Bluefield, VA 24605

Tickets: \$60.00 Individual or \$80.00 Couple

Music by 'Soul Jam' | Heavy Hord'oevres
Silent Auction | Cash Bar"

Contact the BSU Foundation 304-327-4031

2023 Gala Sponsorship Levels

	Tickets	*Acknowledgement Program	Event Acknowledgement	Recognition in Media Releases
Platinum \$2,500 RESERVED SEATING	8	Full Page Color Ad	Yes	Yes
Gold \$1,500	6	½ Page Color Ad	Yes	Yes
Silver \$1,000	4	¼ Page Color Ad	Yes	Yes
Bronze \$500	2	1/8 Page Color Ad	Yes	Yes

Individual tickets are available for \$60 per person, \$80 per couple and Student \$25

To place your sponsorship, please send your check to the Bluefield State University Foundation in the appropriate amount by March 15, 2023.

Mail to: Bluefield State University Foundation 219 Rock Street Bluefield WV 24701

*Advertising information for the Gala Program is due by March 15, 2023 and can be emailed to Deirdre Guyton at dguyton@bluefieldstate.edu.

STUDENT LIFE COMMITTEE MEETING MINUTES

Date: Thursday, February 16, 2023

Time: 2:00 p.m.

Location: Boyd Conference Room

Committee Members:

Cathy Deeb, Chair | Darrin Martin – via phone | Randall Price | Mike Lilly | Anthony Tolley – absent | Gabe Nesmith – absent

Guests:

Ted Lewis, Provost - absent; Ron Shidemantle, Dean of Student Life - Absent; Brent Benjamin, EVP; Dr. Craver Jones, Director of Counseling; Carolyn Kirby, Director of Academic Success Center

The meeting was called to order at 3:00 PM by Dr. Jones. Dr. Jones announced that Mr. Shidemantle was unable to attend due a family emergency and also announced that Mr. Shidemantle had also take over the role of Dean of Admissions.

Dr. Jones made a motion to adjourn. The meeting was adjourned at 3:45 PM.

Ongoing Business:

1. Academic Success Center: Presented by Carolyn Kirby. Hand out attached.
 - Tutoring:
 - Offered for most classes taught at BSU
 - Tutors must have a 3.0 GP
 - Paid \$11/hour
 - 10 - 15% of our students utilize this service
 - Tutor.com is our online service
 - 24/7 availability
 - Counseling
 - Assist with Career path and academic planning
 - Financial Literacy
 - Assist students with college loan processes
 - How to avoid high debt
 - Writing Labs
 - Workshops are schedule and assist students with various writing techniques
 - Academic Advising
 - Assist with course selection
 - Academic Workshops
 - 70+ workshops throughout the year to assist the students with staying on track for graduation

1. Academic Success Center continued:

- Computer labs are available
- Moodle
 - Up to date information on events across campus

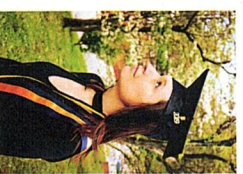
2. Housing update presented by Brent Benjamin

- Transformation of critical care rooms will begin in December 2022
 - 30 beds
- 60 beds also will be added at the MEC – this plan is still under review
- Heritage Village:
 - Working on paying SWOPE
 - Short term – will be a green space
 - Meeting with Architects to transform both Heritage Village and Student Center
- Area Housing
 - 3 inquires from private investors to develop properties and work with BSU for occupancy

OUR
VALEICTORIANS



Kevin Tschle,
2021 Valictorian



Kristina Hogan, 2019
Valictorian

Not Pictured: 2017
Valictorians:
Christopher Cardwell,
Jonathan Tester

What is the Academic

Success Center?

The Academic Success Center is

The goal of ASC is to help our participants successfully stay in college and graduate!

Bluefield State Statistics from 2020-2021 Annual Performance Report:

- * 76% of participants persisted from Fall 2020 to Fall 2021.
- * 91% of participants were in good academic standing at the end of the 2020-2021 academic year .
- * 28% of the 2015-2016 cohort received an associate's or bachelor's degree.

OUR PROGRAM WORKS!!!!

What kinds of services does ASC provide?

Tutoring

- * In most classes offered at BSU
- * Our tutors have 3.0 GPAs or better and have earned an A or B in the classes they tutor and are trained to be *CRLA certified tutors.
- * Tutoring is designed to help our participants improve academic performance whether they are seriously struggling in a course or simply want that "B" to become an "A"
- * TUTOR.COM is our 24/7 online tutoring platform that provides tutoring in practically every course offered at BSU. It is conveniently located in every Moodle Shell under "resources".

Counseling

- * Career Counseling is designed to help participants look at career paths and make informed decisions about their academic endeavors. We also help participants prepare for the job search by assisting with resume writing and interview preparation.
- * Financial Literacy is provided so students understand the college loan process, the advantages and disadvantages of using credit cards, and how to avoid debt.
- * Graduate School Counseling is provided to help students interested in pursuing graduate programs by researching various universities and helping with the admissions process.

** College Reading and Learning Association*

Writing Lab

Is a general use computer lab located in Basic Science 108. It offers free and open access to all BSU students. The purpose of the Writing Lab, is to help students succeed in the area of writing. The writing lab utilizes ASC tutors and Instructors may hold classes in the Writing Lab (and are advised to reserve the area in advance).

Academic Advising

Our staff is trained to help students with course selection each semester and understand the program requirements for each major on campus.

Academic Workshops

ASC provides a variety of face-to-face and online workshops each semester designed to help participants be successful university students and to assist in the transition from university to career. Every participant is given a workshop calendar at the beginning of each semester and required to complete 1-3 workshops per year.

Computer Lab

Academic Success Center has a state of the art computer lab located in Basic Science 101. The Computer Lab is reserved for ASC participants only for academic pursuits. Our lab is open M-F 8 AM—4 PM.

ASC has a Moodle Shell!

Our Moodle Shell is used to provide valuable information to our ASC participants and to keep them up-to-date on happenings in the department and across campus.



Catherine Harrison,
2014 Valictorian,
and former tutor &
current ASC
Counselor.



Alex Ledgerwood,
2013 Valictorian,
and former tutor.



Kimberly Reed,
2009 Valictorian
(In Memoriam)

Our Staff

Carolyn Kirby, Director
304-327-4098

BS 110

Scott Pitt, Educational Outreach Counselor
304-327-4228

BS 111

Helena Taylor, Educational Outreach Counselor
304-327-4227

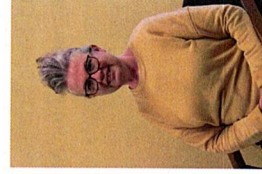
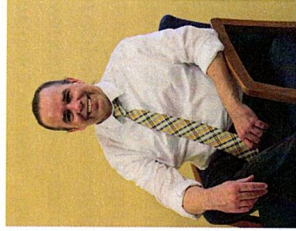
BS 102

**Marie Ronhovde, Administrative Assistant/
Data Entry Clerk**
304-327-4095

BS 110

**Linda Trigg, Academic Recovery Coach/
Computer Lab Monitor for ASC**
304-327-4621

BS 101



ACADEMIC SUCCESS CENTER STAFF

Awarded

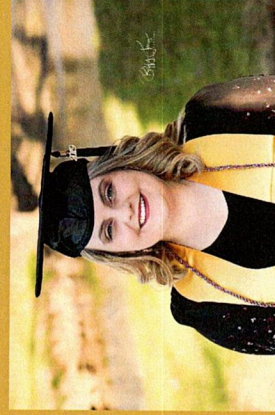
SGA Staff Member of the Year 2018, 2019, 2020

Academic Recovery Program

Students whose GPA falls below a 2.0 or who are struggling to meet the mandator GPA requirements for selective admissions programs in Allied Health and Teacher Education will receive assistance in achieving the necessary skills and tools to achieve academic success, stay in school, and graduate. Through collaborative partnerships with faculty, goal setting, and hard work on the students' part, we are committed to helping students achieve their academic goals.

What has ASC meant to me? It has meant my entire college experience and my diploma! Had it not been for ASC some days would have been unbearable. They saw me through some of my most successful and some of my most dark times. Whether it was life advice, class scheduling, or just a smiling face, there was always someone there with an open door and an open mind. There were times in my life that I would see these people more than my own family due to my school schedule, and they have become my family over the years. I am so thankful that no matter what the situation, ASC has been a huge asset to my college career and I will continue to encourage students to sign up even now that I have graduated.

~ Emily Hicks
2019 Graduate
Early/Middle
Education



Bluefield State
UNIVERSITY



*Where You're Kind
of a Big Deal!*

<https://bluefieldstate.edu/resources/academic-success-center>

<https://www.facebook.com/>

[groups/138879676149709](https://www.facebook.com/groups/138879676149709)

facebook

ASCBUEFIELDSTATE

