

BLUEFIELD STATE COLLEGE
BOARD OF GOVERNORS MEETING
Fincastle C.C.
4:00 p.m., June 25, 2021

AGENDA

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|---|--------------------|
| 1. GENERAL ORDER | INFORMATION |
| 1.1. Call to Order and Chair's Remarks | Chair Moore |
| 1.2. Minutes of Previous Meeting | Chair Moore |
| 1.3. Reports of Committees | President Capehart |
| 1.4. President's Report | President Capehart |
| 1.5. Standing Reports | |
| 1.5.1. Finance and Budget | EVP Brent Benjamin |
| 1.5.2. Enrollment | Provost Ted Lewis |
| 2. SPECIAL ORDERS | ACTION |
| 2.1. Election of Officers | |
| 2.2. Approval of Meeting Schedule – 2021-2022 | |
| 3. UNFINISHED BUSINESS (None) | |
| 4. NEW BUSINESS (None) | |
| 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 | ACTION |

BLUEFIELD STATE COLLEGE BOARD OF GOVERNOR'S MEETING
CONLEY HALL, ROOM 201, Boyd Conference Room
4:00 PM., April 29, 2021

Members Present: The Reverend Garry Moore, Jr. (chair), President Robin Capehart, Mr. Bill Cole, Mr. Ronnie Hypes, Mr. Charlie Cole, Mr. Shannon Remines, Dr. Deirdre Guyton, Mr. Mike Lilly

Absent: Mrs. Cathy Deeb. Ms. Kendall Clemons

Guests: Brent Benjamin, EVP/General Counsel, Dr. Ted Lewis, Provost

Welcome, Chair's Remarks, and Call to Order: Rev. Garry Moore:

Rev. Moore determined that a quorum was established, then he called the meeting to order at 4:00 PM in the Boyd Conference Room, Conley Hall, Bluefield State College. He welcomed attendees at the meeting.

Acceptance of Meeting Minutes: Rev. Moore received confirmation that Board members had reviewed minutes of the Board's meeting held on March 4, 2021. Hearing no requests to correct or revise the minutes, the minutes of the January meeting were accepted by assent of the Board.

Board Committee Reports: Rev. Moore 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 April reports were accepted by assent of the Board.

President's Report:

Review of:

- Fiscal Operations/Budgets
- Tuition and Fees AY 2021-2022

Financial & Administrative Affair: Brent Benjamin, EVP and General Counsel provided a 20-day post update on our financials. BSC has missed no deadlines. Transition in Finance Department is going smoothly. Sarah Beamer, Finance Consultant and Jane Thompson, CPA Maher Duessel are assisting during this transition. Identifying accounts: expenses/assets. End of year moving to an accrual system. Reports will be available.

Enrollment:

Dr. Lewis presented a brief overview of the Fall 2021 Enrollment. We are up 1 students – 0.09% from last year. Applications have increased by 32.7% and Admitted up 32.4%.

Special Orders: (None)

Unfinished Business: (None)

New Business:

- Approval of Tuition and Fees for FY 2021-2022
 - Rev. Moore brought forth the motion to accept the proposed Tuition and Fees for FY 2021-2022 presented by President Capehart. The motion was moved by Mr. Bill Cole and seconded by Mr. Ronnie Hypes. All in favor = 8 Nays= 0 The motion carried.
- Approval of Campus Development Plan Update
 - Rev. Moore brought forth the motion to accept the proposed Campus Development Plan presented by President Capehart. The motion was moved by Dr. Deirdre Guyton and seconded by Mr. Ronnie Hypes. All in favor = 8 Nays= 0 The motion carried.
- Acceptance of Program Reviews
 - Rev. Moore brought forth the motion to accept Dr. Lewis' recommendations on each of the following programs.
 1. BS Business Administration – To Continue
 2. AS Civil Engineering Technology– To Continue
 3. BS Civil Engineering Technology– To Continue
 4. BS Computer Science– To Continue
 5. AS Electrical Engineering Technology– To Continue
 6. BS Electrical Engineering Technology – To Continue
 7. BS Elementary Education K – 6 – To identify as a Program of Excellence
 8. AS Mechanical Engineering Technology Program– To Continue
 9. BS Mechanical Engineering Technology Program– To Continue

The motion was moved by Dr. Deirdre Guyton and seconded by Mr. Michael Hastings All in favor = 8 Nays= 0 The motion carried.

Announcements:

- Commencement will be held on Sunday, May 2nd at Mitchell Stadium beginning at 3 PM. All those participating, please arrive by 2 PM
- Rev. Moore spoke briefly about the BSC baseball team winning their first game in the first HBCU World Series. And the BSC Golf team heading to Ponte Vedra Beach, Florida to participate in the HBCU golf tournament being held at Sawgrass TPC
- Rev. Moore also asked the members to stay after meeting adjourned for a special presentation to the 3 Senior Graduates that were heading to Florida. They are a part of our golf team and will not be able to participate in their commencement ceremony on the 2nd.

Comments:

Board Members:

- Dr. Guyton commended Daniel Wells Center for their assistance with the Covid testing.

Public Comments: N/A

Possible Executive Session:

Rev. Moore moved that the Board of Governors meeting enter into executive session and that once Executive Session was complete, the Board of Governors meeting would be adjourned. Charlie Cole seconded the motion, which passed. The Board of Governors entered into executive session at 4:48 PM

- President Capehart brought forth the motion to present Governor Jim Justice with an Honorary Doctorate of Humanities to be presented during the BSC Commencement on May 2nd. The motion was moved by Mr. Charlie Cole and seconded by Mr. Bill Cole. All in favor = 8 Nays= 0 The motion carried.

- President Capehart brought forth the motion to dedicate and rename the medical arts center. The new proposed name will be Jim & Cathy Justice Medial Arts Center. The motion was moved by Mr. Charlie Cole and seconded by Mr. Shannon Remines. All in favor = 8 Nays= 0 The motion carried.

At 4:52 PM, Bill Cole made a motion for the Board of Governors meeting to conclude its executive session and the Board of Governors was adjourned at the conclusion of this executive session. The next regularly scheduled BSC Board of Governors meeting will take place on Thursday, June 24th. The meeting adjourned at 4:52 PM.



ACADEMIC AFFAIRS COMMITTEE MEETING MINUTES

The meeting was called to order at 1:03 PM by Dr. Deidre Guyton. Dr. Guyton thanked everyone for participating and turned the meeting over to Dr. Lewis.

Date: Thursday, June 10, 2021

Time: 1:00 p.m.

Location: Boyd Conference Room

Committee Members:

Dr. Deirdre Guyton, Chair | Bill Cole - absent | Mike Lilly | Ronnie Hypes | Mike Hastings | Dr. Ted Lewis

Guests:

Dr. Guyton made a motion to adjourn. The meeting was adjourned at 1:51 PM.

No.	Item
1	Review of Curriculum Changes: Disciplines, School, Committee approves, Faculty approves, Provost approves. Course # Revisions: Prefix changes Course Name and Description Revisions Program Credit Hour Revisions – Due to Policy 5100 from state Prerequisite Revisions New Courses Merging New Programs
2	Wheeling Update: Denied by WVHEP/WVCTC Still reviewing options

ATHLETICS COMMITTEE MEETING MINUTES



The meeting was called to order at 3:03 PM by Mr. Remines, Chair. Mr. Remines welcomed the committee. Mr. Remines then turned the meeting over to Derrick Price.

Date: Thursday, June 17, 2021

Time: 3:00 p.m.

Location: Boyd Conference Room

Committee Members:

Shannon Remines, Chair | Dr. Diedre Guyton | Charlie Cole | Garry Moore, Sr. | Derrick Price | Kendall Clemons - absent

Guests: Robin Capehart, President; Brent Benjamin, EVP

Executive Session—Shannon Remines moved that the committee enter into executive session. Charlie Cole seconded the motion, which passed. The committee entered into executive session at 3:41 PM. At 3:55 PM, Charlie Cole made a motion for the committee to conclude its executive session. Dr. Deirdre Guyton seconded the motion, and the committee returned to regular session.

Mr. Remines made a motion to adjourn. The meeting was adjourned at 3:56 PM

Item

Conference Affiliation Update by Derrick Price

- Carolina Conference on hold for a year. Get to know us better and how we do.
- Mountain East – full but we will watch to see if someone drops – good fit for us and travel easier
- Will be independent at the moment and will be able to participate in regional tournaments

Facilities update by Brent Benjamin

- Bldg C – practice field- very doable out back. Build out by spring 2022. Meeting room build out – great for fundraising and recruiting
- Baseball field – both softball and baseball. Build out by Spring 2022 – Blue wall

ATHLETICS COMMITTEE MEETING MINUTES CONTINUED



Department Update by Derrick Price

- Staff complete, Grants being used for assistant wrestling and trainers
 - Swimming and Bowling positions still open – looking at women’s wrestling??
 - Housing – mostly athletics
 - Football – equipment ordered 87 players
 - Weight / Wrestling facility in Bldg D – donations received for both
 - Basketball camp – 6/21 – 6/24 free to 8 to 14-year olds. Noon to 4 PM. Lunch will be served.
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CAMPUS DEVELOPMENT COMMITTEE MEETING MINUTES

The meeting was called to order at 3:52 PM by Cathy Deeb, Chair. Mrs. Deeb turned the meeting over to Jim Shaffer, Collegiate Housing and Brent Benjamin, EVP.

Date: Thursday, June 10, 2021

Time: 4:00 p.m.

Location: Boyd Conference Room

Committee Members:

Cathy Deeb, Chair | Dr. Deirdre Guyton | Rebecca Peterson | Kendall Clemons - Absent

Guests: Jim Shaffer, Colligate Housing; Brent Benjamin, EVP

Mrs. Deeb made a motion to adjourn. The meeting was adjourned at 4:22 PM

No.	Item
	Hospital Sale completed. Medical Education Center Deed has been recorder Ceremony to transfer title – 1895 Silver Dollar, framed with Deed. Governor, Press Event
	3 rd /4 th floor On track to be complete for fall Cafeteria build out in process and on track Aramark staff hired and being trained
	Security Cameras need to be separate in a few areas 26 miles of new cable has been installed Weekly meeting scheduled to review security and clear issues
	Furniture Arrive 22 nd – Sauder to set up
	School Policy and Procedures Student hand book to be revised – update Student Conduct Dean of Students to assign rooms



COMMUNITY ENGAGEMENT COMMITTEE MEETING MINUTES

The meeting was called to order at 3:01 PM by Ronnie Hypes, Chair. Mr. Hypes turned the meeting over to Keith Olson, Special Assistant to the President.

Date: Thursday, June 10, 2021

Time: 3:00 p.m.

Location: Boyd Conference Room

Committee Members:

Ronnie Hypes, Chair | Cathy Deeb | Shannon Remines | Charlie Cole | Mike Hastings | Keith Olson, Special Assistant to the President

Guests:

Mr. Hypes made a motion to adjourn. The meeting was adjourned at 3:45 PM

No.	Item	Action
1.	Grants, donations and gifts on the rise year over year	
2.	Capital assets 60.5 M	
3.	New database for gift tracking, gift procedures finalizing, fundraising calendar finalized, capital campaign being finalized	
4.	Alumni Network: 2021 Engagement Project	
5.	Impact Website – Go live 6/15	
6.	President's Circle – Fall 2021	
7.	BB Broadcasting	
8.	Performing Arts	
9.	Big Blue Boosters –	
	a. Grant – NCAA grant	
	b. Jani Springer – Exec. Director of Boosters	
	c. 9/4 – first game 10/9 homecoming	
	d. Booster – banner, tickets, parking passes, swag	
	e. VIP Experience – North End Zone – golf carts – seating by North End Zone	

Charlie Cole congratulated Ronnie Hypes on his move to BSC CFO and expressed his thanks for all his assistance as chair on committee.

EXECUTIVE COMMITTEE MEETING MINUTES



The meeting was called to order at 4:04 PM by Garry Moore. Rev. Moore turned the meeting over to President Capehart.

Date: Thursday, June 17, 2021

Time: 4:00 p.m.

Location: Boyd Conference Room

Committee Members:

Rev. Garry Moore | Ronnie Hypes | Bill Cole – Via Google Meet | Charlie Cole

Guests: Robin Capehart, President; Dr. Ted Lewis, Provost; Brent Benjamin, EVP
Rev. Moore made a motion to adjourn. The meeting was adjourned at 6:30 PM

Item

Proposed Board Calendar 2021 – 2022:

Board calendar presented by President Capehart.

Charlie Cole made a motion to approve the calendar as presented and present to the Board of Governors for final approval. The motion was seconded by Mr. Hypes. The motion carried.

Nomination of Officers:

Brief discussion on officers for 2021-2022 Board of Governors.

Gary Moore – Chair: Charlie Cole – Vice Chairs; Mike Hastings – Treasurer

This item will be voted on during the annual meeting of the Board of Governors on Friday, June 25th.

Litigation Update: - Brent Benjamin

5 Cases: McDowell going to trial, BRIM to cover. Shoemaker – Swimming incident; Folse – Open Meeting Law; Baller and Frost. Brief overview of all to committee

Enrollment Update: Dr. Ted Lewis

- Check overview of YTD numbers
 - 2019-2020 and 2020-2021

EXECUTIVE COMMITTEE MEETING MINUTES CONTINUED



Item

Business School Update – President Capehart/Dr. Ted Lewis

5-year review of Business School:

Deficiencies in the program

Accreditation is in question

Faculty retirements, dean changes – no one in position full time for over 7 years

Paragram scoring has the program at an average.

Working and addressing issues that need to be corrected

These will be addressed immediately

Karen Grogan – Dean of Business School

Salaries need to be reviewed

Executive Session to Discuss Personnel Matter: Rev. Moore moved that the committee enter into executive session. Mr. Hypes seconded the motion, which passed. The committee entered into executive session at 4:55 PM. Mr. Benjamin was asked to stay for the executive session.

The committee has recommended that the contract for President Capehart be put forth to the Board Of Governors.

At 6:30 PM, Mr. Hypes made a motion for the committee to conclude its executive session. Mr. Charlie Cole seconded the motion, and the Committee returned to regular session. And then adjourned.

STUDENT LIFE COMMITTEE MEETING MINUTES



The meeting was called to order at 2:03 PM by Mr. Lilly, Chair. Mr. Lilly turned the meeting over to Dr. Ted Lewis.

Date: Thursday, June 17, 2021

Time: 2:00 p.m.

Location: Boyd Conference Room

Committee Members:

Mike Lilly, Chair | Cathy Deeb | Rebecca Peterson | Kendall Clemons - Absent | Dr. Ted Lewis, Provost

Guests: Chuck McGonagle, Special Project Coordinator – Jim Shaffer, President, Collegiate Housing of Bluefield – Ron Shidemantle, Dean of Students.

Mr. Lilly made a motion to adjourn. Mrs. Peterson 2nd the motion. The meeting was adjourned at 2:47 PM

Item

Meal Plan Update by Jim Shaffer

Aramark is our vendor. They are on track to be have cafeteria up and running 7/29. Equipment ordered, staff hired and trained. We will have assigned nutritionists to assist coaches with athletics. Meal plans on BSC website for students to purchase. Open to the general public.

Student Housing Update by Chuck McGonagle

Meet with Fire Marshall – all good; no issues

4th floor: 55 rooms - Carpet arriving Monday. Lounge area

3rd floor: Moving along, Painters moving slowly but reassured that they will be finished soon.

3 ADA rooms on 4th and 2 on 3rd floor – bathrooms are being completed.

Cottages – sprinklers – Chuck to check on – 9 honor students

Tours can be set up and scheduled by contact Jeanne Moricle

Stackable washer/dryers available on each wing: cash/debit

Furniture ordered: Sauder will assemble, install and remove all debris

Security being finalized by Jim Shaffer and John Spencer. 24/7

7/29 on track to be finished.

STUDENT LIFE COMMITTEE MEETING MINUTES CONTINUED



Item

Student Life Update by Dr. Ted Lewis

- Introduction of Ron Shidemantle to committee.
 - Will be hosting meetings going forward
 - 3rd week on campus
 - From Lewisburg College – ran 8 resident halls; campus engagement – Student life very important

Enrollment Update by Dr. Ted Lewis

- Check overview of YTD numbers
 - 2019-2020 and 2020-2021
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**BLUEFIELD STATE COLLEGE
BOARD OF GOVERNORS**

**MASTER MEETING SCHEDULE
2021-2022**

August 19, 2021	1:00 p.m.	Academic Affairs Committee
August 19, 2021	2:00 p.m.	Planning and Policy Committee
August 19, 2021	3:00 p.m.	Community Engagement Committee
August 19, 2021	4:00 p.m.	Campus Development Committee
August 26, 2021	2:00 p.m.	Student Life Committee
August 26, 2021	3:00 p.m.	Athletics Committee
August 26, 2021	4:00 p.m.	Executive Committee
September 2, 2021	4:00 p.m.	Board of Governors Regular Meeting
October 21, 2021	1:00 p.m.	Academic Affairs Committee
October 21, 2021	2:00 p.m.	Planning and Policy Committee
October 21, 2021	3:00 p.m.	Community Engagement Committee
October 21, 2021	4:00 p.m.	Campus Development Committee
October 28, 2021	2:00 p.m.	Student Life Committee
October 28, 2021	3:00 p.m.	Athletics Committee
October 28, 2021	4:00 p.m.	Executive Committee
November 4, 2021	4:00 p.m.	Board of Governors Regular Meeting
December 9, 2021	1:00 p.m.	Academic Affairs Committee
December 9, 2021	2:00 p.m.	Planning and Policy Committee
December 9, 2021	3:00 p.m.	Community Engagement Committee
December 9, 2021	4:00 p.m.	Campus Development Committee
December 16, 2021	2:00 p.m.	Student Life Committee
December 16, 2021	3:00 p.m.	Athletics Committee
December 16, 2021	4:00 p.m.	Executive Committee
January 6, 2022	4:00 p.m.	Board of Governors Regular Meeting
February 17, 2022	1:00 p.m.	Academic Affairs Committee
February 17, 2022	2:00 p.m.	Planning and Policy Committee
February 17, 2022	3:00 p.m.	Community Engagement Committee
February 17, 2022	4:00 p.m.	Campus Development Committee
February 24, 2022	2:00 p.m.	Student Life Committee
February 24, 2022	3:00 p.m.	Athletics Committee
February 24, 2022	4:00 p.m.	Executive Committee
March 3, 2022	4:00 p.m.	Board of Governors Regular Meeting
April 14, 2022	1:00 p.m.	Academic Affairs Committee
April 14, 2022	2:00 p.m.	Planning and Policy Committee
April 14, 2022	3:00 p.m.	Community Engagement Committee
April 14, 2022	4:00 p.m.	Campus Development Committee
April 21, 2022	2:00 p.m.	Student Life Committee
April 21, 2022	3:00 p.m.	Athletics Committee
April 21, 2022	4:00 p.m.	Executive Committee
April 28, 2022	4:00 p.m.	Board of Governors Regular Meeting
June 9, 2022	1:00 p.m.	Academic Affairs Committee
June 9, 2022	2:00 p.m.	Planning and Policy Committee
June 9, 2022	3:00 p.m.	Community Engagement Committee
June 9, 2022	4:00 p.m.	Campus Development Committee
June 16, 2022	2:00 p.m.	Student Life Committee
June 16, 2022	3:00 p.m.	Athletics Committee
June 16, 2022	4:00 p.m.	Executive Committee
June 23, 2022	4:00 p.m.	Board of Governors Annual Meeting

All meetings will be held in the Boyd Conference Room unless otherwise notified.

**BLUEFIELD STATE COLLEGE
BOARD OF GOVERNORS**

**MEETING NOTES
2021-2022**

September 2, 2021 4:00 p.m. Board of Governors Regular Meeting

November 4, 2021 4:00 p.m. Board of Governors Regular Meeting

- Meeting with Classified Staff

January 6, 2022 4:00 p.m. Board of Governors Regular Meeting

March 3, 2022 4:00 p.m. Board of Governors Regular Meeting

- Meeting with Faculty

April 28, 2022 4:00 p.m. Board of Governors Regular Meeting

- Tuition and Fees for AY 2022-2023
- Budget for FY 2022-2023
- Review Presidential Goals 2021-2023

June 23, 2022 4:00 p.m. Board of Governors Annual Meeting

- Election of Officers
- Meeting Calendar for 2022-2023
- Presidential Goals for 2022-2023