

BLUEFIELD STATE COLLEGE  
BOARD OF GOVERNORS MEETING  
Boyd Conference Room  
4:00 p.m., September 2, 2021

AGENDA

- |   |                    |
|---|--------------------|
| 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   | CFO Ronnie Hypes   |
| 1.5.2. Enrollment   | Provost Ted Lewis  |
| 2. SPECIAL ORDERS (None)  |                    |
| 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  
Fincastle County Club  
4:00 PM., June 25, 2021

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

**Absent:** Mike Lilly. Ms. Kendall Clemons

**Guests:** Brent Benjamin, EVP/General Counsel, Mildred Hoskey (Alumni)

**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 Rhododendron Room, Fincastle County Club. 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 April 29, 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 June reports were accepted by assent of the Board.

**President's Report:**

Review of:

- Year in review – January 2020 – June 2021
  - Enrollment Increase of 1.06%
  - CFI - +.97
  - Review of Campus Development covering housing, academics and athletics
  - Overview of Athletics
  - Fundraising

**Financial & Administrative Affair:** Brent Benjamin, EVP and General

- Introduction of Ronnie Hypes as CFO, starting on July 1, 2021
- Preparing budgets with consultants and moving towards an accrual process for financial updates

**Enrollment:** Enrollment report was provided by President Capehart during the Board of Governors Retreat

**Special Orders:**

**Election of Officers:**

**Office of the Chair:** Rev. Moore yielded the floor to President Capehart for the election of the officers. During the Executive Committee meeting held on June 17<sup>th</sup>. The committee acted as the nominating committee and recommended Rev. Garry Moore – Chair/President; Charlie Cole – Vice Chair and Michael Hastings as Treasurer. Mr. Bill Cole motioned, Mrs. Rebecca Peterson 2<sup>nd</sup>. All were in favor. The motion carried. The members listed above and will serve as the Chair for the BSC Board of Governors for the year 2021 – 2022.

**Approval of 2020- 2021 Calendar:**

Chairman Moore stated that the 2021 - 2022 Calendar is presented in the Board Packet for consideration and approval. Dr. Guyton made a motion to approve the calendar as presented. The motion was seconded by Vice Chair Cole. The motion carried.

**Unfinished Business: (None)**

**New Business: (None)**

**Announcements: (None)**

- Dr. Guyton extended an invitation to all board members to attend the AEP Foundation presentation of the \$250,000 STEM grant, June 30<sup>th</sup> 1:30 PM in the Boyd Conference Room. Congratulations to Dr. Guyton for her hard work.
- Rev. Moore – our golf coach made the cut at the WV Open. Tough course and a shout out to John Ross who is from Freeman – 18<sup>th</sup> in the Senior
- Rev. Moore – act of condolences – Football coaches – Lawrence Robinson lost a child at childbirth.
- Dr. Guyton - Condolences to the Robinson Family and a memorial service will be in July.

**Comments:**

**Board Members:** N/A

**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. Dr. Guyton motioned, Charlie Cole seconded the motion, which passed. The Board of Governors entered into executive session at 4:15 PM Brent Benjamin was asked to stay as council.

- Personnel Employment Issue
- Potential Real Estate
- Legal Matters
- Other Matters permitted under W.Va Code 6-9A-4
- Motion made to amend

At 4:25 PM, Charlie Cole made a motion for the Board of Governors meeting to conclude its executive session, Ronnie Hypes second

As a result of the discussion held within the executive sessions to motions are set forth for the Board of Governors to vote upon:

1. Paragraph 13 of Robin Capehart’s contract is amended to replace the cap for potential salary increases from “10%” to “20%”, effective immediately. The motion was proposed by Mr. Bill Cole, seconded by Mr. Shannon Remines. All in attendance voted yea. All were in favor. The motion carried
2. The Board approved a motion to increase President’s salary from \$200,000 to \$235,000 to start July 1, 2021. The motion was proposed by Mr. Charlie Cole, seconded by Mrs. Cathy Deeb. All in attendance voted yea. All were in favor. The motion carried

Charlie Cole made a motion to adjourn. The Board of Governors was adjourned at 4:35 PM.

The next regularly scheduled BSC Board of Governors meeting will take place on Thursday, September 2, 2021.



## ACADEMIC AFFAIRS COMMITTEE MEETING MINUTES

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

**Date:** Thursday, August 19, 2021

**Time:** 1:00 p.m.

**Location:** Boyd Conference Room

### **Committee Members:**

Dr. Deirdre Guyton, Chair | Bill Cole | Mike Lilly | Cathy Deeb | Mike Hastings

### **Guests:**

Dr. Ted Lewis, Provost

Dr. Guyton made a motion to adjourn. The meeting was adjourned at 1:59 PM.

No.	Item
1	New Hire Review
2	Outstanding Faculty Sherri Williams – Associate Professor of Nursing and BSC Health Center Director
3	Enrollment COVID Dual Credits Shortened enrollment timeline Up 7 students - +.29%
4	Student Success Contract & Plan Sets student up for success
5	Block Schedules for Incoming Freshman
6	Honors College
7	Intersession
8	Projects: Master of Business Administration Customized Training Continuing Education & Leisure Studies Faculty Advisor Training Revise Faculty Handbook HLC Reaffirmation Big Blue Brew
9	Challenge of Underprepared Students



## ADVANCEMENT COMMITTEE MEETING MINUTES

The meeting was called to order at 3:02 PM by Mrs. Peterson. Mrs. Peterson turned the meeting over to Keith Olson, Chief of Staff.

**Date:** Thursday, August 19, 2021

**Time:** 3:00 p.m.

**Location:** Boyd Conference Room

### **Committee Members:**

Rebecca Peterson, Chair | Charlie Cole | Mike Hastings | Randall Price | Cathy Deeb

### **Guests:**

Keith Olson, Chief of Staff

Mrs. Peterson made a motion to adjourn. The meeting was adjourned at 3:43 PM.

No.	Item
1	Cathy Deeb – praised extended on how organized and how well move in day went.
2	Keith introduced new chair – Rebecca Peterson and the combination of two committees – Campus Development and Community Engagement
3	Cash Giving: 2019 – \$67K 2020 - \$673K (\$500K Heritage) 2021 - \$638K FY 2022 - \$170K YTD
4	Grants: 2019 - \$511K 2020 - \$1.04M 2021 - \$3.3 M
5	Major Gifts: The Ellis Ray Williams, Sr. Fieldhouse: \$125,000 The Lyle E. Weaver Weight Room: \$150,000
6	Small Donor Campaigns: Annual Campaign Phil Imel Scholarship Fund Pinning Campaign 1895 Society
7	Fundraising Team: Robin Capehart, Keith Olson, Kurt Landefeld, Felicia Oakes, Deirdre Guyton, Jeanne Moricle
8	Procedures to solicit and gift procedures set Annual fundraising calendar finalizing Capital Campaign – almost complete – EOY launch



## PLANNING AND POLICY COMMITTEE MEETING MINUTES

The meeting was called to order at 2:03 PM by Mr. Cole. Mr. Cole turned the meeting over to President Capehart.

**Date:** Thursday, August 19, 2021

**Time:** 2:00 p.m.

**Location:** Boyd Conference Room

### **Committee Members:**

Bill Cole, Chair | Shannon Remines | Mike Lilly | Randall Price | Garry Moore | Rebecca Peterson

### **Guests:**

Dr. Robin Capehart, President

Mr. Cole made a motion to adjourn. The meeting was adjourned at 2:52 PM.

No.	Item
1	January 2019 Review Declining Enrollment Severe Fiscal Impact Housing Build External Relationships Tell our story
2	Enrollment Fall 2021: Increase 1.06% Students from 33 states This Fall Nearly 600 Freshman 8% overall increase
3	Financial Stability January 2019: -1.95 June 2019: -1.85 June 202: +.97
4	Remedial Education Increase in Math and English – significant increase
5	Strategic Plan – complete and have to BOG for review – January 2022
6	Initiate Access to Education Act



## STUDENT LIFE COMMITTEE MEETING MINUTES

The meeting was called to order at 4:00 PM by Mrs. Deeb. Mrs. Deeb turned the meeting over to Dr. Ted Lewis, Provost.

**Date:** Thursday, August 19, 2021

**Time:** 4:00 p.m.

**Location:** Boyd Conference Room

### **Committee Members:**

Cathy Deeb, Chair | Mike Lilly | Dr. Deirdre Guyton | Randall Price | Kendall Clemons (absent)

### **Guests:**

Ron Shidemantle , Dean of Students

Mrs. Deeb made a motion to adjourn. The meeting was adjourned at 4:56 PM.

No.	Item
1	COVID Operations: 18 months running Staying apprased of CDC guidelines – Strictly following them Over 600 vaccines administered Check points still open and all that enter must check in
2	Enrollment Challenges: COVID Dual Credits Shortened enrollment timeline Up 7 students - +.29%
3	Financial Aid: To over 600 Students Pell \$1,207,858.00 Direct Sub Loans \$367,616.00 Direct Parent Loans \$64,852.00 Total Aid Authorized \$2,169,723.00
4	Scholarships: over 90 scholarships of \$238,804.95 to students in fall 2021

# **STUDENT LIFE COMMITTEE MEETING MINUTES CONTINUED**

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- 5 Student Affairs – Ron Shidemantle presented a review:
- Counseling Center
  - Academic Success Center
  - WV Gear Up
  - Retention
  - Student Life
  - Student Housing
  - Dining Services
  - Health Services
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# ATHLETICS COMMITTEE MEETING MINUTES



The meeting was called to order at 3:01 PM by Mr. Remines. Mr. Remines turned the meeting over to Derrick Price, Athletic Director.

**Date:** Thursday, August 26, 2021

**Time:** 3:00 p.m.

**Location:** Boyd Conference Room

## **Committee Members:**

Shannon Remines, Chair | Charlie Cole – via Google | Dr. Deirdre Guyton | Garry Moore | Kendall Clemons (absent)

## **Guests:**

Derrick Price, Athletics Director

Mr. Remines made a motion to adjourn. The meeting was adjourned at 3:33 PM.

No.	Item
1	Facilities: <ul style="list-style-type: none"><li>• MEC Bldg D – Weight and Wrestling – completed.</li><li>• MEC Bldg C – Locker Rooms – will use old lockers until new ones can be purchased after 1<sup>st</sup> of year.</li><li>• MEC Bldg B - Training</li><li>• Walls being removed in most of the buildings and they are being painted and cleaned up.</li><li>• Shott – PE – bid for lockers on 2 &amp; 3</li><li>• Gym – Hospitality/Press Box and Concession on 2<sup>nd</sup> floor area</li><li>• Baseball/Softball fields being looked at and worked on</li></ul>
2	Conference: <ul style="list-style-type: none"><li>• Derrick Price, Garry Moore and President Capehart meet with JCS, WSS, VS and VU to introduce BSC and who we are.</li><li>• Bowie and Clafin are next</li><li>• Do we add value to the CIAA?</li><li>• Derrick Price has been speaking with the commissioner and working on scheduling a meeting.</li></ul>
3	Transportation: <ul style="list-style-type: none"><li>• Bids on 2 – 25 and 2 – 35 seat buses are out</li><li>• Need reliable and safe transportation for athletes</li><li>• Current vans are old and small.</li><li>• Will be used for sporting events, transportation to campus from MEC</li></ul>

# ATHLETICS COMMITTEE MEETING MINUTES CONTINUED



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4 Trainers:

- Head trainer resigned
- 3 trainers on staff
- DW Perdue has been assisting with athlete physicals and assisting with training

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5 Staffing:

- Open – Swimming/Bowling/Band/Trainer/Asst. Compliance Director

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6 Homecoming/First Game:

- Very fast pace. Everything coming together for it to be a great experience for all

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Comments:

- Rev. Moore: great 2 wins for the ladies' soccer team. Amazing and setting a precedence. Support from others has been outstanding from other athletes, staff and family
  - Charlie Cole: how is transportation being handled now? DP: Vans, car pooling. Games we will be acquiring buses – charters or school
  - Shannon Remines: Great energy level on campus and changes the whole vibe on campus. TY for all the hard work.
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