



Bluefield State
C O L L E G E

BOARD OF GOVERNORS

December 7, 2017

Conley Hall, Room 201, Boyd Conference Room

Meeting @ 6:30 p.m.

To Join By Conference Call:

Access Number: (866) 453-5550

Participant Code: 2975811#

**BOARD OF GOVERNORS
BLUEFIELD STATE COLLEGE
December 7, 2017**

Conley Hall, Room 201, Boyd Conference Room

AGENDA

- | | |
|---|-----------------------|
| 1. Welcome and Call to Order – Chairman Robert E. Perkinson, Jr. | 6:30 p.m. |
| 2. Public Comment Period | 6:30 p.m. – 7:00 p.m. |
| 3. *CliftonLarsonAllen, Financial Audit – June 30, 2017
Ms. Shelia Johnson | 7:00 p.m. – 7:20 p.m. |
| 4. Chair’s Remarks – Chairman Robert E. Perkinson, Jr. | 7:20 p.m. – 7:30 p.m. |
| 5. President’s Report – Dr. Marsha Krotseng | 7:30 p.m. – 7:40 p.m. |

College Focus

- | | |
|---|-----------------------|
| 6. BSC Staff Presentation – Ms. Michelle Noe | 7:40 p.m. – 8:00 p.m. |
| 7. Report on Delivery of Online Programs – Dr. Angela Lambert | 8:00 p.m. – 8:10 p.m. |

Current Operations

- | | |
|---|-----------------------|
| 8. *Approval of Minutes of October 24, 2017 Meeting | 8:10 p.m. – 8:15 p.m. |
| 9. Financial Report and Update – Ms. Shelia Johnson | 8:15 p.m. – 8:30 p.m. |
| 10. *Policy 11: Awarding of Undergraduate Tuition and Fee Waivers | 8:30 p.m. – 8:40 p.m. |

Strategic Issues: Getting to the Vision

- | | |
|--|-----------------------|
| 11. Academics in Action Update – Dr. Angela Lambert | 8:40 p.m. – 8:45 p.m. |
| 12. Recruitment and Retention Update – Dr. Jo-Ann Robinson | 8:45 p.m. – 8:55 p.m. |
| 13. Adjournment | 8:55 p.m. |

- Next meeting date: February 15, 2018

HEPC Credit Headcount Enrollment

By Institution

Institution	2012	2013	2014	2015	2016	2017	2016-17	2012-17
Bluefield State College	1,935	1,747	1,563	1,486	1,362	1,379	1.2%	-28.7%
Concord University	2,834	2,767	2,545	2,507	2,451	2,194	-10.5%	-22.6%
Fairmont State University	4,451	4,232	4,034	4,041	4,049	3,881	-4.1%	-12.8%
Glennville State College	1,898	1,848	1,802	1,731	1,641	1,672	1.9%	-11.9%
Marshall University	13,277	13,054	13,077	13,318	13,324	13,008	-2.4%	-2.0%
Potomac State College of WVU	1,781	1,660	1,540	1,475	1,452	1,411	-2.8%	-20.8%
Shepherd University	4,326	4,221	4,041	3,861	3,779	3,736	-1.1%	-13.6%
West Liberty University	2,804	2,775	2,693	2,340	2,310	2,443	5.8%	-12.9%
WV School of Osteopathic Medicine	827	825	807	819	831	839	1.0%	1.5%
West Virginia State University	2,644	2,677	2,884	3,212	3,542	3,877	9.5%	46.6%
West Virginia University	29,706	29,466	29,175	28,776	28,488	28,409	-0.3%	-4.4%
WVU Institute of Technology	1,106	1,222	1,261	1,263	1,349	1,629	20.8%	47.3%
	67,589	66,494	65,422	64,829	64,578	64,478	-0.2%	-4.6%

Source: HEPC Data



West Virginia
Higher Education
Policy Commission 11

HEPC FTE Enrollment

By Institution

Institution	2012	2013	2014	2015	2016	2017	2016-17	2012-17
Bluefield State College	1,717	1,556	1,352	1,307	1,202	1,189	-1.1%	-30.8%
Concord University	2,621	2,539	2,305	2,260	2,176	1,988	-8.6%	-24.2%
Fairmont State University	3,939	3,745	3,565	3,570	3,626	3,464	-4.5%	-12.1%
Glenville State College	1,445	1,330	1,279	1,251	1,263	1,262	-0.1%	-12.7%
Marshall University	11,234	11,060	11,164	11,414	11,537	11,245	-2.5%	0.1%
Potomac State College of WVU	1,511	1,381	1,309	1,254	1,205	1,221	1.3%	-19.2%
Shepherd University	3,774	3,642	3,458	3,282	3,094	3,002	-3.0%	-20.5%
West Liberty University	2,672	2,662	2,513	2,225	2,190	2,288	4.5%	-14.4%
WV School of Osteopathic Medicine	827	825	807	819	831	839	1.0%	1.5%
West Virginia State University	2,108	2,158	2,229	2,300	2,363	2,460	4.1%	16.7%
West Virginia University	27,948	27,875	27,447	27,205	27,015	27,018	0.0%	-3.3%
WVU Institute of Technology	946	1,057	1,098	1,097	1,107	1,268	14.5%	34.0%
	60,741	59,828	58,525	57,984	57,609	57,244	-0.6%	-5.8%

Source: HEPC Data



West Virginia
Higher Education
Policy Commission

BOARD OF GOVERNORS
BLUEFIELD STATE COLLEGE
October 24, 2017

Conley Hall, Room 201, Boyd Conference Room

MINUTES

Members Present: Robert E. Perkinson, Jr., Reverend Garry Moore, Bob Buzzo, Cathy Deeb, Norris Kantor, Esq., Dr. Norman Mirsky, Daniel Frost, and Amber Sagady.

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

Guests: Josh Smith, Michelle Noe, Nicole Ballard, Jamal Williams, Roy Pruett, Amanda Matoushek, Dr. Rodney Montague, Ryan Bailey, Dr. James Walters, Tish Leonard, Shonte Cargill, Shelia Hallman-Warner, Dr. David Ayersman (via conference call), and Jason Brooks.

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

Shonte Cargill was recognized by Chairman Perkinson, and permitted to speak before the Board for three minutes. Ms. Cargill stated that she is a senior at BSC working toward an Electrical Engineering degree. She stated that the issue she brings before the Board of Governors tonight is the academic tuition waiver. Ms. Cargill stated that a clear process needs to be in place for the waivers that all students understand and that allows for appeal.

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

Chairman Perkinson explained that Dr. Jesse Calloway and Dane Rideout are not here tonight because the Governor's Office has withdrawn each respective appointment. Mr. Rideout cannot be a BSC Board member because he is a government employee. Dr. Calloway is an adjunct professor for Old Dominion University which disqualifies him under current guidelines. The hope is for the law to be changed so exclusion of faculty members applies to West Virginia and not other states. Chairman Perkinson stated that BSC is currently searching for two Board members who meet the requirements. Discussion followed.

President's Report – Dr. Marsha Krotseng

Dr. Krotseng introduced Kimberly Gross, Interim Director of Communications and Assistant to the President. Ms. Gross thanked everyone for their hospitality. She stated that she appreciates being part of the team, and she looks forward to working with the Board.

Mr. John Lewis, Athletic Director, asked for each of the new Athletic Department employees to stand and introduce themselves: Ryan Bailey, Head Women's Basketball Coach; Tisheri Leonard, Athletic Trainer; and Jamal Williams, Assistant Athletic Director of Compliance & Sports Information.

Dr. Krotseng reported that BSC has had its first headcount enrollment increase since 2010. As of October 15th, BSC had 1379 students. This number is up 1.25% from last fall. Dr. Krotseng stated that BSC will keep working to improve that number.

Dr. Krotseng provided an update on the statewide higher education study being conducted for the Higher Education Policy Commission by NCHEMS. NCHEMS has done a number of such studies across the country. There were two open sessions about the study on campus to obtain input that Dr. Krotseng, Dr. Angela Lambert, Shelia Johnson, and Dr. Tracey Anderson can communicate to the researchers. Dr. Krotseng stated that every institution will be challenged to find creative ways to collaborate in the future and that BSC will need to consider this.

Dr. Krotseng reported on a successful visit by three high-level Thurgood Marshall College Fund (TMCF) members to BSC on September 27th; she provided an update on the status of the USDA application for residence hall funding and the Shott challenge; and noted other highlights such as the arrival of the robot for the CEME, participation in the CREATE opportunity summit, visit by Senator Capito, Founders Day, Big Blue Madness, and a Rotary meeting on campus. The Scholarship Dinner will take place on Thursday. The Volleyball seniors will be recognized on Friday at 7:00 p.m.

BSC Faculty Presentation – Mr. Roy Pruett

Roy Pruett, Chair of the Faculty Senate, presented to the BSC Board of Governors on behalf of the faculty. Mr. Pruett discussed the achievements and accomplishments of the faculty as well as what the College is doing well from a faculty perspective. Some of the highlights from his presentation included the following: congratulations to Dr. Jeff Bolton who was named West Virginia Professor of the Year, the \$1.5 million ARC Grant, the percentage of graduating students, starting salaries for BSC graduates upon entry into the workforce, the A.S. in Electrical Engineering degree, a new minor being approved in Applied Mathematics and Statistics, BSC's return on investment, positive developments in the School of Education, 100% job placement in 2017 for the Radiology program, above average scores of Nursing and Allied Health students on the NCLEX exam, four BSC nursing students in the 40 under 40, receipt of grant money by faculty in the different schools, and examples of community outreach.

Mr. Pruett presented the goals and concerns of the faculty to the Board. Some of the goals for growth include the following: continuing outreach and increased communication between faculty and administration. Some faculty

concerns include the need for continuing progress on online courses and programs, greater advertising, more publicity of articulation agreements, advising, greater use of social platforms, and more classes in Beckley. Following discussion, Chairman Perkinson expressed thanks to Mr. Pruett for sharing the faculty's accomplishments and concerns with the Board.

Report on Delivery of Online Programs – Dr. Angela Lambert

Dr. Lambert reported that online academics is moving quite rapidly with Dr. Jeff Bolton and Mr. Cody Chambers. She provided updates on the Learning Management System (LMS) and new delivery format in Beckley (YouTube). Of BSC's eight online programs, five programs had growth this Fall. Discussion followed.

Reporting Overview for Institutional Research and Effectiveness – Dr. Tracey Anderson

Dr. Anderson discussed key components of institutional research, and provided an explanation of HLC. BSC is in year six of the ten year reaffirmation process. The next site visit will take place in 2021-22. Bluefield State is currently participating in HLC's Persistence and Completion Academy to fulfill obligations for a quality initiative. Dr. Anderson responded that BSC is on schedule. With regard to HEPC information, BSC is in year five of the master plan process, also known as the compact. This is BSC's strategic plan.

Progress Toward Strategic Plan – Dr. Tracey Anderson

Dr. Anderson reported that this report reflects all of the information she had at the time the report was submitted. Under each of the plans there are bulleted individual items. She will continue to bring reports as BSC finishes out year five.

Approval of Minutes of the August 24, 2017 Meeting

The first action item was approval of the minutes from the August 24, 2017 meeting. Mr. Kantor made a motion to approve the minutes from the August 24, 2017 meeting. The motion was seconded by Vice Chairman Moore. Discussion followed. Mr. Kantor asked for a point of order, and called the question. The motion to approve the minutes from the August 24, 2017 meeting carried with one nay vote, Mr. Frost.

Financial Report and Update – Ms. Shelia Johnson

Ms. Johnson reported that it has been extremely busy the last few months with regard to many aspects of finance. The audit has been released to HEPC, and the consolidated audit can be released in the next week or so. BSC is under a program review relating to close-out of the Perkins Loan program that dates back to the 1960s. BSC has not had a loan to a student since 2000 in this program. The final information was put in the mail today. Ms. Johnson referred the Board to the reports in the packet and addressed questions.

Engineering Management Program Audit – Dr. Angela Lambert

Dr. Lambert reported on the 3-year program audit for engineering management. She stated that the Board does have to approve the post approval audit, and then it is submitted to HEPC for consideration at their next meeting. Dr. Mirsky made a motion to approve the Engineering Management Program Audit. The motion was seconded by Mr. Kantor. The motion carried.

Recommendation on Policy 25: Personnel Administration

Dr. Anderson stated that Policy 25 was approved for 30-day comment. This policy is being brought back with one recommended revision to Section 2.1.7. Following discussion, Mr. Buzzo made a motion to approve Policy 25. The motion was seconded by Mr. Kantor. The motion carried.

Recommendation on Policy 11: Awarding of Undergraduate and Graduate Fee Waivers

Dr. Robinson discussed BSC's process for the awarding of waivers. She stated that Policy 11 has been reviewed, and some terminology has been added to clarify that the duration of the awards is eight semesters or bachelors degree is obtained, whichever comes first. Dr. Robinson noted that if a waiver is not possible, it may be possible to identify other money to help. Following discussion, a motion was made by Mr. Frost for Policy 11 to go out for 30-day comment. The motion was seconded by Mr. Kantor. Dr. Mirsky proposed an amendment that if there are no substantial comments on Policy 11, that it goes into effect without coming back to the Board. A motion was made and seconded (Frost/Moore) to approve the amended motion pertaining to Policy 11. The motion carried for Policy 11 to go out for 30-day comment, and if no substantial comments are received, the policy goes into effect.

Resolution in Support of BSC Foundation Action

Dr. Krotseng stated that the BSC Foundation is making the application through the USDA for the Residence Hall Funding. One of the many documents that is required is a resolution showing that the BSC Board of Governors demonstrates the support of its affiliate, the BSC Foundation. A motion was made by Mr. Kantor to approve the resolution in support of the BSC Foundation action. The motion was seconded by Vice Chairman Moore. The motion carried. Mr. Frost abstained from the vote.

Resolution Authorizing Executive Committee Action on Residence Hall

Dr. Krotseng stated that many documents will have to be filed throughout the process of obtaining funding for the residence hall. This resolution authorizes the Executive Committee of the Board to act on behalf of the Board in between meetings. Dr. Krotseng stated that any action taken by the Executive Committee on behalf of the Board would come back to the full Board for ratification. Discussion followed. A motion was made to approve the resolution by Dr. Mirsky. The motion was seconded by Mr. Buzzo. The motion carried. Mr. Frost abstained from the vote.

Academics in Action Update – Dr. Angela Lambert

Dr. Lambert reported that BSC will offer a Spanish refresher course to the community at large beginning next week. The teacher recertification class on Saturday was successful. The education department will offer two more in the spring. With regard to pre-registration, as of today, there were 601 students who pre-registered. Dr. Mirsky suggested referring to registration as ‘early registration’ rather than ‘pre-registration’.

Recruitment and Retention Update – Dr. Jo-Ann Robinson

Dr. Robinson reported that October 15th is the official census date. BSC’s official enrollment is 1379, up from last year. She noted that the increases were in the metro rate (144 students) and high school students (currently 64). She hopes to keep building this number. BSC is continuing recruitment efforts with college fairs, high school visits, Open Houses, and Academic Days. Dr. Robinson reported that there has been a lot of collaboration with faculty and the deans. Discussion followed. Chairman Perkinson stated that he will ask Ms. Shelia Johnson to give updated projections at the next Board meeting of where the College is particularly focusing on tuition and fees as compared to the budget.

Adjournment

A motion was made by Mr. Kantor to adjourn the meeting. The motion was seconded by Vice Chairman Moore. The meeting adjourned at 8:46 p.m.

Respectfully submitted,

Robert E. Perkinson, Jr.

BLUEFIELD STATE COLLEGE
 BUDGET VS ACTUAL (STATE ACCOUNTS)
 FISCAL YEAR 18, AS OF
 OCTOBER 31, 2017
 CASH BASIS*

UPDATED 11/30/2017

DESCRIPTION	BUDGETED 2018 FY	% OF BUDGETED	ACTUAL OCT/31/2017	% OF ACTUAL	% OF BUDGET
BEGINNING CASH 07/01/17			716,529		
ADDITIONS:					
REVENUE					
STATE APPROPRIATIONS	5,379,199	21.82%	2,259,263	30.33%	42.00%
TUITION & FEES	10,253,163	41.58%	2,551,068	34.24%	24.88%
CAPITAL FEES	625,000	2.53%	135,506	1.82%	21.68%
SALES & SERVICES	85,000	0.34%	31,783	0.43%	37.39%
GRANTS & CONTRACTS	7,090,991	28.76%	2,211,519	29.69%	31.19%
INVESTMENT EARNINGS	2,000	0.01%			
AUXILIARY	930,000	3.77%	311,823	4.19%	33.53%
DEBT ASSESSMENT	(46,545)	-0.19%	(20,500)	-0.28%	44.04%
HERA ASSESSMENT	(61,334)	-0.25%	(30,667)	-0.41%	50.00%
OTHER	400,000				
TOTAL REVENUES	24,657,474	100.00%	7,449,795	100.00%	30.21%
DEDUCTIONS:					
EXPENDITURE					
PERSONAL SERVICES	12,647,912 *	51.34%	3,647,987	58.41%	28.84%
EMPLOYEE BENEFITS	3,236,134	13.14%	942,396	15.09%	29.12%
CURRENT EXPENSE	4,227,536	17.16%	1,274,449	20.41%	30.15%
REPAIRS/ASSETS/BLDG CONSTRUCTION	2,359,554	9.58%	196,329	3.14%	8.32%
SCHOLARSHIP, AWARDS	2,164,000	8.78%	183,345	2.94%	8.47%
TOTAL EXPENDITURES	24,635,136	100.00%	6,244,506	100.00%	25.35%
ENDING CASH AND IN TRANSIT 10/31/2017			1,921,818		
LESS: ENCUMBRANCES			(175,326)		
Balance (Cash Less Encumbrances)			1,746,492		

**BLUEFIELD STATE COLLEGE
BUDGET VS ACTUAL (STATE ACCOUNTS)
COMPARISON OF OCTOBER 31, 2016 AND OCTOBER 31, 2017
CASH BASIS***

UPDATED 12/01/2017

DESCRIPTION	ACTUAL OCT/31/2016	ACTUAL OCT/31/2017	DIFFERENCE	% OF DIFFERENCE
BEGINNING BALANCE 07/01/2017-2018	819,795	716,529	(103,266)	
ADDITIONS:				
REVENUE				
STATE APPROPRIATIONS	2,367,482	2,259,263	(108,219)	-4.57%
TUITION & FEES	2,603,627	2,551,068	(52,559)	-2.02%
CAPITAL FEES	248,614	135,506	(113,108)	-45.50%
SALES & SERVICES	(68,608)	31,783	100,391	-146.33%
GRANTS & CONTRACTS	2,615,373	2,211,519	(403,854)	-15.44%
INVESTMENT EARNINGS	1,596	(1,596)	(1,596)	-100.00%
AUXILIARY	384,342	311,823	(72,519)	-18.87%
DEBT ASSESSMENT	(23,306)	(20,500)	2,806	
HERA ASSESSMENT	(33,643)	(30,667)	2,976	100.00%
TOTAL REVENUES	8,095,477	7,449,795	(645,682)	-7.98%
DEDUCTIONS:				
EXPENDITURE				
PERSONAL SERVICES	3,854,199	3,647,987	(206,212)	-5.35%
EMPLOYEE BENEFITS	999,025	942,396	(56,629)	-5.67%
CURRENT EXPENSE	1,207,314	1,274,449	67,135	5.56%
REPAIRS/ASSETS/BLDG CONSTRUCTION	101,462	196,329	94,867	93.50%
SCHOLARSHIP, AWARDS	180,758	183,345	2,587	1.43%
TOTAL EXPENDITURES	6,342,758	6,244,506	(98,252)	-1.55%
ENDING CASH AND IN TRANSIT 10/31/2016 - 2017	2,572,514	1,921,818	(650,696)	
LESS: ENCUMBRANCES	(76,761)	(175,326)	(98,565)	
Balance (Cash Less Encumbrances)	2,495,753	1,746,492	(749,261)	

*Excludes Clearing Account

**BLUEFIELD STATE COLLEGE
ENCUMBRANCES SUMMARY
OCTOBER 31, 2017**

UPDATED 12/01//2017

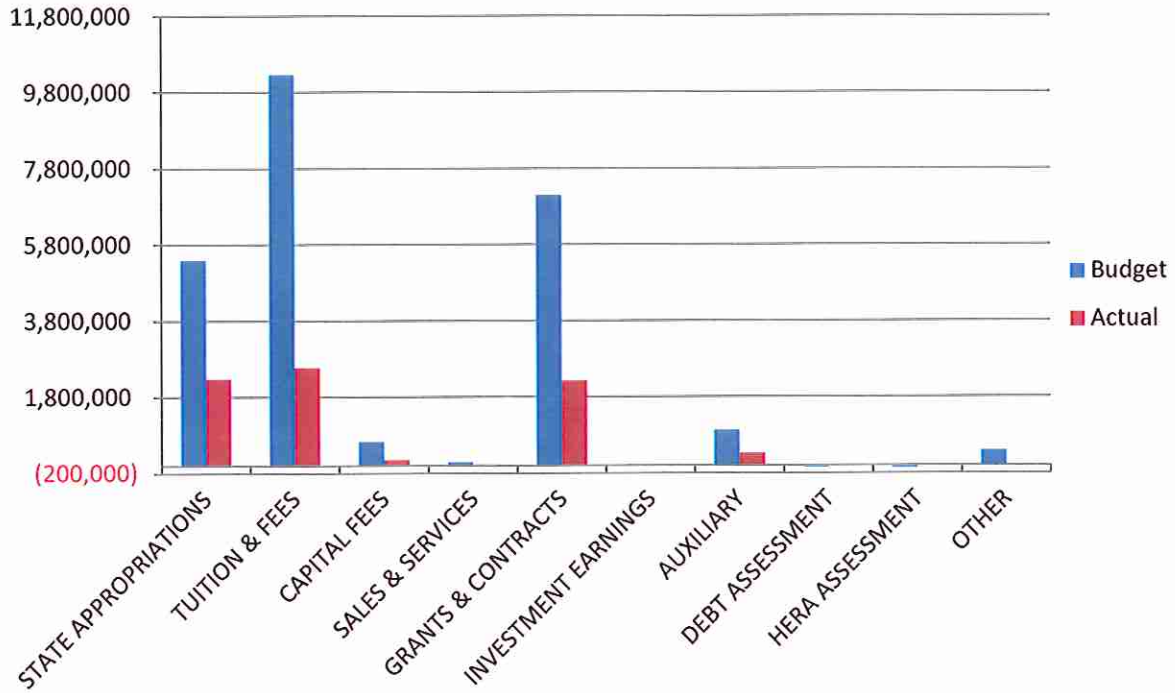
PO #	NAME	TOTAL FUND
BSC375	ORACLE ELEVATOR CO	(27,420.00)
BSC406	THOMPSON & LITTON OF WV INC	(147,906.00)
		<hr/>
	GRAND TOTAL ENCUMBRANCES	<u>(175,326.00)</u>

BLUEFIELD STATE COLLEGE
 FEDERAL FINANCIAL AID BALANCES
 FISCAL YEAR 2018
 AS OF OCTOBER 31, 2017

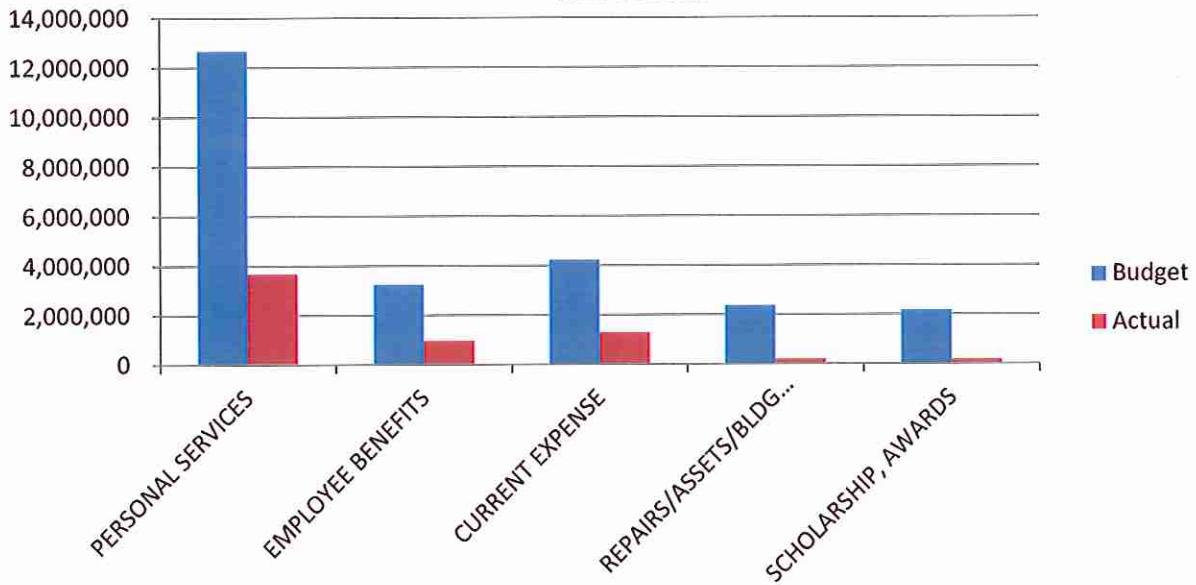
UPDATED 12/01/2017

DESCRIPTION	PELL	DIRECT LOAN	SEOG	TOTAL 10/31/2017
BEGINNING CASH 07/01/16	2,992.53	2,985.43	0.82	5,978.78
<u>ADDITIONS:</u>				
REVENUE	1,909,810.82	2,826,689.04	2,866.00	4,739,365.86
TOTAL REVENUES	1,909,810.82	2,826,689.04	2,866.00	4,739,365.86
<u>DEDUCTIONS:</u>				
AWARDS & LOANS	1,970,182.00	2,888,636.00	2,866.00	4,861,684.00
Redeposits	(52,621.00)	(51,887.00)	(1,000.00)	(105,508.00)
Recoveries	(6,112.00)	(8,123.00)		(14,235.00)
TOTAL EXPENDITURES	1,911,449.00	2,828,626.00	1,866.00	4,741,941.00
ENDING CASH 10/31/2017	1,354.35	1,048.47	1,000.82	3,403.64
2017FY TOTALS				
TOTAL EXPENDITURES	3,571,724.00	6,173,241.00	71,976.00	9,816,941.00
% OF FINANCIAL AID 2018FY COMPARED TO 2017FY	53.52%	45.82%	2.59%	48.30%

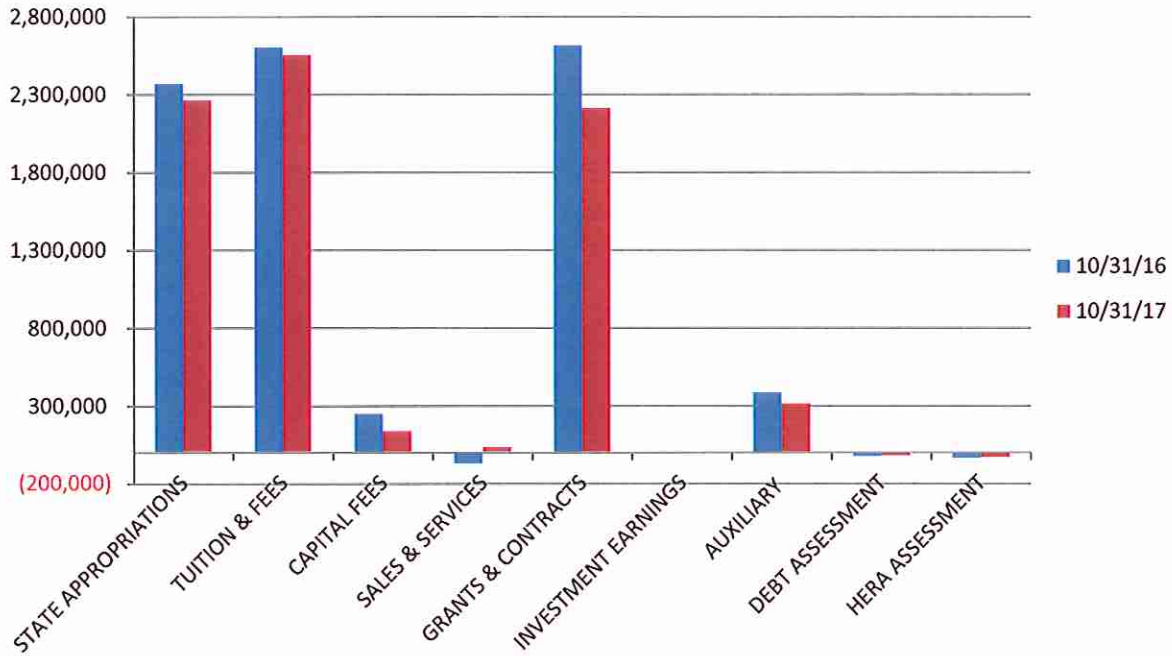
Bluefield State College
2018 Budget vs Actual Revenue
as of Oct 2017



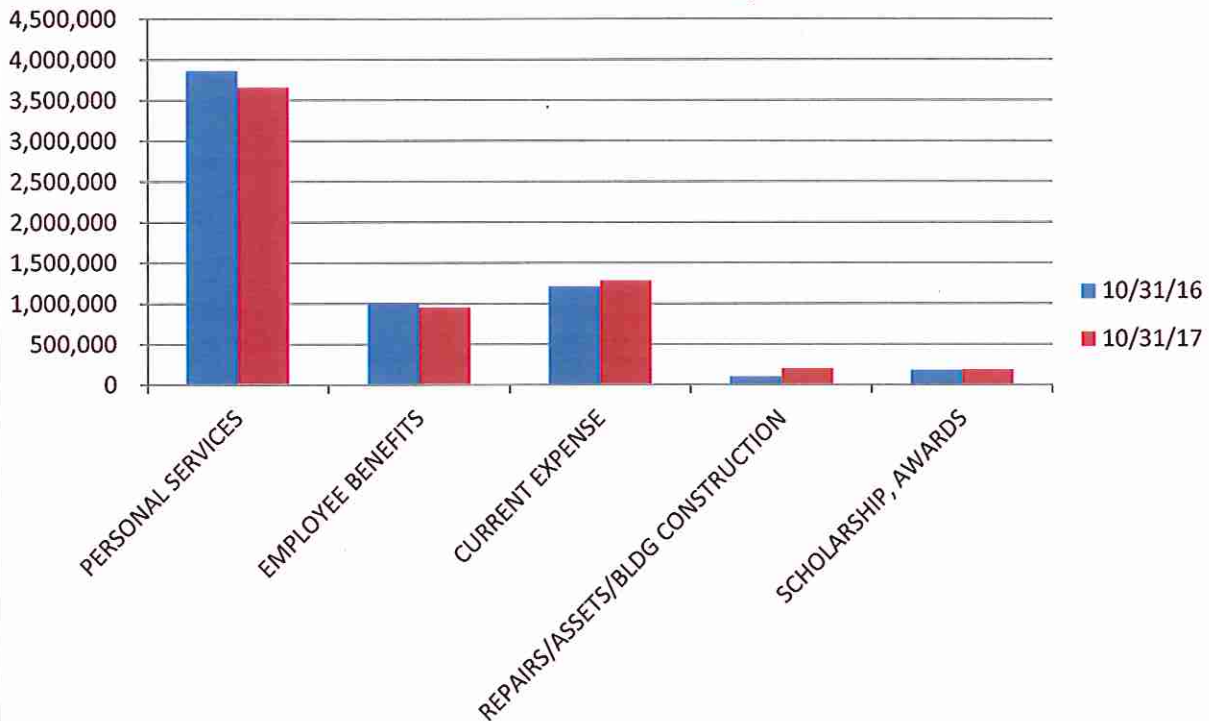
Bluefield State College
2018 Budget vs Actual Expenditures
as of Oct 2017



Bluefield State College
Actual vs Actual
Oct 2016 vs Oct 2017 Revenue



Bluefield State College
Actual vs Actual
Oct 2016 vs Oct 2017 Expenditures





Item: *Policy 11: Awarding of Undergraduate Tuition and Fee Waivers*

Recommended Resolution: Resolved, that the Bluefield State College Board of Governors consider *Policy 11: Awarding of Undergraduate Tuition and Fee Waivers* for approval based on comments received during the 30-day comment period.

Staff member: Dr. Jo-Ann Robinson and Dr. Tracey Anderson

Background:

This rule is in regards to the awarding of regular undergraduate tuition/fee waivers. It has been amended to make clearer the duration a qualified student may receive an undergraduate tuition/fee waiver.

Comments received during the 30-day comment period are provided below for the Board's consideration.

Comment #1:

In regards to the changes made to Policy 11, my main concern would be for the students who have not completed 8 semesters, but have already graduated with one degree. I feel that, yes the college can make the changes it feels are necessary or wants. However, it should consider those students who are still attempting to finish any academic goal in the last two previously allotted semesters, should they have been a registered student before the change in the policy is to be enacted. It seems only fair these students would be grandfathered in under the previous legal language of the policy which they agreed to upon acceptance of the tuition waiver.

Comment #2:

I have a broad range of thoughts regarding this policy; however, I will keep it short. It isn't clear to me what occurs if someone graduates with fewer semesters completed prior to graduating. The proposed policy change(s) doesn't appear professional; additionally, I believe examples (only if that is acceptable text to include into a policy and/or sections of) should be included to prevent further misunderstanding. I hope this helps and/or is what you are looking for.

Comment#3:

I have a few comments about the new policy regarding the fee waiver for policy 11. The policy is very vague and doesn't appear professional, and I also believe that it is very unfair to the students that have already been awarded this waiver. I believe if they already fit the guidelines they why would you have to create a "new policy" making them not eligible for the updated guidelines. I hope these comments help and thank you for allowing me to give my opinion.

Comment #4:

So what happens to the student that it was not clear for that maintained a good GPA but graduated before this imposed new policy? Are they allowed to keep their tuition waiver since the previous policy stated nothing about graduating?

Comment #5:

My comments/questions are will there now be separate information for the graduate students? I am glad the policy has been clarified but when is the effective date? I think the policy change should only take action with new BOG scholarship students. The current students received the scholarship under the old policy and should be able to complete their time at the university with those rules to increase satisfaction which will lead to increased retention as well as decrease any opportunities for legal trouble.

Comment #6:

Student(s) should not be penalized nor lose any grants or scholarships due to this. I consider this policy to be unfair and unprofessional. Students should go first, not the other way around.

Comment #7:

What happens to the student who had tuition waiver before the policy change? Will they still receive the tuition?

Comment #8:

Will existing students be grandfathered in to the old policy or will you be actively removing tuition waivers from current students?

Comment #9:

I asked about a tuition waiver for my son who is 33 to get in to the nursing program. He was denied because he wasn't considered a "dependent". However, in the past, my stepson was married and 35 years old and received a waiver at BSC. I feel that giving tuition waivers to employees' children/spouses should be granted regardless of age. It's sad that faculty go year after year without raises, yet insurance premiums and out of pocket expenses continue to increase. I believe this is the least the college could do for their employees.

Comment #10:

Is the student that had the tuition waiver before the policy change able to keep their tuition waiver since it wasn't clear before?

Comment #11:

I read with interest the new policy the your institution is embarking on and I give credence to those who continue to make changes with the hope for improvement.

However, I look with even greater interest at the fact that the new policy should not interfere with those that are already a part of the transition, in this case [name redacted], who was already accepted and is seeking to continue [redacted] education, should not be made to face new challenges due to a new policy that will affect the undergraduate program. For those that have already been accepted and an agreement has already taken place, that student should be allowed to continue that process until the program is completed. The new policy should only affect those students that seek assistance as of the date the policy comes into effect.

We must take into consideration a student who continues to work so hard, and has built [redacted] confidence in a system, where [redacted] has come to rely on, should be given that opportunity to complete the program, thus becoming a successful graduate of your great institution.

I am a sports minded individual so this takes my mind into the World Series of Baseball. Can you imagine just before the 5th Championship game you're introducing a new policy for a limit on stolen bases or home runs. For [name redacted], it's like changing the rules when you're right in the middle of the game.

Comment #12:

I don't believe this is a just thing to do

Comment #13:

I object to the receding of [name redacted] Tuition Waiver due to the fact that it wasn't fully utilized and an unfair creation of a policy which was not present at the time of partial utilization.

Comment #14:

I wanted to quickly leave my comment regarding this policy. I find it very unfair that someone that was previously awarded this fee waiver that fit the guidelines is now ineligible due to a "new policy." The policy is also very vague and is not professionally stated.

Comment #15:

My personal opinion is that if a student is eligible for 8 semesters they should not be penalized for graduating early with a BS degree. The student may want to pursue a double major and complete the first degree when they are eligible. I don't see how the existing policy "hurts" the school in any way. I feel that making a "hard policy" restricts the school from awarding this waiver in the future when it may be warranted.

or indirectly, to increase athletics tuition waivers.

- 2.5 Pursuant to the statute, no student may hold an undergraduate tuition/fee waiver for more than eight (8) semesters, or until completion of the first bachelor's degree whichever comes first. Twelve (12) or more semester hours attempted during a regular semester or a summer term shall be considered as one (1) semester for scholarship purposes.
- 2.6 Awards made under this program shall provide for the waiver of the educational and general fee and capital fee, which shall be called a "Tuition Waiver". In addition, the College shall have discretionary authority to waive additional component parts of the College fees (including such fees as the student activity, and auxiliary fees) which shall be called a "Tuition and Fees Waiver".
- 2.7 Third-party fee waivers of regular student fees are permitted when the direct cost of instruction for courses offered by Bluefield State College is paid or covered by a third party or sponsor. If the College, including its departments, bears none of the direct cost related to those requesting the waiver, it may, upon approval of the President, waive regular students fees and all or part of the indirect cost of instruction (overhead and facilities maintenance expense). College academic credit may be awarded for courses covered by the third party fee waiver if the Dean of the appropriate school approves the course content for credit. The sponsor must submit a request for this waiver, which shall be put on file in the Business Office. The value of a third party waiver shall be based on the current rate of tuition and fees per credit hour times the credit hour value of the course, times the number of students. In-state, metro, or out-of-state tuition rates shall apply according to the residency of the Third Party. These waivers are excluded from statutory caps.
- 2.8 Waiver reports shall be submitted by the College in accordance with the following general provisions.
 - 2.8.1 The College will submit a summary report to the Board of Governors at the close of the fiscal year. This report will list all waiver awards for the entire academic year and will be presented to the board as a matter of information. For reporting purposes awards made July 1 to June 30 will be considered the fiscal year.
 - 2.8.2 Each waiver recipient should be listed and the list shall be entered into the minutes of the Board of Governors. Both new and renewal recipients must be included.
 - 2.8.3 Each waiver recipient should be listed within the single category which reflects the primary reason a fee waiver was awarded.

- 2.9 Waivers provided to employees and their spouses and dependents will not count against statutory caps. See §18b-10-5 and 18B-10-6.
- 2.10 Waivers provided to spouses and children of West Virginia residents on active military duty killed in the line of duty and spouses and children of National Guard and Reserve members killed in the line of duty in a duty status other than federal active duty will not count against statutory caps. See §18b-10-7.
- 2.11 All other statutorily-mandated tuition waivers are to be excluded from statutory caps. See §18b-10-5, 18B-10-6, 18B-10-10.
- 2.12 Bluefield State College may require statutory waiver recipients to pay special fees, including any laboratory fees, if such fees are required of all other students taking that particular course.
- 2.13 Any student living in West Virginia and receiving education benefits provided under Chapter 30 or Chapter 33 of the U.S. Department of Veterans Affairs shall be charged in-state tuition and fees to attend Bluefield State College. The student must be within the limits of the three (3) year eligibility period of discharge from a service period of at least 90 days at the time of enrollment. The student will be considered an in-state student for residency purposes as long as they remain continuously enrolled at the institution. In the event the student ceases enrollment, in-state residency will only be re-assigned if the student re-enrolls at another West Virginia public institution of higher education within the eligibility period described above.

SECTION 3. DEFINITIONS

- 3.1 An Academic Tuition and/or Fee Waiver shall be awarded to entering freshmen and continuing students based on academic excellence, exceptional talents or skills, or financial need. Those with financial need shall be awarded from the additional 5% authorized by the Board of Governors. Waivers may be awarded for proportionate amounts less than full-time.
- 3.2 An Athletic Tuition and/or Fee Waiver shall be awarded based on a student's athletic ability and shall be renewed based on the student's continued NCAA eligibility, participation in sports and contribution to the associated athletic activity as recommended by the respective coaches. Waivers may be awarded for proportionate amounts less than full-time.
- 3.3 Tuition and mandatory fees shall be waived for a state resident that has been honorably discharged from any branch of the United States armed forces if that resident has received the Medal of Honor or a Purple Heart Medal. The amount of the waiver shall be the charges that exceed the total amount of any state and federal education benefits, grants or scholarships received by the resident. See

§18b-10-10. This mandated waiver is excluded from statutory caps.

- 3.4 Health Sciences and Technology Awards (HSTA) may be awarded to students certified by the state HSTA coordinator as completing the required curriculum in high school who are majoring in a health science or technology field. See §18B-10-4b. The award shall be a Tuition Waiver, the amount determined by the tuition component of the fees charged to in-state students. Recipients shall maintain at least a 2.5 grade point average and pass at least 30 semester hours in an academic year for renewal. These mandated waivers are excluded from statutory caps.
- 3.5 West Virginia residents that are at least sixty-five years of age and attend an undergraduate course without receiving credit may have tuition and fees waived with a charge of fifty dollars. West Virginia residents that are at least sixty-five years of age and attend an undergraduate course and receive credit may have fifty (50) percent of the tuition and fees waived. See §18B-10-7a. Tuition and fee waivers or adjustments for residents at least sixty-five years of age are excluded from statutory caps.
- 3.6 A fee waiver may be made available to each year's statewide winner of the Veterans of Foreign Wars Voice of Democracy competition and the American legion High School Oratorical competition. These waivers are excluded from statutory caps.
- 3.7 Tuition and fees waivers for high school graduates in foster care are awarded upon presentation of legal documentation establishing foster care status. The student must be in foster care or other residential care for at least one year prior to the waiver award. This waiver may only be used after other sources of financial aid that are dedicated solely to tuition and fees are exhausted. See §18b-10-7b. These waivers are excluded from statutory caps.
- 3.8 Tuition waivers are awarded to the spouses and/or dependents of active duty military and National Guard. Renewal is dependent upon active duty status continuing and the student maintaining a 2.75 grade point average. These waivers are included in statutory caps.
- 3.9 Tuition and fee waivers are awarded to the spouses or dependents of full-time regular faculty and staff. Renewal of these awards is dependent upon remaining in good academic standing. See §18B-10-5(b)(6), 18B-10-6(b)(5). These waivers are excluded from statutory caps.
- 3.10 Tuition and fee waivers are provided to spouses and children of West Virginia residents on active military duty killed in the line of duty and spouses and children of National Guard and Reserve members killed in the line of duty in a duty status other than federal active duty. See §18b-10-7. These waivers are excluded from statutory caps.

- 3.11 Third party is defined as a person or entity other than the student and is hereinto after referred to as the Sponsor.
- 3.12 Direct cost of instruction includes the salary, benefits, or other compensation to the instructor and any additional cost of having a course taught such as instructor's travel and meal expense or costs of instructional materials, books, etc.
- 3.13 The amount received from the sponsor refers to payment by the sponsor to offset those costs borne up front by the College such as the instructor's compensation.
- 3.14 Costs directly borne by the sponsor refers to any costs for instruction that were not paid through the College payroll where the sponsor provides and pays the instructor.

SECTION 4. PROCEDURES

- 4.1 The Vice President for Student Affairs and Enrollment Management is responsible for awarding academic tuition and fee waivers and determining the amounts of the awards.
- 4.2 The Director of Athletics shall recommend to the Vice President for Student Affairs and Enrollment Management the apportionment of the Athletic Tuition and Fee Waiver amounts among the athletic sports.
- 4.3 The Office of Student Affairs and Enrollment Management shall prepare an annual report to the Board of Governors.
- 4.4 The Director of Financial Aid shall be responsible for reporting tuition and fee waivers to the Higher Education Policy Commission.
- 4.5 The Vice President for Student Affairs and Enrollment Management shall determine the amount of waivers allowed for an academic year based on the calculations from the FTE of the previous fall semester and shall notify the Director of Athletics and the Director of Financial Aid of the funds available for athletic waivers and for academic waivers.

ACADEMICS IN ACTION
BSC –December REPORT TO BOARD OF GOVERNORS

- A Memorandum of Understanding has been signed by the McDowell County Board of Education in support of granting credit for students in their technical education center who complete the Law Enforcement program.
- Ongoing need for dean of W. Paul Cole Jr. School of Business.
 - Dr. John Snead serving as dept. chair to aid with scheduling and some day to day operation.
 - Dr. Steve Bourne is assisting with LiveText assessment and ACBSP data.
 - Mr. Philip Imel attended the ACBSP conference and reported on accreditation needs.
 - *Primary concern need for leadership
 - *Consideration of dropping Accountancy accreditation
- * Intellectual Property/Copyright policy sent to faculty senate for review/revision.
- * Faculty ad hoc committee has met to begin reviewing faculty salaries, faculty pay plan policy and a projected 5 year salary target. Next steps are to review internal data relative to years of service, rank, discipline and base salary.
- * Program of Radiologic Technology advisory meeting was held on 11/3/17 and assessment data was shared.
- * The re-affirmation visit for accreditation by the JRCERT for programs in Radiologic Technology was conducted and preliminary report revealed NO needs for concern.
- * Met with Dr. Richard Pagan, Provost NRCTC. Updated the articulation agreement for our School of Education and am working toward other opportunities. A copy of the guaranteed admission MOU that NRCTC has with other schools in the state has been shared with the President and other Vice Presidents for comment.
- * Humanities challenge was held on 11/15/17
- * MCTEC Career and College Ready Fair was well attended with all schools and admissions from BSC participating.
- * The Sexual Assault Nurse Examiner (SANE) provided a lecture for the students and faculty in the CRMJ and NURS programs. This event demonstrated interdisciplinary collaboration which I hope that will continue in other programs.
- * MOODLE® and improved streaming course technologies are ongoing within the area of digital learning. There are no other updates from the area of online education at this time.



Bluefield State College

DIVISION OF STUDENT AFFAIRS AND ENROLLMENT MANAGEMENT

Board of Governors Report December 7, 2017

Admissions and Enrollment Services

Application Summary Report - December 4, 2017 FOR SPRING , 2018			
	2018	2017	% Over 2017
Inquiries	351	371	-5.4%
New	112	121	-7.4%
Transfer & New Readmit	239	250	-4.4%
	2018	2017	% Over 2017
All Applications	314	333	-5.7%
New	99	94	5.3%
Transfer & New Readmit	215	239	-10.0%
	2018	2017	% Over 2017
All Accepted	61	117	-47.9%
New	10	18	-44.4%
Transfer & New Readmit	51	99	-48.5%
All Registered	24	87	-72.4%
New	1	9	-88.9%
Transfer & New Readmit	23	78	-70.5%
	2018		
Total New FAFSAs Received	154		
FAFSA - Admission Apps Submitted	131		
FAFSA Submitted Accepted for Admission	6		
	2018		
Total Campus Visitors	19		
CV - Admission Applications Received	17		
CV - Applications Accepted	7		
% of All Students Accepted CV	11.5%		

First-Year New Students - as of December 4, 2017					
		Campus Visit	Applied	Accepted	Registered
Business		1	14	2	0
	Accountancy				
	Accounting	0	1	0	0
	Business Administration				
	Management	1	9	1	0
	Marketing	0	3	1	0
	Health Services Management	0	1	0	0
		Campus Visit	Applied	Accepted	Registered
Arts & Science		2	31	3	0
	Applied Science (4 YR)	0	2	1	0
	Criminal Justice Adm	2	5	1	0
	Humanities	0	4	0	0
	Social Science	0	5	0	0
	Major Not Declared	0	14	1	0
	Regents Bachelor of Arts	0	1	0	0
		Campus Visit	Applied	Accepted	Registered
Education		0	10	1	0
	Pre-Early/Middle Education	0	6	0	0
	Pre-Elementary Educ (K-6)	0	4	1	0
		Campus Visit	Applied	Accepted	Registered
Engineering		0	16	0	0
	Architectural Engineering Tech				
	Civil Engineering Technology	0	1	0	0
	Computer Science	0	8	0	0
	Electrical Engineering Tech	0	2	0	0
	Engineering Management				
	Mechanical Engineering Tech	0	5	0	0
		Campus Visit	Applied	Accepted	Registered
SNAH		4	28	4	1
	Imaging Science				
	Nursing				
	Nursing (Pre-Nursing)	2	17	2	0
	Nursing-LPN				
	Pre-Nursing (4 year)				
	Radiologic Tech (Pre-Rad Tech)	0	9	0	0
	Radiologic Technology	2	2	2	1
TOTAL		7	99	10	1

All New Students (excludes continuing) - as of December 4, 2017					
		Campus Visit	Applied	Accepted	Registered
Business		2	45	5	1
	Accountancy	0	5	0	0
	Accounting	0	4	1	1
	Business Administration				
	Management	2	19	1	0
	Marketing	0	12	3	0
	Health Services Management	0	5	0	0
		Campus Visit	Applied	Accepted	Registered
Arts & Science		4	91	17	9
	Applied Science (4 YR)	0	13	2	0
	Criminal Justice Adm	2	18	2	1
	Humanities	0	11	3	2
	Social Science	0	11	2	0
	Major Not Declared	1	23	1	1
	Regents Bachelor of Arts	1	15	7	5
		Campus Visit	Applied	Accepted	Registered
Education		1	25	6	1
	Pre-Early/Middle Education	1	14	2	1
	Pre-Elementary Educ (K-6)	0	11	4	0
		Campus Visit	Applied	Accepted	Registered
Engineering		3	40	5	2
	Architectural Engineering Tech				
	Civil Engineering Technology	0	2	0	0
	Computer Science	2	15	1	1
	Electrical Engineering Tech	1	12	3	1
	Engineering Management	0	1	0	0
	Mechanical Engineering Tech	0	10	1	0
		Campus Visit	Applied	Accepted	Registered
SNAH		9	113	28	11
	Imaging Science	1	5	4	3
	Nursing	0	2	0	0
	Nursing-BSN				
	Nursing (Pre-Nursing)	4	73	15	2
	Nursing-LPN				
	Pre-Nursing (4 year)				
	Radiologic Tech (Pre-Rad Tech)	1	25	1	0
	Radiologic Technology	3	8	8	6
TOTAL		19	314	61	24

First-Year Enrollment by Top 32 Feeder High Schools: 2014-2017

First-Year Enrollment by Top 32 Feeder High Schools: 2014-2017							High Sch Market Share 2016 Cohort (WVHEPC, 2016)				
School	2014	2015	2016	2017	4-Year Total Enrolled	2017-2016 Difference	2016 Grads	% College Bound	# Going To College	BSC Market Share	
Bluefield High School	37	42	31	26	136	-5	165	55.2%	91	34.0%	
Princeton Senior High School	30	38	33	24	125	-9	253	53.4%	135	24.4%	
PikeView High School	14	25	13	22	74	9	169	43.2%	73	17.8%	
Montcalm High School	5	10	7	19	41	12	49	46.9%	23	30.5%	
Mount View High School	6	16	12	17	51	5	98	39.8%	39	30.8%	
Riverview High School	19	13	7	17	56	10	106	40.6%	43	16.3%	
James Monroe High School	2	9	3	11	25	8	123	34.1%	42	7.2%	
GED	25	17	9	7	58	-2					
Graham High School	7	14	14	7	42	-7	112	67.7%	76	9.2%	
Woodrow Wilson High School	7	8	7	6	28	-1	314	50.3%	158	3.8%	
Wyoming East	7	6	7	5	25	-2	135	41.5%	56	8.9%	
Westside High School	4	4	5	5	18	0	144	45.8%	66	7.6%	
Fayetteville HS	0	1	1	4	6	3	72	30.6%	22	18.2%	
Shady Spring High School	7	7	8	3	25	-5	200	55.0%	110	2.7%	
Oak Hill HS	4		4	3	11	-1	188	42.6%	80	3.7%	
Richlands High School	0	0	0	3	3	3	151	67.7%	102	2.9%	
Home Schooled		3		3	6	3					
Liberty HS Glen Daniel	6	5	9	2	22	-7	132	52.3%	69	2.9%	
Summers County High School	3	3	3	2	11	-1	69	36.2%	25	8.0%	
Tazewell High School	3	3	2	2	10	0	124	67.7%	84	2.4%	
Independence High School	5	8	4	1	18	-3	144	48.6%	70	1.4%	
laeger HS	3	1	1	1	6	0					
Meadow Bridge HS	2	1		1	4	1	38	50.0%	19	5.3%	
Greenbrier East HS			2	1	3	-1	270	55.2%	149	0.7%	
Ballard Christian School	2		1	1	4	0	5	54.7%	3	36.6%	
Greater Beckley Christian Sch		1	1	1	3	0	23	56.5%	13	7.7%	
Mercer Christian Academy	1	1		1	3	1	12	83.3%	10	10.0%	
Victory Baptist Academy		2	3		5	-3	12	67.7%	8	0.0%	
Big Creek High School	1	1	1		3	-1					
Bland High School		3			3	0	80	67.7%	54	0.0%	
West Creek High School	3				3	0	295	67.7%	200	0.0%	
Greenbrier West HS	2	1	1		4	-1	79	53.2%	42	0.0%	
TOTAL	205	243	189	195	832	6	3562		1862	5.0%	
School Data not Available - used state averages											