

Memorandum

Meeting Minutes

Date: Thursday, October 31, 2024

Time: 4:00 p.m.

Location: Boyd Conference Room

Members Present: Mr. Charlie Cole, Chair - Virtual; Mr. Shannon Remines, Mr. Anthony Tolley; Mr. Tim McKenzie; Mr. Jack Sheffler; Mr. Bill Cole – Virtual; Mrs. Rebecca Peterson – Virtual; Mr. Luke Roberts, Mr. Ed Toman

Members Absent: Mr. Mike Hastings; Ms. Cathy Deeb

Guests: Interim President Darrin Martin; Mr. Brent Benjamin, EVP; Mr. Ronnie Hypes, CFO; Dr. Deirdre Guyton; Mr. Ron Shidemantle; Mr. Sudhakar Jamkhandi; Mr. Darrell Malamisura; Mrs. Vanessa Godfrey; Mrs. Rita LaBarre; Ms. Rachel Jackson; Rev. Garry Moore; Mr. Chuck McGonagle; Dr. Sarita Rhonemus; Mrs. Julie Orr; Ms. Christina Sammarco; Ms. Amanda Matoshek;

Guests Online: Ms. Sydney Dailey, CLA; Mr. Jared Clark, CLA

Welcome, Vice Chair's Remarks, and Call to Order: Mr. Shannon Remines:

Vice Chair Remines determined that a quorum was present and called the Board of Governors meeting to order at 4:02 PM. Vice Chair Remines welcomed all in attendance and We had our business fundraiser. I want to recognize Rebecca Peterson and Terry Cole. They've done a phenomenal job with our business school fundraiser. I hope we can do that one again soon. We have, we've got grass growing south of us. I want to thank the Cole Foundation. That has brought some beautification to the campus. And we appreciate their donations. Business fundraiser. And we're nearing phase two for the medical education build-out. I think that's the next step. So we're happy to have that going on.

Acceptance of Meeting Minutes: Vice Chair Remines received confirmation that Board members had reviewed minutes of the Board's meeting held on Regular Meeting held on September 5, 2024. Hearing no other requests to correct or revise the minutes, the minutes of the March meeting minutes meeting were accepted by assent of the Board.

Board Committee Reports: Vice Chair Remines confirmed that Board members had reviewed reports of the most recent Academic Affairs, Athletics, Budget, Development, Executive, Housing and Student Life Committee October reports. Hearing no other requests to correct or revise the committee reports, the committee reports listed above were accepted by assent of the Board.

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- **Financial & Administrative Affair:** Ronnie Hypes, CFO
 - **CLA Audit Report:** Vice Chair Remines turned the meeting over to CFO Hypes.
 - CFO Hypes introduced Jared Clark and Sidney Bailey from CLA. Both attended via Google. They are external auditors and they review our financial statements. Copies of report were presented to the Board of Governors via email and available to view via their iPads.
 - Mr. Clark reviewed the final BSU Audit ending 6.30.2024
 - CLA only issues an opinion on BSU financials
 - And our responsibility, as it relates to internal control, is to evaluate the organization's internal control, Bluefield's internal control, to determine if there's any material weaknesses or significant deficiencies
 - Copy of presentation is attached to minutes
 - **Budget Review:**
 - See attached – Budget updates as of 10/31/2024
 - Monitoring tuition and fees closely
 - \$700K in uncollected tuition and fees
 - Part falls in the FAFSA issues
 - Students still waiting on \$\$
 - \$370K – 104 Student Athletes
 - Part Non-Student Athletes

Interim President's Report:

Vice Chair Remines turned the meeting over to Dr. Martin for the President's report.

- **Faculty/Staff Roundtables:**
 - Scheduled for December 6th – 3 – 5Pm in the Student Center
 - Snacks and drinks will be provided
- **Provost Position Posting**
 - Will post in November
 - Begin process for on campus interviews in January 2025
- **Strategic Plan:**
 - Meeting regularly
 - Identified goals and KPI's
- **Reviewing Post Tenure Review**
 - Faculty have submitted two proposals
 - Present to the Board during the December regular scheduled meeting

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- **Housing**
 - **Tiffany Manor**
 - Need a commercial appraiser to review Tiffany Manor
 - No board approval needed to proceed
 - **Bldg A**
 - 60 – 66 beds Fall of 2025
 - Architect to look at floor layout
 - Single/Double with living space
 - Edwards moving out in December
- **Organizational Chart**
 - A few adjustments are need
- **Immunization Policy**
 - Committee being formed to review and make recommendations
 - Committee members: Sherry Williams, Chair; Ryan Bailey; Ron Shidemantle, Carolyn Kirby and Betty Nash
- **Interim President's Comments**
 - Biz Bash was a successful event
 - Mtg with Siemens in November
 - General Fogarty meeting on 11/15
 - \$1M Grant for Teacher Education

Standing Reports:

- **Academic Update:** Interim Provost, Dr. Saria Rhonemus
 - **Policy Review**
 - AI and Electronic Devices in Classroom Policies
 - ✦ Draft and ready for comment
 - ✦ Vice Chair Remines asked for a motion to post the AI and Electronic Devices in Classroom for comment. Mr. Tolley made the motion, Mr. Bill Cole 2nd the motion. A majority of the members present and voting having voted in the affirmative. All were in favor. The motion carried on the posting of both policies for comment.
- **Safety and Security:** Brent Benjamin, EVP
 - **Security:**
 - Fire drills/Active Shooting drills to begin week of 9/16
 - Basic Science drill has been completed
 - Active Shooting training in process
 - 4 sessions have been completed
 - Security contract at MEC has been approved by AG
 - 24/7 coverage
 - Smoking at dorms
 - Maverick visits will be more frequent
 - If in violation, the student will be prosecuted

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- **Enrolment Update:** Ron Shidemantle, VP of Student Affairs
 - Numbers up 4.6%; FTE up 2.85%
 - Admissions
 - Fall term
 - Inquires up 36%
 - Applied up 39%
 - Accepted up 63%
 - CRM database is up and running
 - Orientation
 - 13 over the summer were scheduled and completed.
- **Chancellor's Update** – Garry Moore, Chancellor
 - Future looking brighter at BSU
- **Faculty Representative Update:** Jack Sheffler, Faculty Representative
 - Retreat was held at Stonewall – 11/8 – 9
 - Campus Carry
 - Open Educational Resources
 - Blended Courses
 - Safety Campus Plans
 - PEI Legislation
- **Staff Representative Update:** Tim McKenzie, Staff Representative
 - Chili Cook Off schedule 10/28/2024
- **Student Representative Update:** Luke Roberts, Student Representative
 - Improvements to food service #1 priority
 - No options after 3 PM
 - Washer/Dryers on 3rd floor
 - Need more; football players are using
 - MEC was cleaned for Senators visit but for the most part the cleaning at the dorm is substandard
 - Follow up need on a more regular basis
 - Financial Aid assisted is difficult – we need more assistant and feel as if being overcharged
- **Foundation Report:** Dr. Deirdre Guyton
 - The foundation is not bankrupt
 - Review of Invest Report
 - We are above average for the state of West Virginia

Special Orders: None

Unfinished Business: None

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New Business:

- New Committee
 - Enrollment Committee will be formed and Anthony Tolley will chair the committee

Announcements: None

Comments:

Board Comments:

- Jack Sheffler
 - We need a police presents on campus 7 – 3PM

Public Comments:

- Mrs. Rita LaBarre
 - Spoke to board about hiring her full time

Possible Executive Session:

- Mr. Tolley made a motion for the Board to go into Executive Session at 5:18 PM. Mr. Price seconded the motion. Board of Governors went into executive session at 5:18 PM.
- Board came out of executive session at 5:41 PM

Actions Emanating from Executive Session

- There were no matters emanating from Executive Session. Mr. Benjamin reported that matters discussed in Executive Session involved litigation and personnel employment, real estate opportunities, legal contracts and financial contracts.

Adjournment:

Meeting was adjourned at 5:41 PM. Next board of governors meeting will be held on Thursday, December 19th at 4 PM in the Boyd Conference Room.

Minutes submitted by: Jeanne Moricle, Board Liaison