

**MARSHALL UNIVERSITY**  
**BOARD OF GOVERNORS**

Memorial Student Center

February 18, 2010

Members present, in person: Verna Gibson (Chair); Letitia Chafin; Mike Dunn; Michael J. Farrell; John G. Hess; Ed Howard; Matt James; Brent Marsteller; Michael G. Sellards; Brig. Gen. Harley Mooney; Larry Stickler; Joseph B. Touma; Gary White;

By Phone: Dale Lowther

Members Absent: Gary Adkins; A. Michael Perry; Robert L. Shell, Jr.;

Others in Attendance: Stephen Kopp, Bill Bissett, Ron Area, Layton Cottrill, Jan Fox, Anita Lockridge, Gayle Ormiston, Mike Hamrick, Dr. Charles McKown, Perry Chaffin, Karen Kirtley, Jeff O'Malley, Jim Schneider, Mary Ellen Heuton, Dennis Meadows, Beth Wolfe, and others from the MU Community. Media was also present from the Herald-Dispatch and The Parthenon.

**I. Call to Order**

Mrs. Verna Gibson, Chair, called the meeting to order.

**II. Minutes Approval**

Upon a motion by Joseph Touma, seconded by Brent Marsteller, the minutes of the December 15, 2009 meeting were approved.

**III. Committee Reports**

**Academic & Student Affairs Committee, Verna Gibson, Chair**

Verna Gibson asked Letitia Chafin to update the Board on the Academic & Student Affairs Committee. She gave a brief summary of Recruitment and Retention and noted that while there were no firm numbers yet, there has been a significant increase in enrollment for fall admissions. She asked Dr. Ormiston to discuss the WOW Days (Week of Welcome) for freshmen coming to campus in August 2010. Dr. Ormiston noted a new student Advising Center will be located in the Memorial Student Center. Core Curriculum will be in place for Fall 2010 and staff is being trained. The Compact report was submitted on 2/15, after the due date, due to other matters requiring attention. The Compact will be on the April 23<sup>rd</sup> HEPC Agenda. A brief Athletic Academic summary was given by Mike Hamrick. There was discussion during the committee meeting with Dean Steve Hensley about the student position on the BOG. The BOG member serves for 1 year currently and SGA would like that appointment to become a 2 year term.

Also a change is desired whereby the President of SGA can also be an undergraduate student.

A Medical School report was given by Dr. McKown noting that 25% of their enrollment was out of state students.

An announcement was made for “Research Day” by Dr. McKown. It will be March 31<sup>st</sup>. It will consist of the First Professorship named after the father of our Board Member, Mike Farrell. An event invitation would be forthcoming. Accreditation for the Graduate Medical Education is in good shape.

Dr. Ormiston continued with his report and discussed the Program Review process. These reviews are scheduled for March 29 and 30. Letitia Chafin asked Board members to please volunteer as an outside reviewer. Verna Gibson told of its benefit and would highly recommend each member to be involved at some point during their term on the Board. Programs are reviewed annually on a five year rotating schedule. First day reviews will be Medical programs, the second day will be Journalism, Foreign Languages, and Sciences.

An information item was brought before the Board regarding the WV HEPC Report Card. Please view this report, which was included in the Board package. The First Time Freshmen enrollment number was specifically pointed out to the group.

#### **IV. President’s Report by Dr. Stephen J. Kopp**

Dr. Kopp gave an update on recruitment and admissions. Our forecast is a 3-4% increase in the freshman class for fall 2010. This goal translates to 1,925 new, full time freshmen. One goal that has been accomplished is the “Apply on the Spot” and our numbers have increased significantly using this program. Currently, freshmen applications are showing an increase of 24.7% over last year at this time. The increase in overall freshmen admits has increased by 29.3%. All application numbers have increased for total first time Freshmen applications, Non-resident/Metro Freshmen applications, Total first time Freshmen admits and also Non-resident/Metro Freshmen admits.

Dr. Kopp spoke about parent involvement in the process of choosing a college and our efforts to communicate with them. We have also invited high schools to participate in programs, workshops, professional development opportunities, campus tours, etc., to form relationships with schools in the area and beyond.

Dr. Kopp spoke about the legislature and tracking of various bills of importance to higher education. He also discussed communiqués to improve communication on issues of significant interest and importance to our University Community. The CTC Service Contract has been signed and invoices have been issued for the first

seven months of the current fiscal year. Dr. Kopp also discussed the East Bonds (Education-Arts-Science-Tourism) making a few notations that \$90 million of an anticipated \$150 million new bond issue is targeted for public institutions of Higher Education; only capital deferred maintenance and capital renewal projects have been approved for inclusion, meaning no new construction. Our primary focus will be on Academic Building deferred maintenance and renewal. There will be a possibility of a 10% match; and it is anticipated that proceeds will be available July 1, 2010; whereby 85% of the bond proceeds must be expended within 36 months and the match (if required) must be available to fund projects by July 1, 2012.

On February 9, 2010, a phone conference call with Moody's convened regarding our bond rating. A report was given on deferred maintenance/capital renewal. Dr. Kopp discussed MUBOG development and the new member orientation program noting that additional dates for development are forthcoming. Budget planning and development is ongoing in response to the challenge from Board leadership to present a "balanced budget" based on actual State funding allocations, if known and provide our best estimate. Our goal this year will be to present in June 2010 a three year budget, which sets forth assumptions and expectations as realistically as possible. An update was given on H1N1 Flu readiness and noted that the temporary resident housing floor is currently vacant. And, lastly, Dr. Kopp thanked Bill Bissett for his service to Marshall University and announced Jan Fox as the interim Chief of Staff.

#### **V. Finance, Audit and Facilities Planning Committee, John G. Hess, Chair**

The report of the Finance, Audit and Facilities Planning Committee was given by Mr. John Hess, Chair. He specifically noted the financial update. A budget model is a work in process in Anita's area. In the upcoming April meeting, a report will be given on budget.

A use of proceeds of University Heights was given. The proceeds can only be used for buildings and properties. A portion of the funds will be used to pay CTC for the Fifth Avenue and 20<sup>th</sup> Street building. The terms are \$350,000 a year over the next ten years. The following motion was read by Michael J. Farrell, seconded by Dr. Joe Touma, and was unanimously approved.

*Resolved, that the Administration is hereby authorized to utilize the funds realized from the sale of the University Heights property for payments to MCTC for real property acquired pursuant to the MU/MCTC Separation Agreement.*

A new service agreement for FY 2011 with the CTC is forthcoming. A report on Deferred Maintenance and Capital Improvement was given to the committee as

information.

A report was given by Mike Hamrick and David Steele during the committee meeting. Some highlights were noted in the Board Meeting: Graduation rates were better; Women's Softball is undefeated so far, and season football tickets sales are up.

A report regarding internal audit was given by Perry Chaffin to the Committee. Jim Schneider gave a report to the Committee on the School of Medicine.

Senate Bill 603 requires the administration to provide financial statements certified by the Chief Financial Officer of the institution. Upon a motion by Gary G. White, seconded by Michael Sellards, the following resolution was unanimously approved by the Board:

*Resolved, that the Board of Governors receives the Financial/Budget Report for the six months ending December 31, 2009.*

Effective March 1, 2006, the University, through the Marshall University Foundation, began investing funds with CommonFund. A full report was given during the Committee Meeting. The following resolution was read and upon a resolution by Michael J. Farrell, seconded by Matthew James, and unanimously approved by the Board:

*Resolved, that the Marshall University Board of Governors receives the Investment Earnings Report for the six months ending December 31, 2009.*

Marshall University is requesting the transfer of real property to the MCTC Board of Governors. A list of properties and map was provided to Board Members. The following MOU on division of real estate assets between Marshall University Board of Governors and MCTC Board of Governors reads as follows:

“MU shall convey the real property known as Cabell Hall and the parking area adjacent to the building comprising the northeast corner of 7<sup>th</sup> Avenue and 20<sup>th</sup> Street and the parking lot directly across 20<sup>th</sup> Street comprising the northwest corner of 7<sup>th</sup> Avenue and 20<sup>th</sup> Street to be held by the MCTC Board of Governors in fee simple. As consideration for this conveyance, MCTC agrees that should MCTC or any successor institution no longer wish to use this property, the understanding is if it ceases to be used for educational purposes, then Marshall University can acquire the property for the sum of \$1.00. Further, in recognition of the historical contribution of MCTC to the real property and facilities of MU, as well as the above re-purchase option, the University shall convey the property at 2124 Fifth Avenue (B.1178, P635) to the MCTC Board of Governors to be held in fee simple” and cannot be returned to MU.

Upon a motion by General H.F. Mooney. Seconded by Joseph Touma, the following resolution was unanimously approved:

*Resolved, that the Board approves the transfer of real property to the MCTC Board of Governors pursuant to West Virginia Code § 18B-2A-7A(d).*

Jim Schneider discussed the construction bid for the School of Medicine's Rural Health & Clinical Education Center in Chapmanville, WV. The award was approved for the second lowest bidder based upon University staff concerns regarding the qualifications of certain subcontractors proposed by the low bidder, Jarrett Construction Services, Inc. of Huntington, WV. Following an administrative appeal of the proposed award by Jarrett and pursuant to an agreement to substitute a more qualified subcontractor, the University's purchasing and facilities offices now recommend that the award be made to Jarrett for their original low base bid and all three alternates. Based on this purchasing appeal being upheld, the School of Medicine would like to rescind the earlier action and make the award to Jarrett Construction. Upon a motion by Gary G. White, seconded by Michael Sellards, the Board unanimously approved the following resolution:

Resolved: That the Marshall University Board of Governors rescinds its earlier award and approves the award of a construction contract for the Rural Health & Clinical Education Center in Chapmanville, WV to Jarrett Construction Services, Inc., of Huntington, WV in the amount of their base bid and alternates #1, #2 and #3 for a total contract award of \$2,300,770.

## **VI. Executive Session**

There was no Executive Session.

## **VII. Adjournment**

The date of the next meeting of April 22, 2010 was provided. As there were no other matters to bring before the Board, the meeting was adjourned.