



**Minutes**  
**Concord University Board of Governors**  
**Tuesday, December 11, 2007**  
**1:00 – The Concord Room**  
**201A Marsh Hall**  
**Concord University**

**Members Present:** Dr. Deborah Akers; Mr. Lane Bailey, Vice Chair; Mr. Jim Brown; Mr. Joe Long, Chair; Mr. Wayne Meisel, Ms. Amy Pitzer; Mr. Travis Prince, Mr. R. T. “Ted” Rogers, Mrs. Margaret Sayre, Secretary; Dr. Darla Wise

**Members Absent:** Mr. Eugene Fife

**Call to Order and Determination of Quorum:** Chairman Long determined a quorum was present and called the meeting to order.

**Approval of the October 23, 2007, Minutes:** Dr. Akers moved the approval of the October 23, 2007, minutes, Mr. Bailey seconded, motion carried.

**Action Item – Approval of the Revision to Concord Policy #11 ([Attachment 01, 02](#))**

Ms. Pitzer reminded the Board that revisions to Concord’s policy were necessary because in 2006, the Legislature wrote into state code a mandatory 30-day comment period for policies in Series 4 of the HEPC Administrative Policies and Procedures. Three editorial corrections were made, and Mr. Meisel moved the following: RESOLVED that the Concord University Board of Governors approve the revisions to Policy 11, Adoption, Amendment, Repeal of Policies. Mr. Brown seconded. Motion carried.

**Committee Reports**

**Academic Affairs** – Dr. Akers, Chair, reported the committee discussed the following issues:

1. Accreditation Studies and Reports – NCATE deadline is February 1, 2008, and appears to be on schedule; the Athletic Training Program report for accreditation is due Friday, December 14; the Higher Learning Commission, North Central Association Self-study is in the final stages and the final study will be coming to the Board in January. Program reviews – masters degree in social work is being discussed; in fine arts, the undergraduate program must go through an accreditation process before a master’s program is a possibility; the masters degree in business is on hold until ACSB accreditation is achieved.

2. Beckley Center – Offering 80 classes in the spring, 18 classes this summer, and an articulation agreement with New River CTC is being explored.

3. Development of on-line courses is an area the committee is exploring. Five courses have been developed this year. This is a budget item that has been approved and it is hoped more courses will be developed this spring. A cautionary item is the development of an agreement with individuals developing the courses so their intellectual property is protected.

4. Technology enhancement for the University – two aspects of this issue were discussed, the face the University is putting forth to the public on the web and the on-campus computer system and support. The committee discussed the possibility of someone at the cabinet level being assigned to work through the technology issues so all lines in the University can be crossed. Mr. Bailey suggested that at some point in the day's proceedings the Board revisit the technology issue for discussion or a motion to more deeply explore this issue at the board level. He suggested that a committee or working committee be appointed by the President or the Board to explore the issue and come back to the Board with a set of recommendations for technology. Perhaps a chief technology officer could be appointed to bring these pieces together. Mr. Long said this issue would be further discussed under agenda item 11.

**Student Affairs** – Chairman Meisel complimented Dr. John David Smith, the student affairs staff, and Greg Quick, Athletic Director, for the energy evident in student life and activities. A documentary on Iraq will be a spring program. The University is realizing an increase in Vietnamese students. Previous concerns about furniture in the Towers Residence Halls have been addressed. Student Government has voiced considerable concern over raises in tuition, and the Board needs to continue considering this issue and the impact it has on students. They have expressed their disappointment in the Board for not being aware of the impact. He reported the establishment of a hardship fund, which has benefited 61 students this year. He indicated more students need to be made aware of this option. Retention is improving. This time last year 141 students had left; 99 have left this year. Reasons for leaving vary widely. Many individuals in the University are focusing on increasing retention.

**Finance and Facilities** – Mr. Rogers asked Jim Cannon to address some of the topics discussed by the committee. Mr. Cannon said we anticipate beginning construction of University Point after the first of the year, weather permitting. He said bids are due Friday, December 14. He announced the receipt of a recent \$100,000 contribution. Mr. Cannon also discussed performance contracting. He indicated a meeting of the Board will be necessary in January 2008 to take action on this issue. He said there are two contracts to consider, a performance contract with TRANE and the financing contract with a bank. He said the Attorney General's Office has seen and will continue to monitor the language in the contracts. This will insure the vendors have complied with state requirements since state language prevails. Mr. Cannon said the committee also discussed student financial aid. He said \$10,000,000 in financial aid is available to students, and on average students pay less than half of what it costs to attend Concord. This does not include loans. He concluded by saying students are paying 46.6 percent of the cost of attendance. Mr. Rogers said that a copy of the report to which Mr. Cannon referred is available upon request.

**External Affairs** – Mrs. Sayre, Chair, referred the Board to Michael Curry’s recruitment report included in the BOG agenda notebook. She said Mr. Ron Basini attended the committee meeting and shared information regarding the Entrepreneurial Studies Program. He mentioned that four businesses have shown interest in occupying offices in the Rahall Technology Center. Mrs. Sayre said Loretta Young reported to the committee that the Foundation Office has hired Lancaster Pollard from Ohio to oversee investments and the use of the Foundation’s money. Mrs. Sayre also reported that Ms. Young had notified the committee of the establishment of two new scholarships, one in the amount of \$60,000, the other \$5,000,000. Lastly, a letter has been received from Ms. Betty Wilkes’ lawyer indicating that if construction on University Point is not begun by March 1, 2008, Ms. Wilkes’ \$1,000,000 contribution will be withdrawn. Ms. Young and the University believe this stipulation can be met.

**Presidential Search Committee Report** – Chairman Rogers reported the search is on target. Advertisements have been published; approximately 2,000 mailings have been sent. The committee plans on January reviews of resumes. The committee is operating on timelines as opposed to deadlines. The candidate pool is increasing and the committee plans to meet at the conclusion of today’s Board meeting.

Mr. Long announced the following additions to Agenda item 11:

- A resolution to name the cafeteria in honor of Mrs. Libby Alvis
- Website technology
- Executive Session of the Board

Dr. Beasley added the request for consideration of awarding emeritus status to two retired employees

#### **Updates or Questions Regarding Administrative Reports**

- Academic Affairs ([Attachment 03](#))
- Admissions and Financial Aid ([Attachment 04](#))
- Beckley Center ([Attachment 05](#))
- Development Office ([Attachment 06](#))
- Finance and Facilities ([Attachment 07](#))
- Student Affairs ([Attachment 08](#))

There were no questions or updates to the reports.

**President’s Report (Attachment 09)** - Dr. Beasley shared information relative to important decisions the Board makes annually, and information relative to student recruitment. He indicated that we not achieving our enrollment goal. In a power point presentation, he shared the following information, which he examines yearly when making recommendations to the Board regarding salaries for Concord employees and tuition.

Fall 2007, 463 freshmen enrolled at Concord from among 1752 high school seniors in our primary market. The average ACT score for Concord freshman was 20.9. as compared to a score of 19.8 for the primary market population. The average family -

income of WV students at Concord has risen from \$31,000 in '97-98 to \$45,000 in '06-07. In-state tuition has increased from \$2,500 in '97-98 to \$4,100 in '06-07. Tuition rates in WV remain low as compared to other states in the Southern Regional Educational Board States. Although increasing slightly, tuition and fees for full-time students at Concord remains lower than 31 peer institutions according to U.S. Department of Education in a Fall 2006 report. Over the past 10 years, Institutional financial aid (waivers, scholarships and work) has increased from \$1,800,000 to \$3,100,000. During this same period, WVHEG, PROMISE, Underwood Smith, HEAPS and other State grants have increased significantly. The percentage of full-time, first-time degree/certificate-seeking undergraduates receiving financial aid in all categories was higher for Concord students than at the 31 comparison institutions previously mentioned.

In FY 2008, classified employee salary increases ranged from \$185 to \$6985.

The amount needed to fully fund the classified employees scale is FY 2009 is \$166,936 gross plus .19 benefits for a total of \$198,654

Over a seven-year period, Concord employees' benefits have risen steadily with the exception of a dip in '04-05, which was a result of the retirement of several higher-paid employees

**Concord Room Technology – ([Attachment 10](#))** Mrs. Pitzer reminded the Board that at the October 23, 2007, meeting the Board requested a cost estimate for a technology upgrade for the Concord Room. Mr. Tim Barnes, Director of the Center for Academic Technology, prepared a list of equipment and cost. Total cost is approximately \$15,000, which does not include labor because Mr. Barnes believes we have individuals at Concord capable of doing the labor. Mr. Prince questioned the need for this upgrade since the Rahall Technology Center should have this capability. Mr. Brown moved to table the item and asked that someone look at what it would take to upgrade the Rahall Center first and reconsider this possibility at a future date, Mr. Meisel seconded, motion carried.

**Concord University Goals – ([Attachment 11](#))** - Mr. Long mentioned that the University goals were included in the Board notebook, and he asked Board members to consider these in setting Board goals.

**Goals of the Board of Governors –** Mr. Long outlined several items he would like the Board to consider as goals for the future of the University. He indicated the Board needs a strong vision for the University and now is an opportune time with a new president taking over. He asked the Board to consider the concept of embracing a ten-year goal to make CU the premier institution of higher education in West Virginia. To do so, we need to enhance our strengths and improve upon our weaknesses. We need to increase our graduate program to an enrollment of 200 students in five years. We need to increase enrollment, the actual growth to be determined. We need to increase income and decide how we can put the institution in a better financial situation. We should consider alternate methods of increasing programs without relying on money to do so. He asked the Board to consider if we want the new president operating the day-to-day functions of the University. Would Concord be better off if we had someone delegated to take care of the day-to-day operations allowing the president to have the time to enhance the

institution? We need to enhance the working atmosphere of the University. Retention needs to be improved, and we need to enhance our BA and MA programs and advance them to the best in the state.

He suggested a Board of Governors retreat that would have 100 percent involvement and asked Mrs. Manzo to poll the board for dates that will suit all members' schedules.

**Other Matters –**

1. Proposed resolution to name the cafeteria in the Student Center in honor of Mrs. Libby Alvis. (**Attachment 12**) Jessica Cook, Student Government President, presented a resolution from the Student Government Association, which was adopted unanimously, proposing that the cafeteria be named in honor of Ms. Libby Alvis. Mrs. Alvis has been employed at Concord since 1957. Dr. Beasley also spoke highly of Mrs. Alvis and enthusiastically supported the naming of the cafeteria in her honor. Mr. Rogers moved the adoption of the resolution, Mr. Brown seconded, motion passed.

2. Website Technology – Mr. Bailey recommended action on the integration of the whole IT concept at the University, including the website external face and the internal infrastructure. He suggested that the Academic Affairs Committee, chaired by Dr. Akers, take on the responsibility of reviewing the policies, processes and needs of IT service, website content, and posting issues. He suggested the committee address the issue and come back to the board with recommendations. He volunteered to be part of a sub committee and offered the services of his company, pro bono. He concluded by moving that a committee be formed to study the entire campus IT concept and bring recommendations to the Board. Mr. Brown seconded. Motion carried.

3. Emeritus Status for Willis Hill – (**Attachments 13, 14, 15**) - Dr. Beasley stated he has received a recommendation from Dr. Rowe to approve emeritus status for Mr. Willis Hill, retired professor of physics, who served Concord for 49 years. At retirement, he held the rank of Associate Professor. Consonant with custom, he said he would promote Mr. Hill to full professor, but he also recommended that Mr. Hill be granted emeritus status.

Dr. Beasley also reported that he had received a recommendation from Dr. John David Smith to afford emeritus status to Mr. Bill Skeat, who retired in May 2007 after serving as Director of the Student Center since August 1985. Mr. Brown moved extending emeritus status to Mr. Hill and Mr. Skeat, Mr. Meisel seconded, motion carried.

**Executive Session** – Chairman Long reported there was a matter to be discussed in executive session. Pursuant to State Code §6-9a-4, Mr. Brown moved to go into executive session, Mr. Prince seconded, motion carried.

Returning from executive session Mr. Brown moved for adjournment of the Board, Mr. Meisel seconded, motion carried.

Respectfully submitted,

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J. Franklin Long  
Chair  
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Margaret Sayre  
Secretary

## **Attachment 01**

### **Concord University Board of Governors Meeting of December 11, 2007**

ITEM: Revision of Concord University Policy #11  
Adoption, Amendment, Repeal of Policies

RECOMMENDED RESOLUTION: RESOLVED that the Concord University  
Board of Governors approve the revisions  
to Policy 11, Adoption, Amendment, Repeal  
of Policies

BOARD MEMBER: Amy Pitzer  
STAFF MEMBER Sharon Manzo

BACKGROUND: The West Virginia Higher Education Policy  
Commission revised TITLE 133 PROCEDURAL  
RULE SERIES 4 RULES AND  
ADMINISTRATIVE :PROCEDURES in June  
2006. The revisions became effective in July  
2006. The changes necessitated revisions  
to Concord's policy.

## **Attachment 02**

### **CONCORD UNIVERSITY BOARD OF GOVERNORS POLICY NO. 11 ADOPTION, AMENDMENT, REPEAL OF POLICIES REVISED**

- Section 1. GENERAL
- 1.1 Scope:  
This policy governs the adoption, amendment, and/or repeal of policies of the Board consistent with HEPC Series 4 (Rules and Administrative Procedures).
- 1.2 Authority:  
West Virginia Code § 18B-1-6
- 1.3 Filing Date: September 30, 2004
- 1.4 Effective Date: October 1, 2004
- 1.5 Approved by:  
Concord University Board of Governors, September 16, 2004  
WV Higher Education Policy Commission, October 1, 2004
- 1.6 REVISED Approved by the Concord University Board of Governors, December 11, 2007  
REVISED Approved by the West Virginia Higher Education Policy Commission, December 19, 2007
- 1.7 REVISED Effective Date December 19, 2007
- Section 2. PURPOSE
- 2.1 It is the purpose of the Board to encourage and facilitate, to the greatest reasonable degree, an active participatory governance process for the institution. To that end, this policy shall be implemented to encourage and foster notice and an opportunity for comment as to all institution-wide policies, guidelines and administrative procedures, which come before the Board for review.
- Section 3. APPLICATION
- 3.1 This policy shall apply to the adoption, amendment, or repeal of any policy of the Board of Governors. It does not apply to administrative policies or guidelines established by administrators of the University for individual units, divisions, or departments, which deal solely with internal management or responsibilities of those units, divisions or departments.



This policy does not apply to academic curriculum policies, which do not constitute a mission change, and which are developed and implemented by academic committees. This policy does not apply to subject matter not included within the scope of Series 4 of the WVHEPC.

Section 4. NOTICE OF REVIEW OF NEW OR CURRENT POLICY

4.1 If the Board of Governors of Concord University and/or its President determines that a policy, guideline or rule should be adopted, amended, or repealed, the President or his/her designee, shall notify those persons representing students, faculty, classified employees, and other interested parties, including the Chancellor, of the University's intent to draft a policy. This notice shall solicit initial comments and suggestions. Said constituents shall by 4:00 p.m. on the fifth workday (time frame must include at least one day on which classes are in session) after the distribution of the notice, provide in writing, preferably electronically any comments or suggestions to the President or his/her designee.

4.2 Intent to draft a policy shall be posted on the University's web site.

4.3 Notice of the University's intent to adopt, amend, or repeal a policy shall be presented as an informational item during a meeting of the Board of Governors for its initial recommendation.

Section 5. NOTICE OF FIRST DRAFT POLICY

5.1 Following the passage of the initial comment period, a draft proposal shall be prepared by the President or his/her designee and presented to the Board. The President, or his/her designee, shall provide a notice of the draft to constituent representatives of the faculty, classified employees, students, and any other interested parties, as well as the Chancellor. These constituents shall have thirty (30) full days (time frame must include at least one day on which classes are in session) to provide comments or suggestions in writing, preferably electronically, to the President, or his/her designee, regarding the draft policy.

5.2 The President or governing board may also provide for a public hearing if requested by an affected constituency. Such a request must be in writing and received in the President's Office within ten (10) workdays (time frame must include at least one day when classes are in session) after the notice has been circulated. If the President and/or the Board agree to hold a public hearing, the public hearing will be scheduled for a date prior to the next regularly-scheduled meeting. Comments received at any such hearing will be recorded and summarized by topic and presented at the next scheduled meeting of the Board. The public hearing must be requested through the requestor's constituent representative, and not more than one public hearing will be held on any one policy unless otherwise directed by the Board of Governors.

- 5.3 A copy of the draft policy will be posted on the University’s web site, sent to the Chancellor, and made available at the J. Frank Marsh Library.
- Section 6. MANAGEMENT OF FINAL DRAFT OF POLICY
- 6.1 Following the 30-day comment period or hearing, a copy of the final policy and all comments received will be distributed to Board of Governors at least ten (10) days prior to the next regularly-scheduled Board meeting. Before giving final approval to the policy, the Board will make a determination concerning each issue raised. If no comments are received, the Board will be so notified at least ten (10) days prior to the next regularly-scheduled board meeting.
- 6.2 The final version of the policy, guideline, or rule shall be forwarded to the Chancellor within thirty (30) days of the governing board’s formal adoption of the policy.
- 6.3 If the Chancellor does not object to the policy within thirty (30) workdays of the receipt of the final version, then it is deemed approved.
- Section 7. REPEAL OF EXISTING POLICY
- 7.1 If the initial determination of the Board of Governors or the President is to repeal an existing policy rather than to adopt or amend a policy, the procedures in 4.3 are applicable. Following the close of the comment period, the President shall make his/her recommendations, if any, to the Board.
- Section 8. EMERGENCY ACTION
- 8.1 In the case of an emergency, a governing board may adopt, amend, or repeal a rule without first following the procedure set out in this rule.
- 8.2 For the purpose of this section, an emergency exists when the adoption, amendment, or repeal of a rule is necessary for the immediate preservation of the public peace, health, safety, or welfare, or is necessary to comply with a time limitation established by state or federal law or regulation or a directive or rule of the Policy Commission, or to prevent substantial harm to the public interest, or to deal with financial exigency, The facts constituting an emergency shall be communicated in writing in advance to the Chancellor, who shall disapprove the action of the governing board if the Chancellor, or his/her designee, disagrees that an emergency existed.
- 8.3 An emergency rule shall remain in effect no longer than three (3) months and shall expire unless a final rule had been approved under the normal process set out in this rule

- 8.4 The emergency rule or procedure and the effective date of the emergency rule or procedure shall be posted on the University web site, and a copy will be placed in the University Library and the Office of Human Resources.

Section 9. ADMINISTRATIVE PROCEDURES

- 9.1 The Board of Governors may establish guidelines and/or impose restrictions on administrative procedures.
- 9.2 The institution shall post administrative procedures prominently at places where those subject to the administrative procedures are likely to see them.

Section 10. ENFORCEABILITY

- 10.1 An institutional policy that was not adopted by a formal vote of the Board of Governors on or before July 1, 2006 is void and may not be enforced.
- 10.2 Any institutional policy adopted, amended, or repealed after the effective date of this policy must be consistent with the provisions of this policy or it shall be void and may not be enforced.
- 10.3 Any institutional policy not posted in a manner consistent with the provisions of this rule may not be enforced.

## **Attachment 03**

### **Interim Vice President and Academic Dean's Report to The Concord University Board of Governors December 11, 2007**

#### **A. ACADEMIC**

1. Spring 2008 course schedule completed and registration begins
2. Summer 2008 course schedule submitted
3. CU/Beckley summer session in experimental 12-week format
4. Expansion of graduate programs in discussion phase with dept. chairs
5. Development of comprehensive retention program in initial phase
6. Development of academic restructuring proposal in initial phase
7. Athletic Training re-accreditation response submitted December 1, 2007
8. Higher Learning Commission self-study for continuing institutional accreditation in final stages of preparation
9. HEPC internationalization of CU grant in final phase
10. International programming mission change proposal in draft form
11. Rahall Center furnishing and equipping in final stages
12. Begin conversion of general education courses to online format
13. Begin dialog about non-traditional course/program delivery
14. Exploring cooperative international program area of emphasis with Bluefield State College
15. Exploring expanded articulation agreements with WV technical and community colleges
16. Exploring means to increase dual credit and in-high school course deliveries
17. Exploring foreign language program development to support WV K-12 foreign language requirements for high school graduation

#### **B. POLICY**

1. Submit draft version of military leave policy for students, faculty and staff
2. Submit draft version of intellectual property policy
3. Begin work on online course delivery policy/procedure
4. Work on packet of institutional policies over term break
5. Work with CU staff on staff handbook
6. Work with CU faculty senate on faculty handbook

#### **C. FISCAL**

1. Academic area budgets on track for percentage completion in YTD reports
2. Re-allocating FY 07-08 funds to maximize Rahall Center funding availability
3. Writing DOE Business Exchange grant proposal
4. Exploring external funding for Rahall Center activities

5. Working cost/benefit analyses of existing programs
6. Working cost/benefit analyses of new program proposals

## Attachment 04

Admissions and Financial Aid  
Report to the Board of Governors  
December 2007

We have been very busy thus far in our recruitment efforts. The fall tours have now concluded and we are gearing up with our follow-up visits to high schools. Thus far, the counselors are reporting a strong year ahead but it is really too early to make any hard predictions. We have also begun tracking our spring enrollment numbers and to date, we appear to be up about 15 students in acceptances and applications over this time last year. Our international recruitment has been helped by Dr. Steve Rowe's trip to Asia last month wherein he completed additional steps for articulation agreements with institutions in the Pacific rim nations. We expect another improvement in our international numbers this spring and again next fall. We have successfully completed our fall mini camps that we conduct in cooperation with the SW AHEC, Marshall Medical School and the WVSOM. We had 101 high school students going through the camps this fall, an improvement over last year of 37 students. We will conduct two more mini camps in the spring. We successfully completed two open houses and three Discover Days events, all very well attended by both students and their parents. The Open Houses have been doubled over past years and the smaller Discover Days events provide a more intimate visit for students and their parents. The SAT preps continue to go well. To date, we have had more than 600 students going through the prep both on campus and in their high schools. These will continue through the winter and spring. A prep is done at each open house as well. We would like to thank all the faculty members who helped with these events by attending the academic fairs. Giving students a chance to speak directly with faculty is a big help to our recruiting efforts.

Kent Gamble was elected Chair of the WV ACCRAO committee – the group that organizes the college fairs across the state. Andrew Sulgit was also selected for an executive post within the group, organizing the logistical affairs of the tour. Michael Curry was selected to serve on the National ACCRAO committee for Recruitment and Marketing Practices and he was one of the speakers at the National Conference in Chicago where he presented a paper on “Axiological Factors in Finding a Good Fit” which was very well received.


Financial Aid continues to do great work while coping with no less than three temporary positions which remain static due to the uncertain return of one employee who has been on extended leave due to illness. However, all reports indicate that we have never had a smoother year than we have had thus far this year and the hard work of the staff in Financial Aid is the big reason for it. While funding a college education is a growing challenge, our efforts to award high-need and high-performing students with additional institutional awards has made a huge difference in the lives of several students who otherwise would have had to drop out. When a student has done everything right and they still have a funding gap, we are trying to provide additional help with our

institutional scholarship funds. Since this is the first year we have done this, no comparative data is available this year.


## Attachment 05

### CONCORD UNIVERSITY BECKLEY CENTER Board of Governors Report – December 11, 2007

This report is written as we move toward the end of the fall semester – final exams to begin the 1<sup>st</sup> week in December in Beckley should be mostly completed by the time the Board meets on the 11<sup>th</sup>. Two of the major issues that inform this particular report relate to an end-of-semester and a looking-toward-the-next semester perspective. As such, it looks back a bit, and forward as well.

 Looking Back – Concord's First Semester in the Erma Byrd Center – As we look toward the end of Concord's 1<sup>st</sup> semester in the Erma Byrd Center, there are a number of positives to celebrate:

1. The first is that our fall enrollment in Beckley increased by more than 50 students – much of that increase due to the move into the new facility.
2. Second is the enthusiasm that students and instructors alike brought to the new semester and the new “digs” – for the first time in many years, students began to articulate a sense that Concord was really serious about Beckley students and about serving them.
3. Third on the list of semester positives is the access provided to students and instructors alike by having a central location to do business that is open for business until well into the evening [8 PM]. It is difficult to measure the traffic in and out of the office in the evenings, except to say that it is substantial. It's important to note here as well that the Mining Academy classes/students have benefited as well from proximity to the Byrd Center and to the services that the office provides.
4. Fourth on the list is the cooperative spirit that continues to grow among institutions within the Center. Besides sharing classrooms, equipment [including fax machines and copiers], and personnel [answering phones during lunch breaks, exchanging the names of prospective adjunct instructors that might fit a particular need], there has been a serious benefit to students in advising, access to tutors, gathering information about particular classes and programs, etc. Tammy Monk, Concord's Career Services Director, conducted a workshop early in November on linking selection of a major to career exploration – it drew 25-30 students, many from other institutions
5. Fifth was the appearance of Senator Byrd at the dedication of the facility in mid-October, followed in early November with a very successful Open House that attracted a number of students [and parents] as well as interested citizens from the Beckley community.
6. Finally on our list is the movement toward successful governance of the facility – first with the Advisory Council comprised of institutional representatives [chaired by Dr. Beasley]], second with an internal group on day-to-day operations of the facility [initial meeting late (29<sup>th</sup>) in November]

 Looking Forward – Spring 2008 and Beyond – The semester just ending will be Concord's lowest enrollment semester in the Byrd Center – already, there are indicators to suggest growth:

1. Concord's spring 2008 class schedule includes more total classes [80] than we've ever delivered to Beckley – several of them [Pop Culture, World Religions, Behavior Analysis, Children's Literature, Drawing, Art Education] 1<sup>st</sup>-time deliveries – these to include more classes [5] delivered interactively from the Athens Campus than ever before
2. The class schedule is spread out more evenly throughout the day [and week with a few Saturday classes] – enabling students to find full schedules and making it unnecessary for them to seek classes elsewhere
3. The number of student registrations during the early class selection period is up substantially from previous early registration periods – we have a number of classes filled for spring semester earlier than ever before and are adding additional classes and sections of existing classes
4. Three UNIV 100 sections in Beckley enable us to follow up on fall freshmen who have yet to register from spring
5. For the 1<sup>st</sup> time in Beckley, students will have a summer schedule that is meaningful and will enable them to register as full-time students, qualify for financial aid, and make significant progress toward their academic goals



6. We will offer a pilot program from Beckley [History of Modern Europe class] that will be delivered to a cohort site outside the Beckley service area, targeted to area teachers for recertification as well as to eligible students – to begin in mid-semester]
7. We will focus recruitment efforts through classes scheduled in area high schools in the Beckley service area

Respectfully submitted – Bill O'Brien [November 28<sup>th</sup> 2007]

## Attachment 06



### Concord University Office of Development

November 2007

The fall meeting of the Foundation Board of Directors was held on November 1, 2007 at the law offices of Jackson Kelly in Charleston, WV. The agenda for the board of directors included the following:

- a) 2007 Financial Audit of the Concord University Foundation, which was presented by Mr. Bob Denyer and Mr. Steve Frenchik of Gibbons & Kawash. The Concord University Foundation received a clean audit with no findings. Financial statements of the recent audit are attached.
- b) The Investment Committee of the Concord University Foundation recommended the firm of Lancaster Pollard Advisory Group of Columbus, OH to serve as the Foundation's chief investment officer. Todd Truitt and Bill Courson of Lancaster Pollard presented history of the firm, and identified strategies for improving the returns of the Foundation's assets while also developing clear investment policies. The Lancaster Pollard Group will work with the Foundation Board in strengthening the Board's fiduciary oversight through improved reporting and evaluation of the Foundation's money managers.
- c) Dr. Jerry Beasley gave the President's report, which included an interesting discussion of the challenges that lower student enrollment have on higher education, and the affect on Concord's mission and goal. Dr. Beasley shared information concerning the Presidential Search. The Foundation Board acknowledged that the Presidential Search has a very important role in identifying new leadership for Concord. The Board acknowledged the major contributions of Dr. Beasley during his twenty-two year tenure and noted that his successor has big shoes to fill.
- d) Ms. Loretta Young reported the implementation of the Blackbaud financial and fundraising modules. Many of the improvements noted in this year's audit are due to the purchase of the financial and fundraising modules. The staff is grateful to the University and Foundation for providing the funds to purchase the system. Ms. Young echoed the comments of the auditor in that the financial system will improve the accounting functions of the Development Office.

Ms. Young shared the exciting response to the University Point fundraising initiatives. A brochure was recently mailed to all Concord alumni and friends seeking \$300,000 through membership in the Dream Builders Club. To date there is \$176,000 in the Dream Builders Club.

The Development Office has also launched an initiative to raise \$39,000 for the 130 seats in the Wilkes Family Interfaith Chapel. To date, 30 seats at \$300 per seat have been sold.

The University has received architectural plans, and put the plans out to bid. Construction bids are due by December 14, 2007. At that time, the Foundation will be better informed regarding the "real" or "true" costs for building University Point.

The Development Office has developed funding requests for the following:

- 1) the Carter Foundation has been asked to purchase the loggias for University Point at a cost of \$250,000.00;
- 2) the Vecellio Foundation has been asked to contribute \$30,000 for the naming of the two (2) Chapel offices;
- 3) a proposal for acquiring \$100,000 to name the outdoor pavilion in memory of Lawson Hamilton, II. has been presented to Mr. James Harless;
- 4) the McDonough Foundation has been asked to provide \$150,000 for the interactive

cultural museum.

In additional areas:

- The Daywood Foundation has been asked to provide \$40,000 in support of scholarships to students from Greenbrier County.
- An anonymous donor, through his estate plan, has contacted our Development Office to identify future scholarship aid for students from Greenbrier County.
- Grace and Bud Facello, originally from McDowell County have solicited funds from alumni of Welch High School to establish a Mount View Scholarship Fund through the Concord University Foundation.

Attached are the monthly financial reports for the Development Office for the month of November 2007, and the 2007 audited financial statements of the Concord University Foundation.

## Attachment 07



### Concord University Finance and Facilities Administrative Report

27 November 2007

**Business & Finance** – The fiscal year 2007 GAAP based financial reports have been audited. A material weakness in the internal control structure of the Concord University Research Corporation was noted by the auditors who felt there is insufficient segregation of duties with the executive director handling all day to day finance and accounting. Also the audit report noted the results of an internal audit conducted by the Concord business office in FY 06 that uncovered some purchasing and vendor irregularities and an employee’s misuse of the Pcard to purchase personal goods. An evaluation of the scholarship program has been completed and a financial evaluation of the Beckley program is in process.

**Physical Plant** – IKM has submitted engineering drawings for the Chapel/Alumni Center. A RFP for construction of the University Point Chapel and Alumni Center is out and several construction firms attended the pre-bid meeting. The finance office has teamed up with the development office to formulate a naming opportunities plan for University Point. A RFP for financing the potential Performance Contract has been released with bids due by the 14<sup>th</sup> of December. Once potential financing is known an accurate pro forma can be prepared and a contract proposal for a performance contract to renew the utility systems can be presented for Board approval.

**Dining** - A new dishwasher system and a new main oven have been ordered to replace original equipment that has been in service for over thirty years.

**Public Safety** - A dual siren system and text messaging for emergency mass communications have been ordered.

**Bookstore** – The bookstore has launched a website where books and apparel can be purchased at <http://bookstore.concord.edu> or it can be linked from the main college website. The bookstore is continuing to add merchandise to the website, and Chris Smallwood’s team is making needed progress on the bookstore’s bottom line.

## Attachment 08

### Board of Governors Report – December 11, 2007 Student Affairs

#### Housing and Residence Life

- Housing numbers (as of 11/27/07) remain strong at one thousand thirty-one (1,031), up significantly from comparison dates 8/31/06 – 1,005 and 12/30/06 – 963. Housing capacity and census distribution can be found in Appendix A.
- A schedule has been developed by The Brewer Company and CMA for installation of the sprinkler system in the Towers with a start date of 11/26/07 and a projected completion date of 8/1/09.
- Wellness Center Planning - Conversion of the old Towers cafeteria to a wellness center will begin with installation of the sprinkler system (12/3-12/7), installation of smoke detectors (1/08), carpeting (1/08), and installation of fitness equipment (2/08). We hope to have the conversion completed in January or early February. This projected date is dependent upon outside vendor schedules and state contracting time lines.
- Residence Hall programming has been active in numbers and diverse in content. (Refer to Appendix B).

#### Career Services

- Matt Hayes of the United States Bankruptcy Court and the Credit Abuse Reduction Education (C.A.R.E.) Program, presented a program on credit abuse and personal finances to approximately two hundred (200) students (10/24).
- Fall Teacher Recruitment Day (11/16) had eighteen (18) school systems represented and thirty-three (33) student teachers participating. The school systems offered very positive feedback related to the preparedness and presentation of the teacher candidates.
- Campus Work Initiative - Campus work serves many functions including providing a financial resource for students, addressing campus needs, utilizing student skills, teaching and modeling appropriate work behavior, and advancing student career goals. We have done well in working with students who have federal work-study but we continue to have a waiting list of students not awarded federal work-study. It has been requested that members of the President's Cabinet amplify their support of the Campus Work Initiative. Specifically, each department has been asked to identify in their areas of responsibility, work opportunities for students. These opportunities should not supplant university employees. Instead, opportunities should be identified to expand services, address service gaps, or investigate new initiatives.

#### Athletics

- Men's Cross Country Team Won 2007 WVIAC Championship
- 39,117 Visitors to *cumountainlions.com* (Refer to page 10 Appendix C for additional activity).
- +3,000 column inches of print exposure Aug.-Nov. Equates to +\$105,000 in Advertising.
- +60 Hours of radio exposure. Aug.-Nov. equates to \$25,350 in advertising.
- Community Engagement Initiatives (Refer to page 1 of Appendix C for additional of initiatives).
  - Overall home attendance was 2.5 X Greater than 2006 (Exceeding 15,000).
  - Gate proceeds 1.95 X more than 2006 (despite discount promotions).
  - Concession revenues more than doubled over 2006.
  - Game program sales grew twofold in comparison to 2006.
- Mountain Lion Club, Inc. (Refer to page 5 Appendix C for additional list of Mountain Lion Club, Inc. activities)
  - January 19<sup>th</sup> Golf Outing in Orlando, FL.
  - February 14<sup>th</sup> Alumni Gathering in Ocean City, MD.
- Athletic Department pledged 8-10 New Student/Athletes for Spring 2008.
- After earning 2007 WVIAC Men's Cross Country Coach of the Year honors, Mike Cox qualified for the Olympic Marathon Trials after being the first American to cross the finish line in the Chicago Marathon.
- Mike Stowers, CU Sophomore Football Player, elected WVIAC SAAC Vice President.
- Pat Hardin currently serves on the NCAA Division II Legislative Committee.
- Greg Quick currently serves on the NCAA Division II Football Regional Advisory Committee.

#### Multicultural Affairs

- The Silent Witness Exhibit which concluded on October 28th was well received by students and the community. Students' written comments on the exhibit indicated that the exhibit raised awareness of domestic violence within the campus community. One student commented, "I lost my brother this past summer to an act of domestic violence (he was shot by his wife). Thanks for bringing this to the attention of the public."
- Fourteen students have indicated interest in serving on a planning committee for the Martin Luther King Celebration and for Black History Month. Our goal is to have a final calendar of activities ready by the end of this semester.

- Steve and Sharon Rowe recently returned from a seven-day recruiting trip to Japan. They visited four junior colleges and they also attended a college fair in Osaka. While they were there they hosted a gathering for Japanese alumni with more than 20 former Concord students attending. We hope to see more Japanese students on campus in the coming years thanks to their hard work.
- Retention rates for first year international students remain high 2005 – 75%, 2006 – 77%, 2007 – 90%.

#### **Disability Services**

- Tutoring groups have been established through Student Support Services for students who received midterm reports in math.
- Concord has an internal policy on early registration for students with a disability because some accommodations take an extensive amount of time to prepare-such as recorded textbooks and sometimes classes must be relocated to accommodate students. Students with a disability may register early, before their regularly assigned registration time.

#### **Student Center/Student Programming**

- Student Programming hosted nine different events from mid-October to mid-November with approximately 600 attendees at the events. Musician Lucas Carpenter entertained about 50 students on the evening of 10/24. We continued our Lunchtime Music Series with musicians Scott Celani on 10/30 and Todd Carey on 11/14. Although we do not have an exact number of attendees because these lunchtime events involve students rotating through the Subway area while they eat, we estimate that about 100 to 125 people enjoyed listening to each of these artists. We held an UpLate party on Saturday, 10/20, with pizza, board games, bingo and prizes. There were about 50 attendees. On 11/7, the ShowOff Show took the stage in the Ballroom and captivated about 100 students with their comedy, stunts and magic tricks. Additionally, Student Programming in concert with Recreation and Tourism Management offered a variety of events, including a corn-hole tournament on 10/17, a no-risk poker tournament on 10/18, a Halloween movie screening on 10/30, and a volleyball tournament on 11/13 and 11/15. Attendance for each of these events ranged from 20 to 50.
  - The Student Activities Committee (SAC) created a new web page that allows students to see upcoming events, watch videos of scheduled performers and give feedback on our campus activities. Visit this site at [www.concordsac.com](http://www.concordsac.com).
  - Plans are underway to improve the Game Room, using funds provided by the SGA. Improvements should begin over the semester break. The improvements will consist primarily of additional games, activities, and some refurbishing.
  - The Student Center Director is working with members of the SGA, VP Jim Cannon and architect Todd Boggess to move forward on the picnic pavilion/gazebo project. We have requested the construction drawing by the end of December so that we can put the job out for bid. We hope that construction begins in the spring. (See SGA report)
  - Flag Football was a success; 17 teams participated. Three-on-three intramural basketball begins Nov. 28 and will continue after semester break in January; 20 teams have already signed up.

#### **Student Retention**

- Retention Activities/Plan – An update on eleven (11) retention activities is attached (Appendix D).
- First year course (UNIV 100) – A report was given to faculty senate (11/26) on the progress of UNIV 100. Original selected benefits were revisited (Refer to Appendix E).
  - Subcommittees on Content and Delivery are currently meeting to review this semester and make recommendations for short and long term changes.
  - CU Programming Survey administered to all UNIV 100 students; responses currently being collected and analyzed.
  - Seven (7) sections of UNIV 100 (5 Athens, 2 Beckley) scheduled for Spring 2008.
  - UNIV 100 instructors have been given a list of students in their classes who have not preregistered for spring classes. The instructors have been requested to follow up with these students (are they returning, transferring – to what school/field, other issues – financial, geographic, etc.) A follow up sheet was supplied to the instructors to note the students’ responses. These will be compiled with appropriate follow up.

#### **Student Government (SGA)**

- Tuition and Fees – SGA has been monitoring external issues that are likely to affect tuition and fees (cost of living index, etc.). Also, SGA has been reviewing IPEDS comparison group data, and formatting a survey to assess the effect of incremental increases on student attendance.
- Gazebo Project – Progress is being made on building a Gazebo in the upper valley area. SGA is diligently searching for additional funding and is targeting completion by the end of the spring semester.
- Judicial System Improvement – SGA is taking an active role in suggesting revisions to the student life policy and student handbook (scheduled to be republished for 2008-2010).
- Student Judiciary – We no longer have case backlogs (only five cases currently pending). Violation of the visitation and escort policy comprise half of all cases.

#### **Health/Counseling Services**

- One hundred fifty eight (158) students were seen during the month of October, 2007. Total students seen as per agreement with the Medical Center thus far is 552 (Fall 07).
- Student prescriptions for October totaled \$525.71. Total student prescriptions since the beginning of the semester are \$868.82.
- Athens Medical Center agreement – Jim Cannon facilitated the renewal of Concord University’s agreement with Princeton Community Hospital for care provided to Concord students at the Athens Medical Center and physician coverage of Concord University football games. This agreement is not substantially different than agreements from previous years with changes primarily found in formulary coverage.

**Other/Initiatives**

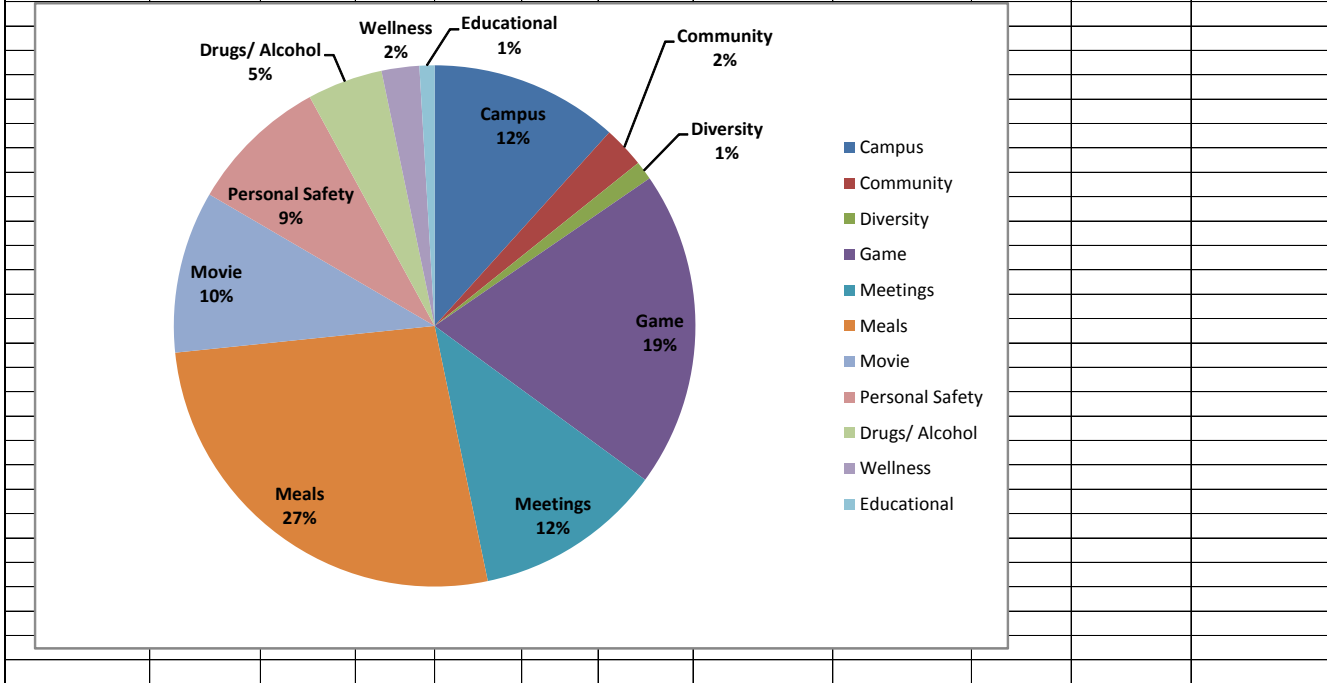
- Seventy one (71) training events were offered throughout southern West Virginia (7/1/07-11/26/07)
- Training expansion proposal (\$186,712) submitted 10/15/07.
- Concord University United Way Campaign will begin 1/22/08.
- Campus wide service center – Planning is underway to develop a campus wide service center. The center is being designed to take campus wide the Bonner service model and philosophy. Bonner Foundation staff have been on campus to provide consultation. We currently have been approved for two Vista workers to further this initiative. The campus wide service center will serve as a hub for campus service activities.
- Congratulations to the CU Mock Trial Teams for taking 2nd and 3rd place Overall in the Phi Alpha Delta National Mock Trial Competition. The team members also won “Best Plaintiff Team” (Brad Garner and Svitlana Olenich) and “Best Attorney” (Natale Clark). This marks the 3rd consecutive year that Concord has placed in the top 3 at the national competition and the 5<sup>th</sup> consecutive year that Concord has placed in the top 10.

***Appendix A******Housing and Residence Life***

<b>Hall</b>	<b>Capacity</b>	<b>Overflow</b>	<b>8/26/07</b>	<b>10/12/07</b>	<b>11/27/07</b>
Wooddell Hall	196	3	185	185	179
Wilson Hall	205	3	179	184	179
Sarvay Hall	81	5	73	69	72
South Tower	322	8	297	293	295
North Tower	322	8	313	306	305
College Courts	8		4	4	4
<b>TOTAL</b>	<b>1134</b>	<b>27</b>	<b>1051</b>	<b>1041</b>	<b>1031</b>

**Appendix B**

Campus	Community	Diversity	Game	Meetings	Meals	Movie	Personal Safety	Drugs/ Alcohol	Wellness	Educational	Total Programs
50	11	5	84	50	114	43	37	20	10	4	428
11.68%	2.57%	1.17%	19.63%	11.68%	26.64%	10.05%	8.64%	4.67%	2.34%	0.93%	





## Appendix C

### Athletic Department Summary – Fall 2007

- Community Engagement Initiatives
  - Parking Income Increased by 150% in Contrast to 2006
  - SAAC Initiated “CU at the Game” Program for Fall Sports
  - “Dollar Night” for 1<sup>st</sup> Night Game in CU History - \$1 Admission/Concessions
  - “Drive-In Night” - \$10 Car Load Admission/Free Popcorn
  - “Uniform Day” – All Persons in Uniform Admitted Free
  - “Senior Day” – Recognized All Band, Cheerleader & Football Seniors
  - Homecoming 2007
    - Record Attendance and Gate Receipts for 1<sup>st</sup> Night Homecoming
    - Homecoming Ticket Sales Exceeded 2006 by 2.15 X & Tripled 2005 Totals
- Mountain Lion Club, Inc.
  - Hosted Golf Outing at Glade Springs for Alumni & Friends
  - Hosted Crepe Breakfast at Glade Springs for Alumni & Friends
  - Hosted Tailgate for Alumni & Friends
  - Presented Honorary Letterman’s Jacket to Dr. Chris Ward
  - Alumnus Bret Muncey Served as Honorary Coach
  - Partnered with SGA on Post-game Fireworks Display
  - Hosted Post-game Gala/Auction (Revenue Exceeded Pre-2004 High)
  - MLC, Inc. Elected a Board of Directors (5) and is Establishing Focused and Extended Objectives. (\$10,000 Gift at Homecoming)
- Athletic Department Pledged 8-10 New Student/Athletes for Spring 2008
- After earning 2007 WVIAC Men’s Cross Country Coach of the Year Honors, Mike Cox qualified for the Olympic Marathon Trials after being the first American to cross the finish line in the Chicago Marathon.
- Mike Stowers, CU Sophomore Football Player, elected WVIAC SAAC Vice President.
- Pat Hardin currently serves on the NCAA Division II Legislative Committee.
- Greg Quick currently serves on the NCAA Division II Football Regional Advisory Committee.

### Concord University Fall Sport Final Results

#### Men's XC Team Standings:

- 1. Concord 37**
2. WV Wesleyan 59
3. Davis & Elkins 84
4. Seton Hill 111
5. Wheeling Jesuit 133
6. Alderson-Broaddus 140
7. Fairmont State 186
8. Charleston 197
9. West Liberty State 249
10. Glenville State 265
11. Bluefield State 344

#### Men's XC All-WVIAC:

1. Eric Cooper (WV Wesleyan) 26:08
2. Julian Fiorina (Seton Hill) 26:53
- 3. Randy Horner (Concord) 27:05**
4. Dustin Hall (Wheeling Jesuit) 27:06
5. Steve Johnson (Davis & Elkins) 27:08
6. Scott Gemberling (Alderson-Broaddus) 27:16
- 7. Ryan Kent (Concord) 27:31**
- 8. Lance McDaniel (Concord) 27:34**

#### **9. Adam Coon (Concord) 27:50**

#### **10. Jose Schultz (Concord) 27:50**

1. WV Wesleyan 37
2. Wheeling Jesuit 61
3. Seton Hill 88
- 4. Concord 106**
5. Alderson-Broaddus 115
6. Charleston 192
7. Fairmont State 195
8. Glenville State 217
9. West Liberty State 227
10. Ohio Valley 258
11. Davis & Elkins 276
12. Bluefield State 311

#### Women's XC All-WVIAC:

1. Anna Cote (Seton Hill) 23:58
2. Allison Teter (WV Wesleyan) 24:06
3. Sarah Campanelli (Wheeling Jesuit) 24:16
4. Kallen Weaver (West Liberty State) 24:22

- 5. Erin Price (WV Wesleyan) 24:29
  - 6. Jenna Brock (WV Wesleyan) 24:35
  - 7. Amanda Blankenship (Concord) 24:47**
  - 8. Dani Pye (Concord) 24:48**
- Women's XC Team Standings:

- 9. Kasey Jividen (Wheeling Jesuit) 24:49
- 10. Heidi Webb (WV Wesleyan) 24:52

**WVIAC Women's Soccer South Division**

<b><u>West Virginia Wesleyan*</u></b>	11-1-1	34	6-1	16-5-2
<b><u>Concord*</u></b>	9-3-1	28	4-3	12-8-1
<b><u>Davis and Elkins*</u></b>	8-4-1	25	5-3	11-9-2
<b><u>Charleston</u></b>	7-6	21	4-4	7-12
<b><u>Ohio Valley</u></b>	1-13	3	0-8	2-18

**WVIAC Women's Soccer Tournament**

- Tuesday, 10/30---First Round  
 G1: #2S Concord 3, #3N Pitt Johnstown 0  
 G2: #3S Davis & Elkins 6, #2N Shepherd 0  
 Friday, 11/2---Semifinals  
 G3: #1N Wheeling Jesuit 5, Concord 0  
 G4: #1S West Virginia Wesleyan 1, Davis & Elkins 1 (2ot---WVWC advances on penalty kicks 3-2)  
 Sunday, 11/4---Championship  
 G5: West Virginia Wesleyan 2, Wheeling Jesuit 1

**Women's Soccer All-WVIAC:**

2007 Women's Soccer All-WVIAC

1st Team:

- F-Jenny Cleland (Concord, Sr., Winchester, VA)**
- M-Laura Ciccone (Concord, Sr., Stony Creek, ONT)**

2nd Team:

- M-Gemma Northcliffe (Concord, Fr., Wakefield, ENG)**

Honorable Mention:

- G-Sarah Coelho (Concord, Jr., Catlett, VA)**
- F-Sam McRae (Concord, Fr., Avoca, NY)**
- M-Katie CuvIELLO (Concord, Soph., Niagara Falls, ONT)**
- D-Allison Walls (Concord, Sr., Winfield, WV)**

**FINAL RESULTS**

**WVIAC Golf Championship**  
**Stonewall Resort**  
**Dates: 10/15 - 10/17**

**Par: 72**

**Yardage: 6726**  
**Scores**

**Fin. School**

1	Fairmont State	319	303	302	924
2	West Liberty State	318	308	311	937
3	Ohio Valley Univ.	314	315	318	947
4	Charleston, U. of	312	327	317	956
5	<b>Concord University</b>	<b>330</b>	<b>308</b>	<b>319</b>	<b>957</b>
T 11	<b>Ryan Terdik</b>	<b>86</b>	<b>73</b>	<b>78</b>	<b>237</b>
T 16	<b>Kenneth Hess</b>	<b>87</b>	<b>75</b>	<b>79</b>	<b>241</b>
T 22	<b>Robbie Untinen</b>	<b>76</b>	<b>84</b>	<b>82</b>	<b>242</b>
T 22	<b>Kyle Long</b>	<b>82</b>	<b>80</b>	<b>80</b>	<b>242</b>
36	<b>Philip Somersall</b>	<b>86</b>	<b>80</b>	<b>84</b>	<b>250</b>

## 2007-2008 WVIAC Women's Tennis

<u>West Virginia State</u>	8-0	18-2
<u>Charleston</u>	7-1	8-5
<u>Shepherd</u>	6-2	11-5
<u>West Liberty State</u>	5-3	7-7
<u>Fairmont State</u>	4-4	4-5
<u>West Virginia Wesleyan</u>	3-5	6-8
<u>Concord</u>	2-6	5-9
<u>Seton Hill</u>	0-7	1-8
<u>Bluefield State</u>	0-7	0-10

## 2007 WVIAC Volleyball

<u>Wheeling Jesuit</u>	182.7778	18-0	31-12
<u>West Virginia Wesleyan</u>	158.8889	16-2	25-11
<u>Charleston</u>	137.7778	15-3	28-12
<u>West Virginia State</u>	137.7778	15-3	22-14
<u>Seton Hill</u>	118.3333	13-5	17-10
<u>Alderson-Broadus</u>	106.6667	12-6	18-19
<u>Glennville State</u>	87.7778	10-8	15-20
<u>Fairmont State</u>	79.4444	10-8	11-21
<u>Pitt - Johnstown</u>	67.7778	9-9	15-15
<u>Davis and Elkins</u>	57.7778	7-11	8-21
<u>Ohio Valley</u>	36.6667	5-13	12-25
<u>West Liberty State</u>	35.5556	5-13	7-31
<u>Shepherd</u>	33.3333	5-13	9-22
<u>Concord</u>	17.2222	3-15	4-26
<u>Salem International</u>	5.5556	1-17	2-25
<u>Bluefield State</u>	0	0-18	0-22

## 2007 WVIAC Football

	School	WVIAC	Overall	Streak	Home	Away	Neutral
1.	<u>Shepherd</u>	7-1	9-1	W7	6-0	3-1	0-0
2.	<u>Charleston</u>	6-2	8-3	W1	5-1	3-2	0-0
	<u>West Liberty State</u>	6-2	8-3	W2	5-0	3-3	0-0
4.	<u>West Virginia State</u>	5-3	7-3	W1	3-1	4-2	0-0
	<u>Glennville State</u>	5-3	6-5	L1	5-1	1-4	0-0
6.	<u>Fairmont State</u>	3-5	6-5	W4	3-3	3-2	0-0
	<u>Seton Hill</u>	3-5	3-7	L2	2-3	1-4	0-0
8.	<u>West Virginia Wesleyan</u>	1-7	3-8	L4	1-4	2-4	0-0
9.	<u>Concord</u>	0-8	1-10	L1	1-5	0-5	0-0

**2007 All-WVIAC**

1st Team Offense:

**WR-Dustin Greenwood (Concord, Sr., 6-2, 205, Palmyra, VA, 40 rec., 537 rec. yds, 432 rush yds, 500 pass yds, 1469 Total Yards)**

1st Team Defense:

**DB-Ola Adams (Concord, Sr., 6-1, 190, Reston, VA, 96 tackles, 5 PBU)**

1st Team Special Teams:

**P-Zach Boyd (Concord, Jr., 6-2, 240, Christiansburg, VA, 40.3 yards per punt, 21 punts inside 20-yd line)**

2nd Team Defense:

**ILB-Tank Tunstalle (Concord, Sr., 6-3, 240, Mullens, WV, 131 tackles, 12 TFL)**

Honorable Mention Offense:

**OL-Joe Black (Concord, Sr., 6-4, 330, Allen Junction, WV)**

**C-Isaac Quiroz (Concord, Jr., 6-0, 305, Bakersfield, CA)**

Honorable Mention Defense:

**NG-Dan Stone (Concord, Soph., 6-3, 295, Westminster, MD)**

**DB-Joe Thomas (Concord, Jr., 6-1, 200, Eckman, WV)**

[www.cumountainlions.com](http://www.cumountainlions.com)

Aug 28, 2007 - Nov 19, 2007

39,117 Visits

39,117 Visits came from 66 countries/territories (Including Zimbabwe & Russia)

39,117 Visits came from 2,523 cities (Including 169 visits from Niagra Falls)

17,436 Absolute Unique Visitors

8.54 Pages/Visit

00:02:54 Avg. Time on Site

44.56% % New Visits

Pages on this site were viewed a total of 334,038 times

Saturday and Monday are consistently the days with the highest number of hits.

Content Hits:

+70,000 Football

+20,000 Women's Soccer

+17,000 Women's Basketball

+15,000 Men's Basketball

## Appendix D - Selected Retention Activities

Strategies	Specific Activities	Next Steps
Develop database - who leaves, why, for what	Analyze admission data What students come to Concord	Data driven decisions
7 year Experience -7 benefits (See attached)	696 (634) students enrolled in UNIV 100  32 faculty/staff Student assistants enrolled in UNIV 400  Course Packs utilized, BlackBoard utilized  Midterms (pre-midterm) reports  Follow up with students not registered for Spring	Content Committee  Delivery Committee  Feedback from students  Feedback from instructors
Parents Club	More open communication kept with parents	Parent 101 Class  Shift Leadership  Workshops - FERPA
Strengthen advisor-student relationships	Midterms to advisors  Notify advisors upon student withdraw  Follow up as requested by advisor	Dr. Rowe's initiative  Request Senate Input
Campus work program	All work-study registered with and attended workshop by Career Services  Linking campus work with student skills and goals  108 students seen by career services	Identify campus jobs  Make available training/apprenticeships  Work with departments in need of extra work, service enhancement, new initiatives
Scholarships, Grants leverage existing funding	ALEF Fellows , ALEF Honors, Bonner Scholars, Public Service , McKelvey , HEPC Retention , HEPC Diversity , HEPC International	10 new ALEF fellows  Retain 20 ALEF fellows  Bonner Service Initiative  Continue to Pursue HEPC and related grants

<p>International Initiative International Initiative Initiative Initiative</p>	<p>Higher than average retention rates</p>	<p>Institute SOD initiative Augment SSS activities</p>
<p>Database of all campus activities Surveys/assessment Residential RA follow up Wellness/ Residence Hall updates</p>	<p>Activities tied to University Educational Goals Programs and events valued by students, faculty and staff Weekly checks for residential students by their RA Wellness center (Spring '08) Furniture and air conditioning (unsure)</p>	<p>Continue with database Deliver requested events Continue with RA initiative</p>
<p>Continuing Education</p>	<p>Series for licensed professionals</p>	<p>Certificate programs Graduate programs</p>

**Appendix E****Selected Benefits**

- 1) Early Warning for students not attending (retention database indicates financial/work, personal issues as main reason for leaving)
  - a. Follow up by student assistant, instructor.
  - b. Students learn importance of attending classes as part of class.
  - c. Remediated individual students' problems in attending as they arose.
  - d. Midterm report and follow up.
- 2) Students are given the opportunity to learn how to avoid the common mistakes by students.
  - a. Class includes study skills and time management skills.
  - b. Class includes how to avoid mistakes or inappropriate activities in residential life.
  - c. Class includes how to avoid mistakes or inappropriate activities on the internet.
  - d. Class includes how to use Blackboard.
- 3) Students are given information and resources that can help them deal with problems they encounter and dealing with the university bureaucracy.
  - a. Students learn course catalog.
  - b. Students learn resources and people available to assist – from counseling, academic advisors, to judiciary system.
  - c. Class includes information on the judiciary system.
- 4) Expectations are clearly set out (going to class, academic honesty).
  - a. Plagiarism and academic dishonesty are defined and explained.
  - b. Students are taught what it takes to be a successful student (time management, study skills, etc.).
- 5) Support systems are reinforced and informational support systems are encouraged.
  - a. Students are taught what support systems are available – counseling, student support services, tutoring, etc.
- 6) Policies (sexual harassment etc.) and assessments are more easily communicated and completed.
  - a. Various policies are explained, including the sexual harassment policy, the student life policy, and the academic policies.
  - b. Students are given assessments and surveys to determine how to improve campus life and University environment.
- 7) Legal and ethical issues (especially with internet, personal finance, and Turn It In) are presented.

- a. Students are taught legal and ethical issues with regards to: sexual harassment, academic honesty, turnitin.com, personal finance, residential life, and the alcohol/drug policy.



**Attachment 09**

**Attachment 10**

**From:** Tim [tmbarnes@concord.edu]  
**Sent:** Tuesday, November 27, 2007 9:07 AM  
**To:** 'Sharon Manzo'  
**Cc:** 'Amy Pitzer'  
**Subject:** Cost  
Sharon—

Below are approximate costs to upgrade the Concord room. The reason these are approximate is because the way electronic fluctuate in a short order. Once they want to move forward, we can lock into a bid.

- 54" Plasma Screen--\$4,000
- Wall plate--\$300
- Symposium--\$2,000
- Computer--\$2,000-\$3,000
- Wireless--\$200
- QuickMedia receiver--\$1,100
- QuickMedia distribution panel--\$1,500
- Speakers and mounts--\$500
- DVR/VCR--\$200
- System programming--\$500
- Equipment Cabinet--\$1000-\$2000
- Cabling--\$500
- Labor--???????

I believe you can do a pretty good room for about \$15,000

Tim

\*\*\*\*\*  
 Tim Barnes  
 Director, Center for Academic Technologies  
 Concord University  
 Voice: 304.384.5361; Fax: 304.384.4246  
[tmbarnes@cat.concord.edu](mailto:tmbarnes@cat.concord.edu)  
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**Attachment 11****The Goals of Concord University**

1. Foster the skills, knowledge, and attitudes of students as described in the “Educational Goals of Concord University”
2. Provide high quality programs to promote student learning
3. Achieve and maintain enrollment of 2800
4. Achieve and sustain financial stability
5. Create a learning community that involves all faculty and staff
6. Provide selected services to the community
7. Incorporate technology into the University curriculum
8. Maintain personnel salaries competitive with peer institutions
9. Provide excellent facilities and equipment

Revised: May 2007

Key: The Goals of Concord University prepared by the Strategic Planning Committee

Attachment 12



*December 5, 2007*

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A resolution proposing that the cafeteria be named in honor of Ms. Libby Alvis  
**Resolution 12052007B**

WHEREAS Ms. Libby Alvis began working at Concord University on October 16, 1957 after moving to Athens, WV, moving from first Budapest, Hungary to Germany after World War II to escape Russian control and communism and marrying an American soldier from Athens, WV, and

BELIEVING that the length of time of Ms. Alvis' service is a testament to her dedication to the students of Concord University, and

BELIEVING that not only does the length of time at Concord University show Ms. Alvis' importance to students but also her years of distinguished service to students, most recently, working the cash register and showing love through smiles and friendship or, sometimes, through "tough love," and

BELIEVING that Ms. Alvis is significant in the Concord community as one of the most recognizable, memorable, loyal, and loveable individuals at Concord University, and

BELIEVING that Ms. Alvis genuinely cares about the students, and

RECOGNIZING that with Ms. Alvis' recent battle with colon cancer, for which she has been away from her beloved students since September 4, 2007, Ms. Alvis now deserves the support of those she has faithfully served, and

WHEREAS the students wish to show Ms. Alvis appreciation and respect for her dedication, distinguished service, significance as a member of the Concord community, and care for students, and

UNDERSTANDING that the Board of Governors Policy 31, Section 2.4 provides a means to honor individuals of such distinguished service, reading, "A building or organizational unit may be named for an individual, if the individual has rendered distinguished service to the institution or made a significant financial contribution in support of a facility, program or organizational unit," and

UNDERSTANDING that the Board of Governors Policy 31, Section 2.2 authorizes that the President of Concord University "is responsible for making recommendations to the Concord University Board of Governors" concerning the naming of an organizational unit, and


WHEREAS the Director of the Student Center and the Aramark's Director for Dining Services supports the measure resolved below;

BE IT RESOLVED THAT the Student Government Association requests and proposes that the Cafeteria be dedicated to Ms. Alvis by either placing lettering over the main entrance or a plaque near the entrance, naming the Cafeteria in her honor.

**Attachment 13**

Date: Dec. 4, 2007

To: Steve Rowe  
Interim VPAD

From: J.L. Allen, Chair   
Division of Natural Sciences

Re: Emeritus request for Mr. Willis Hill

Mr. Willis Hill has worked at Concord University for 49 years prior to his retirement in August, 2007. I would like to recommend that he be awarded emeritus status and that he be given a retirement promotion to full professor, with the new title Emeritus Professor of Physics. Mr. Hill was instrumental to Concord's physics degree program before it was discontinued in the 1970's, and many of his former students have gone on to attend graduate schools across the country; several received PhD's and went on to teach college mathematics. He was also involved with countless campus service activities through the decades, including a major project to maintain the lights at the theater at great cost savings to the institution.

**Attachment 14**

VICE PRESIDENT &amp; ACADEMIC DEAN

TO: Dr. Jerry Beasley  
President

FROM: Stephen D. Rowe  
Interim Vice President and Academic Dean

DATE: December 10, 2007

SUBJ: Retirement Promotion and Emeritus Status Recommendation

Attached is a recommendation from Dr. Joseph Allen, Natural Sciences Division Chair, for emeritus status and retirement promotion for Mr. Willis Hill who retired from Concord August 15, 2007. I concur and recommend that Mr. Hill be extended the title of Professor of Physics, Emeritus.

Concord's policy on retirement promotion is that the normal criteria established for academic promotion may be waived for a person in his or her last year of service and with ten or more years on the Concord faculty upon retirement.

Although awarding a promotion in academic rank after retirement is unusual at Concord, it would seem possible under special circumstances. Thus, I recommend this action in recognition of Mr. Hill's forty-nine years of service to Concord University.

Please let me know if you have any questions.

SDR/aw

Attachment

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## Attachment 15

**Proposal submitted to the  
Concord University Board of Governors  
December 11, 2007**

Please consider bestowing the honor of emeriti status to Mr. William R. Skeat, Student Center Director, August 16, 1985 to May 31, 2007.

Mr. Skeat received his BS degree in History at Madison College, Harrisonburg, Virginia and completed his Masters in Counseling Education at James Madison University. Before coming to Concord to be the Director of the College Center in 1985, he served as Dean of Campus Life and co-director of Counseling and Placement at Alderson-Broaddus College. After accepting the position at Concord, his enthusiasm and knowledge was exemplified in the manner in which he performed the duties and responsibilities of the job for twenty-two years. Faculty, staff, and students connected with him and he was always available and willing to work with them through any situation that arose.

He gave of himself not only as Director of the Student Center but also as a member of the campus community by teaching classes and presenting seminars. He also coordinated and directed the Summer Conferencing Program as well as the Orientation Program for many years. He has served on several campus committees such as the Student Affairs Committee, the Classified Personnel Association Executive Committee, the Administrative Policies and Procedures Committee, the President's Cabinet, and the Strategic Planning Committee. Within the local community he volunteered at the Mercer County Humane Society and the Salvation Army.

Throughout all the changes of higher education during his employment, Mr. Skeat has demonstrated a genuine love and respect for Concord University, its goals, and its mission, and he maintained a fundamental constant—a commitment to our students. His goal was to insure that Student Activities and the Student Center Office complemented Concord's academic program and enhanced the overall educational experience of students through development of, exposure to, and participation in social, cultural, intellectual, recreational and governance programs. For these accomplishments, we believe that he is worthy of this most prestigious award.

Thank you.

Student Affairs

(Submitted by Lynn Hill and Marshall Campbell)