

WEST VIRGINIA UNIVERSITY
BOARD OF GOVERNORS

November 6, 2020

The one hundred eighty-eighth meeting of the West Virginia University Board of Governors was held on November 6, 2020 in Morgantown, WV via zoom. Board members in attendance/participating by telephone included David Alvarez, Marty Becker, Charles Capito, Elmer Coppoolse, Kevin Craig, J. Thomas Jones, Dr. Patrice Harris, Lisa A. Martin, Taunja Willis Miller, Dr. Emily Murphy, Richard Pill, Chase Riggs, Ed Robinson, Benjamin Statler, Dr. Kimberly Weaver and William Wilmoth. Board member, Dr. Stanley Hileman, was absent and excused.

Note: With this meeting being conducted via zoom, there was no way to ascertain all other participants but the following WVU officers, divisional campus officers, representatives (and others) participating included:

President, E. Gordon Gee;
Vice President, Legal, Government and Entrepreneurial Engagement, Rob Alsop;
Provost, Maryanne Reed;
General Counsel, Stephanie Taylor;
Vice President for University Relations, Sharon Martin;
Vice President and Chief Financial Officer, Paula Congelio;
Dean of Students, Corey Farris;
Vice President for Diversity, Equity and Inclusion, Meshea Poore;
Vice Provost for Academic Strategies, Curriculum and Assessment,
Paul Kreider;
Associate Provost for Budget, Facilities and Strategic Initiatives,
Mark Gavin;
Senior Associate Vice President for Finance, Anjali Halabe;
Associate Vice President for Health Affairs; Dean of the School of Public
Health, WVU Health Sciences Center, Jeffrey Coben,
President, WVU Potomac State College, Jennifer Orlikoff;
President, WVU Tech, Carolyn Long;
Director of Internal Audit, Bryan Shaver;
Deputy General Counsel, Gary G. Furbee, II;
Executive Director for Vantage Ventures, Sarah Biller;
Director of Communications and Marketing for Strategic Initiatives,
Erin Newmeyer;
Executive Officer and Assistant Board Secretary, Jennifer Fisher;
Executive Director of Communications, University Relations,
April Kaull;
Member of Classified Staff Council, and,
Special Assistant to the Board of Governors, Valerie Lopez.

Members of the Press also participated.

Call to Order

The meeting was called to order by Chairman David Alvarez at 11:10 a.m. A roll call was taken to determine who was in attendance and a quorum established.

Executive Session

Chairman Alvarez requested a motion to go into Executive Session, under authority in West Virginia Code §§6-9A-4(b)(2)(A), (b)(9), and (b)(12) to discuss confidential and privileged report on litigation and legal matters by General Counsel. The motion was made by William Wilmoth, seconded by Lisa A. Martin and passed. Following Executive Session J. Thomas Jones moved that the board rise from Executive Session. The motion was seconded by Richard Pill and passed. Chairman Alvarez stated that no actions were taken as a result of today's Executive Session discussions.

Diversity Working Groups Update

Vice President for Diversity, Equity and Inclusion, Meshea L. Moore, provided a Diversity Working Groups Update.

This summer President Gee appointed action-oriented working groups aimed at creating a supportive and equitable campus environment. Those groups, which included faculty, staff, students, alumni and community members, looked at academic issues, campus and community partnerships, development of Black student leaders, inclusive campus environment and university policing. Vice President Moore shared the following overview of the "President's "Action-Oriented" Working Groups – Recommendations.

Inclusive Campus Environment

Co-Chairs: Sharon Martin, Marjorie Fuller

- Create an environment for learning about diversity by implementing a reading list that addresses diversity and inclusion. The suggested readings would operate similarly to, and in conjunction with, the "Campus Read."
- Develop an online toolkit for new Black students and employees with messaging specifically designed to help them better acclimate to life at WVU and in Morgantown. Toolkits for additional minority groups will be developed over time.
- Implement a strategic recruitment plan for the recruitment of Black students, and specifically explore partnerships with high schools to create a pathway to the University.

University Policing

Co-Chairs: Rob Alsop, Hannah Davis

- Create the WVU Public Safety Oversight and Engagement Committee to provide transparency, vision, guidance to, and oversight of the delivery of public safety services to the University. The Committee will be appointed by the President and consist of students, WVU administration, staff and faculty, community members not affiliated with the University, and an attorney from the WVU Office of General Counsel to serve as a non-voting member.

- Accelerate the level and frequency of training for WVU Police and Office of Emergency Management given the multifaceted role it plays with students and others on campus. Set clear goals and expectations for engagement with an emphasis on establishing and maintaining positive relationships. Explore reinstating a “residence hall” shift and the formation of a student advisory board to serve as a sounding board for issues and concerns related to public safety.
- Increase funding and allocate additional resources to the WVU CARE Team which currently represents a collaborative of social services on campus to support the safety and wellbeing of students and the University community. This would include a campaign to improve awareness of the CARE Team’s mission, expand services to exist on a 24/7 framework and develop a short- and long-term plan to better integrate UPD and the operations of the CARE Team.

Development of Black Student Leaders

Co-Chairs: Corey Farris, Eric Murphy

- Better prioritize the Mountaineer Volunteer Program, an already existing series of workshops that addresses the fundamental challenges to effective volunteering. The Program was created with input from the Student Service Advisory Committee and empowers students by providing, adapting and advancing diversified volunteer service experiences that enhance personal growth and civic-minded development.
- Better support the WVU Social Action Clinic, which seeks to support social change through the use of structured clinics for community-driven students. This year, with guided assistance from a team of experts, the Clinic supported 10 creative and ambitious campus change projects affecting WVU and the surrounding community.
- Use a “personal growth groups” model to develop mentoring opportunities with the goal of imprinting positive and lasting effects on our Black students.

Academic Issues

Co-Chairs: Maryanne Reed, Keith Jackson

- Create a Diversity and Inclusion Toolkit to provide basic information to assist faculty in understanding issues of diversity and inclusivity along with a guide of resources and best practices for faculty instruction related to diversity topics. A website, maintained in the Provost’s Office, would provide information about programs, training, workshops, events and resources.
- To promote equality and tolerance, and to celebrate the dignity of all people, develop a Diversity Micro-Credentialing Program to allow students to better understand sources of intolerance and hate as they relate to marginalized and underrepresented people.
- Create the WVU Faculty of Color Network to fully engage faculty of color, particularly new faculty, with the broader academic life of the University by improving the campus culture and climate.

Campus and Community Partnerships

Co-Chairs: Meshea L. Poore, Carrie Showalter

- Provide online resources to the community to educate on issues surrounding free speech, counter speech and civic engagement; and establish a mandatory training module for faculty, staff and students regarding race and free speech.
- Revise the student code of conduct and the employee code of conduct to address uses of unprotected speech and encourage academic units to include similar provisions in their program’s standards of conduct.
- Adopt a “Principles of Community” statement to set expectations for students and employees as members of the WVU family and prominently include this statement in all advertisements and orientations.

Vice President Poore stated that while this is a part of the work we need to do as Mountaineers, it is not all the work we have to do. She summarized that we need to move beyond our fear – we have to move beyond the things that are uncomfortable or unknown to us and continue to have communications and a channel of understanding and listening – and willingness to do the work – even when it is hard.

WVU has created a hub (<https://presidentgee.wvu.edu/action-oriented-working-groups>) to house detailed information about the groups' ongoing work and provide important updates on initial recommendations and subsequent initiatives.

Board member Dr. Patrice Harris joined Chair David Alvarez and President Gee in publicly thanking the groups and Vice President Moore for their work – with the collective sentiment that accountability belongs to all of us and that accountability starts with the members of the Board of Governors and it has to be intentional – there has to be accountability and there have to be metrics.

Academic Affairs Updates

Provost Maryanne Reed provided the following Academic Affairs Updates:

We are in the final stretch of the fall semester, with a little over two weeks left of on-campus instruction. As a reminder, the University made the decision back in June not to bring students back after Thanksgiving break to reduce the possibility of a COVID spread. After the holiday, students will have one week of online instruction, followed by finals week, which will also be held online.

Our two-plus-week shutdown in early September seemed to have made a significant impact in reducing the number of COVID cases among our students. It also appears to have been a wake-up call for students, leading to more responsible behavior on- and off-campus.

Spring 2021 Semester

We are now looking ahead to the Spring 2021 semester, which we anticipate will provide students with a mix of instruction, similar to the fall, but with a small increase of in-person classes. Our goal is to again preserve as much as possible the on-campus experience for freshmen and graduate students and, whenever possible, to offer capstone, experiential courses to graduating seniors. Per the guidance from our healthcare experts, we will continue to adhere to strict safety protocols, such as mask wearing and social distancing. Evidence to date suggests these protocols are working and that our classrooms are safe environments.

For spring, 57 percent of course seats have been designated as online; 10 percent as hybrid; and 30 percent as “in-person.” This marks a 10 percent increase from the fall semester. In addition, 54 percent of online courses will offer synchronous or real-time instruction, which is an increase of nearly 8 percent. From fall, we learned that some students, especially our freshmen, benefit from real-time interaction and the structure of having to show up at a particular day and time. As another positive, all instructional math courses – those that largely consist of freshmen and sophomores – will be offered either in person or as synchronous online courses. This is an area where many of our students struggle. Spring registration opens on Monday.

Again, as a reminder, we decided back in summer to start the semester one week later than usual and to cancel spring break, to avoid back-and-forth travel. But we will offer two non-instructional days (February 11 and March 3) during the spring semester. Our plans are to start in-class instruction on January 19, to require all students and employees to be tested before the start of the semester, and to continue extensive testing throughout the spring.

Faculty and Staff Support

In addition to seeing adverse impact on students, we continue to recognize the stress that the COVID-19 crisis is having on our employees. Faculty are weary from adjusting to new forms of teaching, and faculty and staff are also managing enhanced childcare responsibilities. We've tried to respond to the needs as they arise. While our faculty emergency childcare fund has not seen many takers, there has been tremendous demand for paid tutoring services for the children of faculty and staff. In fact, there is greater demand than supply of available tutors, so we're working on that for spring.

In addition, my office has partnered with Talent and Culture to launch several new "parenting" discussion boards for employees, giving them a platform that they will manage to swap strategies, pool resources, and come up with shared solutions, such as creating grade-specific learning pods. Finally, there has been so much demand for mental health services that we've hired another full-time counselor for our Faculty and Staff Assistance Program.

Student Success

As we have addressed in previous presentations, the retention rate of first-time freshmen increased more than three percent between Fall 2019 and Fall 2020. Some of that was due to a one-time relaxation of academic requirements, but at least one percent of that increase was not related to COVID, but rather to our focused efforts on increasing undergraduate retention. To continue that positive momentum, we are again working with the academic consultant Torch Star. They have provided us with a three-year retention roadmap, which identifies several concrete actions, such as addressing gatekeeper courses that have high rates of student failure, developing realistic degree paths for struggling students, and strengthening and further professionalizing academic advising, with an even greater emphasis on student success.

Research

On the research front, I have several items to report. One, the University continues to show gains in grant-funded activity. At the end of the first quarter, sponsored awards were up 18.5 million dollars from the same quarter in 2019, for a total of 77.5 million dollars received. This number includes an increase of 4.5 million dollars in indirect cost recovery, which is money that goes directly to the University to support our operations and infrastructure.

Our research labs continue to operate, with COVID precautions. The most adverse impacts of COVID have been on social science research involving human subjects and travel to specialized research collections that is a key part of research in the humanities. The research office has held a series of workshops to help faculty in the social science and humanities pivot to different strategies for their research as COVID continues to impact their work.

The University recently hosted a virtual regional workshop on Research Security at the request of the White House “Office of Science Technology and Policy” (O-S-T-P) and the National Science Foundation. The workshop included presentations from federal science policy leaders to inform the research community about the threat of foreign influence on research. Researchers and administrators from R1 universities from New Jersey, Delaware, Pennsylvania, Ohio, and West Virginia participated.

Finally, with respect to our Carnegie R1 classification, this was to be the year that Carnegie would update the classifications with new criteria. However, they are now waiting to see if the data they use appear to be “normal” or impacted by COVID. If it is the latter, they would delay the update until the data they use appear to be more “normal”. Either way, we believe that WVU will continue to be classified as R1 based on our positive numbers.

College of Law Dean’s Search

The search for the new Dean of the College of Law is underway and moving at a good pace despite COVID. We are working with the search firm “Greenwood Ashwood & Associates,” who helped us with several successful dean searches last year. In the initial round of reviews, the search firm and search committee – consisting of law school faculty, alumni and other administrators – have identified a fairly long list of qualified candidates. Over the next several days, they will pare down that list to a smaller group of potential finalists. We are still determining how the interviews will be conducted, whether in-person or virtually, but the hope is to start those interviews as early as the week of November 13.

Faculty and Student Contributions During COVID crisis

To close, I want to share just a few highlights of the ways in which our faculty, staff and students are contributed and supported others during the COVID-19 pandemic.

From late March to July 1, Statler College of Engineering and Mineral Resources’ Innovation Hub produced an estimated 25,714 individual pieces of personal protective equipment. While the majority of the medical gear created was supplied to the WVU Medicine network of hospitals, some gear also made its way across the Atlantic Ocean to those in need in Ireland.

Since early October, Professor Keith Zullig and School of Public Health students have been partnering with the Centers for Disease Control and Prevention on a mask observation study of the Morgantown campus community. Their goal is to determine the percentage of WVU community members wearing masks correctly and, ultimately, increase the proportion of people who use masks correctly.

And finally, Psychology Professor Cheryl McNeil and her students created the “Cooperation Chart” to help families better communicate with and support one another during the pandemic. Based on research-backed therapies that she helped pioneer, McNeil developed the chart to provide quick-relief strategies for parents caring for young children around the clock, especially those struggling with child misbehavior during lockdowns, daycare closures and remote schooling.

**Board presentation and potential discussions or action related to
Authorization for Management to Enter into a Memorandum of
Understanding Relating to Virgin Hyperloop**

Sarah Biller, Executive Director for Vantage Ventures, provided information regarding to a request to the board for authorization of a Memorandum of Understanding relating to Virgin Hyperloop.

In October of this year, Virgin Hyperloop announced its intention to create a Hyperloop Certification Center, a premier hyperloop test track and certification test track and certification facility and related ancillary developments (“Center”) in West Virginia. The University has been engaged in assisting the State of West Virginia and Virgin Hyperloop in realizing the full potential of the Center. Virgin Hyperloop has shared their intent to explore in good faith collaborative research, service, and related opportunities for WVU. The University desires to continue to serve as a key partner to engage with stakeholders and Virgin Hyperloop. The next step in this engagement is proposed for the University, through the West Virginia University Research Corporation, to form the West Virginia Hyperloop Consortium (“Consortium”) to encourage, promote, and support activities related to the development and construction of the Center. The Consortium will focus on academic, industry, and governmental issues.

Virgin Hyperloop will locate the certification facility on nearly 800 acres of land spanning Tucker and Grant counties where it will leverage intellectual capital and resources from West Virginia University, Marshall University and from across the state. West Virginia is well-positioned to provide a fully integrated solution that advances the nationwide opportunity for hyperloop. The engineering and scientific talent, combined with the skilled workforce and collaborative spirit we know is critical to this project, is all right here.

Hyperloop moves people and goods in pods through a vacuum tube at speeds exceeding 600 mph enabling travel from Pittsburgh to Chicago in 41 minutes or New York City to Washington, D.C. in just 30 minutes.

The Hyperloop Certification Center’s role is critical, a necessary next step in taking proven technology and demonstrating to regulators and certifiers that it works and is safe for passengers.

Work on the HCC is expected to begin in 2021 with a planned Welcome Center, Certification Track and Operations Center, Pod Final Assembly Facility, Production Development Test Center and Operations, Maintenance and Safety Training Center. Virgin Hyperloop plans to directly hire 150-200 engineers and technicians for the facility with plans to source talent locally. In addition, the construction and manufacturing of the project will create 7,300 jobs throughout the region over the next five years and the longer-term operation phase will create 6,000.

WVU’s Bureau of Business and Economic Research predicts the total economic impact of the Center’s ongoing operation on the West Virginia economy to be \$48 million annually. The land, owned by Western Pocahontas Properties and located near Mt. Storm, is being donated to the WVU Foundation in partnership with Virgin Hyperloop.

The University is expected to provide the management and administrative support for the Consortium and it is also expected that the land for the Center will be donated to the WVU Foundation in partnership with Virgin Hyperloop. Any transfer of property to the University will be subject to subsequent Board approval.

Following a brief question and answer exchange, J. Thomas Jones moved that the Board authorizes the President or the Vice President for Strategic Initiatives to negotiate and finalize a Memorandum of Understanding with Virgin Hyperloop and various stakeholders that is substantively consistent with the draft Memorandum of Understanding previously circulated to the Board. This motion was seconded by Elmer Coppoolse and passed. It is noted for the record that board member Kevin Craig recused himself from a vote on this item.

Update Relating to COVID-19, Operations, and Finances

Vice President for Strategic Initiatives, Rob Alsop, stated that the University experienced a spike in early September – prompting a decision to move online for a two week period – with in person classes reinstated on September 28, 2020. Vice President Alsop indicated that the state is currently having problems with increased activity related to COVID and there were, in fact, new positives reported this morning. Vice President Alsop then provided the following overviews:

Total Number of Students in Quarantine

- As of October 26, 2020 – Total number of 113
- As of October 27, 2020 – Total number of 111
- As of October 28, 2020 – Total number of 118
- As of October 29, 2020 – Total number of 131
- As of October 30, 2020 – Total number of 146
- As of October 31, 2020 – Total number of 174
- As of November 1, 2020 – Total number of 165

Total Number of Students in Isolation (current capacity based on 100 beds at Arnold Apartments, 70 additional beds are ready at Gaskins Hall)

- As of October 26, 2020 – Total number of 24
- As of October 27, 2020 – Total number of 26
- As of October 28, 2020 – Total number of 30
- As of October 29, 2020 – Total number of 34
- As of October 30, 2020 – Total number of 32
- As of October 31, 2020 – Total number of 35
- As of November 1, 2020 – Total number of 30

Vice President Alsop stated that WVU continues with robust testing - over 3,000 tests have been administered in the past four weeks. He also went over charts related to the rate of infection analysis for West Virginia, Monongalia County and Morgantown, plus the Monongalia County positives per 100,000 for the state, city and county.

Vice President Alsop provided the following comprehensive information regarding Spring Testing:

WVU will provide free COVID-19 testing to all students, faculty and staff who are returning to the Morgantown campus for the spring semester. All students who will be taking in-person courses and/or using on-campus resources (e.g. libraries, dining facilities, transportation, etc.) will be required to be tested. Testing will also be required for employees working on campus this spring in a full-time or hybrid capacity.

- Testing must be completed by Saturday, January 16th.
- Students must receive a negative test result before classes start on January 19th. Students who do not receive a negative test by that date will not be allowed into the classroom for instruction.

Students, faculty and staff who are required to be tested will receive an email from CovidTesting@mail.wvu.edu with instructions to register for testing. Participants will sign up for their preferred testing date/time at myhousing.wvu.edu.

Student testing will begin on Monday, January 11th and will be available at the Student Recreation Center and the Mountainlair. Resident assistants on campus are encouraged to test on Sunday, January 10th.

Faculty and staff will have access to preliminary COVID-19 testing on Friday, January 8th and Saturday, January 9th at the Rec Center and Mountainlair. Faculty and staff also will be able to test through Saturday, January 16th at both locations.

Students taking classes exclusively online will not be required to undergo testing. However, WVU strongly recommends any student returning to Morgantown be tested to assist in preventing community and campus spread of COVID-19.

The WVU Keyser and WVU Beckley campuses will conduct free return-to-campus COVID-19 testing programs separate from the Morgantown program.

Most students, faculty and staff will receive a nasal live-virus, anterior swab reverse-transcriptase polymerase chain reaction (RT-PCR) test, which is less invasive and takes less than five minutes to complete. These test results should be available within three to five days.

Resident hall coordinators and students living in residence halls may receive a rapid antigen diagnostic test instead of the standard RT-PCR test. Antigen tests typically provide same-day results.

The University will accept live-virus RT-PCR tests from other West Virginia state-supported testing centers for faculty and staff only. Only test results dated after Monday, January 4th will be accepted. Results from out-of-state testing centers will not be accepted.

In addition to return to campus testing, WVU plans to continue sample testing throughout the spring semester.

Protocols are being established for football games and members of the men's basketball staff are working on a similar set up for basketball season.

In terms of finances related to COVID-19 we ended FY 2020 in a better position than we thought. We are poised to stabilize our finances to benefit faculty, staff and students moving forward.

President's Report

President Gee offered the following comments:

Throughout the COVID crisis, I am proud that we have retained our laser-like focus on the pillars of our land-grant mission—education, healthcare and prosperity in West Virginia. Consider one of our largest gifts ever—one with potential to shape our state's future—a \$25 million gift from Intuit executive Brad Smith and his wife, Alys. Through the newly named Brad and Alys Smith Outdoor Economic Development Collaborative, the donation will provide initial funding for a remote worker program. This groundbreaking initiative, in partnership with the State of West Virginia, is designed to help individuals and young families prosper – especially amid the challenges of the COVID-19 pandemic. As more and more people work remotely, the statewide remote worker program aims to leverage West Virginia's outdoor assets to bring fresh talent to the Mountain State and fuel entrepreneurial thinking in West Virginia. The program will target fully employed individuals from outside the state who can work anywhere and want to be part of a contemporary, experience-driven lifestyle. In addition, this program will help to ignite West Virginia's economy, develop world-class recreational infrastructure and expand outdoor educational opportunities.

Our long-time standing as a leader in engineering and technology led us to develop partnerships to advance another innovation: The Virgin Hyperloop Certification Center. This project creates an opportunity for West Virginia to lead a consortium focusing on the future of transportation. To have this forward-thinking Virgin Hyperloop project embedded in West Virginia will make an immense difference to both our economy and our psyche.

As you have heard earlier this meeting from Meshea Poore, our University's problem-solving spirit is also inspiring us to create a culture of diversity, equity and inclusion. I am pleased to be moving forward with recommendations to address critical and long-standing issues related to racism and inequality on our campuses. Our commitment to inclusion is one that will make each member of our University family and all who come here feel supported, rewarded and recognized.

We also continue to put our pioneering spirit to work sustaining a safe, enriching academic experience during this pandemic. As our provost, Maryanne Reed, mentioned, we will greet the spring 2021 semester utilizing our strategy from the fall with reduced classroom density and maintaining some courses online to slow the spread of COVID-19.

We remain committed to ensuring the health and safety of our campus and our surrounding community. And as we face the winter months ahead, we will be vigorous in our testing strategy to keep the number of cases as low as possible. It has indeed been a challenging – but successful – semester. When the pandemic began back in March, we made advances in technology and efficiency in 10 weeks that would have taken 10 years under normal circumstances. We have shown our resiliency to adversity, demonstrated our appreciation and support for one another and have been able to move forward in a positive way. I am grateful to all of our faculty, staff, administrators and students for taking this public health emergency seriously. I am very proud of the efforts made thus far, and look forward to continued patience and valuable input as we move forward together.

Proposed Final Amended Rules and Official Comments Summary for the following: West Virginia University Board of Governors Governance Rule 1.6 – Rule Regarding Discrimination, Harassment, Sexual Harassment, Sexual Misconduct, Domestic Misconduct, Stalking, Retaliation, and Relationships; and West Virginia University Board of Governors Student Life Rule 6.1 – Student Rights and Responsibilities; Student Conduct

General Counsel Stephanie Taylor provided the following information related to this agenda item.

At the Board’s August 14, 2020 meeting, it issued a Notice of Proposed Rulemaking for amendment of the Rules identified above and adopted Emergency Rule amendments to comply with the new Title IX regulations issued by the U.S. Department of Education, which were required to be implemented by institutions by August 14, 2020.

The proposed changes are to amend the current BOG Rules to comply with the new Title IX regulations. Additionally, the proposed amendments include other minor changes to more clearly address University practices and current terminology. Substantively, the proposed changes to the Rules above will result in additions or amendments as set forth in detail in the table located in the Notice of Proposed Rulemaking.

The proposed changes to the Rules were posted for the required thirty (30) day public comment period. One comment was received. That comment and its response were posted on the University’s website for at least 10 days in advance of this Board meeting. No changes were made as a result of the comment received; however, after further review, slight changes were made to more closely track the Title IX regulations. Accordingly, the Board of Governors is asked to approve the final amended Rules as presented.

If approved, the amended Rules will be effective in 15 business days, in accordance with our rulemaking procedures. However, our Emergency Rules will expire on November 12, 2020, leaving a gap between when the final Rules will become effective and when the Emergency Rules expire. As a result, we also request that the Board also extend the Emergency Rules until the final amended Rules become effective.

Whereupon, J. Thomas Jones moved that the Board approves the final amended Rules, as presented, pursuant to BOG Governance Rule 1.1 and extend the Emergency Rule amendments until the final Rule amendments are effective. This motion was seconded by Taunja Willis Miller and passed.

Classified Staff Annual Report

Lisa A. Martin, classified staff representative on the WVU Board of Governors, provided the annual classified staff presentation.

- Lisa reported that a “classified employee” means a regular full-time or regular part-time employee who:
 - Does not meet the duties test for exempt status under the provision of the Fair Labor Standards Act
 - Was a classified employee as of January 1, 2017, unless otherwise deemed a non-classified employee
 - Does not qualify as a non-classified employee
 - There are 1,655 Classified Position
 - Paygrades range from 6 through 21
 - Annual salaries range between \$18,837 to \$78,468

- In terms of the number of classified staff per campus
 - Main Campus - 74% or 1,220
 - Health Sciences – 17% or 282
 - WVU Institute of Technology – 4% or 75
 - WVU Potomac State – 4% or 56
 - Health Sciences, Charleston – 1% or 10

- Of the total number of employees across all campuses:
 - There are 2,703 Faculty
 - There are 1,802 Non-Classified Staff, and
 - There are 1,655 Classified Staff

- Staff Council initiatives include:
 - Tuition Scholarship for children of Classified Staff = 6 recipients @ \$1,234 each for 2020/2021
 - Tuition Scholarship for Classified Staff = 11 recipients Fall 2020
 - Red Cross Blood Drive Sponsorships twice a year
 - Coat Drive and K12 Backpack giveaways
 - Years of Service Certificates
 - Classified Staff Emeritus Awards
 - Game Night and Trivia Night with Students

Lisa then introduced several classified staff members – each of whom made brief presentations:

Melanie Nichols, Supervisor, Campus Services, Facilities Management

My duties entail ensuring a smooth operation on the Evansdale Campus. I have daytime support custodians (Campus Service Workers) assigned to all the buildings (I cover everything on Evansdale from the Coliseum to the Law School and everything in between except for the Towers and Lincoln Hall)

Each building has a building supervisor assigned to it and these building supervisors have come to rely on me and my team to meet their needs on daily basis. Here is a list of some of the requests that I'm asked to handle on a regular basis:

- Spills in areas.
- Replacing supplies such as toilet paper, hand sanitizer, chalk in the classrooms (just a few examples of the type of requests)
- Requests to have things repaired- stopped up toilets, lights burned out, door locks that need repaired. I often submit work orders for items such as these.
- Requests to have special cleaning done in offices- we might have a new faculty member joining WVU and an office might need special attention.
- Requests to have project work completed by our night crew- project work might be shampooing carpeting, cleaning up a lab that has been under construction. I work with our afternoon and night shift supervisors to get these projects scheduled.
- Requests to handle special events- the Rec Center is now being used for COVID testing and special handling of this event has been requested of my team.

This is just a sample of what I am called upon to handle on a frequent basis. The building managers have confidence in me that all of their requests will be handled smoothly.

Melanie detailed the following challenges of her position related to COVID and her ongoing efforts to mitigate the same.

- Over the summer months it was a particularly difficult task to clean all the dormitory rooms and clean all the vacant apartments at U-Park. The majority of our staff that normally works in these areas had been furloughed for the summer. The remaining staff members, many of whom came from Athletic areas, were unfamiliar with the requirements of cleaning in residential areas. The task of cleaning 50 + apartments was made even more difficult this summer as some of the apartment residents were quarantined in their apartments until almost the very last day before new tenants were scheduled to move in.
- The increased demand to clean high hand touch points in public areas has placed increased cleaning requirements on staff members. There are 18 apartments at U Park with freshmen occupants and every day, Monday through Friday, we enter these apartments and clean touch points. Many times, the students find this annoying and will not let our staff enter their apartments.
- Staff members have been unsure of their own safety as the students returned to campus. It was my responsibility to assure my employees that they would be safe if they wore their masks, washed their hands frequently, wore their gloves while working and practiced social distancing.
- Having to disinfect areas that have been used by students who have tested positive for COVID has required special training for certain staff members.
- Special ultraviolet light devices have recently been acquired to aid in the disinfection of spaces cleaned.

Tiffany Hughes, Residence Hall Coordinator, Seneca Hall

Thank you for having me and allowing me to speak at this meeting. As Lisa said, my name is Tiffany Hughes and I am a Residence Hall Coordinator in Seneca Hall located on the downtown campus. I am going into my 7th year working at WVU in Housing and Residence Life and have been in the field for around 10 years. Graduated from Marshall University with a BA in Classics and Latin, a MA in Latin, and a MA in Leadership Studies. I have been part of Staff Council for 1.5 years and have enjoyed being a part of this Council. RHCs are full time professional staff that live on campus and participate in an on-call rotation. Our positions are masters required and there are 12 of us on WVU's Main Campus. In my job I am responsible for the supervision of 15 RAs who are student staff, 4 work study students, one full time desk manager and 450 mostly freshman residents (operating at full capacity). I also work closely with facilities, maintenance, the assignments office, the parents club, student conduct, WVU Police, and many other offices. I have multiple responsibilities including the development of a hall community plan that includes the plans for our residential curriculum, connecting our residents to each other and the campus, adjudicating conduct cases for the residence halls, managing the hall budget, and frequently speak with parents and students to address issues and/or concerns in the residence halls including concerns about COVID.

As a campus we have faced many challenges due to COVID. For our department and more specifically in my position we have faced the following challenges:

- In person programs and meetings are vastly restricted and we have had to pivot the vast majority of what we do as a department. We are very resourceful and flexible and have put together whole processes in a matter of hours and mobilized our team to meet the needs of the students and university. We have worked nights and weekends on top of our full-time work schedule to meet these needs.
- Expectations are high for us. There have been no parts of my job that have been taken away, but multiple things have been added due to COVID. Many times, we are finding out big university decisions at the same time or even after the students find out. Making my workdays challenging, longer and more stressful.
- RHCs live on campus in our residence halls. We have been working and living on campus since the beginning of the pandemic. There is not an option for us to work from home because campus is our home. This adds another layer of complications to our jobs because we live with around 450 students and are subjected to the decisions they make about COVID safety. We don't get to be away from other and are at greater risk of getting a positive result for COVID due to the amount of daily interaction we have with students and staff. Due to that fact, we are tested every week. To date, I have been tested 11 times. Like everyone else, we have not been able to travel or take much time off. Especially in a live-in position, it has been a challenge for many of us to as focused and as energized as we would like without much ability to rest, recharge, and take care of our personal needs.
- While there are systems in place to deal with most of these, we also deal with the challenge of delivering food, packages, mail, and craft packets to students who are quarantining and sometimes we have to taking out their trash. We are tracking who is quarantined and isolated daily to providing them support and answer questions during that time.

- We serve in an on-call rotation and must respond in person to incidents that happened on campus – most of these incidents involve some type of crisis or emergency response. This has been challenging to navigate because we are inside students' rooms and in multiple different residence halls while trying to stay safe from COVID and socially distant.
- Lastly, like most of the university, budget restrictions have been challenging. We are still expected to provide the same programming and educational opportunities for residents pre-pandemic but must find ways to engage them virtually with less money.

I say this all knowing that our department has been very successful overcoming many of the challenges we have faced in the past few months and will continue to adapt to the current circumstances of the pandemic. Thank you for taking the time to listen to me and again for letting me speak at this meeting.

Michael Cannon, Chair of the WVU Potomac State College Staff Council, provided the following campus updates:

Thank you for allowing me to give this presentation. My name is Mike Cannon. I am the chair of PSC's Classified Staff Council (CSC). I have been employed by PSC for just shy of 31 years.

I would first like to introduce the members of the CSC:

- Mike Cannon, Chair, slide 2 (Campus Police Officer – Lead. I love working at PSC because of how friendly everyone is. I enjoy being able to help people.
- Amanda Renick, Secretary/Treasurer, slide 3 (Residence Life Specialist)
- Mike Lynch, past Chair, slide 4 (Director of Residence Life)
- Derek Artimez, slide 5 (Graphic Arts Designer Senior)
- Shannon Meek, slide 6 (Administrative Associate in Academic Affairs)
- Rachel Raschella, slide 7 (Nursing Program Assistant III)

Activities of the CSC include:

Employee appreciation

- Staff member of the year – Nominations are accepted from all staff members. The CSC then votes on the recipient.
- Dinners and socials – are held at various times of the year. Have had to be put on hold lately.
- Recognition of birthdays and employment anniversaries – cards are sent out.
- Trivia nights with staff/faculty/students.

Training – The CSC tries to sponsor training on various topics. This is something we hope to improve on when situations allow.

Staff education assistance – continue to aid employees seeking to improve.

Liaison between Staff and Administration – CSC meets with campus president Dr. Jennifer Orlikoff monthly to relay any concerns the staff have. Dr. Orlikoff briefs us on current issues.

Our Core Values

- Service – Believe the service the staff at PSC provides is hard to beat. I am proud to work with the people here.
- Curiosity – Ask questions, seek new opportunities and change. I believe most staff members show this every day. We are looking for how we can help improve things. I think most adapt to change well.
- Respect – Respectful, transparent, inclusive with each other. Overall, I think the PSC community are some of the politest people around. We are open to other's point of view. You are not always going to agree, but you can respect their opinion.
- Accountability – Perform at our very best every day. This goes hand in hand with curiosity. Not only being open to change but seek input on how to improve.
- Appreciation – Support and value each other's contributions. I believe we demonstrate this every day. We are here to help each other.

Our Concerns and Goals

- Morale – I believe morale is always a concern. Unfortunately, you can't make everyone happy. Somethings to improve morale are continuing to provide information. No one wants to be left in the dark. This is not only important to the college community as a whole, but individual departments. Supervisors need to improve with passing information down. It is embarrassing to find out what is going on in your own department or at the college from downtown. Especially when you check on it and find out it is correct.
- Appreciation – This goes along with morale. Everyone wants more money, but this is not practical. Appreciation can be free or at least cheap. This is a concern with the current work situation due to Covid-19. Some staff are working from home. There are people thanking them for doing so. What about the staff that are here every day? Another great way to show appreciation is by giving staff the resources to safely and effectively do their jobs.
- Encourage current and future students – You will hear me say this a lot, smile more. One of the best ways staff can encourage students is by being cheerful. Show the students how great it is to be here.
- To smile more. A smile can go a long way to brighten someone's day. I believe if we show how happy PSC can be, we can make each other's lives better and encourage students to want to be here.
- Be helpful. We need to help one another out. If you see someone who needs help, be there for them. I think we will all be better off doing that.

In closing I would like to say the staff at PSC are some of the finest people you will ever meet. I am proud of them. I would like to thank Dr. Orlikoff for her leadership.

West Virginia University Institute of Technology – Candice Holcomb as Chair of the Classified Staff Council, with four years of service

Facilities Project Highlights included the Learning Commons, the e-SPORTS ROOM, the Barrett-Kelley Athletic Hall of Fame

Campus Updates related to Employee Appreciation included Years of Service Awardees and A Golden Bear Get-together

Campus Updates related to Commitment to Service included:

- Golden Bears Give Back – In 2019 we logged 4,200 hours of service
- During the 2020 MLK Day of Service, we logged more than 1,000 hours with more than 200 participants

In conclusion, Classified Staff Board Representative Lisa A. Martin thanked the board and all others present for the opportunity to present on behalf of the 1,655 classified staff at West Virginia University

Approval of Minutes

William Wilmoth moved that the minutes of the September 18, 2020 Regular Board Meeting be approved. The motion was seconded by Marty Becker and passed

Committee Reports

November 5, 2020 Audit Committee Meeting: J. Thomas Jones, Audit Committee Chairman, reported that during this meeting members of the Audit Committee received reports from WVU's Chief Financial Officer, General Counsel and the Director of Internal Audit.

November 5, 2020 Joint Finance and Facilities and Revitalization Committee/Strategic Plans and Initiatives Committee Meeting:

Elmer Coppoolse, Strategic Plans and Initiatives Committee Chairman, provided the following report from this joint committee meeting:

1. Public presentations were made by Paula Congelio and Anjali Halabe regarding the FY 2020 Financial Statements and Audit Reports for both West Virginia University and West Virginia University Research Corporation;

Overall for the University:

- The financial statements earned an unqualified (clean) audit opinion.
- WVU's unadjusted operating margin, before capital related revenues, was a positive \$29.5 million. After adjusting for the extraordinary events/items, the operating margin is reduced to a negative \$6.9 million.
- WVU's total net position increased by \$46.0 million.
- The University's balance sheet remains stable with adequate working capital to meet current obligations. Days cash on hand remained unchanged from last year due to cash preservation strategies to mitigate the financial impact of the pandemic and the receipt of \$20 million in CARES Act funding.

For the West Virginia University Research Corporation:

- The financial statements earned an unqualified (clean) audit opinion.
 - The Corporation’s total net position increased by approximately \$2.8 million.
 - The Corporation’s operating margin, before capital grants and gifts and transfers of assets, improved by \$3.0 million to \$7.9 million.
 - The Corporation’s balance sheet remains stable with adequate working capital (current assets less current liabilities) to meet current obligations.
2. In addition, members of WVU’s External Audit Firm, CliftonLarsonAllen, presented a comprehensive audit presentation for these financial statements and addressed any questions posed by board members. It is noted that a quorum of all board members attended this public committee meeting.
 3. The Finance and Facilities and Revitalization Committee accepted and approved both the FY 2020 Financial Statements and Audit Reports for West Virginia University and West Virginia University Research Corporation –and further that it is recommended that the full board accept and approve both of these sets of Financial Statements and Audit Reports - as part of today’s Consent Agenda.

Information Items

There were no questions or concerns expressed by any Board members pertaining to the Information Items contained within today’s agenda.

Consent Agenda

Chairman Alvarez called for any discussion of today’s Consent Agenda items and asked whether any items needed to be pulled for a separate discussion/vote. There being no such request made Elmer Coppoolse moved that today’s Consent Agenda be approved. This motion was seconded by Dr. Emily Murphy and passed.

Thereupon, the following Consent Agenda items were approved:

1. Receipt and Acceptance of the FY 2020 Financial Statements and Audit Report for West Virginia University

Resolved: That the West Virginia University Board of Governors approves the FY 2020 Financial Statements and Audit Report for West Virginia University, as presented.

2. Receipt and Acceptance of the FY 2020 Financial Statements and Single Audit Compliance Report for West Virginia University Research Corporation

Resolved: That the West Virginia University Board of Governors approves the FY 2020 Financial Statements and Single Compliance Audit Report for West Virginia University Research Corporation, as presented.

- 3. Approval of New Major: AAS Technical Studies: Carpentry Technology**
Resolved: That the West Virginia University Board of Governors approves the creation of a new AAS degree program in Potomac State College - Technical Studies: Carpentry Technology.
- 4. Approval of New Degree Program: BS Early Childhood Special Education**
Resolved: That the West Virginia University Board of Governors approves the creation of a new BS degree program in Early Childhood Special Education.
- 5. Approval of new graduate certificate in Quantitative & Qualitative Social Science Research Methods in the Eberly College of Arts and Sciences.**
Resolved: That the West Virginia University Board of Governors approves the creation of a graduate certificate in Quantitative & Qualitative Social Science Research Methods within the Eberly College of Arts and Sciences
- 6. Approval of new graduate certificate in Petroleum Data Analytics in the Benjamin M. Statler College of Engineering and Mineral Resources**
Resolved: That the West Virginia University Board of Governors approves the creation of a graduate certificate in Petroleum Data Analytics within the Benjamin M. Statler College of Engineering and Mineral Resources.
- 7. Approval of a new Master of Science (MS) in Petroleum Data Analytics in the Benjamin M. Statler College of Engineering and Mineral Resources**
Resolved: That the West Virginia University Board of Governors approves the creation of a Master of Science (MS) in Petroleum Data Analytics within the Benjamin M. Statler College of Engineering and Mineral Resources

General Discussion and Adjournment

Chairman Alvarez announced that the Board will conduct its next regular meeting on December 18, 2020, and that this meeting will likewise be conducted virtually. There being no further business to come before the Board, William Wilmoth moved to adjourn the meeting. The motion was seconded by Lisa A. Martin and passed. The meeting was adjourned at 1:30 p.m.

Taunja Willis Miller, Secretary