

**West Virginia School of Osteopathic Medicine  
Board of Governors – Regular Meeting  
Friday, September 28, 2018 – 12:00 pm  
Location: John Manchin, II, DO Conference Center, Room #2  
Clinical Evaluation Center**

**I. Call to Order, Roll Call/Quorum, and Mission Statement**

Meeting was called to order at 12:00 pm by Chair, Dr. Charles Davis. Roll call was taken by Board Secretary, Cheryl Schreiber. A quorum was present. WVSOM mission statement was read by Board Vice Chair, Dr. Robert Holstein.

**Members Present:**

Charles Davis, D.O., Chair	John Manchin, II, D.O. (teleconference)
Robert Holstein, D.O., Vice Chair	Sherri L. Miller
Cheryl Schreiber, Secretary	Gary L. Poling, D.O. (teleconference)
J. Fred Earley, II, J.D.	Steven Sarver
John Garlitz, D.O.	Loc Tran

**Others in Attendance:**

James W. Nemitz, Ph.D., President	Debbie Green, Scribe/Board Liaison
Jeffrey Shawver, J.D., General Counsel	

**II. Introductions**

Reappointment of Board Members, Greg Burton and Steven Sarver. New student representative to the Board, Loc Tran.

**III. Public Comment**

There were no public comments.

**IV. Agenda Order**

At the direction of the Chair, a change was made to the agenda order to allow Board Education (Item IX.).

Victoria Shuman, D.O., Associate Dean for Graduate Medical Education and MSOPTI Academic Officer, provided an update on the match results for WVSOM students. Dr. Shuman explained that the osteopathic medical profession is currently transitioning to a single accreditation system for graduate medical training. She stated that 2019 will be the last year for the AOA match. Starting in 2020, all students will use either NRMP or a different match program such as Military Match, the Urology Match or the San Francisco Match. As of July 1, 2018, WVSOM had a 96% match rate (4 unmatched students). Reasons for a student not matching included: low COMLEX for specialty, failures or repeated year. A discussion followed on how to help non-matching students moving forward, especially off-cycle students.

The one-half hour Board education held today will be submitted to the West Virginia Higher Education Policy Commission toward training credit hours required for the Board of Governors.

**V. Approval of Minutes**

It was moved and seconded (Garlitz/Schreiber) to approve the minutes of the June 8, 2018 regular meeting as presented. Motion Carried

**VI. Rules**

A. Institutional Policy E-21: Remediation (revised). Dr. John Garlitz, Chair of the Academic Committee, reported the committee reviewed the policy and added one correction at both Sections 4.5 and 5.6. WVSOM does not have a "performance" record and will rescind "performance" in those two places in the policy. The Academic Committee recommended approval to the full Board as presented.

It was moved and seconded (Garlitz/Miller) to approve Institutional Policy E-21: Remediation as presented. Motion Carried

B. Institutional Policy GA-35: Adoption, Amendment, or Repeal of Rules and Posting of Administrative Procedures (revised). Mr. Fred Earley, Chair of the Institutional Policy Committee, reported the committee reviewed Institutional Policy GA-35 which provides a more streamlined approach and greater transparency in accordance with changes in the state statutes. Mr. Earley gave Jeffrey Shawver the opportunity to answer any questions and there were none. Mr. Earley stated the committee recommends full Board approval of the revised Institutional Policy GA-35.

It was moved and seconded (Earley/Miller) to approve Institutional Policy GA-35: Adoption, Amendment, or Repeal of Rules and Posting of Administrative Procedures as presented. Motion Carried

**VII. Reports**

A. Chair of the Board of Governors. Dr. Charles Davis had no report at this time.

1. Committee Reports.

- a. Academic Committee. No other reports.
- b. Finance & Audit Committee. Cheryl Schreiber reported that the Finance & Audit Committee did not meet today due to lack of a quorum.
- c. Institutional Policy Committee. No other reports.

B. President of WVSOM.

1. President's Update – Dr. Nemitz. Chair Davis reported that this is Dr. Nemitz's first report as President to the WVSOM Board of Governors.

Dr. Nemitz stated he has had a busy three months since beginning his presidency. He has been meeting with various constituency groups including:

- Faculty – Presentation during Faculty Assembly
- Staff – Presentation during Staff Meeting
- 1<sup>st</sup> and 2<sup>nd</sup> year students – Orientation and Lectures
- Statewide Campus Sites – visited three sites and four more to go
- WVSOM Foundation – Meeting with Heather Antolini on how to improve fundraising which included a meeting with the CEO of MAKO Labs, Chad Price
- WVSOM Alumni Association – Meeting with Shannon Warren on alumni interaction

On-campus events that have occurred since Dr. Nemitz's presidency began are:

- President's Opening Welcome Reception for 1<sup>st</sup> and 2<sup>nd</sup> year students
- Convocation & White Coat Ceremony – very well attended
- Alumni Reunion Weekend (during Convocation) – very well attended; good interactions with alums; Dr. Nemitz was approached by six alums regarding increasing their giving and will continue to follow up with them
- "Great Colleges to Work For" employee luncheon and celebration – 7<sup>th</sup> time WVSOM has received this award; a WVSOM- branded shirt or vest was gifted to each employee to say "thank you"; Dr. Nemitz's Statewide Campus site visits are in conjunction with this to provide off-campus employees an appreciation luncheon
- Nationally televised opioid workshop – over 30 federal officials attended; Dr. Drema Mace organized the event

Visitors that have recently visited campus include: Secretary of State Mac Warner, Greenbrier Valley Economic Development Corporation CEO Andrew Hagy and HEPC Interim Chancellor Carolyn Long after her appointment in early July. Interim Chancellor Long telephoned Dr. Nemitz to congratulate him during the first week of his presidency and he invited her to campus for a visit.

Since becoming President of WVSOM, Dr. Nemitz has had the opportunity to represent the School during a local radio interview and also at the Lewisburg Rotary Club.

Dr. Nemitz has been attending meetings at the Greenbrier Valley Chamber of Commerce as a board member and the Alliance of the Economic Development of Southern West Virginia which is an alliance of the higher education institutions in southern West Virginia. Dr. Nemitz has been attending HEPC meetings and Presidents' Assembly meetings and has been listening to the Blue Ribbon Commission calls to monitor them. Dr. Nemitz has put in a request to the Governor that WVSOM receive some allocated contingency funds. A proposal was put together requesting \$400,000 for our Statewide Campus sites. The request is still there and the Governor has not acted on it yet. Dr. Nemitz will follow up on this with the Governor's Chief of Staff, Mike Hall, at the Installation Ceremony later today.

Dr. Nemitz recently visited WVU to see their surgical model as an opportunity for 4<sup>th</sup> year students who are interested in surgery. They have a cadaver that can "bleed".

Upcoming Events include:

- OMED with alumni dinner cruise (10/5 – 10/9/2018)
- Next Board of Governors Meeting (11/2/2018)
- Grand Affair (11/3/2018)

Dr. Nemitz attended a COCA Site visit last week in Yakima, WA. Dr. Nemitz stated that many COMs take a minimalist approach to education and he is proud that WVSOM puts dollars behind education in order to train our students.

WVSOM's Healthy Children's Initiative Television Program "Abracadabra" won an Ohio Valley Regional Emmy for its STEM episode and has successfully taped Season 6. Dr. Nemitz stated that "Abracadabra" is already broadcast in 11 states. Dr. Nemitz asked Dr. Adelman to comment on this accomplishment and Dr. Adelman thanked the Board for its support of this project and the specific members of the Board who are sponsors of the program.

Dr. Nemitz's Installation Ceremony will begin at 4:15 pm after today's Board of Governors meeting. Dr. Nemitz stated a great celebration has been planned and invited everyone to attend the event.

2. Finance – Mr. Larry Ware.

- a. 2018 Financial Update. Mr. Ware reviewed the financial data and reported the financial information presented through June 30, 2018. Mr. Ware reported that WVSOM has an estimated uncommitted balance as of June 30, 2018 of \$53,957,047. WVSOM continues to work within its approved budget.

VIII. Board Items

- A. Approval of Bid for Library HVAC. Mr. Ware requested Board approval of the bid from Nitro Mechanical to replace the 46-year-old boiler in the library and OCS classroom area. The bid from Nitro Mechanical was \$749,750.00. He stated this company did an excellent job on the HVAC replacement in the Tech building this past summer.

It was moved and seconded (Schreiber/Earley) to approve the bid for the library HVAC as presented. Motion Carried

- B. Park Improvement. Mr. Ware requested approval to proceed in negotiating an agreement with All Construction Company to complete the Rainwater Control Project. All Construction's bid was significantly lower than the other bids which was discussed among the Board members. Mr. Ware stated that this is a reputable local company which has done excellent work for WVSOM in the past and he believes the other bids were inflated. According to Mr. Ware, the park improvement project must be completed whether the road goes in or not and will fix the sinkhole on the property.

It was moved and seconded (Garlitz/Earley) to approve the bid for the Rainwater Control Project as presented. Motion Carried

- C. Potential Property Acquisition. Chair Davis reported this board item would be discussed in Executive Session.
- D. Annual Report on Educational Development Committee. Leslie Bicksler, Vice President of Human Resources, presented the Annual Report for the Educational Development Committee. Ms. Bicksler stated that during FY 2017-2018 a total of \$23,085.96 was awarded to 15 employees and 2 degrees were awarded.

- E. Approval of Graduates (October 1, 2018 – December 31, 2018). Dr. Craig Boisvert presented the list of graduates who have successfully completed all requirements for graduation, were approved by the Student Promotions Committee and approved by the Faculty.

It was moved and seconded (Garlitz/Schreiber) to approve the graduates as presented.

Motion Carried

- F. Update on Blue Ribbon Commission and State Higher Education. Dr. Nemitz discussed State Higher Education with the Board including changes in HEPC leadership. He explained that the State Auditor's office is aggressively watching state spending, including higher education expenses. Governor Justice declared a Blue Ribbon Commission to study higher education in the State of West Virginia and possibly reorganizing it. Dr. Nemitz stated that the two main purposes of this group are: 1) to provide suggestions regarding the funding formula and (2) to determine the role of HEPC in the state. The Governor wants the Blue Ribbon Commission's recommendation by December 2018.

G. Dashboards.

1. WVSOM Alumni Association, Inc. - Shannon Warren stated that her last presentation to the Board was in March 2017. Since that time, notable highlights are:
  - 72 new "Life Members"
  - Paid off the \$250,000 commitment to the Alumni Tower
  - Dr. Robert Olexo was elected Alumni Association President
  - Started a student/alumni mentor program
2. WVSOM Foundation, Inc. - Larry Ware presented the WVSOM Foundation's reports since Heather Antolini was out of town. Key points of the presentation included:
  - The Foundation obtained multiple corporate sponsors this year for the annual fund which will continue to be a major focus of the Foundation during the current year.
  - No major donors for the past fiscal year – Due to a donor's financial situation, a promised million dollar donation may no longer be obtained; therefore, the Foundation has increased their allowance for doubtful expense to accommodate for the possible loss of income.
3. Robert C. Byrd Clinic - Mr. Ware has acted as the interim CEO of the Robert C. Byrd Clinic since Jim Graeca left in April 2018. An active search for a new CEO of the clinic continues. Major efforts since April 2018 include:
  - Achieved Rural Health Clinic Designation
  - Implementation of new Athena Health Electronic Health Records – currently six weeks into this project
  - Ending the fiscal year in the black
  - Audit completed

IX. **Board Education**

Discussed under Agenda Item IV.

**X. Possible Executive Session – State Code §6-9A-4(12) Attorney/Client Privilege; State Code §6-9A-4(b)(2) Personnel; and State Code §6-9A-4(b)(9) Real Property**

Dr. Charles Davis, Chair, stated the following: In accordance with the West Virginia Open Governmental Proceedings Act exceptions for the following agenda items, do I hear a motion to go into executive session to consider matters concerning personnel, potential real property and legal matters.

It was moved and seconded (Holstein/Garlitz) to move into Executive Session at 1:28 pm. Only members of the Board of Governors, President Nemitz, Dr. Craig Boisvert, Jeffrey Shawver, Larry Ware and President Emeritus Adelman remained.

**XI. Actions Emanating from Executive Session**

The Board of Governors returned to regular meeting session at 3:04 pm. Items emanating from the Executive Session that require action from the Board are the following: the proposal to buy 2 pieces of property as discussed by Mr. Ware.

It was moved and seconded (Garlitz/Holstein) to approve the proposal regarding property acquisition. Motion Carried

**XII. Information Gathering**

No items were brought forth.


**XIII. Next Meeting Date**

The next scheduled Board meeting will be held on Friday, November 2, 2018.

**XIV. Adjournment**

It was moved and seconded (Schreiber/Garlitz) to adjourn. The motion carried and the Board meeting adjourned at 3:06 pm.

Approved on November 2, 2018

  
Cheryl D. Schreiber  
Secretary

/dg