

**West Virginia School of Osteopathic Medicine
Board of Governors – Regular Meeting
Friday, March 27, 2026
Location: Conference Center located in the
WVSOM Student Center**

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

The meeting was called to order at 10:00 a.m. by the Board Chair, Dr. Morgan. The Board Secretary, Dr. Eleazer, conducted a roll call and confirmed that a quorum was present. The WVSOM Mission Statement was read by the Vice Chair, Dr. Santer.

Members Present:

Frederick Morgan, D.O., Chair	Ryan Fitzwater, D.O.
Caitlyn Santer, D.O., Vice Chair	Scott Maxwell
Courtney Eleazer, Ph.D., Secretary	Michael Muscari, D.O.
Jacob Bartlett, OMS-III	Gary Poling, D.O.
Randall Belt, D.O.	Norman Wood Jr, D.O.
Dewayne Duncan	

Members Absent:

Raymond Joseph

Others in Attendance:

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

II. Introductions

Chair Morgan asked President Nemitz to make any introductions. President Nemitz welcomed Hilary Hamric, D.O., WVSOM’s Associate Dean of Clinical Education, effective January 6, 2026. President Nemitz noted that additional introductions would occur later in the meeting as appropriate.

III. Public Comment

Chair Morgan opened the floor for public comment. Mr. Daniel Rubin, Web Administrator at WVSOM, addressed the Board regarding digital accessibility and compliance with the Americans with Disabilities Act. Mr. Rubin discussed federal requirements related to digital accessibility, the April 24, 2026, compliance deadline applicable to WVSOM, and challenges associated with inaccessible PDF documents and third-party platforms. He encouraged the development of institution-wide ADA compliance policies and consistent implementation across departments. Chair Morgan thanked Mr. Rubin for his comments.

IV. Approval of Minutes

A. January 29, 2026

It was moved and seconded (Muscari/Santer) to approve the meeting minutes from January 29, 2026, as presented. Motion Carried

V. Agenda Order

Chair Morgan stated that, for presentation purposes, the following changes would be made to Board Items (VII.). The amended order of Board Items (VII.) would be: Restructuring of the Robert C. Byrd Clinic (VII.D.), Approval of Proposed FY27 Operating Budget (VII.A.), Admissions Presentation and Discussion (VII.B.), Update on Negotiation of Talbott Property (VII.E.), and Primary Care Loan Program Update – Potential Termination of Program (VII. F.). The AI Presentation and Update (VII.C) would be discussed following Actions Emanating from Executive Session (VIII.), if time permitted. There were no objections to the proposed changes.

VI. Reports**A. Chair of the Board of Governors.****1. Committee Reports.**

- a. Academic Committee. Dr. Santer, Chair of the Academic Committee, reported that the Academic Committee met and received information regarding the potential development of a Master of Science program for students who complete the first two years of the D.O. curriculum but experience difficulty passing board examinations. The presentation was informational only, and further review is anticipated.
- b. Finance and Audit Committee. Dr. Muscari, Chair of the Finance and Audit Committee, reported that the Committee met and received operational and financial updates regarding the Robert C. Byrd Clinic (RCBC), which will also be presented to the full Board. Additionally, the Committee reviewed WVSOM's FY26 Financial Update as of February 28, 2026, and the Proposed FY27 Operating Budget. The Committee voted to recommend the FY27 Operating Budget for approval by the full Board.
- c. Institutional Policy Committee. Mr. Duncan, Chair of the Institutional Policy Committee, stated that the Committee did not meet today.

B. President of WVSOM.**1. Administration.**

- a. President's Update. The full report and supplemental information were placed in the Board's Microsoft Teams account.
 - i. Website ADA Compliance. President Nemitz introduced Mr. Chad Burns, Executive Director of Information Technology, who presented an overview of the federal Web Content Accessibility Guidelines (WCAG). Due to a final rule issued by the U.S. Department of Justice, state institutions of higher education are required to conform to WCAG 2.1 Level AA standards for digital content, with a compliance deadline of April 24, 2026. Mr. Burns reported that two webpages and approximately 120 PDF documents require remediation before the deadline, and the IT Department is working on them. He also noted that a Request for Proposal (RFP) for a new website is currently underway, and any selected vendor will be required to meet all WCAG 2.1 compliance standards and provide a roadmap to WCAG 2.2.

Questions and discussion followed regarding communication challenges and the importance of cross-departmental collaboration. Mr. Duncan stated he would like to discuss this topic at a future Institutional Policy Committee meeting and would invite Mr. Rubin to attend.

- ii. Admissions Update. President Nemitz stated that admissions reports were placed in the Board's Microsoft Teams account. Admissions data is strong for both the D.O. and Master of Science in Biomedical Sciences (MSBS) classes, and the MSBS class will be expanded for the fall of 2026. It was noted that pipeline programs are doing extremely well, especially on in-state acceptances. A detailed presentation on WVSOM Admissions will be presented later in the meeting.
- iii. Residency Match. President Nemitz reviewed residency match data with the Board. He is very pleased with the 99.5% residency placement rate, and one student is still exploring options.

President Nemitz reviewed the successful legislative session and WVSOM Foundation fundraising initiatives. The recent Springs Awards Ceremony awarded \$177,248 to 53 students across 42 categories, a \$58,098 increase from 2025. President Nemitz stated that Dr. Drema Hill, Vice President of Community Engagement and Chief Operating Officer, will retire in March 2027. Due to Dr. Hill's upcoming retirement, an employment search has begun for a Vice President of Institutional Advancement and Chief Development Officer. The Office of Research and Sponsored Programs is also undergoing reorganization, with the long-term goal being to separate grants and research.

Additional topics during the President's Report included marketing and outreach activities, student engagement, and upcoming WVSOM events and Board meetings. President Nemitz also introduced Bryn Hawbaker, OMS II, as the newly elected student representative to the BOG effective July 1, 2026. There were no questions or discussion.

2. Finance.

- a. FY26 Financial Status as of February 28, 2026. Mr. Justin McAllister, Vice President of Finance and Facilities and Chief Financial Officer, presented the FY26 financial update as of February 28, 2026. Year-to-date actual revenues totaled \$52,045,766, representing approximately 90% of the budget, while year-to-date actual expenses were \$35,552,232, or 55% of the budget. Cash balances and investment holdings, including funds managed by Morgan Stanley, remained strong. Mr. McAllister reviewed a comparative analysis of cash, revenues, and expenses from FY22 through FY26, noting an 8.2% increase in revenue compared to this time last year. This growth was attributed to continued stability in the D.O. program and expansion of the MSBS program. Mr. McAllister reported no concerns regarding WVSOM's overall financial performance.
- b. Facilities Update. Mr. McAllister stated construction has started on the Science Building project. The student housing feasibility study is underway, with a

report to the Board anticipated at the June 5, 2026, meeting. Mr. McAllister also advised that Board members may monitor deferred maintenance projects through the online dashboard.

- c. Presentation of Proposed FY27 Operating Budget. Discussed under Board Items (VII.A.).

VII. Board Items

- A. Approval of Proposed FY27 Operating Budget. Discussed under Agenda Order (V.). Mr. McAllister presented the Proposed FY27 Operating Budget, which was reviewed and recommended by the Finance and Audit Committee. The balanced budget includes both RCBC's revenues and expenditures. Total projected revenues for FY27 are \$59,392,256, with total projected expenses of \$58,995,183.

Budget highlights include a \$200,575 increase in state appropriations; no increase in tuition and fees; a 2% investment draw from Morgan Stanley; repayment of the RCBC practice plan over an eight-year period; an across-the-board salary increase of \$1,794 or 2%, whichever is more beneficial to the employee; and the inclusion of certain RCBC operating expenses.

Mr. McAllister noted that WVSOM will receive a \$5 million state appropriation for biomedical research after July 1, 2026, and an amendment will be made to the FY27 budget upon receipt of the funds. Questions and discussion followed.

It was moved and seconded (Santer/Muscari) to approve the Proposed FY27 Operating Budget as presented. Motion Carried

- B. Admissions Presentation and Discussion. Discussed under Agenda Order (V.). Dr. Brian Griffith, Chair of the Admissions Committee, and Mark Hinson, Interim Director of Admissions, presented a report to the Board entitled "Enrollment Strategy and Vision Development". Topics included overviews of enrollment strategy, admissions pathways, projected in-state enrollment trends, and budget considerations.

WVSOM has strong in-state momentum, with West Virginia applications increasing 28%. Secondary applications have increased by 55%. The factors that drove the momentum are the establishment of pipeline programs, the re-establishment of performance metrics within the pipeline programs to enhance outcomes and student retention, and the establishment of the MSBS program, which is currently in its second year. With 80 projected in-state applicants, WVSOM is set to become West Virginia's highest-ranked medical school for in-state matriculants.

Dr. Griffith and Mr. Hinson acknowledged that an increase in in-state enrollment introduces financial considerations due to tuition differentials between in-state and out-of-state students. While recognizing the success of the admissions strategy, they emphasized the need for careful budget planning to address potential revenue impacts. Questions and discussion followed.

The presenters concluded by formally requesting Board guidance regarding the definition of success for admissions and enrollment over the next five years. They emphasized that the

programs are functioning as designed and that future decisions should balance mission fulfillment, financial sustainability, and academic excellence.

Board members commended the Admissions Team for the progress achieved and characterized the current situation as a “good problem to have.” The discussion closed with expressions of appreciation for the collective effort required to develop and sustain the pipeline programs.

- C. AI Presentation and Update. Discussed under Agenda Order (V.). Chair Morgan stated this presentation would be rescheduled for a future Board meeting.
- D. Restructuring of the Robert C. Byrd Clinic. Discussed under Agenda Order (V.). At the January 29, 2026, Board meeting, the full Board approved the recommendations of the Clinical Faculty Salaries Task Force. These recommendations were intended to strengthen RCBC’s long-term viability and reinforce its longstanding partnership with WVSOM. WVSOM and RCBC have now entered the implementation phase of the restructuring plan, with an effective launch date of July 1, 2026. Mr. McAllister reviewed the implementation plan with the Board. As the first phase of the plan, the clinic will be rebranded as WVSOM Health, an affiliated entity of WVSOM. Questions and discussion followed. Mr. Duncan expressed interest in serving on the WVSOM Health Board once it is established.

It was moved and seconded (Muscari/Fitzwater) to approve the Restructuring Plan of the Robert C. Byrd Clinic as presented. Motion Carried

- E. Update on Negotiation of Talbott Property. Discussed under Agenda Order (V.).
- F. Primary Care Loan Program Update – Potential Termination of Program. Discussed under Agenda Order (V.).

VIII. 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

Chair Morgan stated the following: The West Virginia Open Governmental Proceedings Act (“Act”) permits state entities to go into Executive Session during a properly noticed meeting if a specific item on the entity’s posted agenda falls under one of the permitted exceptions to the requirements contained in the Act. On this meeting’s posted agenda, potential personnel matters for item *Restructuring of the Robert C. Byrd Clinic*, and items *Update on Negotiation of Talbott Property*, and *Primary Care Loan Program Update – Potential Termination of Program* falls under the Act’s exception for: *discussion of personnel employment issues, discussion of potential real property, and discussion of legal matters.*

In accordance with the West Virginia Open Governmental Proceedings Act, the Chair asked for a motion to go into Executive Session to discuss these agenda items.

It was moved and seconded (Belt/Santer) to move into Executive Session at 11:38 a.m. Motion Carried

Chair Morgan will ask individuals other than Board members to join Executive Session as needed.

The Board of Governors returned to Open Meeting Session at 12:56 p.m.

IX. Actions Emanating from Executive Session

Chair Morgan stated that only topics indicated before Executive Session were discussed. No items emanating from Executive Session required action from the board.

X. Information Gathering

No items were brought forth.

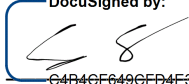
XI. Next Meeting Date

The next board meeting is scheduled for Friday, April 17, 2026, via teleconference to approve the graduates.

XII. Adjournment

It was moved and seconded (Duncan/Belt) to adjourn. The motion carried, and the Board adjourned at 12:56 a.m.

Approved on April 17, 2026

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Courtney Eleazer, Ph.D., Secretary
/dg