

Minutes
West Liberty State College Institutional Board of Governors
R. Emmett Boyle Conference Center
Wednesday, 11 April 2001

Present: Mr. Brad Blair, Ms. Debbie Boger, Mr. John Cole, Mr. Derek Ennis, Mr. Jim Frum, Mr. John Gompers, Dr. Lawrence Jones, Dr. Dan Joseph, Ms. Roseanna Keller, Ms. Barbara Neuman, and Mr. Will Turani. Unable to attend: Mr. John Moore. Also in attendance were: Dr. Ronald Zaccari, Mr. Nelson Cain, Dr. Marsha Krotseng, Dr. John McCullough, and Mr. Mike Turbanic. West Liberty State College Staff/Faculty/Student Representatives in attendance were: Ms. Jody Seabright, and Ms. Angela Zamana.

1. **Call to Order:** Mr. John Gompers called the meeting to order at 6:15 p.m. First order of business was the approval of the minutes for the 17 January 2001 meeting.

ACTION ITEM I:

A motion to approve the minutes was made by Mr. James Frum and seconded by Ms. Barbara Neuman; motion passed unanimously.

2. **Financing Considerations for Student Housing Complex and Deferred Maintenance:** Although not present at the board meeting, Mr. Jamie Wilhelm, Director of Public Finance, Midwest Markets with Bank One, was asked to prepare a presentation on important considerations in deciding whether to pursue bonding for deferred maintenance or other construction. Based on materials compiled by Mr. Wilhelm, Mr. Blair outlined the steps necessary for WLSC to successfully access the capital markets. These steps are contingent upon the board first becoming legally empowered to authorize the issuance of bonds for financing; and second, the state legislature must enact legislation to authorize the board to issue tax-exempt bonds.

Much discussion followed concerning the pros and cons of capital finance. Members were concerned that bonding would not solve the problems associated with on-going deferred maintenance. Specifically, bonding would greatly increase WLSC's debt, but would only address current deferred maintenance needs. The question of how to finance future deferred maintenance would still be unanswered.

Another option for increasing funds could be continuing to raise student tuition and fees. Many felt that raising tuition and fees was acceptable. Higher tuition/fees would bring WLSC to a level closer to its peer institutions, and because WLSC's current tuition/fees are so low, the institution would still be considered a bargain. It was suggested that raising tuition/fees could be accomplished gradually over several years, accompanied by a major marketing effort to help students accept the increases and build enthusiasm for future developments at the College.

Dormitory housing was discussed. Many colleges are moving away from the old style dormitory housing. New state-of-the-art facilities are being built that provide students with apartment style dwellings, and they are well-received by the student community.

The board members agreed that raising funds for deferred maintenance or other construction should be accomplished in a gradual fashion, from multiple sources, over several years, and should be a combined effort of capital bonding, foundation funding, and student tuition/fee increases.

ACTION ITEM II:

The Administrative Staff of the College in conjunction with the Budget Committee was charged with developing an action plan for deferred maintenance and alternative housing. The action plan would be brought to a subcommittee of the board and then to the full board for consideration. A motion to approve this charge was made by Mr. Will Turani and seconded by Dr. Dan Joseph; motion passed unanimously.

4. **Tuition and Fees:** The tuition and fee subcommittee of the board distributed its written recommendations concerning increases in tuition and fees for 2001-2002. Under this proposal, resident undergraduate tuition and fees would increase by \$80 a semester (6.61%) and nonresident undergraduate tuition and fees would increase by \$194 a semester (6.62%). Room charges would increase by \$100 a semester for a double and \$400 for a single.

ACTION ITEM III:

Resolved, That the West Liberty State College Institutional Board of Advisors approves the tuition and fee levels for 2001-02 academic year as set forth in the attached memorandum for submission to the WV Higher Education Policy Commission and the Higher Education Interim Governing Board. A motion to approve the resolution was made by Ms. Roseanna Keller and seconded by Mr. Derek Ennis; motion passed unanimously.

5. **Clarification of WLSC Compact:** The WV Higher Education Policy Commission has asked that the College clarify several issues in the Compact. Specifically, additional quantitative measures have been requested. On Tuesday, 24 April, Dr. Zaccari will present the Compact to the Policy Commission in Charleston which will rate the Compacts as “approved,” “conditionally approved,” or “unacceptable.” Release of new state funds will be contingent upon having an approved Compact.

ACTION ITEM IV:

Resolved, That the West Liberty State College Institutional Board of Advisors delegates to its Executive Committee authority to approve any clarifications to the Compact on behalf of the full Board of Advisors and to transmit any revisions to this document to the WV Higher Education Policy Commission by 24 April. A motion to approve the resolution was made by Mr. Jim Frum and seconded by Mr. Brad Blair; motion passed unanimously.

6. **Board Retreat:** Board members will be taking part in a retreat on campus beginning on Friday, 18 May from 5:30 to 9:00 p.m., and on Saturday, 19 May from 8:30 a.m. to approximately 5:30 p.m. The purpose of the retreat is to assist in the transition in governance from the Institutional Board to a Board of Governors. The retreat facilitator is Aims C. McGuinness of the National Center for Higher Education Management Systems who is working in conjunction with the National Association of Governing Boards in Washington, DC. Board members expressed many concerns related to the upcoming changes in governance, and they would like to have Mr. McGuinness address these concerns at the retreat. Areas of concern include the following:
 - Discuss how the board can break away from the traditional “mind-set” of state institutions.
 - Discuss the board’s boundaries of authority and include the following topics:
 - What is the best relationship between the board and the President? When sensitive issues relate to the Office of the President, is it appropriate for the board to become involved or should the president’s decision-making be unhindered by board members? What is the level of involvement for the board and what is the best way to maintain harmony?
 - What is the authority of the Higher Education Policy Commission and what are its limitations?

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- What are the official requirements or duties of the board?
- What is the best way to develop communication between the board and the campus community?
- What are the best practices used by other boards?
- Presidential evaluations:
 - How should presidential evaluations be handled and should they involve external evaluators?

- How should a presidential search and selection process be conducted?
- Realistically, how much can a volunteer board accomplish?
- How should board members renew their positions and/or make replacements to the board?
- Should a crisis plan be developed and should the board designate an individual as an official spokesperson, especially in matters dealing with the public?
- What are the liability issues for the board?
- What is the relationship between the board and the state ethics commission?

7. **President's Report:**

- West Liberty State College has been contacted by the Benedum Foundation of Pittsburgh to participate in a Carnegie grant along with Glenville State, WVU, and Marshall University on a Professional Development School (PDS). The PDS, in addition to providing an undergraduate degree, would include a fifth year of off-campus study working directly with teachers in the schools.
- The dental hygiene clinic has received \$167,240 from Health and Human Services through Congressman Mollohan to assist with Phase II renovations.
- The WLSC Open House hosted by the Admissions Office was held on 24 March. The event was very successful. The message that WLSC is a quality institution of higher learning has been heard in the Ohio Valley. Events such as Open House showcase our assets and promote our positive image. As a result of these efforts, WLSC was able to enroll five Elbin Scholars from Wheeling Park High School for next year. In fact, WLSC recruits one-third of all Wheeling Park's seniors.
- A committee of administrators, students, and staff has been appointed to select a new VP of Student Affairs. The selection process has progressed to the top five candidates, all of whom have completed a doctorate from some of the best schools in the US.
- Dr. F. Douglas Holcombe has been selected as the new dean for the School of Business.
- At the October meeting, the board discussed a letter from the Mayor of West Liberty concerning community issues such as large parties and rental issues. On 7 March community leaders and residents joined WLSC officials and Student Government representatives in an excellent discussion. The landlords agreed that it is their responsibility to make contractual rental agreements that limit the number of persons allowed at a residence at any one time.
- Derek Ennis was reelected as Student Government President for the 2001-02 academic year. In this role, he also will remain on the Board of Governors for 2001-02.

8. **Future Meetings:** The proposed dates for 2001-02 board meetings are listed below. The meetings will begin at 5:30 p.m. and will be held in the R. Emmett Boyle Conference Center.

Wednesday, 11 July 2001
Wednesday, 19 September 2001
Wednesday, 7 November 2001
Wednesday, 16 January 2002
Wednesday, 20 March 2002
Wednesday, 12 June 2002

ACTION ITEM V:

A motion to adopt the proposed meeting dates was made by Ms. Roseanna Keller and seconded by Ms. Barbara Neuman; motion passed unanimously.

9. **Announcements:**

- Dr. Lawrence Jones will be retiring in June as the Superintendent of Ohio County Schools. Mr. Larry Miller has been selected as the new Superintendent of Ohio County Schools. Board members endorsed Mr. Miller as a replacement for Dr. Jones since WV statute requires that one board position be held by a superintendent. However, this endorsement is contingent upon Mr. Miller's willingness to serve on the board. If he receives an affirmative response, Dr. Zaccari will write a formal letter seeking the appointment of Mr. Miller by Governor Wise.
- Ms. Barbara Neuman, WLSC staff representative will leave her position on the board as of 30 June 2001. The Staff Council will hold elections for her replacement who officially assumes office 1 July.

ACTION ITEM VI:

A motion to endorse Mr. Larry Miller as a replacement for Dr. Jones on the board was made by Mr. James Frum and seconded by Dr. Dan Joseph; motion passed unanimously.

ADJOURNMENT: 9:00 p.m.

John E. Gompers _____
Chair

Roseanna Keller _____
Secretary

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