

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**April 17, 2013
5:00 p.m.
Shaw Hall Board Room
WLU**

AGENDA

1. Call to Order
2. Chairperson Comments
3. Consent Agenda* 15 Min
 - a. Minutes of the Full Board 02/06/13, 03/05/13, 04/03/13
 - b. Minutes of the Executive Committee 04/03/13
 - c. Honorary Degrees
 - d. Program Reviews
 - e. Annual Report Re: WLU Funds Transferred to WLU Research Corporation
4. Informational Items 25 Min
 - a. President's Report
5. Action Items* 30 Min
 - a. Approval of Bachelor of Science in Creative Arts Therapy
 - b. Approval of Masters of Professional Studies
 - c. Approval of FY 2014 Budget/Tuition & Fees
6. Adjournment

**West Liberty University
Board of Governors**

Minutes

February 6, 2013

Attendance:

Lisa Allen, Beverly Burke, Richard Carter, George Couch, Brian Joseph, Patrick Kelly, Rob Marks, Ann Thomas, Carrie White, LeeAnne Yeater

Unable to Attend:

Paul Limbert

Administration/Faculty/Staff:

Robin Capehart, Scott Cook, John Davis, Mary Ann Edwards, John Gompers, Melinda Kreisberg, Crystal Lorimor, John McCullough, Jack Wright

1. Call to Order:

Chair Carter called the meeting to order at 5:30 p.m.

2. Chairperson Comments:

Chair Carter stated that the semester is going well and the men's basketball team is having another spectacular season.

3. Consent Agenda*:

Chair Carter asked if there were any additions or corrections to the meeting minutes. There being none he asked for a motion to approve the consent agenda items, those being the minutes of the full Board of December 12, 2012 and the Executive Committee of January 23, 2013.

A motion that the West Liberty University Board of Governors approve the Consent Agenda items was then made by George Couch and seconded by Ann Thomas; motion passed unanimously.

4. Informational Items:

a. Study Abroad Program

Beverly Burke and Crystal Lorimor presented information from their visit to Beijing, China as part of the Study Abroad Program. At the conclusion of the program Mrs. Burke asked if there were any questions and shared a picture book of the trip illustrating the area.

Lisa Allen asked if students had an interest in the program and if there is a criterion. Mrs. Burke stated that the interest is there; there were so many applicants this year that we had to figure out how to divide the \$15,000 to at least assist each of the students with a couple thousand dollars. Since January of this year alone there have been 12 students inquire about the Study Abroad Program; they're not sure where they want to go, they just know they want to study abroad. Students are starting to understand they need that global experience. Nursing students are interested in studying abroad and comparing health systems; the interest is there. Students apply to the program; there is a committee and an interview process.

Although we are unable to cover the entire cost, once we determine what is needed for a student's program, we see how much WLU can give to assist the student. Students should have some responsibility for funding but we try to help as much as we can so they can have this experience. Typically we have one or two students go to London and we try to give them one or two thousand dollars each. Mrs. Allen asked if WLU spreads the scholarship to as many students

as possible. Mrs. Burke stated that yes, some students may receive more than others, but some of the student internships are in the United States and don't have as much cost involved.

Mrs. Allen asked if there was a plan for more funding. Mrs. Burke stated that the scholarship was raised from \$10,000 to \$15,000 and every penny is used with more students applying. It's a good problem to have but it would be nice if we could help more students. Juniors and seniors applying to the program are preparing now and saving money.

Chair Carter stated that it sounds like today's students have an awful lot of options to enrich their lives and it's good we are promoting the same. Mrs. Burke stated that currently students can go through WVU and go through the study abroad programs. Students can register at WVU and transfer the credits they earn back to WLU. This also means that West Liberty loses those students to WVU for a semester. The more we can offer will mean keeping those students on our campus and earning our credits.

b. President's Report

President Capehart stated that as part of the Focus 2020 Program on Mission Review, one of the things we did was to give us and the campus in general a better idea of the status of our academic programs. Back in September or October when this program came along, status in terms of accreditation was incorporated into the mission review to categorize all programs to make sure we were vigilant that programs don't run into any trouble. Dr. Melinda Kreisberg headed up the taskforce for the review.

Dr. Kreisberg stated that the academic program status review for the Mission Review Taskforce for Focus 2020 was launched in the fall to determine threats, status, potential impact to a program, when it needed acted on, etc. A determination was made as to internal or external factors affecting the program. Data was collected and put together in a color-coded table to track the information and fed back to the deans for accuracy. Dr. Kreisberg continued through the table giving the status of various programs on campus.

Mr. Kelly stated that we witnessed the failure of an institution (Mountain State University) and it started with the Nursing Program. This institution is now getting hit with lawsuits for misleading students; they paid tuition and were near graduation and now have nowhere to go. The students are out of luck after spending the money; his point being, will the Board be notified if WLU has a program that's on the bubble so we can inform students? President Capehart stated that while the one program is red, it's a new program just starting and we've been building for four years, but yes, we do program reviews to track programs.

Dr. Kreisberg stated that WLU conducts program reviews with the Board on a five-year cycle to report on their status. It's a combination of numbers, accreditation standing, and assessment. The reviews are done in April and turned into the Higher Education Policy Commission. Athletic Training is not in trouble; it's just starting. It's currently highlighted in red so that Jack Wright and the Business Office know when there is a budgeting meeting there are items needed for accreditation. President Capehart stated the primary reason behind this report is budgeting. When the various colleges and department are saying what they need this analysis lets us prioritize our spending and spot the areas of critical need. A threat to accreditation is the first thing to be addressed. This is a look at this year and down the road. Dr. Kreisberg did a great job on this report, and the information is also posted on the 2020 web site, allowing people across campus to look and see the status of a program. Chair Carter stated that this is an excellent approach for the University to do self-audits.

Dr. Kreisberg stated this status review was done for the programs and when sitting with a group of Deans, when something needs to be addressed immediately, this will show what needs met first. However, they won't just be looking at the review; they are also looking at how the administration supports the programs. With regard to the failure of the institution mentioned earlier there were issues on both ends. The administrative support, not having qualified faculty, misleading students about classes, etc.; there are many safeguards in place for the students that the institution might have been ignoring. All of the information is public on the HEPC web site, but it takes a while to publish.

This evening's information is part of the maintenance end of Focus 2020. The second phase, the Pillars of Distinctions, which hasn't started yet, takes into account academic vision within the given programs. Currently we are gathering information to find out where we are before we decide on a direction. President Capehart thanked Dr. Kreisberg for her update.

President Capehart continued with his report, beginning with enrollment for the current semester. Spring registration is at 2,578, up 18.4% since 2008. Summer registration is up 7.4%, which is good for the bottom line because we don't budget for summer school. Applications received are up about 200 over last year with freshman applications up; total applications are up 12.5%.

Fundraising as of December 31, 2012 is at \$3.7 million in gifts, including the \$1.65 million for the Gary E. West Event Center, the former Roadworthy restaurant. Prior to this the highest year of fundraising was \$1.9 million.

We are going to need those fundraising dollars with State budget figures from the last meeting holding true, with the proposed cuts in State appropriation of 7.5% for FY 14 and an additional 7.5% in FY 15.

The Higher Education Grant Program for the average institution in West Virginia declined about 8.9%. We are not sure how this was calculated and received this information just the other day. This is money that low income students would normally receive to attend college from a pool of money available for high-need students that will now be reduced. The average institution is looking at a 1.4% decrease received from the program.

The outcomes based funding model being discussed in Charleston takes 5% of the money that's currently in the pool and redistributes it through an outcomes funding model based solely on graduation rates. At the last HEPC meeting President Capehart shared some of the concerns he and others have regarding this model. At this point we are going to approach the Governor and the Legislature; asking them to delay moving toward this model. Even though WLU has the second highest graduation rate in the state, there's no guarantee to it. The last time money was put into this type of model it lasted two years and went away. The concern is that money will be put into funding the model and next year it won't be funded, leaving us with a permanent 5% cut. Some schools are looking at a rate of 15% and 24%, although WLU would be down near the lower end because of our high graduation rate. That being said, this is one of a number of issues the Council of Presidents, of which President Capehart is the Chair, has been discussing.

Mrs. Allen asked what Senate Bill 330 was, to which President Capehart stated that it's basically a human resources bill. The state college and university presidents support the bill but there are built in costs with no money from the state. Mrs. Allen asked if this will cause new fees to the University, to which Chair Carter stated there will be costs which need to be paid somehow.

President Capehart then had a discussion on the lines of communication between the Chancellor and the HEPC. The presidents don't have a representative in the state; it's just them, and concerns end up jumbled by the time they make their way around Charleston. A Higher Education Roundtable, sponsored by the WLU Institute for Innovation in Education, is being planned for next month in Charleston. This will involve presidents, board chairs, commissioners, chancellors, legislative leaders, and the Governor. Issues will be determined by the Council of Presidents. Funding of higher education in general is the main issue at this time. Health insurance will also be an issue, which is currently based on an individual's salary, not their health.

A limited number of issues will be discussed at the Roundtable, which will be two hours in length. A brief background will be given on the issues with concise concerns, followed by a discussion and an understanding among the parties as to everybody's position. The Roundtable will be held March 21, 2013, at the Charleston Marriott. That is also Higher Education Day at the Legislature. We just want people to hear what we have to say. President Capehart asked if there were any questions.

5. Action Items*:

a. Additional Locations for the Bachelor of Arts Organizational Leadership and Administration

Dr. McCullough stated that we are asking the Board's approval for two sites for the BLA Program, a newer adult degree completion program. The program has had a successful start with a number of cohorts housed in the School of Professional Studies at the Highlands Center. The Board is asked to approve locations at the West Virginia Northern Community College New Martinsville and Weirton campuses, to expand the program to meet the needs in Wetzel, Brooke, and Hancock Counties. There is a very limited cost in rental to WVNCC, but will greatly improve accessibility and marketability of the program. The Higher Learning Commission (HLC) requests that we have Board approval for the off-site locations.

A motion that the West Liberty University Board of Governors approve the two additional locations for the Bachelor of Arts in Organizational Leadership and Administration at WVNCC's New Martinsville and Weirton campus was then made by Ann Thomas and seconded by Brian Joseph; motion passed unanimously.

b. Gary E. West Property

Chair Carter stated that although we are not taking action on this item today, Mr. Wright will update the Board on the property. Mr. Wright stated that West Liberty University was deeded the Roadworthy property by West Rentals, Inc. on December 21, 2012. This information was brought to the Board back in November with an agreement between the University and West Rentals, Inc. Part of the agreement was that West Rentals would supply a separate document that went with the deed, but Gary West ended up in the hospital.

The University received a document from West Rentals, Inc. on December 20, 2012 that needed to be executed in order to assure Gary's donation to the University would fall in 2012. It was executed and it is contained in the deed; not recorded with the deed, but in the deed. After review of the agreement it was discovered that a discussion was needed on a couple items. Gary was in complete agreement in making the necessary changes. It was agreed that his attorney, Bob Samol, and Counsel for the Board, John Gompers, would meet and review the necessary changes and get both West Rentals, Inc. and the University's approval of these changes and redo the letter as attached to the deed. John Gompers will review the changes tomorrow.

At this point we are checking out the Roadworthy property, with no intention of using it until all paperwork is correct. We hope to have this done within the next three weeks. Chair Carter asked if at that point, do we need to have a telephone Board meeting to review the exact items that are in this revised document. Mr. Wright stated that yes, there would need to be a meeting for Board approval of the revisions.

The original presentation to the board on the Roadworthy property was for 1.4 acres; with the revision it will be .8 acres. The right to the small building behind the restaurant will be retained by Gary. West Liberty will maintain the property on a contractual basis. President Capehart stated that one thing in our favor was snow removal; West Rentals will retain responsibility for all roads. In the long run, when Gary makes the decision, he will probably leave the balance of the 34 acres to the University. It is our hope that, depending on Bob and John's meeting tomorrow, and with no differences of opinion from Gary, he can get his \$1.650 million charitable donation to the University properly documented. Chair Carter asked if the Board should expect, prior to the next meeting, materials to be reviewed for a telephone conference to authorize this document. Mr. Wright stated that they want to get the document done by the end of February. Mr. Gompers stated that they needed to rewrite one document, the Contract of Pledge, and that yes; the Board will receive a revised Contract and be able to proceed to authorize with a special meeting.

c. Revision to Policy 2 – Presidential Appointments, Responsibilities, and Evaluation – 30-Day Comment Period

Mr. Davis stated that the revision deals in part with the Board's obligation to evaluate the President comprehensively in the final year of his employment contract. President Capehart's contract is in its third and final year ending June 30, 2013. At the Executive Committee meeting it was voted to make amendments and edits to Policy 2 and put the revised copy out for 30-day

comment to the campus community. Mr. Gompers and Mr. Davis did the edits, which are in the Board packet.

Current policy stipulates that the every-three-years evaluation of the President be conducted by a visiting team comprised of two college or university presidents from outside West Virginia and a member of the Board.

In 2009, HEPC broadened its legislative rule regarding evaluation of presidents to allow governing boards to evaluate presidents “in house” – that is, by Board members – if they wish to do so. If a governing board prefers to retain the “visiting team” (of presidents from outside the state) model, it still has that authority.

The Board is only voting to put the policy out for 30-day comment. Chair Carter stated that he and John Gompers ran into the fact that the West Liberty policy was different than the HEPC policy. The HEPC changed their policy because the member schools were having a difficult time getting two presidents outside the State to come in, schedule times, and reimburse them for their expenses; the process had become cumbersome for all schools. The HEPC changed their policy but WLU was unaware and did not change their policy. We want to make certain our policy matches the HEPC policy. We have imposed on ourselves the obligation to get two university presidents from the outside and schedule them as part of all the evaluations with campus constituent groups.

Chair Carter also stated that during the last evaluation this was not done; it wasn't intentional but by accident, but we did it the way the HEPC did in 2010. The hope is to get the comments and reconciliation of the policy done and get the information to the Board members. A meeting could be held for approval of the policy, rather than wait until the April meeting, to get moving on getting the committees together and establish the foundation for the evaluation. If we move sooner on this, not like we did three years ago when we started to press up against faculty and students leaving for the summer; we can get started earlier, get organized, and all constituent groups will be available.

A motion that the West Liberty University Board of Governors approves the dissemination – for 30-day review and comment – of a revision to Policy 2, Presidential Appointments, Responsibilities, and Evaluation was then made by Brian Joseph and seconded by Ann Thomas; motion passed unanimously.

6. Adjournment:

The meeting adjourned at 6:33 p.m.

Richard Carter

Chair

Paul Limbert

Secretary

**West Liberty University
Board of Governors**

Minutes

March 5, 2013

Attendance:

Beverly Burke, Richard Carter, Brian Joseph, Paul Limbert, Ann Thomas, Carrie White, LeeAnne Yeater

Unable to Attend:

Lisa Allen, George Couch, Patrick Kelly, Rob Marks

Administration/Faculty/Staff:

Robin Capehart, Mary Ann Edwards, John Gompers, Jack Wright

2. Call to Order:

Chair Carter called the meeting to order at 9:02 a.m.

2. Chairperson Comments:

Chair Carter stated that there is one order of business today and that is to discuss the Contract of Pledge with regard to the Roadworthy property and it being presented to West Liberty University as a gift from Gary West, or West Rentals, Inc. as stated in the Pledge document.

3. Action Items*:

Contract of Pledge with West Rentals, Inc.

As a Board a motion was passed to accept the Roadworthy property as explained at the last meeting, subject to that written document. Some provisions were different in the Pledge document than were originally passed in August or October. The Pledge document has subsequently been revised and Chair Carter asked that either John Gompers or Jack Wright provide the group with the changes; features that have changed in the current document versus what was originally passed. We can discuss anything in the document that we need to discuss but the changes need to be presented.

Jack Wright stated that the major change between what was presented to the Board previously and the current document is that WLU originally was to get the small building that is directly behind the restaurant. Gary West decided that he wanted to split that out and turn it into two apartments. In this agreement it reads that .262 acres and the building were taken out and left the University with about .8 acres, which includes the same things as before; the building, the parking lot, the path, and the parking lot below.

The major changes included two items, one on page six and page eight, where originally the University was to pay for the upkeep of certain items; the University will now be reimbursed for these items. John Gompers stated that Mr. Wright touched on the fact that from the Letter of Intent discussed by the Board in August of 2012 the grant shrunk from 1.4 to .808 acres. The fact remains that the acreage and building are a valuable asset even though the donation has shrunk.

Several points needed to be adjusted from the previous letter of intent; one was that the donor had in the Contract of Pledge, for some reason, to limit the use of the facility as an event center. The donor agreed to adjust exclusive use of the facility to include any other use permissible by the University, which gives WLU the ability down the road to use it as a classroom or administrative offices.

Also in the original letter of intent, WLU was going to be responsible for snow removal for the roadway in and up to the cabin area retained by West Rentals, Inc. In the new contract the donor, or West Rentals, Inc., assumes responsibility for snow removal for the entire roadway. The Contract of Pledge also neglected to grant WLU the use of the lower parking lot, walkway from the lower lot up to

the donated property, and the sewage pump located on the donor's adjacent property. That has now been included in the Contract of Pledge so WLU will have use of those areas.

The provision was in there that another of the various duties and responsibilities of WLU was the maintenance and upkeep of the roadways, lights, drains, and culverts. The change was that WLU will be put in charge of those responsibilities, but if West Rentals, Inc. sells off any of the adjacent property, those individuals who buy the property, not WLU, will have to chip in on cost of the roadways, street lights, etc. The final deletion from the Contract of Pledge is that the donor wanted WLU to indemnify and hold harmless West Rentals, Inc. for any liability that might be incurred as a result of actions of WLU and the use of the donated facility. Under State law WLU cannot indemnify and hold harmless anybody, so that section was deleted, along with the request for WLU to provide insurance coverage.

Chair Carter asked that as we go forward regarding maintenance of the roadways, not the snow removal specifically mentioned; to whom does the responsibility lie? Mr. Gompers stated WLU, but only up to the end of the donated property, nothing beyond. Chair Carter asked if WLU maintains the road but not snow removal, to which Mr. Wright stated just the upper and lower parking lots; the remainder is the responsibility of West Rentals, Inc.

Ann Thomas asked who is liable if there is a problem on the property. Mr. Gompers stated it is handled like anybody's home owners insurance. WLU is insured through the State of West Virginia; we have liability and property damage so we're covered for what is contained in the Agreement. The adjacent property owner wanted us to cover them but we cannot, so that was deleted from the Agreement.

Bev Burke noted on page 6, item 9, the University is responsible for paying for a water meter to be installed for the cabins which we do not own; why is this WLU's responsibility? Mr. Wright stated that the waterline coming into the property has only one meter for the entire property. After discussing it with Gary, WLU agreed to split the water coming into the main property with one meter for the restaurant and one for his property, and we agreed to pick up the cost. Mr. Gompers stated the reason for the separation was so they could pay for their water and WLU pay for ours.

Mrs. Burke noted on page 3, item 3, naming the building The Gary West – West Liberty University Event Hall. This is a generous donation but shouldn't WLU come first in the name? Mr. Wright stated that this has been switched on a sign that he will show Gary tomorrow; WLU is in front. Chair Carter asked if there were any other questions or comments; there were none.

A motion was then made that the West Liberty University Board of Governors accept the Contract of Pledge agreement as written for the acquisition of the Roadworthy portion of the property provided in the Pledge, and that the President of West Liberty University is hereby authorized to execute said Pledge by Brian Joseph and seconded by Ann Thomas; motion passed unanimously.

4. Adjournment:

The meeting adjourned at 9:16 a.m.

Richard Carter

Chair

Paul Limbert

Secretary

**West Liberty University
Board of Governors**

Minutes

April 3, 2013

Attendance:

Beverly Burke, Richard Carter, George Couch, Brian Joseph, Patrick Kelly, Carrie White,
LeeAnne Yeater

Unable to Attend:

Ann Thomas

Administration/Faculty/Staff:

Robin Capehart, Mary Ann Edwards, John Gompers

3. Call to Order:

Chair Carter called the meeting to order at 9:02 a.m.

2. Action Item*:

Policy 2 - Presidential Appointments, Responsibilities, and Evaluation

Chair Carter stated that the reason for this meeting is for two items; first to look at Policy 2: Presidential Appointments, Responsibilities, and Evaluation. Chair Carter asked John Gompers if he would take the Board through the discussion of the policy, revisions, and recommendations from the comments received and review the final policy that the Executive Committee of the Board approved.

Mr. Gompers stated that the Board will recall at the last meeting a proposed revised Policy No. 2 was given out and for those not at the meeting it is on line, and it was disseminated for 30-day comment. Comments were received from faculty and classified staff, and the Executive Committee went through each and every one of those comments prior to this Board meeting and decided to recommend to the full Board several changes proposed by the faculty and classified staff.

The first recommendation would be under Section 2, 2.4 where it states "Upon appointment, a president may be awarded academic rank and tenure at the University by the Board." The recommendation by the Executive Committee is to add "after consultation with the Provost and appropriate College Dean and Department Chair."

The second recommendation that is made by the Executive Committee is that a modification be made to under Section 4, 4.2.2 in the second sentence where it reads "The evaluation committee may utilize," change the "may" to "shall." Those are the two major points that were basically adopted from comments from faculty and classified staff. No other changes are recommended by the Board and the Executive Committee would request that Policy 2 now be adopted by the Board with the two modifications just reviewed.

Chair Carter asked for further discussion on Policy 2. Beverly Burke stated she agrees with the changes already made, but believes that in Section 4, 4.2.7 there were some other comments that were important. The way it reads now it says "The chairperson shall be responsible for drafting and submitting a report to the chair of the Board within thirty (30) days of the on-site visit. There shall be an oral report to the president and the chair of the Board." We feel that what's happening here is that the full Board is left out of the process. We have a twelve member Board, and before the evaluation committee presents results of the evaluation to the president, we think the full Board should have a chance to review the findings and have some discussion before they sit down with the person evaluated; this would follow suit with anybody being evaluated on campus. When faculty have evaluations they discuss it with their Chair before going to the Dean and Provost. Staff is the same way; they sit with their supervisor and go over the evaluation before it's submitted to HR. It seems

the way this policy is written it's including the Executive Board all the way through, which is only four people of the twelve members. Classified staff feels one more step needs to be in the process.

Chair Carter stated he understood what Mrs. Burke was saying but, directed this statement to BOG Counsel John Gompers and his association with the power of the evaluation committee. Chair Carter stated it was his understanding that the evaluation committee does the evaluation, utilizing institutional personnel, but they conduct this evaluation and they come up with the conclusion in the evaluation. The evaluation is then presented; it is not up for modification by the Board subsequently, or anybody else; that's the evaluation. The rest is presentation and therefore, Chair Carter didn't know that the sequences of some of these things are absolutely essential with regard to changing the wording and would ask Mr. Gompers if he is correct in his assessment.

John Gompers stated that Chair Carter is correct; the process for commenting is open at all times. One of the consultation groups for the evaluation is the Board; they have their input. One committee meets to incorporate comments into the report, then it's laid out where the committee makes the report, gives the oral report to the president, submits the report to the Executive Committee, and gives to the Board for discussion. He didn't feel that the order should be changed. It is his understanding that this process is still a personnel type of issue dealing with confidentiality and not an issue where the report is given out for dissemination. He felt that the order is laid out appropriately to maintain the privacy issues that have been discussed.

Chair Carter stated that this was the response he anticipated and respects Beverly's comments, but this is why we are proposing to adopt the policy in this manner. Chair Carter then asked for a motion to accept the amendments to Policy No. 2 – Presidential Appointments, Responsibilities, and Evaluation.

A motion that the West Liberty University Board of Governors approve the revisions to Policy 2 – Presidential Appointments, Responsibilities, and Evaluation was then made by LeeAnne Yeater and Patrick Kelly; motion passed with Beverly Burke opposed.

Chair Carter stated that due to the timeliness and the need to revise this presidential evaluation process in accordance with having it synchronized with HEPC policy, we need to move fairly quickly with the evaluation process. There are a number of steps to be taken, and we need to get this done before people depart campus and get caught up in finals, commencement, etc. At this point we need to establish an Evaluation Committee and propose a slate of members as follows:

- Richard Carter, Chair
- Brian Joseph
- Carrie White

A motion that the West Liberty University Board of Governors approve those appointed to the Evaluation Committee was then made by Beverly Burke and seconded by George Couch; motion passed unanimously.

With no further business Chair Carter thanked everyone for participating in the meeting by conference call.

3. Adjournment:

The meeting adjourned at 9:15 a.m.

Richard Carter

Chair

Paul Limbert

Secretary

**West Liberty University
Board of Governors**

**Executive Committee
Minutes
April 3, 2013**

Executive Committee Members: Richard Carter, George Couch

WLU Administrators: Robin Capehart, Brian Crawford, John Gompers, John McCullough

1. Chair Carter called the meeting to order at 8:13 a.m.
2. BOG Business – The next Board of Governors meeting will be held in the Shaw Hall Board Room at 5:00 p.m. on Wednesday, April 17, 2013. The BOG Finance Committee will meet at 4:00 p.m. in the East Conference Room.
3. Board Training – Richard Carter and John Gompers spoke to the issue of required training for BOG members as part of the requirement to maintain a fully functioning Board, with quorums in attendance at all meetings.
4. Budgetary Issues – President Capehart discussed various aspects of the FY 14 and FY 15 budgets, including the assumption of an 8.9% reduction for each of the next two fiscal years. Nearly one-half of the State's entire budget reduction would be assumed by HEPC institutions. Tuition differentials are being used for higher cost academic programs. Richard Carter emphasized the need to balance cost reduction with revenue enhancement for purposes of addressing the anticipated shortfall in allocations from the State.
5. New Program Proposals – Brian Crawford discussed the rationale for the two new program proposals – B.S. in Creative Arts Therapy and Master's of Professional Studies. If approved by the BOG, these proposals would next require approval by the HEPC.
6. Evaluation of President (3-Year Evaluation) – BOG Policy 2 – John Gompers explained the proposed changes to BOG Policy 2 – Presidential Appointment, Responsibilities, and Evaluation, along with input received during the 30-day comment period. The Executive Committee formally recommended approval by the full Board of the revisions to BOG Policy 2 as stated by John Gompers.
7. President's Report – President Capehart updated the Executive Committee on the items to be included in the April 17 agenda. The President will update the Board on other items on April 17.
8. The meeting adjourned at 8:58 a.m.

Richard Carter

Chair

Paul Limbert

Secretary

West Liberty University Board of Governors
April 17, 2013

HONORARY DEGREES

It is the recommendation of the Honorary Degrees and Recognition Committee and the President of the University, for the conferral of an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the May 2013 commencement to _____.

It is also the recommendation of the Honorary Degrees and Recognition Committee and the President of the University, for the conferral of an honorary Bachelor of Science Degree from West Liberty University at the May 2013 commencement to Eileen M. Reinbold.

PROGRAM REVIEW ASSESSMENT REPORT APPROVAL

Consent Item

The following Assessment Reports for the 2012-13 academic year are presented before the West Liberty University Board of Governors for approval:

- Biology
- Communications
- Dental Hygiene
- English
- Exercise Physiology
- Medical Laboratory Science
- Nursing
- Regents

These reports are required as part of the continuous program review cycle. The reports are reviewed in the University Assessment and Accreditation Committee, and Committee recommendations are disseminated to all stakeholders.

The following are the recommendations for each program's assessment plan:

- Biology (Assessment Report Approved) Exemplary Assessment Program
Next assessment review due February 1, 2015 in the standard BOG 5-YR Program Review
- Communications (Revision Required)
Next assessment review due October 30, 2014
- Dental Hygiene (Assessment Report Approved) Exemplary Assessment Program
Next assessment Review due February 1, 2015 in the standard BOG 5-YR Program Review
- English (Revision Required)
Next assessment review due February 1, 2015 in the standard BOG 5-YR Program Review
- Exercise Physiology (Revision Required)
Next assessment review due February 1, 2014 in the standard BOG 5-YR Program Review
- Medical Laboratory Science (Assessment Report Approved) Exemplary Assessment Program
Next assessment review due February 1, 2014 in the standard BOG 5-YR Program Review
- Nursing (Revision Required)
Next assessment review due February 1, 2015 in the standard BOG 5-YR Program Review
- Regents (Revision Required)
Next assessment review due February 1, 2014 in the standard BOG 5-YR Program Review

West Liberty University Board of Governors
April 17, 2013

PROGRAM REVIEW APPROVAL

**B.S. Business Administration
B.S. Business Information Systems**

Consent Item

The Board of Governors is asked to approve the five-year program review for the B.S. in Business Administration and the B.S. in Business Information Systems programs with corrective action focused on further development of the programs' assessment plan.

West Liberty University Board of Governors
April 17, 2013

PROGRAM REVIEW APPROVAL

B.A. and B.S. Social Sciences

Consent Item

The Board of Governors is asked to approve the five-year program review for the B.A. and B.S. in Social Sciences program with corrective action focused on further development of the programs' assessment plan.

West Liberty University Board of Governors
April 17, 2013

**APPROVAL OF NEW UNDERGRADUATE DEGREE PROGRAM
Bachelor of Science in Creative Arts Therapy**

ACTION ITEM

The Board of Governors is asked to approve the creation of a new 120 credit hour undergraduate degree program, the Bachelor of Science in Creative Arts Therapy. The program will be housed in College of Arts and Communications and will serve students, traditional and nontraditional, seeking to attain an undergraduate degree preparing them for entry-level positions and graduate study in creative arts therapy fields. In accordance with West Liberty University policy and the Higher Education Policy Commission guidelines, the degree program was approved by the West Liberty University Curriculum Committee and the West Liberty University Faculty Senate.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the creation of a new undergraduate degree program, the Bachelor of Science in Creative Arts Therapy, within the College of Arts and Communications.

BACHELOR OF SCIENCE in CREATIVE ARTS THERAPY
Synopsis for the WLU Board of Governors

The College of Arts and Communications seeks to implement a new 120 credit hour undergraduate degree, the Bachelor of Science in Creative Arts Therapy. The degree combines coursework in art, art therapy, and psychology to prepare students for entry-level therapy positions as well as entrance into graduate study in the fields of creative arts therapy, particularly art therapy.

Numerous definitions of art therapy exist, however, the American Art Therapy Association defines it as, "The therapeutic use of art making, within a professional relationship, by people who experience illness, trauma or challenges in living, and by people who seek personal development. Through creating art and reflecting on the art products and processes, people can increase awareness of self and help others cope with symptoms, stress and traumatic experiences; enhance cognitive abilities; and enjoy the life-affirming pleasures of making art." The proposed creative arts therapy program incorporates the essence of the national association's definition while allowing room for the later expansion of the arts into areas of music, drama, poetry, etc.

The proposed program does require a Program Director who will need to be hired once state approval has been achieved. Projected program implementation date is fall term 2013.

West Liberty University Board of Governors
April 17, 2013

**APPROVAL OF NEW GRADUATE DEGREE PROGRAM
Master of Professional Studies: Organizational Leadership**

ACTION ITEM

The Board of Governors is asked to approve the creation of a new 30 credit hour graduate degree program, the Master of Professional Studies. The program will be housed in the School of Professional Studies and will serve working adults seeking to attain a graduate degree for professional advancement. In accordance with West Liberty University policy and the Higher Education Policy Commission guidelines, the degree program was approved by the West Liberty University Curriculum Committee and the West Liberty University Faculty Senate.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the creation of a new graduate degree program, the Master of Professional Studies, within the School of Professional Studies.

**MASTER OF PROFESSIONAL STUDIES (MPS)
ORGANIZATIONAL LEADERSHIP-
Program Synopsis**

Program Description:

This accelerated 30 credit hour Master's program aims to provide a high quality, affordable and accessible graduate program for qualified students whose opportunities for seeking appropriate level employment, career advancement, and personal and professional enrichment will be enhanced by a Master's Degree. The MPS structure and curricular design will emphasize learning directly relevant to professional employment. The MPS will include Areas of Emphasis (AoE) that will focus on various for-profit and non-profit professional fields. The initial AoE will be Organizational Leadership (OL). Successive AoEs will be developed and offered as student needs and interests are determined.

Program Intent to Plan and Curriculum Approvals:

The WV HEPC approved the MPS-OL Intent to Plan with a letter dated 6/25/12. The WLU Deans' Council and the Curriculum Committee approved the MPS-OL in Fall 2012, and the WLU Faculty Senate approved it in January 2013.

Program Survey:

The School of Professional Studies disseminated an exploratory survey to 85 current undergraduate non-traditional students to assess their interest in a MPS program. There was a 100% response rate for the survey. All of the respondents were within .5 to 1.5 years from completing a Bachelor's Degree, and 74% of them were age 30 or older. 88% indicated that they were interested in attaining a MPS degree. They were also asked to rank their preferences for an Area of Emphasis from five options: 63% (54 students) selected Organizational Leadership as their first preference. There is clearly some "local" area interest in a MPS – Organizational Leadership (MPS-OL) degree among current undergraduate non-traditional students.

Other Universities with a MPS Program:

Within West Virginia, no other institution offers a MPS degree with an Area of Emphasis. One university offers a specific Master's level "leadership" program, namely Wheeling Jesuit University, but this program is not as accelerated and financially affordable/accessible as is intended with the MPS – Organizational Leadership program.

Within a 100 mile radius of WLU there are no MPS degree programs, though there are various post-graduate leadership Masters' programs, such as at Geneva College, Kent State, Malone University, Chatham University, and Robert Morris University. Once again, however, not one of these programs is as accelerated and financially affordable/accessible as the intended MPS – Organizational Leadership program.

Curricular Design and Delivery:

The MPS degree will be 30 credit hours: 12 hours (4 courses) are Core Courses, 12 hours (4 courses) are AoE courses, and 6 hours (2 courses) are AoE elective courses. All of the Core courses and most of the AoE courses will be accelerated Saturday classes. Other courses (some AoE courses and the Electives) will be offered on weeknights, also in an accelerated format (8 weeks). The following is a list of the MPS-OL proposed courses and their descriptions.

Projected Costs for Program Start-Up

The School of Professional Studies (SPS) will be able to initiate and maintain the MPS without any exceptional costs. No new full-time faculty are required. All courses will be taught as overtime or adjunct status. The start-up budget will be only for printing brochures, other marketing strategies and instructional supplies. Total for these items plus a Miscellaneous category should be only around \$5000.00 The SPS will, however, need a Graduate Assistant, who will be a student in the program, as well as working for the SPS. Finally, a MPS does not require any outside professional association accreditation beyond the HEPC and the HLC, so no costs or dues for such associations are necessary.

**West Liberty University
Tuition & Fees
Operating Budget
FY14**

**BOG Approval Meeting
April 17, 2013**

FY14 Budget, Tuition and Fees
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West Liberty University
Cash Reserve Calculation
FY13 & FY14
As of 03/21/13
(000)

Available Cash for FY14

1. Unrestricted Reserves 06/30/12	\$ 6,304
2. FY13 Operating Budget Contribution	1,381 *
3. Capital Contributions – Outside Source	<u>0</u>
4. Total Available Unrestricted Cash	\$ 7,685
5. Less: FY13 Capital Projects	<u>1,083</u>
6. Net Available for Operations	\$ 6,602
7. FY14 Operating Budget Contribution	397
8. FY14 Capital Contribution – Outside Source	<u>400</u>
9. Total Available Unrestricted Cash	7,399
10. Less: FY14 Capital Projects	<u>1,800</u>
11. Net Available for Operations	5,599
12. Less: 10% Operating Revenue	<u>4,292</u>
13. Balance Cash above Reserve	\$ + 1,297

*See FY13 Status

Note 1: Health Science Building is a stand-alone project and does not require any University unrestricted cash.

Note 2: For information purposes the State is forecasting an additional 8.9% reduction in Appropriations in FY15 which would be equivalent to \$754,000.

WEST LIBERTY UNIVERSITY
FY13 STATUS
AS OF 03/21/13
OPERATING BUDGET AND PARAMETERS
(000)

	FY13	
	Approved <u>Budget</u>	Budget <u>03-21-13</u>
I. Revenue		
A. Tuition & Fees	\$ 19,985	\$ 19,805
B. Room & Board	9,913	9,916
C. State Appropriation	9,323	9,323
D. Other Income	<u>2,827</u>	<u>3,565</u>
E. Total Income	\$ 42,048	\$ 42,609
II. Expenses		
A. Salary & Benefits	\$ 22,866	\$ 23,319
B. Scholarships & Waivers	4,050	4,476
C. Bond & HEPC Payments	1,742	805
D. Utilities	2,218	2,163
E. Other Encumbered Expenses	6,948	7,067
F. Allocated Expenses	<u>3,014</u>	<u>3,398</u>
G. Total Expenses	\$ 40,838	\$ 41,228
III. Operations Balance	\$ + 1,210	\$ + 1,381

WEST LIBERTY UNIVERSITY
FY14 PROPOSED
OPERATING BUDGET
(000)

	FY14 Proposed <u>Budget</u>
I. Revenue	
A. Tuition & Fees	\$ 21,477 ⁽¹⁾
B. Room & Board	10,028 ⁽²⁾
C. State Appropriation	8,471 ⁽³⁾
D. Other Income	<u>2,944</u> ⁽⁴⁾
E. Total Income	\$ 42,920
II. Expenses	
A. Salary & Benefits	\$ 23,534 ⁽⁵⁾
B. Scholarships & Waivers	4,376 ⁽⁶⁾
C. Bond & HEPC Payments	2,214 ⁽⁷⁾
D. Utilities	2,272 ⁽⁸⁾
E. Other Encumbered Expenses	7,777 ⁽⁹⁾
F. Allocated Expenses	<u>2,350</u>
G. Total Expenses	\$ 42,523
III. Operations Balance	\$ + 397

BUDGET PARAMETERS
FY14

1. Tuition & Fees
 - A. Undergraduate: In-State +5%
 - B. Undergraduate: Metro and Out-of-State No Increase
 - C. Graduate, including PA Program: In-State +5%; Out of State +5%
 - D. No change in RN to BSN Tuition or BLA Tuition

Student Population-FY13 Base

 - A. Undergraduate: +15 Athletic Training Program
 - B. Graduate: +19 PA Program
2. Room & Board
 - A. Board +5%
 - B. Room No Increase
3. State Appropriation
 - A. State Appropriation reduction of 8.9% -\$833,000
4. Other Income
 - A. Hilltopper for Life Fee/Forever Hilltopper -\$231,000
 - (First time Fee assessed to all students in FY13; FY14 Freshman & Transfers Only)
 - B. Mongahalia Forest Grant -\$98,000 One Time
 - C. DuPont Tree settlement - \$67,000 One Time
 - D. Chesapeake Right-of-Way - \$48,000 One Time
5. Salary and Benefits
 - A. Personnel Salary Changes-See page 8
 - B. Mercer Scale funded \$64,500; Faculty Promotions \$92,000
 - C. No Promotion Pool included in FY14 Budget
 - D. Adjunct expenses reduced by 100K
6. Scholarships and Waivers
 - A. Reduction of 100K due to 100K football grant
 - B. Higher GPA requirement on all new Academic Scholarships Awarded
 - C. In-State Tuition increases have minor effect on overall Scholarships
7. Bond and HEPC Payments
 - A. 2012 Bonds (10M for Campbell Hall/Capital Projects) 951K
 - Year 1 includes an additional interest payment. Yearly Debt Service will be 830K going forward
 - B. 2013 Bonds (9.8M 2003 Refinancing) 800K
 - C. HEPC Debt/Transfers 466K

8. Utilities

- A. Utilities will increase by \$108,000 (5.6%). Addition of Campbell Hall, electric, natural gas, water, and sewage amounts to \$103,000 of the \$108,000 based solely on square footage.
- B. Balance is \$5,000 increase in Comcast internet and cable.

9. Other Encumbered Expenses

- A. Sodexo granted a 2 ½% for 2014.
- B. Custodial Contract expires on June 30, 2013 and we are in the process of bidding a new contract. The current supplier is, at best, meeting minimum requirements, has had repeated turnover in personnel, and with their current wage structure cannot compete with the Highlands location. We have an allowance of an additional 10% built in for the new contract.

PERSONNEL SALARY CHANGES FROM FY13 TO FY14

- 1) Herb Minch Non-Classified to Faculty
\$50,000 plus Benefits
- 2) Art Therapy Faculty
\$55,000 Salary Only – Current Reimbursement from Foundation
- 3) Grad Special Ed Faculty
\$70,000 Salary plus Benefits
- 4) Athletic Trainer Faculty (.25 Faculty; .75 Athletics; 12 Months)
\$40,000 Salary plus Benefits
- 5) Athletic Trainer Faculty (.25 Faculty; .75 Athletics; 12 Months)
\$40,000 Salary plus Benefits
- 6) Business Faculty Portion of Salary Reimbursed by Foundation
\$97,500 Salary plus Benefits
- 7) Nursing Faculty (Currently \$48,000 Contractor)
\$12,000 Additional Salary plus Benefits on \$60,000
- 8) Nicole Naegle Classified to Faculty
\$5,000 Salary Increase plus Benefits
- 9) Brian Crawford Faculty to Non-Classified
\$120,000 Salary plus Benefits
- 10) Dean Faculty – For Budget Purposes Only –
No Change from Current Dean Salary
- 11) Business Secretary Classified
\$10,000 Increase Salary plus Benefits due to Prior State
Employment
- 12) A. Koyzis Resignation 06/30/13
\$106,250 Salary plus Benefits
- 13) S. Koyzis Resignation 06/30/13
\$70,000 Salary plus Benefits
- 14) Personnel Reductions Effective 06/30/13, \$426,000 in Salaries and Benefits will be
Eliminated through Efficiency Moves

**WEST LIBERTY UNIVERSITY
 PROPOSED FY14 ESTIMATED
CAPITAL BUDGET
 (000)**

	FY14 <u>Capital Budget</u>
I. Revenue	
A. HEPC 50/50	\$ 400
II. Expenses	
A. Architect/Consultants	\$ 420 ⁽¹⁾
B. Building Improvement	720 ⁽²⁾
C. Land Improvement	<u>660⁽³⁾</u>
D. Total Expenses	\$ 1,800
III. Capital Balance	\$ - 1,400

(1) \$300,000 – Arnett Renovations – Construction FY 15
 40,000 – Campbell Hall Parking Lot
 30,000 – Arnett Roof
 50,000 – Main Hall Chiller

(2) \$270,000 – Arnett Roof
 450,000 – Main Hall Chiller

(3) \$460,000 – Campbell Hall Parking Lot
 200,000 – Road and Parking Lot Repaving

**Tuition & Fees
Base Undergraduate
Per Semester
FY14**

		In-State FY 2013	Metro FY 2013	Out-of-State FY 2013	In-State FY 2014	Metro FY 2014	Out-of-State FY 2014
1	Tuition	\$ 210	\$ 495	\$ 495	\$ 210	\$ 495	\$ 495
2	Registration Fee	55	260	260	55	260	260
3	Higher Education Resource Fee	375	870	870	375	870	870
4	Faculty Improvement Fee	50	145	145	50	145	145
5	Institutional Activity Fee	145	145	145	145	145	145
6	Athletic Fee	195	195	195	195	195	195
7	Special Equity Fee	75	75	75	75	75	75
8	Student Union Fee	70	70	70	70	70	70
9	Student Union Capital Fee	45	45	45	45	45	45
10	General Operation Fee	1365	3033	4090	1513	3033	4090
11	Technology Enhancement Fee	80	80	80	80	80	80
12	Institutional Capital Fee	100	100	100	100	100	100
13	Capital Fee (Health Science & Academic Bldgs)	200	200	200	200	200	200
14	Total Per Semester	\$2,965	\$5,713	\$6,770	\$3,113	\$5,713	\$6,770
15	\$ Change FY13 to FY14				+148		
16	% Change FY13 to FY14				5%		

Tuition & Fees
 Non Base Undergraduate
 Per Semester
 FY14

		In-State FY 2013	Metro FY 2013	Out-of-State FY 2013	In-State FY 2014	Metro FY 2014	Out-of-State FY 2014
College of Business, Graphic Design & Broadcast Journalism							
1	Total Per Semester	\$3,070	\$5,818	\$6,870	\$3,223	\$5,818	\$6,870
2	\$ Change FY13 to FY14				+153		
3	% Change FY13 to FY14				5%		
College of Science (excluding Nursing/Dental Hygiene) & Athletic Training Program							
1	Total Per Semester	\$3,096	\$5,844	\$6,895	\$3,251	\$5,844	\$6,895
2	\$ Change FY13 to FY14				+155		
3	% Change FY13 to FY14				5%		
Nursing/Dental Hygiene							
1	Total Per Semester	\$3,411	\$6,159	\$7,195	\$3,581	\$6,159	\$7,195
2	\$ Change FY13 to FY14				+170		
3	% Change FY13 to FY14				5%		

**Tuition & Fees
Undergraduate (Base)
FY11-FY14 Comparison**

Institution	FY11			FY12			FY13			FY14 Projection 5% increase WLU-In State Only 5% increase ALL for other Institutions		
	Resident	Metro	Non Resident	Resident	Metro	Non Resident	Resident	Metro	Non Resident	Resident	Metro	Non Resident
Fairmont State University	\$5,172		\$10,904	\$5,326		\$11,230	\$5,326		\$11,230	\$5,592		\$11,792
Concord University	\$4,974	\$6,676	\$11,050	\$5,446		\$12,100	\$5,716		\$12,698	\$6,002		\$13,333
West Liberty University	\$4,880	\$10,200	\$12,750	\$5,266	\$10,500	\$13,140	\$5,730*	\$11,226*	\$13,340*	\$6,227	\$11,426	\$13,540
Shepherd University	\$5,234		\$14,046	\$5,554		\$14,418	\$5,834		\$15,136	\$6,126		\$15,893
Glennville State College	\$4,888	\$8,232	\$12,000	\$5,352	\$8,832	\$12,720	\$5,860	\$9,624	\$13,824	\$6,153	\$10,105	\$14,515
Marshall University	\$5,285	\$8,966	\$12,896	\$5,648	\$9,670	\$13,480	\$5,930	\$10,240	\$13,930	\$6,227	\$10,752	\$14,627
West Virginia University	\$5,406		\$17,002	\$5,544		\$17,688	\$6,090		\$18,868	\$6,395		\$19,811
California University of PA	\$7,255		\$9,288	\$8,594		\$12,745	\$9,378		\$13,825	\$9,847		\$14,517
Ohio University Eastern							\$5,046		\$7,102	\$5,298		\$7,457
Indiana University of PA	\$7,571		\$16,395	\$8,362		\$18,854	\$8,672		\$19,480	\$9,106		\$20,454

*Amount represents only one semester of the \$200 Health Sciences Capital Fee

**Tuition & Fees
Graduate
Per Semester
FY14**

	Under Graduate Tuition and Fees	In-State FY 2013	Out-of-State FY 2013	In-State FY 2014	Out-of-State FY 2014
1	Tuition	\$2690	\$4202	\$2842	\$4430
2	Registration Fee				
3	Higher Education Resource Fee				
4	Faculty Improvement Fee				
5	Institutional Activity Fee				
6	Athletic Fee				
7	Special Equity Fee				
8	Student Union Fee				
9	Student Union Capital Fee	45	45	45	45
10	General Operation Fee				
11	Technology Enhancement Fee				
12	Institutional Capital Fee	100	100	100	100
13	Capital Fee (Health Science & Academic Bldgs)	200	200	200	200
14	Total Per Semester	\$3,035	\$4,547	\$3,187	\$4,775
15	\$ Change FY 2013 to FY 2014			+152	+228
16	% Change FY 2013 to FY 2014			5%	5%

**Tuition & Fees
Graduate
Per Semester
Fall 2013, Spring 2014/Summer 2014
State Comparison**

	FY 2014	
	<u>Resident</u>	<u>Non-Resident</u>
FY14	\$3397	\$4984

	FY11		FY12		FY13	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Fairmont State University	\$2,810.00	\$5,998.00	\$2,894.00	\$6,178.00	\$2,894.00	\$6,178.00
West Virginia State University	\$2,564.00	\$5,995.00	\$2,769.00	\$6,476.00	\$2,991.00	\$6,995.00
West Liberty University	\$2,350.00	\$3,160.00	\$2,700.00	\$3,780.00	\$3,235.00	\$4,747.00
Marshall University	\$2,788.00	\$7,145.00	\$2,970.00	\$7,455.00	\$3,115.00	\$7,690.00
Shepherd University	\$2,745.00	\$4,275.00	\$3,015.00	\$4,275.00	\$3,379.00	\$5,053.00
West Virginia University	\$3,090.00	\$8,852.00	\$3,321.00		\$3,405.00	\$9,754.00
<i>Other Comparison:</i>						
Ohio University Eastern	\$3,144.00	\$5,808.00	\$2,970.00	\$5,634.00	\$4,166.00	\$4,389.00
Indiana University of PA	\$3,483.00	\$4,130.00	\$3,744.00	\$5,616.00	\$4,946.40	\$7,275.15
California University of PA	\$3,483.00	\$5,573.00	\$3,744.00	\$5,616.00	\$5,520.00	\$7,849.00
Franciscan University	\$5,535.00	\$5,535.00	\$5,895.00	\$5,895.00	\$5,895.00	\$5,895.00
Wheeling Jesuit University	\$4,725.00	\$4,725.00	\$4,860.00	\$4,860.00	\$5,125.00	\$5,125.00

Tuition & Fees
Registered Nurse to Bachelor Science in Nursing Program (RN to BSN)
Per Credit Hour
FY14

		In-State FY 2013	Metro FY 2013	Out-of-State FY 2013	In-State FY 2014	Metro FY 2014	Out-of-State FY 2014
1	Tuition	\$ 191.25	\$ 191.25	\$ 191.25	\$ 191.25	\$ 191.25	\$ 191.25
2	Registration Fee						
3	Higher Education Resource Fee						
4	Faculty Improvement Fee						
5	Institutional Activity Fee						
6	Athletic Fee						
7	Special Equity Fee						
8	Student Union Fee						
9	Student Union Capital Fee	3.75	3.75	3.75	3.75	3.75	3.75
10	General Operation Fee						
11	Technology Enhancement Fee						
12	Institutional Capital Fee	8.33	8.33	8.33	8.33	8.33	8.33
13	Capital Fee (Health Science & Academic Bldgs)	16.67	16.67	16.67	16.67	16.67	16.67
14	Total Per Semester	\$220.00	\$220.00	\$220.00	\$220.00	\$220.00	\$220.00

For this program, "Electronic On-Line Fee" is waived.

**Tuition & Fees
Physician Assistant Program
Per Semester (4)
FY14**

	Under Graduate Tuition and Fees <i>Class 1-2013</i>	In-State FY 2013	Out-of-State FY 2013	In-State FY 2014	Out-of-State FY 2014
1	Tuition	\$ 5828	\$ 8828	\$ 5828	\$ 8828
2	Student Union Capital Fee	22	22	22	22
3	Institutional Capital Fee	50	50	50	50
4	Capital Fee (Health Science & Academic Bldgs)	100	100	100	100
5	Total Per Semester	\$6,000	\$9,000	\$6,000	\$9,000
6	\$ Change FY 2013 to FY 2014				
7	% Change FY 2013 to FY 2014				

	Under Graduate Tuition and Fees <i>Class 2-2014</i>	In-State FY 2013	Out-of-State FY 2013	In-State FY 2014	Out-of-State FY 2014
1	Tuition			\$ 6128	\$ 9278
2	Student Union Capital Fee			22	22
3	Institutional Capital Fee			50	50
4	Capital Fee (Health Science & Academic Bldgs)			100	100
5	Total Per Semester			\$6,300	\$9,450
6	\$ Change FY 2013 to FY 2014			+300	+450
7	% Change FY 2013 to FY 2014			5%	5%

**Tuition & Fees
BLA Program
Per Semester
FY14**

	Under Graduate Tuition and Fees	In-State FY 2013	In-State FY 2014
1	Tuition	252.92	252.92
2	Registration Fee		
3	Higher Education Resource Fee		
4	Faculty Improvement Fee		
5	Institutional Activity Fee		
6	Athletic Fee		
7	Special Equity Fee		
8	Student Union Fee		
9	Student Union Capital Fee	3.75	3.75
10	General Operation Fee		
11	Technology Enhancement Fee		
12	Institutional Capital Fee	8.33	8.33
13	Capital Fee (Health Science & Academic Bldgs)	16.67	16.67
14	Total FALL Semester	281.67	281.67
15	\$ Change FY 2013 to FY 2014		
16	% Change FY 2013 to FY 2014		

**Tuition & Fees
Advanced Academy
Per Semester
FY14**

		In-State FY 2013	In-State FY 2014
1	Tuition	\$ 210	\$ 210
2	Registration Fee	55	
3	Higher Education Resource Fee	375	
4	Faculty Improvement Fee	50	
5	Institutional Activity Fee	145	
6	Athletic Fee	195	
7	Special Equity Fee	75	
8	Student Union Fee	70	
9	Student Union Capital Fee	45	45
10	General Operation Fee	1365	1001
11	Technology Enhancement Fee	80	
12	Institutional Capital Fee	100	100
13	Capital Fee (Health Science & Academic Bldgs)	200	200
14	Total Per Semester	\$2,965	*\$1556
15	\$ Change FY13 to FY14		
16	% Change FY13 to FY14		

*Reduced rate 50% of FY14 Undergraduate Tuition

Residence Hall & Dining Charges Per Semester Fall 2013/Spring 2014				
	FY 2013	FY 2014	Change	
			\$	%
Residence Hall Capital Fee	\$ 415	\$ 415		
On-Campus Double Room	1800	1800		
On-Campus Single Room	2695	2695		
University Place	2890	2890		
Regular Meal Plan	1740	1825	+85	5%
5 Meal Plan	595	625	+30	5%
50 Meal Block Plan	350	350		
Cable & Internet Fee	145	145		

Residence Hall Summer Rates Per Week Summer 2014				
On-Campus Double Room	\$ 65	\$ 65	-	-
On-Campus Single Room	\$105	\$105	-	-

University Student Summer Employee – 20 Hours or More/Week				
On Campus Double Room	\$32.50	\$32.50	-	-

Classroom Rental* Highlands Only	
\$50.00 First Hour	\$25.00 Each Hour Thereafter
*Facilities on main campus are not rented during academic year.	

Liberty Oaks Bed & Breakfast		
	University Control*	Outside Fare
Room Rental	Internal Transfer \$99.00/Day; \$109/Day includes Breakfast	\$99.00/Day; \$109/Day includes Breakfast
*Interviewee's, consultants, guests of the University.		

Room & Board Cost
State Comparison FY12-FY13

FY14
No Room Increase; 5% Board Increase

FY14 \$8,080

	FY12	FY13
Fairmont	\$6,966.00	\$7,058.00
<i>Franciscan</i>	<i>\$7,400.00</i>	<i>\$7,400.00</i>
Concord		\$7,596.00
West Liberty	\$7,440.00	\$7,910.00
Glenville		\$7,985.00
Marshall	\$8,494.00	\$8,553.00
Shepherd	\$8,130.00	\$8,776.00
WVU	\$8,404.00	\$9,113.00
<i>Wheeling Jesuit</i>	<i>\$8,998.00</i>	<i>\$9,250.00</i>
Indiana University of PA	\$9,232.00	\$9,876.00
California University of PA		\$10,172.00

Special Fees

FY14

	<u>FY</u> <u>2013</u>	<u>FY</u> <u>2014</u>	<u>Unit</u>
1. Undergraduate Graduation	\$125	\$ 125	Occurrence
2. Graduate Graduation	150	150	Occurrence
3. Hilltopper Academy Registration	50	50	Occurrence
4. Freshman Orientation	100	100	Occurrence
5. Regents BA Posting Fee(plus \$10/Credit)	300	300	Occurrence
6. Work Life Credit*	375	375	Occurrence
7. Scuba Diving	160	160	Occurrence
8. Natural Science Lab	75	75	Occurrence
9. Electronic On-Line/Hybrid	100	100	Occurrence
10. Student Teaching	175	175	Occurrence
11. Private Music Lessons	120	120	Semester
12. Regional Practical/Internship	100	100	Occurrence
13. Parking Permit - Student	75	75	Year
- Full-Time Employee	50	50	Year
14. Red Cross Certification	50	50	Occurrence
15. Ceramics Material Fee	100	100	Occurrence
16. Dental Hygiene—Instrument Kit	1140	1175	DH 186 Clinic II Lab
17. Dental Hygiene—Clinic III Charges	285	65	DH 381 Clinic III Lab
18. Dental Hygiene—Side Kick Instr Shpnr	875	890	DH 286 Clinic II Lab
19. Dental Hygiene—X-Ray XCP Instruments	175	205	DH 238 Radiography Lab
20. Dental Hygiene Clinic IV Charges	55	65	DH 386 Clinic IV
21. Miller Analog Test	75	75	Occurrence
22. HESI Dosage Calculation	30	0	HESI 101-Calculation of Drugs & Solutions
23. HESI Sophomore Custom	30	0	NUR 210-Concepts Fundamental to Nursing Practice
24. HESI Pharmacology	30	30	NUR 320-Pharmacology
25. HESI Med Surge	55	55	NUR 340-Health Promotion in Crisis
26. HESI Maternity	30	30	NUR 430-Health Promotion Women & Children
27. HESI Pediatrics	30	30	NUR 430-Health Promotion Women & Children
28. HESI RN Exit I – III	150	150	NUR 481-Nursing Practicum (additional tests- \$50)
29. Critical Thinking Exams	40	10	NUR 200-Introduction to Nursing
30. BLA Material Fee	200	200	BLA 300-Introduction to Organizational Leadership
31. Forever Hilltopper	150	150	Freshman/Transfers
32. PA Application	25	25	Occurrence

* Plus \$15.00/Work Life Credit

Service Fees

FY14

	<u>Service Fees</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>Unit</u>
1.	Late Registration	\$ 80	\$ 80	Occurrence
2.	Transcript	7	7	Occurrence
3.	Priority Transcript	25	25	Occurrence
4.	Return Check Charge	25	25	Occurrence
5.	Diploma Replacement	25	25	Occurrence
6.	Security Card Replacement	15	15	Occurrence
7.	Late Graduation	110	110	Occurrence
8.	Tuition Payment Plan	30	30	Occurrence
9.	Registration Reinstatement	25	25	Occurrence
10.	Outside Laptop Service	75	75	Occurrence
11.	Credit Hour Overload Registration Fee (19+)	100	100	Semester

**REGULAR SEASON ATHLETIC TICKET PRICES
FY14**

<u>EVENT</u>	<u>FY13</u>	<u>FY14</u>	<u>UNIT</u>
1. Football			
A. Adult	\$ 7.00	\$ 7.00	Ticket
B. Children*	2.00	2.00	Ticket
C. Visiting Students with I.D.	2.00	2.00	Ticket
D. Adult	30.00	30.00	Season
E. Children*	10.00	10.00	Season
2. Basketball			
A. Adult	\$ 7.00	\$ 7.00	Ticket
B. Children*	2.00	2.00	Ticket
C. Visiting Students with I.D.	2.00	2.00	Ticket
D. Adult	50.00	50.00	Season
E. Children*	20.00	20.00	Season
3. Wrestling			
A. Adult	\$ 7.00	\$ 7.00	Ticket
B. Children*	2.00	2.00	Ticket
C. Visiting Students with I.D.	2.00	2.00	Ticket

*12 Age and under

NOTE: University employees presenting their I.D. card at the event are admitted free of charge.

The NCAA permits Institutions to provide (4) Comps to each student athlete per contest. This is a University option.

**SUMMER CAMPS AND CONFERENCES FEES
FY14**

	Independent Camp Conducted by Full-Time WLU Employee	Independent Camp Conducted by Non WLU Employee
Room – Double*	\$15.00/Day	\$15.00/Day
- Single*	20.00/Day	20.00/Day
*Plus \$2.00 if Bonar or Curtis		
Board – Stay on Campus	\$22.85/Day	\$22.85/Day
-Stay off Campus		
(1) Breakfast	\$6.15/Occur.	\$6.15/Occur.
(2) Lunch	7.45/Occur.	7.45/Occur.
(3) Dinner	9.25/Occur.	9.25/Occur.
Van Rental*	\$.50/Mile plus \$15.00/Hr.	\$.50/Mile plus \$15.00/Hr.
*Requires qualified University driver		
Pool Rental*	\$80.00/2 Hours	\$80.00/2 Hours
*Requires qualified lifeguard		
Facilities:		
- Football Field	\$100.00/Day	\$200.00/Day
- Soccer Field	\$100.00/Day	\$200.00/Day
- ASRC BB Court	75.00/Day	150.00/Day
- Blatnik BB Court	50.00/Day	100.00/Day
- Blatnik Wrestling	25.00/Day	50.00/Day
- Band Areas	50.00/Day	100.00/Day
- Baseball Field	100.00/Day	200.00/Day
- Softball Field	100.00/Day	200.00/Day
- Tennis Courts	50.00/Day	100.00/Day
- College Hall	50.00/Day	100.00/Day
- Kelly Theatre	50.00/day	100.00/Day
- Classroom	25.00/Hour ⁽¹⁾	25.00/Hour ⁽²⁾
	(1) Not to exceed \$100/Day	
	(2) Not to exceed \$150/Day	

The President of the University may waive facility fees for high school events when it is deemed to be in the best interest of the University's Admissions Department.

Paint Lining of Band Area or Athletic Area	\$100.00/Occur.	\$100.00/Occur.
Special Event	Cost	Cost Plus 10%