

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

April 18, 2012

5:00 p.m.

**R. Emmett Boyle Conference Center
WLU**

AGENDA

1. Call to Order
2. Chairperson Comments
3. Consent Agenda* 15 Min
 - a. Minutes of the Full Board 02/08/12, 02/27/12
 - b. Honorary Degrees
 - c. Elevation of Programs to Schools
 - d. Gary E. West College of Business – Department Name Changes
 - e. Program Reviews
 - f. Annual Report Re: WLU Funds Transferred to Research Corporation
4. Informational Items:
 - a. President's Report 25 Min
 - b. Faculty Senate Report to the Board of Governors
5. Action Items*:
 - a. Policy 47 – Tobacco Use and Guidelines 15 Min
 - b. Pipeline Right-of-Way Agreement..... 15 Min
 - c. Inducement – Health Science Building 15 Min
 - d. Approval of FY 2013 Budget/Tuition & Fees 30 Min
6. Adjournment

**West Liberty University
Board of Governors**

Minutes

February 8, 2012

Attendance:

Lisa Allen, Beverly Burke, Richard Carter, Brian Joseph, Patrick Kelly, Paul Limbert, Rob Marks, David Syrylo, Ann Thomas, Carrie White

Unable to Attend:

George Couch, Robert Steptoe

Administration/Faculty/Staff:

Bill Baronak, Robin Capehart, John Davis, Lynn Davis, Mary Ann Edwards, Brad Forshey, John Gompers, Bruce Jochum, Tony Koyzis, Melinda Kreisberg, Bo McConnaughy, Cindy McGee, Stephanie North, Michelle Pissos, Jim Stultz, Dawn Swiger, Jack Wright

1. Call to Order:

Chair Joseph called the meeting to order at 5:25 p.m.

2. Chairperson Comments:

Chair Joseph stated that he is pleased where we are as a University. In his business, you're most always watching the sloping line, whether it be up or down; rarely can you just stay status quo. We all agree we've been getting better, enrollment keeps going up, and things are going well. What we don't know, which is unbelievably beneficial to the community and can't seem to get our arms around, are the number of things our people do for the community that is not part of their job. This is a measure of the kind of culture we've created; the kind of people and staff, and it's pretty amazing. These are things like community outreach, not what Jeff Knierim does, and he does a great job, but that is his work for the University. Things like Jason Koegler, who helped develop the Wheeling Symphony strategic plan and how to sustain the symphony so it will still be in Wheeling in ten years. Keely Camden serves on the Board of the Children's Museum of Wheeling. It's great for the museum to have someone of her caliber and her knowledge and support. Tammi Secrist serves with Ohio Valley Connect to reach out and bring people back to the area, back home, to local jobs. At the Wheeling Arts Festival, Bob Villamagna and Brian Fencil were heavily involved in the festival but not as part of their job; it's the people that they are and the culture that is us. Zac Loughman in Biology is one of the top five authorities in the area on freshwater crayfish; he spends summers with the Oglebay Institute nature camps at Oglebay Park. These examples highlight how wonderful the Wheeling area is and the community outreach by the University. Chair Joseph stated he wanted to mention the outreach because it's not something we talk about; it's something we need to foster and recognize more often. He believes he hasn't touched on one-tenth of one percent of the outreach happening through WLU.

President Capehart presented Chair Joseph with a gift for newborn daughter Tess, stating he has officially entered the world of fatherhood and congratulations from the Board of Governors, faculty, staff, and administration at WLU.

3. Consent Agenda*:

Chair Joseph asked for a motion to approve the consent agenda items, those being the minutes of the full Board of December 7, 2011, minutes of the Executive Committee of the Board of November 22, 2011 and January 25, 2012, Renaming of the Physician Assistant Program, and Renaming of the Nursing Program.

Chair Joseph asked if when we rename these programs as schools; what exactly does this mean. Is this just a name change or a change in organization structure and recording? President Capehart stated that it is just a name change. There is no state code or policy that requires you to have a certain organization. Chair Joseph asked if schools and departments are synonymous, to which President Capehart stated they can be. Dr. Koyzis stated that this change is required by the accrediting agency for the Physician Assistant Program. They suggested starting with the Department of Physician Assistant Studies; again, this is coming from the accrediting body. Chair Joseph stated that he could see the advantage and future possibilities of other schools that maybe we are on a strategic path to change.

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

4. Informational Items:

a. President's Report

President Capehart presented his report to the Board. Looking at enrollment figures from areas around the state, it was noted that WLU hired a recruiter who lives in the eastern panhandle and recruits his local area. With the increase in enrollment for that area, this has paid off quite handsomely. We are starting to get a significant amount of students from that area.

The HLC Visitation Committee met on campus in December and is sending a very positive recommendation for the PA Program. A positive recommendation from the visitation is a good sign. Once we receive approval we are ready to begin classes. At the February 17th Higher Education Policy Commission meeting in Charleston we are anticipating approval of the B.S. in Athletic Training. Also, an Office of Graduate Studies will be set-up to oversee all graduate programs, admissions, assistantships, faculty and governance.

The College of Education has a number of things going on including NCATE accreditation, new certifications in Gifted and Talented, Early Childhood Education, and French, all of which are undergraduate. They have a major field development in Community and Informal Education and in the Masters in Education a new concentration in Leadership Studies, which is in high demand.

Institutional Advancement, as of January 27, 2012, has raised \$1 Million. The Kelly Theater renovation project has received \$15,000 in gifts and pledges and proceeds from the Great Gala will go toward Kelly Theater. Mark your calendar now for the Great Gala to be held the last Saturday in April. This is a wonderful event and those involved do a great job.

A project to be announced at the end of the March, under a proposed plan that the HEPC has presented to award institutions who move forward in areas of life-long learning opportunities for the community, is the Community University. This is based on a national program; Carnegie Mellon is a participant in the program, for individuals 55 and over. Classes are taught over a four to ten week period during the day at The Highlands. Jim Stultz will be teaching a class on the Civil War. The cost is \$25 and to date there are ten classes signed up with probably eight or nine more to come. When you pay the \$25 you can take all the classes you want for the semester. There will be all types of different classes and we are looking for instructors and students as soon as we announce what will be on the curriculum.

The new Learning Center is set to open in the fall 2012. This Center has been a high priority to help those students struggling in reading, writing, and just basic skills. Faculty can direct students to The Learning Center to get help in these areas and where they will receive personalized attention, which in turn should increase retention and improve competency based programs.

The Advanced Academy of WV will be announced in March, which is modeled after a program in Georgia, the largest program being located in the State of Iowa. High school juniors and seniors actually take classes at WLU that will line-up with their curriculum in high school. There will be a GPA requirement, interview process, and an ACT/SAT indicator taken into account. It is hoped that we will have these students their junior and/or senior years and will be able to go right through to graduation. It will be a very competitive admissions process with challenging classes in liberal arts comparable to what they are taking in high school. This will be an accelerated process for 60-64 hours of college credit. For parents it will be cost-efficient in the long-run and the students can avoid senioritis. For WLU it will enhance prestige and build good relationships with high achieving students who may stay with WLU to earn their degree. Superintendents, RESA VI, and principals are very excited about the program, which will initially be concentrated in five counties of the Northern Panhandle. Mrs. Thomas asked how the kids will find out about the program. President Capehart stated that while the program hasn't been announced yet, we are starting to schedule meetings to go to every high school in the five-area county to layout the curriculum, classes, when classes meet, and where they are held at The Highlands Center. President Capehart and Dr. Koyzis met with the State Superintendent of Schools and hope to open the Academy in 2012.

Our men's basketball team is #2 in the U.S. with 55 consecutive conference wins. The women's basketball team continues to have a winning record, despite injuries and unexpected personal issues. They are still 11 and 8. Our wrestling team is #14 in the U.S. and #4 in Super Region One and has heavy participation in the NCAA tournament.

With regard to community engagement we have the Civics Challenge coming up with 12 high schools participating. Last year's finalists consisted of five students from St. Clairsville and three students from River. Jeff Knierim does a good job with this event, along with the Toastmasters Club. If you would like more information on the Toastmasters, please talk with Jeff.

Events coming up in February are:

- February 9, 2012: Concert Series, QUINK, vocal ensemble in College Hall
- February 17, 2012: Presentation to HEPC, Advanced Academy
- February 18, 2012: Black and Gold Day
- February 21, 2012: College of Liberal Arts Colloquium Series, Alumni Lounge
- February 23, 24, 2012: "Macbeth" presented by the Hilltop Players, Kelly Theater
- March 2012: 175th Anniversary Celebration

Following his report, President Capehart asked if there were any questions; there were none.

b. Classified Staff Council Update

Bev Burke gave an explanation of why it was requested that Classified Staff Council be able to make a presentation to the Board of Governors and the opportunity to introduce classified staff and their role on campus. Stephanie North spoke with regard to the admissions process; Patrick Kelly asked if WLU uses social media and Stephanie explained what is currently in place for prospective and current students. Brad Forshey, Cindy McGee, Mary Ann Edwards, Bruce Jochum, Michelle Pissos, Dawn Swiger, and Bo McConnaughy talked about the role they play in their departments and their impact on students. Chair Joseph stated that the Classified Staff Council update was really impressive and beneficial to the Board. President Capehart asked if there were any questions and thanked the Council for coming to the meeting and making their presentation.

c. Revision to Policy 1 – Procedures for Presidential Search and Selection

Mr. Davis stated that generally, policy revisions come to the Board for consideration because he or the President have identified specific policies that haven't been looked at in a long time and need to be changed or updated. However, sometimes the HEPC changes its rules or policies and because what the HEPC does takes precedence over what the Board does, those things necessitate changes in the WLU Board of Governors policies. In the Board packet are two of these examples; Policy 1-Procedures for Presidential Search and Selection, and Policy 26-Order of Precedence, with respect to policy revisions you usually see sent out for review. In the cases of Policies one and 26, there is no need for review; we have simply changed the language. The revised policies are in the packets and this is not an action item, just an information item.

Also as an information item, in the sheet that is headed into Information Items – Explanation, there is a reference of the Board's Bylaws stating that "No member may serve as chairman for more than two consecutive years." In 2010 the WV State Code changed this to four (4) years; therefore our Bylaw has to change to match.

5. Action Items*:

a. Additional Funding for Soccer Field

Mr. Wright stated that at the April 2011 Board of Governors meeting the Board authorized the University to negotiate a lease with the Prall Cemetery Trustees for a parcel of land to use as a soccer/lacrosse field, and for intramurals and band camps in the summer. At that time Patrick Kelly asked what the cost of the field would be, and it was estimated at \$125,000. The Board has since approved a lease in December with the cemetery trustees. GAI Consultants from Charleston, who have done several soccer fields and happen to be the site consultant for the new science building, agreed to give WLU a detailed estimate for a new soccer field. This estimate was reviewed with the Finance Committee today. The estimate is \$223,000 with architectural fees at about \$23,000, bringing the total close to \$250,000.

WLU attempted to bid a parking lot in September and again in October, which will involve a lot of earth moving. Earth moving equipment in Ohio and Marshall Counties, due to the gas drilling, is very limited and we only had

one bid on the parking lot, which was estimated at \$320,000 and the one bid was \$490,000. Not wanting to take a chance and have the soccer field bid come into the same situation, we are estimating the field to be \$300,000. GAI expects more money to be needed for drainage on the field since the field has a clay base and clay doesn't drain well. We will also need to cut into the cemetery hill, which we thought we wouldn't need to do, and add a sprinkler system. GAI says if we are going to use the field spring, summer, and fall we shouldn't put it in without a sprinkler system. The total estimate is roughly \$250,000 and due to the limited number of people in the earth moving business at this time may come in higher, so we are asking for the approval of \$300,000. Ms. Allen asked if this amount is just for the field or includes structures. Mr. Wright stated that there are no structures; under the lease agreement there will be no permanent structures on the property. Portable bleachers and scoreboard will be used, with the possibility of two faculty homes adjacent to the property being used by visiting/home teams for restrooms, etc. Ms. Allen asked if the cost is for grading. Mr. Wright stated that the cost includes grading for drainage and crowning the field. With proper construction we can have a good field for multiple uses. Ms. Allen asked where the field is located. Mr. Wright stated the property is located adjacent to faculty housing where the girls' softball team played for many years but has since abandoned with the new field. That usage was done with a letter of understanding for 30 years. In order to spend state money on property you don't own you have to have it under lease and that's why we've leased the property. Ms. Allen asked if the property needed cleared, to which Mr. Wright stated "no." Mr. Wright stated that of about 21 acres maybe one-ninth is used as cemetery. This is the only flat piece of property in this area and we are fortunate to get it. The lease is \$3,000 the first year and thereafter, after five years it goes to \$6,000. Mrs. Burke asked where the funds are coming from or do we have the funds available. Mr. Wright stated that we have moved other funds, such as the elevator fund for Beta and Hughes Halls to future years in order to make room for these funds so yes, they are available at this time. Mr. Kelly stated that WLU had talked about leasing gas rights to drillers; has this been done? Mr. Wright stated "yes." Mr. Kelly asked if there is any way they would do a donation to the University; possibly the equipment for the initial grading. President Capehart stated that from what we can see in this area, they are leasing the equipment from other people; that's why the price is so high. The original field was done by the Corp of Engineers when they were looking for things to do on Saturday and Sunday. In old pictures they show the equipment just sitting around. Operating engineers in the Northern Panhandle are non-existent and the teamsters in other counties had been on strike; they may have settled. The bid for the parking lot was at the height of the asphalt season and we just didn't get any bids. We don't want to bid this without at least four competitive bids. Chair Joseph stated that as he understands the resolution, it authorizes the University to spend what it takes to complete the field up to \$300,000, which is correct. Mr. Wright stated that we have a very detailed estimate from GAI Consultants out of Charleston and they're estimating \$223,000 with an architectural fee of about \$23,000, putting it in the range of \$246,000, with a 10% contingency. This is the current situation.

A motion that the West Liberty University Board of Governors authorizes the expenditure of \$300,000 – rather than the originally approved \$125,000 – for construction of a soccer field was then made by Paul Limbert and seconded by Richard Carter; motion passed unanimously.

Ms. White stated that it was mentioned the money was going to come out of the elevator fund; are those two buildings still going to receive maintenance on those elevators? Mr. Wright stated that the number one priority on the maintenance list were elevators in Beta and Hughes Halls in 2008. This is 2012 and they are still the 1970's elevators. Somehow they keep getting moved to the bottom of the list, but the only time we have trouble with them, since Jack's been here, is when it's time for the freshmen to move in for the fall semester. The elevators are inspected annually for weight and inspected on a monthly basis for safety. These are old elevators; the library elevator is old but still runs. In this case, we have 25 woman on sight for team soccer this year and believe there are 20 lacrosse players for team lacrosse; all playing off-campus this year. That's 45 students and we need a field; we are not putting the elevators in jeopardy.

b. Revision to Policy 8 – Facilities

Mr. Davis stated that there are three policies here and as Chair Joseph indicated, the Board must consider them separately. Policies eight and ten were revised back in November per Board instruction and put out for the 30-day comment period. Policy 50 was revised by President Capehart and posted on the home page for review and comment back in November. In the many years Mr. Davis has been involved in revising policies, this is the first time we have gone through this process and haven't received a single comment. In any event, this is an action item receiving no comments or criticism, and the Board needs to vote on each one separately.

President Capehart stated that a lot of these policies were our reflection of conversation; how some Board policies were too specific, some more administrative and needed cleaned up. Chair Joseph asked how many policies we need to change, to which President Capehart replied that it is not a large number, but a rewrite is in order. We needed to decide how many we can attack at once or do a few at a time. Ms. Allen asked if members could look at copies of the policies, to which President Capehart stated the policies are located on line and Mary

Ann will send a link to members to view. Chair Joseph asked if there were any questions and noted that we have actually run into issues with policies we created, some of which are more like procedures than policies.

A motion that the West Liberty University Board of Governors approve the revision of Policy 8 – Facilities, was then made by Patrick Kelly and seconded by Ann Thomas; motion passed unanimously.

c. Revision to Policy 10 – Travel

Chair Joseph asked if there was any discussion of the revisions to this policy.

A motion that the West Liberty University Board of Governors approve the revision of Policy 10 – Travel, was then made by Richard Carter and seconded by Rob Marks; motion passed unanimously.

d. Revision to Policy 50 – Fundraising

Chair Joseph asked if there was any discussion of the revisions to this policy. President Capehart stated that it is important the president be authorized to work with fundraising if you read the policy. The old policy included when to send a letter; we don't need a policy to tell us these things. There is a lot of delegation of authority and we did add one item that wasn't in the previous policy, requiring the president to provide the Board with a report every year on receipts and disbursements, which is good information for the BOG.

A motion that the West Liberty University Board of Governors approve the revision of Policy 50 – Fundraising, was then made by Patrick Kelly and seconded by Beverly Burke; motion passed unanimously.

6. Adjournment:

The meeting adjourned at 6:49 p.m.

Brian Joseph _____
Chair

George Couch _____
Secretary

**West Liberty University
Board of Governors**

Minutes

February 27, 2012

Attendance:

Lisa Allen (phone), Beverly Burke, Richard Carter (phone), George Couch (phone) Brian Joseph, Rob Marks (phone), Robert Steptoe (phone), Ann Thomas, Carrie White

Unable to Attend:

Patrick Kelly, Paul Limbert, David Syrylo

Administration/Faculty/Staff:

Robin Capehart, Mary Ann Edwards

1. Call to Order:

Chair Joseph called the meeting to order at 9:00 a.m.

2. Chairperson Comments:

Chair Joseph stated that there are some exciting things to talk about today and turned the meeting over to President Capehart.

3. Building Naming*:

President Capehart stated that what he would like to do today is ask for a resolution to name the new Health Science Building after Dr. Clyde Campbell. To give a little background on today's event, everyone will be coming to The Highlands Center at 11:00 a.m. today, thinking we are renaming Arnett Hall after Dr. Campbell. Being the sneaky folks that we are and want to surprise him, we are going to ask for a resolution to name the new Health Science Building, a \$22 million dollar structure to be constructed on Faculty Drive, after Dr. Campbell.

A few things you may want to know; Dr. Campbell was obviously a student, but also served as a faculty member, chair, dean, provost, and president, and is greatly beloved by the community and to most people represents West Liberty University and formerly West Liberty State College. Also, along with serving in those particular areas, he is a man of great innovation, having 30 or 31 patents to his credit from his years at Mobay Chemical Corporation. He is a great leader in the community and on a more mercenary note, think the ability to raise additional funds in support of the building will be greatly enhanced by having the Campbell name attributed to the building. Approximately 70 of Dr. Campbell's friends and family will be here today for the naming, all of who represent individuals who are deeply committed and think very fondly of Dr. Campbell. President Capehart asked if there were any questions.

Ms. Allen stated that this is a great idea and a great honor. Chair Joseph stated that Dr. Campbell was his advisor when he went to West Liberty State College. Chair Joseph's father had just passed away and Dr. Campbell took him under his wing, along with his brother. He stated he would not have made it through college if he hadn't been his advisor. Ms. Allen stated that there was a whole line of individuals behind Chair Joseph. Ms. Allen saw Dr. Campbell the other day, and he always makes you feel like you're his very best friend. This is a great honor and a great idea, and totally agreed that it will assist in generating whatever kinds of contributions are still needed. President Capehart reiterated that the ceremony is at The Highlands Center today at 11:00 a.m. so the information will still need to be kept quiet. Dr. Campbell was thrilled with the renaming of Arnett Hall, where a lot of the sciences will continue to be housed, but he will be even more excited about this change.

A motion that the West Liberty University Board of Governors authorizes the naming of the new Health Science Building to "Campbell Hall" was then made by Richard Carter and seconded by Beverly Burke; motion passed unanimously.

President Capehart stated that in keeping with tradition on campus the Health Science Building will be known as Campbell Hall. This is a very exciting morning and President Capehart thanked everyone for taking time out of their busy schedules to participate this morning.

4. Adjournment:

The meeting adjourned at 9:10 a.m.

Brian Joseph _____
Chair

George Couch _____
Secretary

West Liberty University Board of Governors
April 18, 2012

HONORARY DEGREE

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 2012 commencement to Alfred R. de Jaager and James W. Watson.

West Liberty University Board of Governors
April 18, 2012

ELEVATION OF PROGRAMS TO SCHOOLS

Dental Hygiene Program
Nursing Program
Physician Assistant Studies Program

The Board of Governors is asked to approve the name change of the “Dental Hygiene Program” to “Sarah Whitaker Glass School of Dental Hygiene,” “Nursing Program” to “School of Nursing,” and “Physician Assistant Studies Program” to “School of Physician Assistant Studies.” This nomenclature is consistent with that of many other universities and was recommended by the appropriate accrediting bodies.

West Liberty University Board of Governors
April 18, 2012

**GARY E. WEST COLLEGE OF BUSINESS
DEPARTMENT NAME CHANGES**

Action Item

The Board of Governors is asked to approve the name change of the “Department of Administrative Systems” to “Department of Management and Marketing,” and the “Department of Financial Systems” to “Department of Accounting, Finance, and Information Systems.” These nomenclatures are consistent with that of many other universities.

PROGRAM REVIEW APPROVAL

B.S. Mathematics

Consent Item

The Board of Governors is asked to approve the five-year program review for the B.S. in Mathematics program with corrective action focused on further development of the program's assessment plan, specifically the measurement of student learning outcomes and use of outcome data.

A follow-up assessment report is required in 2012-2013. The follow-up assessment report is recommended to continue annually until an assessment plan with feedback loop is established and implemented consistently. At such time, the program will be required to file the standard Assessment Progress Report at the mid-point of each five-year program review cycle.

West Liberty University

Board of Governors Program Review Action

Name and degree level of program: B.S. Mathematics

Synopses of significant findings, including findings of external reviewer:

This program was reviewed by James Sellers, PhD, Director of Undergraduate Mathematics and Professor, Penn State University in April 2011. Strengths identified by the reviewer include:

- A dedicated, multifaceted faculty committed to providing a high-quality education
- A solid curriculum with attention to both pure and applied mathematics
- The facilities (classrooms, office space, technology) available to mathematics are appropriate

Dr. Sellers also identified the following areas of concern:

- The faculty, overall, is young and with an impending retirement “institutional memory” may be compromised and a potential “leadership vacuum” may result
- Recruitment of students to the program and retention of students within the program
- The physical separation of mathematics from the rest of the department creates a dichotomy of areas that requires work to maintain a one department atmosphere
- Lack of exit interview within the mathematics program of graduating seniors to identify potential strengths and weaknesses from the student standpoint

Plans for program improvement, including timelines:

Potential “leadership vacuum”- The junior faculty has already stepped forward to review and propose changes to the mathematics curriculum, assume lead roles in the assessment process, and drive positive change for the future.

Recruitment and retention- With the recent hire of two PhDs in mathematics, the program will begin offering research opportunities to its students. These opportunities will provide recruitment tactics as well as retention means due to increased interaction with faculty earlier in the program. The faculty is also invested in co-curricular activities with students including D’Math Club and an Extreme Frisbee Club.

Physical separation of department- Due to space limitations in the main building housing the Department of Natural Sciences and Mathematics, mathematics and physical science are located in a different facility. With increased enrollment across the department, this situation is not readily resolvable. Also with the increasing size of the department (increased student enrollment, new faculty hires), the ability for one person to oversee all areas effectively and equally is compromised. For the 2012-2013 academic year, an Administrative Team concept featuring co-chairs who work together with the Dean of the College to provide a unified department with open lines of communication and interaction.

Lack of exit interview- The program has instituted an exit interview that will be conducted by the department chair and dean at the conclusion of the mathematics capstone course.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished:

Recruitment of new faculty- The program has successfully hired two faculty in mathematics holding PhDs.

Provide support for faculty to attend conferences and meetings- Through the Faculty Development Fund at WLU, support exists for faculty to attend conference and meetings by application for funding.

Curricular changes- The mathematics program has reviewed curricula for pure mathematics and education-based degrees. Changes to EDUC 364, MATH 264, Math 327, and MATH 480 (Specifically mentioned in the previous external review) have been completed; multiple curricular changes have been proposed and approved during the current academic year.

Five-year trend data on graduates and majors enrolled:

Year	Number Enrollment	Number of Graduates
2006	30	7
2007	36	2
2008	49	2
2009	46	5
2010	49	5

Summary of assessment model and how the results are used for program improvement:

The Mathematics program has developed a set of Student Learning Outcomes that are mapped to the curricula of the respective degrees. Currently the program faculty uses common questions on final exams, capstone evaluations of critical thinking, writing, and communication skills as well as content knowledge, and job and graduate school placement as key assessments. From these tools and faculty discussion, deficiencies in mathematical proof writing, in interpretation and construction of writing and communicating mathematical concepts, and in computer programming to analyze mathematical concepts numerically were identified. In response to these identified deficiencies, mathematical proofs have been incorporated into most upper-level mathematics courses. Expectations of the students in interpretation and construction of writing and communicating mathematical concepts are modeled by the faculty to provide clear direction. To address deficiencies in computer programming for analysis of mathematical concepts, Computer Programming for Sciences (Math 175) has been returned to the standard mathematics curriculum. All of these modifications have been implemented recently therefore, no results on the impact of these changes on student learning are available.

Data on student placement, e.g. number of students employed in positions related to the field of study or pursuing advanced degrees:

Of the 24 graduates in Mathematics, six are known to be teaching full-time in public or private schools. Several are working in higher education – three are adjunct lecturers, one is a full-time instructor, and one is a lecturer. Four are currently attending graduate school and two are working outside the field of mathematics. No information is available on the other 7 students.

Final recommendations approved by the governing board:

The West Liberty University Board of Governors approves the program review recommendation for the B.S. Mathematics for continuation of the program with corrective action focused on further development of the program's assessment plan, specifically the measurement of student learning outcomes and use of outcome data.

A follow-up assessment report is required in 2012-2013. The follow-up assessment report is recommended to continue annually until an assessment plan with feedback loop is established and implemented consistently.

ASSESSMENT PROGRESS REPORTS

Consent Item

The following programs submitted standard Assessment Reports for the 2011-2012 academic year are presented before the West Liberty University Board of Governors for approval:

- Business Administration
- Business Information Systems
- Medical Laboratory Sciences
- Interdisciplinary Studies

The Assessment Reports are required for each program at the mid-point of their WLU Board of Governors 5-year program review cycle. The reports submitted from each program were reviewed by the University Assessment and Accreditation Committee. Using a standardized rubric, each report was scored for progress in programmatic assessment by the committee. Based on these results, recommendations were made to each program during a follow-up meeting between the members of the University Assessment and Accreditation Committee, the Dean of the respective College, the Chair of the respective department, and the assessment coordinator for the program. In each case, the Assessment Report demonstrated progress of the academic program in developing, implementing and continuing current assessment efforts.

The following are the recommendations for each program:

- Business Administration- submit updated assessment progress results in the full WLU Board of Governor's Program Review due February 1, 2013
- Business Information Systems- submit updated assessment progress results in the full WLU Board of Governor's Program Review due February 1, 2013
- Medical Laboratory Sciences- submit updated assessment progress results in the full WLU Board of Governor's Program Review due February 1, 2014 **contingent** upon development of 3-5 Student Learning Outcome Statements (due date September 17, 2012)
- Interdisciplinary Studies- submit updated assessment progress results in the full WLU Board of Governor's Program Review due February 1, 2014

West Liberty University

Board of Governors Standard Assessment Progress Report Summary

Name and degree level of program: Business Administration and Business Information Systems

Program Assessment:

- The program has developed at least three Student Learning Outcomes that are specific and clear.
 - Recommendation: Continue at current level.
- The program has integrated at least one General Studies Student Learning Outcome into its program SLOs and measures.
 - Recommendation: Continued and expanded implementation of integrated General Studies Student Learning Outcomes.
- The program has developed/adopted at least one measure for at least one SLO.
 - Recommendation: The program is working systematically through its SLOs to develop and implement appropriate assessments. Continued implementation and development is recommended.
- The program has implemented measures in at least one location during the course of study.
 - Recommendation: The program has implemented several measures throughout the course of study but has not covered all listed SLOs to date. Continued development and implementation of assessment measures is recommended.
- The program is aware of the need for an articulated assessment implementation plan, but has not clearly conveyed the existence of that plan.
 - Recommendation: Adopt a clear assessment implementation plan that is articulated clearly.
- The program has developed a generalized system through which assessment data may be analyzed and proposals for improvement may be considered and implemented but has not shown evidence of such implementation.
 - Recommendation: Implement review of analyzed data and link to program improvements.

Final Recommendation:

The program is required to submit updated assessment progress with the scheduled five-year Board of Governors Program Review due February 1, 2013.

West Liberty University

Board of Governors Standard Assessment Progress Report Summary

Name and degree level of program: Medical Laboratory Sciences

Program Assessment:

- The program has developed Student Learning Outcomes, but those outcomes are mixed with measures and program effectiveness goals.
 - Recommendation: Edit/revise the Student Learning Outcomes to include only those outcomes that identify knowledge or skills students should master during the course of program curriculum.
- The program has integrated at least one General Studies Student Learning Outcome into its programmatic assessment.
 - Recommendation: The program has made clear effort to incorporate as many General Studies Student Learning Goals as it currently can. Continue to implement assessment measures for integrated outcomes.
- The program has adopted at least one measure for at least one Student Learning Outcome.
 - Recommendation: Continued adoption of multiple assessment measures to provide data for each outcome.
- Program has implemented assessment measures at multiple points throughout the course of study.
 - Recommendation: Continued implementation of newly adopted assessment measures across the course of study.
- Program has articulated a plan for implementation of assessment, but the plan is limited to the next academic year.
 - Recommendation: Broaden the implementation plan to either a multi-year plan or a cyclic plan.
- Program has shown evidence of having linked assessment findings to program improvement, but is in the process of implementing the changes.
 - Recommendation: Program has been responsive to collected data and has developed and begun implementation of improvements based on that data. Continue to collect assessment data with implementation of improvements to determine effect on student learning.

Final Recommendation:

The program has made significant strides in its assessment plan. The program is scheduled for its five-year BOG Program Review in academic year 2012-2013. The report is due February 1, 2013 with an updated assessment progress section. No follow-up is required provided the program submit by September 17, 2012 revised Student Learning Outcomes.

West Liberty University

Board of Governors Standard Assessment Progress Report Summary

Name and degree level of program: Interdisciplinary Studies

Program Assessment:

- Program has not identified Student Learning Outcomes.
 - Recommendation: Due to the unique nature of the Interdisciplinary Studies program, development of specific Student Learning Outcomes is difficult. The Committee recommended developing generalized Student Learning Outcomes that define the overall goals for students participating within the program.
- Program has not integrated General Studies Learning Outcomes to a measurable level.
 - Recommendation: Integration of General Studies Learning Outcomes for the Interdisciplinary Studies program should be tied to the specific programs through which the student is completing courses.
- Program has developed assessment methods that measure program effectiveness.
 - Recommendation: The program has demonstrated its willingness to develop and implement measures of program effectiveness. Once SLOs are developed for the program, assessment measures housed within the specific programs through which coursework is located can be accessed to provide data of student achievement.
- Program has implemented program effectiveness measures.
 - Recommendation: IDS should harness specific program assessments that have been implemented to provide data for student achievement once SLOs and appropriate measures have been identified.
- Program has implemented program effectiveness measures at end of study.
 - Recommendation: Once measures are identified, IDS should work with the specific programs of study to identify measures that cover the range of coursework at differing levels of study.
- Program does not have an articulated plan for implementation of assessment of student achievement.
 - Recommendation: Develop a plan for implementation of assessment data collection including a plan for the development of generalized SLOs and identification of correlated measures in participating programs.
- Program has shown evidence of implementing improvement measures for program effectiveness.
 - Recommendation: Given the nature of IDS, implementing measures to improve student achievement is centered within the participating academic programs. IDS will have to work with participating programs to provide evidence of improvements for student learning. The current implementation of improvements in program effectiveness are relevant for IDS as meeting the academic needs of the student and providing the opportunity for students to combine courses of study in meaningful ways reflects directly on student achievement.

Final Recommendation:

The program is required to submit an updated assessment progress report in conjunction with its five-year Board of Governors Program Review. The report is due February 1, 2013.

FOLLOW-UP ASSESSMENT PROGRESS REPORTS

Consent Item

The following Follow-Up Assessment Progress Reports for the 2011-2012 academic year are presented before the West Liberty University Board of Governors for approval:

- Communications
- Criminal Justice
- English
- Exercise Physiology
- Graphic Design
- Psychology
- Social Sciences

These reports were required based on review of previous reports demonstrating the programs were in the developmental stages of planning and implementing assessment measures. The reports were reviewed by the University Assessment and Accreditation Committee. Using a standardized rubric, each report was scored for progress in programmatic assessment. The results were reported to the Dean of the respective College, the Chair of the respective department, and the program Assessment Coordinator by the members of the University Assessment and Accreditation Committee.

The following are the recommendations for each program:

- Communications- submit a Follow-Up Assessment Progress Report by September 17, 2012
- Criminal Justice- submit updated assessment progress results in the full WLU Board of Governors Program Review due February 1, 2014
- English- submit a Follow-Up Assessment Progress Report by September 17, 2012
- Exercise Physiology- submit a Follow-Up Assessment Progress Report by September 17, 2012
- Graphic Design- submit updated assessment progress results in the full WLU Board of Governors Program Review due February 1, 2015
- Psychology- submit updated assessment progress results in the standard Assessment Progress Report due February 1, 2014
- Social Sciences- submit updated assessment progress results in the full WLU Board of Governors Program Review due February 1, 2013

West Liberty University

Board of Governors Follow-Up Assessment Report Summary

Name and degree level of program: B.S. in Communications

Program Assessment:

- The program has developed Student Learning Outcomes, but there are so many (15) the measurability as a whole is questionable.
 - Recommendation: simplify the stated Student Learning Outcomes to a manageable number (3-5 total) that define the knowledge and skills students within the program should develop and master.
- The program demonstrates some integration of General Studies Student Learning Outcomes into their assessment plan.
 - Recommendation: Continued integration of General Studies Outcomes.
- Currently the program has not begun the measurement of its Student Learning Outcomes due to on-going curricular revisions.
 - Recommendation: Even with the on-going curricular changes, several of the overarching Student Learning Outcomes (for example writing and presentation skills) can still be measured as these skills permeate the program.
- The locations in which measures will be implemented for the programmatic Student Learning Outcomes have not been identified at this time.
 - Recommendation: The program has developed a base curriculum map that will help them establish appropriate locations to administer meaningful assessments of student learning.
- A timeline for assessment implementation, while considered in the report, has not been fully developed.
 - Recommendation: Develop a plan for assessment implementation that is cyclic or covers implementation from a multi-year perspective.
- The program is not currently utilizing assessment data to drive program improvement.
 - Recommendation: The proposed curricular changes should be informed through assessment of student learning as well as requirements of accrediting agencies.

Final Recommendation:

The program is required to submit a Follow-Up Assessment Progress Report by September 17, 2012 that addresses the recorded concerns.

West Liberty University

Board of Governors Follow-Up Assessment Report Summary

Name and degree level of program: B.S. in Criminal Justice

Program Assessment:

- The program has stated Student Learning Outcomes, but has multiple components to each that renders effective assessment difficult and burdensome.
 - Recommendation: Simplify the Student Learning Outcomes using generalized statements that summarize the knowledge/skills students should acquire through the course of the program.
- The program has integrated some General Studies Student Learning Outcomes into its assessment plan for Criminal Justice.
 - Recommendation: Continued integration of General Studies Outcomes.
- The program has developed/adopted some assessment measures for Student Learning Outcomes.
 - Recommendation: The implementation of the major field test as a key endpoint assessment has yielded significant data that was used for program improvement. Incorporation of additional measures at key points throughout the course of study is recommended to increase feedback at a variety of points throughout the curriculum.
- The program has implemented a key assessment at the endpoint of program (major field test).
 - Recommendation: Continued implementation of measurements across the curriculum.
- The program has considered a timeline for assessment that is limited to the next academic year.
 - Recommendation: Preparation of a cyclic timeline that represents when key assessments are administered, analyzed, reviewed, and presented for feedback and improvement is suggested.
- Program does show strong signs of using assessment data to drive changes within the program.
 - Recommendation: The use of the major field test data to drive changes in curriculum and skill development was significant. Continue linking data to improvements with additional measures across the curriculum.

Final Recommendation:

The B.S. program in Criminal Justice has made substantial progress in the area of assessment. Continuation of current efforts is recommended. Next Assessment Progress Report is due as part of the full Board of Governors Program Review, February 1, 2014.

West Liberty University

Board of Governors Follow-Up Assessment Report Summary

Name and degree level of program: B.A. in English

Program Assessment:

- The program has developed clear and concise Student Learning Outcomes that are measurable and reflect the evaluation of student learning.
 - Recommendation: Continue at current level.
- The program has integrated some of the General Studies Student Learning Outcomes into its programmatic assessment.
 - Recommendation: Continue integration of General Studies Outcomes.
- The program is in the process of developing assessment measures.
 - Recommendation: Continue with development of direct and indirect assessment measures with focus on measures that can be implemented throughout the levels of curriculum.
- The program is considering the placement of the assessment measures based on curriculum mapping.
 - Recommendation: Identify locations across the curriculum for implementation of assessment measures.
- The program indicates the need for future assessment, but has not articulated a plan or timeline for that assessment.
 - Recommendation: Develop a plan for implementation of assessment measures that is cyclic or addresses a multi-year perspective.
- The program does not indicate the use of assessment data to drive improvement and change.
 - Recommendation: Begin addressing curricular changes and program improvements as data-driven initiatives.

Final Recommendation:

The B.A. in English program, while establishing excellent Student Learning Outcomes, has not moved far beyond that point. The progress from last year is limited. The program is required to submit a standard Assessment Follow-Up report due February 1, 2013.

West Liberty University

Board of Governors Follow-Up Assessment Report Summary

Name and degree level of program: B.S. in Exercise Physiology

Program Assessment:

- Student Learning Outcomes are in the planning stage and are being adapted from the competencies imposed by the accrediting agency.
 - Recommendation: Prepare 3-5 Student Learning Outcomes that reflect the knowledge/skills students completing the B.S. in Exercise Physiology should display.
- No integration of General Studies Student Learning Outcomes is noted in the program assessment.
 - Recommendation: Once the program has determined the basic Student Learning Outcomes for Exercise Physiology, potential areas of integration with General Studies Student Learning Outcomes should be identified and assessed.
- Program is in the process of developing assessment measures.
 - Recommendation: Once clear Student Learning Outcomes have been developed for the program, development of accurate measures for each should be planned carefully. For example, developing measures for one or two Student Learning Outcomes per year is an achievable goal.
- Program is in the process of determining the assessment points within the curriculum.
 - Recommendation: Identify areas throughout the levels of curriculum for implementation of assessment measures.
- Program demonstrates knowledge of the need for future assessment, but has not developed a plan or timeline for implementation.
 - Recommendation: The program should set assessment goals within a feasible timeline. Trying to develop a full assessment plan too rapidly is overwhelming and can lead to inaccurate measures. Addressing one or two goals per cycle is an attainable goal.
- The program shows no evidence of using assessment data for improvement.
 - Recommendation: The assessment plan should incorporate time points for the analysis and review of data leading to implementation of program improvements.

Final Recommendation:

The program is required to submit a Follow-Up Assessment Progress Report by September 17, 2012.

West Liberty University

Board of Governors Follow-Up Assessment Report Summary

Name and degree level of program: Graphic Design

Program Assessment:

- The program has developed at least 3-5 Student Learning Outcomes that are clear and specifically stated.
 - Recommendation: Continue at current level.
- The program has integrated some General Studies Student Learning Outcomes into its assessment structure.
 - Recommendation: Continue integration of General Studies Outcomes.
- The program has developed and adopted at least one measure for each Student Learning Outcome, and in some cases multiple measures.
 - Recommendation: Continue identifying appropriate measures to adopt, both direct and indirect.
- The program has implemented measures in several locations across the curriculum.
 - Recommendation: The current measures are located primarily in the last two years of study. The Committee recommends the placement of at least one formative measure before the end of the second year of study.
- The program has a plan for assessment implementation, but the plan is limited to one year.
 - Recommendation: The program should build the timeline for assessment to demonstrate a cyclical plan for implementation, analysis, review and improvement recommendations.
- The program shows evidence of how to utilize assessment data for improvement, but is currently in the phase of gathering initial data.
 - Recommendation: Continue the collection of assessment data with defined timeline for analysis and identification/implementation of program improvements.

Final Recommendation:

The Graphic Design program has made substantial progress toward an effective assessment plan. The program is scheduled for a standard Assessment Progress Report due February 1, 2013. No follow-up report is required.

West Liberty University

Board of Governors Follow-Up Assessment Report Summary

Name and degree level of program: B.A./B.S. in Psychology

Program Assessment:

- The program has developed at least 3-5 Student Learning Outcomes that are clear and specifically stated.
 - Recommendation: Continue at current level.
- The program has integrated some General Studies Student Learning Outcomes in its assessment plan.
 - Recommendation: Continue integration of General Studies Outcomes.
- The program has adopted/developed assessment measures for at least one Student Learning Outcome.
 - Recommendation: Continue developing and adopting formative and summative measures of learning as well as indirect measures of student learning.
- The program has implemented assessment measures in at least one place within the curriculum.
 - Recommendation: Continue implementation of measures across the levels of the curriculum.
- The program has articulated a plan for assessment implementation, but that plan is limited to the next academic year.
 - Recommendation: The program should develop an assessment implementation plan that is cyclic and able to span multiple years. The plan should address attainable goals for each year rather than attempt to complete the development and implementation of assessment measures at one time.
- The program has shown evidence of using assessment measures for program improvement, but is in the process of implementing those improvements.
 - Recommendation: The program is commended for its linking of the major field test results to the curriculum map for Psychology and identifying areas that require improvement. The development of a plan for improving the areas of concern and the implementation of that plan illustrate the program is moving toward a comprehensive system of assessment and improvement.

Final Recommendation:

The program is released from the Follow-Up Assessment Progress Report requirement. The program is scheduled to submit a standard Assessment Progress Report February 1, 2014.

West Liberty University

Board of Governors Follow-Up Assessment Report Summary

Name and degree level of program: B.A./B.S. Social Sciences

Program Assessment:

- Program has developed Student Learning Outcomes.
 - Recommendation: Currently the program has core Student Learning Outcomes that are well written and concise. Each concentration has a set of concentration-specific outcomes. The combination of core outcomes and specific outcomes brings the number of SLOs for which data must be gathered to an overwhelming level. The Committee recommends simplifying the SLOs to those that apply to all concentrations, for example knowledge of appropriate content. This SLO may be measured for any concentration using content specific to that field, yet apply to the overall degree program.
- Program has integrated some General Studies Student Learning Outcomes into its assessment plan.
 - Recommendation: Continued integration of General Studies Outcomes.
- Program has developed at least one measurement for at least one Student Learning Outcome.
 - Recommendation: Currently the program is utilizing a capstone-level assessment for data collection. The Committee recommends the program continue the diversification of measurement mechanisms.
- Program has implemented at least one assessment measure in one location of the curriculum.
 - Recommendation: The implementation has thus far centered on the capstone-level and features summative assessment. The Committee recommends continued development of measures that can be implemented at various levels of the program for formative as well as summative assessment.
- Program has outlined a plan for assessment implementation but it is limited to the next academic year.
 - Recommendation: The development of an implementation plan that is cyclic or covers multiple years is recommended.
- Program understands the value of assessment data and has a general plan for implementation of improvements based on evaluation results.
 - Recommendation: The Committee recommends continued collection of assessment data with analysis and utilization of those results to inform future curricular changes.

Final Recommendation:

The program has made strides in developing an assessment plan but does require continued monitoring. The program is required to submit an updated assessment report in the full BOG Program Review scheduled for academic year 2012-2013. Report is due February 1, 2013.

PRESIDENT'S REPORT TO WLU BOARD OF GOVERNORS

A Condensed Summary of Accomplishments and Activities

April 18, 2012

- As of April 10, 658 students have pre-registered for the 2012 Summer School, representing an **increase** in the number of enrollees over the same period a year ago.
- Pre-registration for the Fall 2012 Semester has been active and will conclude on April 20, at which time comparative numbers will be available.
- The annual Honors Convocation will be held on April 26 at 6:00 p.m. in Kelly Theater, at which time numerous student activity and academic achievement awards will be presented.
- The Spring Commencement Ceremony will be held on May 12 at 11:00 a.m. in the ASRC. 296 students are expected to complete their degree requirements this spring, representing an **11% increase** over the number of graduates a year ago.
- Applications for the fall of 2012 from in-state students are approximately the same as this time last year; applications from out-of-state students are less than a year ago. A primary reason for this may be due to a change in the statewide HEPC admissions requirements, in which fewer students can be admitted with below-minimum-admissions academic records.
- As of April, in excess of \$1,200,000 in contributions has been received by the WLU Foundation (excluding planned gifts).
- Over \$75,000 has been raised in gifts and pledges toward the Kelly Theatre Renovation Project. All proceeds from the 2nd Annual Great Gala will go toward this renovation initiative.
- The President's Circle appeal has generated over \$1,000,000 in this current fiscal year, and the Circle continues to grow, with its membership now standing at 120.
- Three new WLU television commercials have been produced and are presently running in an area ranging from Charleston to Akron.
- The **largest-ever** Florida alumni reunion was held this past weekend, with well over 100 attendees.
- The celebration of West Liberty's 175th anniversary was very successful, with over thirty events, concluding with a full day of activities on Founder's Day, March 30.

- The Higher Learning Commission has granted formal approval for WLU to launch the Master of Science in Physician Assistant Studies program. The inaugural class of eighteen students for this intensive two-year program will commence on July 2. With this action, West Liberty becomes the **only** public regional university in West Virginia to offer a **terminal-degree program**.
- HEPC has granted approved for WLU to offer a new baccalaureate degree program in Athletic Training. A search is presently being conducted for a Program Director who will assume the leadership role in launching this degree in August of 2013. The field of athletic training is projected to be one of the faster growing occupational/professional areas in the nation.
- Program development is being undertaken for three possible new graduate-degree programs—Business, Dental Hygiene, and Nursing. It is anticipated that these programs—all at different stages of development—could commence operation within the next two years.
- The Communications degree program is developing new specializations/tracks in Sports Broadcasting, Documentary Film, and Public Relations in an effort to meet student interests in these expanding fields.
- The Institute for Innovation in Education is continuing to make progress in the development of the Advanced Academy of West Virginia (for academically talented high school juniors and seniors) and the Honors College, which will serve academically talented students at WLU.
- Coach Jim Crutchfield's Men's Basketball Team concluded the season ranked Number 3 in the nation and made their second consecutive trip to the NCAA Division II Elite Eight.
- Crutchfield's Hilltoppers have once again produced the best record in the nation in NCAA Division II basketball, along with winning the West Virginia Conference title for the third straight year, plus back-to-back titles in the WVIAC Tournament and the NCAA Atlantic Region Tournament.
- WLU Senior Kayla Ayers set an NCAA Women's Basketball record for most 3-pointers by a visiting player when she made 13 long-range shots in a February game at West Virginia Wesleyan.
- Hilltopper senior Jarrod Shaw was the national runner-up at 157 pounds in the NCAA Division II Championship meet in Pueblo, CO.
- Senior standout Joe Seabright was honored as the 2012 WVIAC Men's Golf Player of the Year, and Hilltopper head coach Mike Ricci received the 2012 WVIAC Men's Golf Coach of the Year Award.

- West Liberty’s regionally-ranked Golf Team is expected to receive a bid to next month’s NCAA Division II Regional Championships for the fourth consecutive year.
- The WLU’s Community University at West Liberty is underway at the Highlands Center and is offering lifelong learning opportunities for adults aged 50 or older. Sixteen lectures and courses are being offered by volunteer presenters. Subjects include social media, the Civil War, marketing, wine tasting, entrepreneurship, motorcycling, American history, and politics. More than 90 students have registered for courses, and plans are progressing for a summer term. For more information visit <http://westliberty.edu/community-university/>.
- The WLU Toastmasters Club received its official charter from Toastmasters International on April 1, and a “Charter Night” for the 26-member Club is scheduled for May 21. Toastmasters has helped millions of individuals improve their communication skills, thereby improving the quality of their lives and careers.
- In response to a devastating tornado that occurred on March 2 in eastern Kentucky, a relief mission consisting of 33 students and 11 staff members from WLU was organized to aid our “sister city,” West Liberty, KY. Over the course of three days, the WLU relief team provided much-needed support to a town that suffered greatly. The team worked to clean up yards, cut fallen trees, move valuables, and offer help wherever needed. The spirits of the townspeople were lifted by the compassion shown by our students and staff.
- Some near-term University sponsored or related events include:
 - == April 19, 20, 21 – “The Musical Comedy Murders”
Presented by The Hilltop Players in
Kelly Theater
 - == April 20 – Black and Gold Day
 - == April 26 – Honors Convocation in Kelly Theater
 - == May 12 – Spring Commencement in the ASRC

Disclaimer: This condensed summary report is intended to provide a relatively comprehensive overview of the contemporary accomplishments and activities associated with WLU; it is not intended to include each and every achievement and event that is part of the University.

Faculty Senate Report to the Board of Governors

The Faculty Senate first would like to thank you for meeting with us back in December. The Senate felt that the exchange of ideas that took place was fruitful. However, the Senate suspects that we were not entirely clear on some important points and would like to take this opportunity to explain ourselves further.

In order to better explain the role of faculty in the University, it may be helpful to look at how university professors are evaluated. When they are evaluated, university professors—here as well as elsewhere—are evaluated in terms of three tasks: teaching, scholarship, and service. Different universities will place different relative values on these three areas, but these three tasks are at the core of every professor's responsibilities at every university.

Teaching, first of all, involves more than meeting classes for twelve hours every week (the normal class load at West Liberty). Faculty spend 2-3 hours working outside the classroom for every hour they spend in the classroom. Such work includes preparing lectures and setting up labs, meeting with students to tutor and advise them, preparing homework, quizzes, tests, and exams, grading homework, quizzes, tests, and exams, grading papers, reporting student progress, and calculating/reporting final exams.

In addition to the task of teaching, professors are expected to engage in various types of "scholarship" whereby they contribute to the knowledge in their disciplines. This is done in a variety of ways. For instance, for those professors with a specialty in a "practical" discipline (e.g., accounting, clinical psychology), ongoing participation in the practice of that discipline can make a contribution to knowledge in that discipline. Other professors engage in various kinds of research in their field of study. On the one hand, this helps the professor keep up to date in their field (better equipping them as teachers). On the other hand, it leads to the professor making contributions to their field by, e.g., attending local, regional, national, and international conferences in their disciplines, making presentations of their findings at such conferences, publishing articles in professional journals or writing books that expand our knowledge in that discipline.

The third area of assessment is service—to the community and/or the university. The faculty member is expected to put their knowledge and expertise to work. So, with regard to the community, an English professor might judge a high school spelling bee or a biology professor might serve as a judge in a local school science fair; a theater professor might volunteer to help a local community theater group, a nursing professor might give a talk at a local clinic.

Service to the university brings us to a consideration of the idea of shared governance and the academic institution as a joint effort between the governing board, administration, faculty, and students. Service to the university means that faculty are to put their expertise to work in guiding the institution regarding academic matters. As a result, the "faculty has primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research,

faculty status, and those aspects of student life which relate to the educational process" in the joint effort of making the university a successful educational institution. This involves everything from academic advising/counseling, recruiting students, sponsoring student organizations and engaging in student activities to serving on committees at the department, college, and university level that deal with such matters as the curriculum, grade appeals, student admissions, and faculty status (promotion, tenure). This is why, for example, the state of West

Virginia requires colleges and universities to have a faculty senate, and why university policy includes (or should include) faculty involvement in decision making on a variety of issues.

With shared governance, then, one would expect that

- \$ the president and faculty senate would meet regularly to discuss matters that concern the faculty
- \$ the president and other administrators would acknowledge and respond to recommendations made by the faculty senate, especially recommendations regarding academic matters.
- \$ faculty committee recommendations regarding academic matters (including decisions about faculty status) would be upheld by administrators “except in rare instances and for compelling reasons which should be stated in detail.”
- \$ administrators and faculty would work together when academic initiatives are contemplated, in recognition that faculty are likely to bring an informed perspective due to their intimate knowledge of academics and their close contact with those we serve.
- \$ administrators would continue to keep the faculty fully informed about a variety of issues that impact their ability to fulfill their academic mission (i.e., the budget, new academic programs, new colleges).

Faculty are professionals and take their responsibility to serve the university seriously. When the service of faculty to the governance of the institution is acknowledged and held in high regard, the faculty are more fully engaged and able to utilize their expertise for the benefit of the entire university.

Thank you.

¹ *AAUP Policy*, 10th ed. (Washington, DC: American Association of University Professors, 2006), 139.

¹WV Code 18B-6-3(f) states that “[t]he president of the institution shall meet at least quarterly with the faculty senate to discuss matters affecting faculty and the effective and efficient management of the institution.”

¹*AAUP Policy*, 139.

West Liberty University Board of Governors
April 18, 2012

**TOBACCO USE AND GUIDELINES RESOLUTION
WEST LIBERTY UNIVERSITY**

Action Item

The Board of Governors is asked to adopt a revision to its Policy 47, Tobacco Use and Guidelines. At the Board's February 8 meeting, it resolved to disseminate the draft revision for 30-day comment period. Numerous comments were received during that period. The substantive comments have been addressed in the revision's final form.

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors adopts the revision to Policy 47, Tobacco Use and Guidelines.

West Liberty University Board of Governors
April 18, 2012

Fiscal Year 2013 Budget/Tuition and Fees

Action Item

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve the Fiscal Year 2013 Budget/Tuition and Fees.