

**West Liberty University  
Board of Governors**

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**Minutes**

**August 17, 2011**

Attendance:

Beverly Burke, Richard Carter, George Couch, Brian Joseph, Paul Limbert, David Syrylo, Ann Thomas, Carrie White

Unable to Attend:

Patrick Kelly, Rob Marks, Robert Steptoe, Michael Stolarczyk

Administration/Faculty/Staff:

Robin Capehart, Scott Cook, John Davis, Mary Ann Edwards, John Gompers, Tony Koyzis, John McCullough, Chris Peterson, Jack Wright

**1. Call to Order:**

Chair Joseph called the meeting to order at 3:02p.m.

**2. Chairperson Comments:**

Chair Joseph stated that the timing of today's meeting was due a number of events being held today, including a luncheon for Gary West where he received the Light of the Valley award; it was a wonderful ceremony. Following the luncheon President Capehart also met with Governor Tomblin at the Highlands Center. Governor Tomblin was very complimentary of our facility. He also noted that there is a sign on the large empty room stating "Room for Growth." There is also a meeting this evening at 5:00 p.m. with the Governor and Gary West. It's been a busy day with the Governor but we appreciate him coming to the area.

**3. Swearing in of New Board Members:**

Chair Joseph issued the Oath of Office to Carrie White, faculty representative to the Board, and David Syrylo, Student Government President.

**4. Approval of Minutes\*:**

Full Board	Executive Committee
06/08/11	06/01/11

Chair Joseph asked if there were any corrections or questions with regard to the June 8, 2011 minutes of the full Board or the June 1, 2011 minutes of the Executive Committee. There being none he asked for a motion to approve said minutes.

**A motion that the West Liberty University Board of Governors approve the minutes of the full Board of June 8, 2011 and the Executive Committee of June 1, 2011 was then made by Beverly Burke and seconded by Paul Limbert; motion passed unanimously.**

**5. Minor Change to Policy No. 23 (Policy on Policies)\*:**

John Davis stated that the Board members may recall at the June meeting the president indicated that he and the Executive Committee of the Board decided to review all Board policies and update these policies over the course of the coming academic year. In looking at the policy that describes how we accomplish these changes, we noticed that presently the policy requires each new policy or a revision to a policy to be announced, noticed if you will, to the Board at a Board meeting. President Capehart stated that this process is not exactly conducive to getting this project done within a year.

What we have done is made an edit in Section 2 of this policy which will permit Mr. Davis to send notice to the entire Board and campus constituencies that a policy is going out for 30-day review, rather than bring it to a Board meeting. Mr. Davis stated that this will expedite the process because, for example, some day next week the president, per policy, decides there is a need to look at Policy three or four. Under the current policy these policy changes would be announced at the next Board meeting for approval for 30-day comment.

Instead of a pile of changes waiting for the next Board meeting, these changes can be put out for review and comment at any time during the next few days. The changes will still be discussed at the Board meeting, but we will not need to wait to notice the changes for 30 days. The intent of the provision is to make sure proper

notice is made for comments to be received. Mr. Joseph stated that it is important we update these policies. If you read through them most of the policies that we have don't read like policies; they're more like detailed procedures. Board policies should be Board policies; state law and regulations under the state, and after this administrative procedures. Procedures belong in procedures, policies are broad idea policies; we have tripped over our own policies in the past and it is good for us to look at all of these policies. Chair Joseph asked if there was any other discussion on this policy change.

**A motion that the West Liberty University Board of Governors approve revising Policy 23, Policy on Policies, so that notice of a 30-day comment period may be given at any time during the academic year, not just at Board meetings, was then made by Richard Carter and seconded by Ann Thomas; motion passed unanimously.**

**6. Textbook Affordability Policy\* (Review comment Received; Approval):**

Mr. Davis stated that last fall the Board authorized a draft of a new policy, Textbook Affordability. The policy was put out for 30-day comment in January and would have come to a vote sooner but some other priorities intervened. This new policy is here today for the Board to vote on; comments received have been posted for the last two weeks on the Board web site and notice of those comments was given to all Board members, the HEPC, and the three campus constituencies. This policy is driven by the HEPC, a textbook affordability taskforce, and the previous U.S. Congress. The policy is wordy, but the principle of the new policy is to provide for a textbook affordability committee, populated with faculty, administrators, and students. This group will meet and advise faculty, faculty senate, the administration and the Board on ways to address the rising cost of textbooks for students. The committee will report to this Board at least once a year. Mr. Joseph asked if WLU is required to have this policy. Mr. Davis stated that this is a requirement from the HEPC. Mr. Couch stated that this policy could be outdated in a few years with EBooks. Mr. Joseph asked if there was any discussion on the policy.

Mr. Davis introduced Chris Peterson with Barnes and Noble's Pittsburgh office. Mr. Peterson was invited to today's meeting in the event there were questions on the textbook policy. Barnes and Noble has been this institution's bookstore seller for 20 years, and Chris has been the principal contact for those 20 years.

**A motion that the West Liberty University Board of Governors approves the new policy entitled "Textbook Affordability" was then made by Paul Limbert and seconded by Beverly Burke; motion passed unanimously.**

**7. Human Resources Change of Report\*:**

President Capehart stated that Senate Bill 330, passed during the last legislative session, is a bill that is looking at a lot of changes in regard to how college campuses maintain their human resources operation. Mr. Stultz has been very actively involved in several state-wide meetings. Three weeks ago Dr. Shenita Brokenburr, Vice Chancellor for Human Resources, was invited to campus, and we had a very productive meeting. President Capehart offered WLU's assistance with the 15 to 20 reports she has due by December 15<sup>th</sup>, with no staff or assistance in her office. If need be we have offered to pitch in and do studies; Dr. Brokenburr was very appreciative of the offer. One thing that came out of this meeting, although not required but strongly encouraged, is that the chief human resource officer should be a direct report to the president. Under the reorganization in May we tried to develop more of a state model with the human resources officer reporting to the CFO. Based on conversations with Mr. Stultz and Mr. Wright, they were ready to make this organizational change. Any time there is a new report to the president it requires approval by the Board. Mr. Joseph asked if it is appropriate that the Board vote on the president reorganizing his staff. Dr. McCullough stated that if it is a change to the administrative chart it is a requirement. Mr. Joseph asked if it was our requirement or a requirement of the HEPC. Dr. McCullough stated it is a requirement of the HEPC. Mr. Couch stated that he follows the same requirements for the hospital.

**A motion that the West Liberty University Board of Governors approve the position of Vice President of Human Resources being restored to the supervision of the President of the University was then made by Beverly Burke and seconded by Ann Thomas; motion passed unanimously.**

**8. Strategic Plan Update:**

The Strategic Plan update is included in the president's report.

**9. President's Report:**

President Capehart stated that the enrollment numbers as of today are 2,584 students, a 2.3% increase over fall 2010. WLU is headed for its sixth consecutive year of enrollment increase, which is substantial. The freshman class is 13% over last fall at 589. Applications were rather flat this year but we are confident

numbers will rise a little before Monday. Residence hall population is up 30 students at 1,295. Capacity for the residence halls is about another 110 students, approximately 1,412. President Capehart's hand out includes significant figures, one of them being a 100% increase in international students from 30 last year to 60 students this year. Please look through the handout at your convenience.

President Capehart continued with two areas to discuss this evening; BOG roles and responsibilities and strategic finance initiative – making sure the Board has information from which to make good decisions. The fact is we need to answer really basic questions for the Board in order to make proper decisions. We have done a pretty good job in the past but it has not been always systematic. There is a dashboard of key indicators that we want to give at each meeting to judge progress we are making as an institution. The Executive Committee of the Board meets two weeks before the actual Board meeting. After this meeting is held we will be able to give you information with data and metrics so you have an idea as to how the institution is progressing. Dr. McCullough, serving in his strategic capacity, will be a huge help with this area.

The next section of President Capehart's presentation dealt with learning and accountability. The typical measurement of learning is seat time. We hear it in K-12 that they're only measuring seat time. Our diploma is based on 128 hours; does this mean a student has learned everything you need to know to be productive in society in 128 hours? It could just be you sat in a seat for 128 hours and know enough to get by and get a degree. The real question we should be asking is whether or not our students are competent. Is competent at the minimum level fair to the students; the community? Of the fourteen areas of accountability in the Institutional Compact only two areas measure competence. For WLU, Nursing and Dental Hygiene are held accountable; these students take a licensure exam which tells whether they are competent in their field. In the community colleges the trades are held accountable. Many students graduate without basic skills; writing, speaking, critical analysis, problem-solving, effective citizenship and social interaction.

New to the campus this semester is the Institute for Innovation in Education. Their purpose is to do something we really haven't had the time or personnel to do in the past; come up with plans we can put forward, work with deans, faculty and the campus community so we can move toward something as a better ideal; graduating students with not just seat time, but a level of competency.

We have a great marketing opportunity at WLU. Our football and hugely successful men's basketball team, making it to the Final Four Division II championships last year, have helped elevate WLU's profile. Athletics may not be what institutions are about, but if it gets your name out there and has people take a look at you, those are two key areas. This marketing strategy will roll out next week comparing big time university football with the WLU experience. When you compare the cost of the two experiences, you have a family of four at the big time university game costing approximately \$1,030; at WLU \$53, creating great football memories with friends, family and fun. Some of the football opportunities will be game-day giveaways, game-day corporate sponsorships, pre-game and half-time events and television sponsorships.

The big excitement on campus next week is the Taco Bell and Pizza Hut grand opening on Monday, August 22, 2011 at 11:00 a.m.

President Capehart introduced Dr. Anthony Koyzis. Tony started as Provost at WLU on July 1<sup>st</sup>. He and his wife have settled in on campus. Dr. Koyzis is a dynamic individual with a lot of great ideas. We are very excited to have Tony with us here at WLU. We are equally excited that the old guy, John McCullough, will no longer be able to create havoc in that important position.

Dr. Koyzis stated that he is excited to be a part of moving a good College to a great University. He has told people he has seen some university models around the country to move toward, some big and some medium size. This University is poised to move forward and do a lot of things above and beyond being on this wonderful hill top. It is a nice place to live and also to engage our community. Community can be from the tri-state region, the nation and the world. Some really good things are going on at WLU and Dr. Koyzis stated that he is excited about the team working with him, i.e. the deans, chairs, faculty and staff.

#### **10. Adjournment:**

The meeting adjourned at 3:46 p.m.

Brian Joseph \_\_\_\_\_  
Chair

George Couch \_\_\_\_\_  
Secretary