

**Minutes**  
**WEST LIBERTY STATE COLLEGE**  
**BOARD OF GOVERNORS**  
**Wednesday, August 30, 2006**

**ATTENDANCE:**

**Board Members:** Mary Blair, Clyde Campbell, Al de Jaager, Lynne Exley, Dan Greathouse, Dan Joseph, Larry Miller, John Moore, Will Turani, Aaron Wilkinson

**Unable to Attend:** Roseanna Keller, Bernie Twigg

**Administration/Faculty/Staff:** J. D. Carpenter, Andy Cook, John L. Davis, Pete Fernbaugh, Patrick Henry, Donna Lukich, John McCullough, Barbara Neuman, Jim Watson, Tammi Secrist

1. **Call to Order:**  
Mr. Moore called the meeting to order at 5:45 p.m. and asked if there were any changes or corrections to the minutes.
2. **Approval of Minutes\*:**

Full Board  
06/14/06

Executive Committee  
08/09/06

**ACTION ITEM I:**

**A motion to approve the minutes of the full Board of June 14, 2006, and the Executive Committee of August 9, 2006 was then made by Larry Miller and seconded by Dan Greathouse; motion passed unanimously.**

3. **President's Report:**  
Dr. McCullough noted that some of the Board members had just toured the new Media Arts Center. The Center is a state-of-the-art showcase, and there will be more details and a further showcase of that facility at a later date.

Dr. McCullough continued with clarification on the teacher education situation. He has already spoken with several Board members regarding the information in the news, some of which was valid, some less than valid. Our Teacher Education Program will be fully approved at the September 14<sup>th</sup> meeting of the State Board of Education. Donna may reference this later, but we will also be taking out various advertisements illustrating and illuminating our program. West Liberty was part of a guilt by association, noting that Fairmont was also listed with programs not approved; not denied, but not up for approval, and Fairmont submitted nothing. We have submitted everything the Board wanted, and all will be approved. Dr. McCullough apologized, knowing we do not want to make the front page with a headline saying a program has been denied. This was unfortunate and incorrect. One month from now our Teacher Education Program will be fully approved.

The feedback we received from the EMBL (Emerging Minority Business Leaders) Program has been excellent as we continue in a collaborative with the West Virginia High Technology Consortium. This feedback is reflective of what everyone in this room believes, and that is the excellence at West Liberty State College. We will continue in hosting this national EMBL program, which brings 70 students from 20 states to this campus.

The Summer Honors Academy received a very positive response from students and parents. The Academy will be offered again next year. J.D. Carpenter, Donna Lukich, and all of the school chairs did an outstanding job. This program brings high school students to this campus who otherwise would not be on this campus and would not attend West Liberty.

We again had the OVAC All Stars and Marching Band on campus, and Jim Watson and Roger Waialae did a fine job with these groups. West Liberty had the largest amount of recruits ever from this group of OVAC players. WLSC will continue to be a key player with the OVAC and hope to recruit some of their band members. The athletics, band, and academic events on campus give West Liberty continued exposure for men and women to see this campus. Through this exposure we can build relationships and a major inroad to get students enrolled.

We now have a Teacher-in-Residence Program, with a nationally board certified teacher filling a full-time faculty position at WLSC, thanks to a collaborative with Larry Miller and Ohio County Schools. MaryLu Hutchins is our Teacher-in-Residence and is a huge benefit to our faculty and to our Teacher Education majors. We hope this is a positive trade-off with Ohio County Schools and appreciate the great support from Larry in making this program possible. This is a win-win program for WLSC and Ohio County Schools.

The School of Sciences hosted the SURE (Summer Undergraduate Research Experiences) program this summer. Thirteen students were involved in the research program. Dr. McCullough thanked Dr. Robert Kreisberg and all the fine people in the School of Sciences for their work. This program was supported by \$112,000 to \$120,000 in grant money. Supporting these types of programs is one of the great strengths of WLSC.

U.S. News and World Report magazine has reported WLSC as ranking in the same tier as WVU and Marshall University. Of course we are in different categories, but the same tier, which is tier three, the middle tier. We have worked hard to improve upon our position and are proud of our ranking. Programs are in place with retention and graduation rates, and we hope to improve upon this ranking. We would also like to get back on the "most affordable college" listing.

This fall there will be at least four public dedication events on this campus, those being the Media Arts Center, the School of Business Administration enhanced technology classrooms on the second floor of Main Hall, which was provided for by a grant from Congressman Mollohan, the Edgar Martin Tennis Complex, and the new technology center on the third floor of Main Hall for Teacher Education. We appreciate the efforts of Marcia Hoover, Ann Rose, Beth Musser, and Donna Lukich on the Teacher Education project, with oversight from Pat Henry and John Davis on this and other projects and Jim Watson on the Tennis Complex.

The new windows in Rogers and Boyd Halls are an improvement to the buildings, making them appear newer.

We had a kick-off two weeks ago for the upcoming accreditation visit next year from The Higher Learning Commission (HLC) of the North Central Association (NCA). The visit is to maintain WLSC's accreditation with the Commission. This is a major self-study, which is a campus wide effort. Donna will have more details on this later in the meeting.

An "Arts and Ideas" booklet has been distributed to each Board member. This series is funded by the Ogden Foundation, and Al de Jaeger is directly involved with the program.

Dr. McCullough thanked John Moore, Bernie Twigg and the many others involved in the partnership agreement with West Virginia Northern Community College and the 2+2 Program and Articulation Agreement. J.D., Donna, and many other staff members did a great job on this project. Dr. Campbell started this partnership over a decade ago, and the Northern Panhandle Partnership is a continuation of that project.

West Liberty will have new marketing spots coming out, along with a new jingle and theme song. The new jingle is a more upbeat, progressive sound that will be more attractive to young people.

An enrollment update will be presented by Dr. Carpenter later in the meeting. Numbers will not be finalized until October, but you will be very proud of the data presented this evening. The entire campus has played an important role in the positive direction WLSC has gone.

John Moore added that if you have not had a chance to tour the Media Arts Center, it is a major improvement to the campus. This is a state-of-the-art facility, and it is big time. He ventured to say, having had some exposure to television stations, the Media Center is as good as any station you will find in the tri-state area. Our students will get a wonderful education if they are interested in media, on either end of the camera. We have wonderful positives to tell our story as to why students should be here, come here, and stay here for their education. He could not understate the comment that great things are going on on this campus. From everything he's seen, along with Jim Watson and the turn around in the sports program, we are doing great work. These enhancements are for both academic and hands-on learning. Mr. Moore hoped the rest of the Board and individuals that directly contributed to these improvements are extremely pleased with the results.

4. **HEPC and Legislative Update ([www.hepc.wvnet.edu](http://www.hepc.wvnet.edu)):**

Dr. McCullough met the recently appointed Chancellor and had a good talk with him, but his first question was how is our enrollment? We do have positive news to present. The Chancellor will be on campus September 25<sup>th</sup>. We would like to get the appropriate constituencies to meet with the Chancellor. These could be short meetings of the executive committee of the Board of Governors, Foundation Board, Alumni Association, Presidential Search Committee, Classified Staff Council, Faculty Senate, and SGA. This visit would be a type of orientation for the Chancellor. We are waiting for feedback from him on meeting with various individuals. The timeline we've been given is that the Chancellor will be on campus for three hours.

We have met with most of the Northern Panhandle Delegation, and they are aware of West Liberty's capital improvement needs. There will be a special legislative session after the elections in November. Major capital needs are the roof in Fine Arts, Main Hall HVAC, and more paving. Paving was done this summer, and while the roads and parking are not perfect, they are improved. Paving alone was \$4 to \$5 million.

5. **Academic Affairs:**

Dr. Lukich noted that, WLSC is officially "open for business" as the State of West Virginia signs say. The '06-07 semester is up and running. We expanded course offerings with additional sections so students are not closed out of classes. Many faculty extended enrollment limits for their courses to provide extra seats in classes for students who need a particular section. Students may not be able to get their first choice on the time a class is held, but we did our best to make other times available.

At the last meeting there were six new hires for faculty vacancies. We now have ten new faculty this year. Six of the ten hold terminal degrees with the other four with masters. The four who are not terminal have been given one-year temporary appointments and are non-tenure track. We will advertise again for these positions.

Four faculty positions remain unfilled. With a last minute resignation in Special Education there are two openings in this area. There is also one in Developmental Psychology, which has been vacant for some time, and one in Political Science, even though we advertised this position for a full year. We will advertise again in early fall with the hopes of having at least one Special Education position and the Political Science position filled. Adjuncts with appropriate credentials currently cover these classes.

Dr. Lukich was pleased to announce that we have 60% faculty tenured holding terminal degrees. This is the first time the percentage has been this high in many years. West Liberty could see university status in approximately three to four years, with the required legislative backing. With the recent appointments in faculty taking place, this could be greatly expedited. Folks in Charleston right now say it may be a significantly shorter period of time for WLSC to meet the criteria. When this time comes, it takes Board action, and depending upon that outcome, HEPC and legislative action. We are getting very close to university status.

The Teacher Education Program will be approved after working with the faculty, chair, and dean of the School of Education to quickly remedy reports that had been submitted in a timely manner. These reports have been submitted and we have received official feedback that the reports are in order, and the board is recommending full approval at their September meeting.

Our new Teacher in Residence is a wonderful woman, Marylu Hutchins, and a delight to work with already. We know she will be missed by Ohio county. We are glad to have the privilege of borrowing Marylu this year.

We are getting into the serious end of the self-study for HLC/NCA. Faculty have met in groups, along with staff and administration, for the task of collecting data, to begin responding to standards to which we are expected to prepare WLSC's report.

We also have two other accreditation visits about ready for this semester. The Clinical Laboratory Science (CLS) visit will be October 5 and 6. We have been putting together agendas for meetings and reports, and fully expect acceptance in late spring. The Nursing Program self-study is being edited for a visit in early November. This process is moving along nicely. The Music Program will have an accreditation in the spring, making this a busy year for many programs.

Of our two new programs this year, Digital Media Design Program has interested approximately 13 or 15 students in the concentration with very little advertising. In the Forensic Science Program, though not an exact number, we had at least a hand full of students that expressed an interest. Tammi Secrist has targeted these programs for serious advertising in the fall and hope to attract additional students to our campus.

Aaron Wilkinson asked about the Political Science position being advertised for over a year. He understood that the College was approached about advertising in the Political Science Magazine, but was told WLSC couldn't afford to advertise with them. Aaron wanted to know where we advertise. Dr. Lukich stated we advertise in regional newspapers, on highereducation.com, and occasionally in the Chronicle of Higher Education. Highereducation.com is a better source of advertising for viewers today. We do advertise in journals from time to time if they are going to be helpful to us. If Aaron has information to forward to Dr. Lukich she would be glad to talk to Human Resources about the advertising. Dr. McCullough also noted that he was surprised we were unable to find folks for the Political Science position.

Mary Blair asked if adjuncts were teaching the political science courses or if these courses were pulled. These courses are being taught by adjuncts. One class was pulled due to low enrollment.

6. **Enrollment Update:**

Dr. Carpenter opened with a PowerPoint presentation of student numbers from the 2006 spring semester. Much of the presentation was a review of what WLSC has been facing over the last five years. Background was given on first time freshman, returning students, and an overall headcount trend. One of the challenges

we are facing is the headcount enrollment in the Panhandle feeder schools. The number of graduates coming out of these schools continues to decrease.

The projected numbers as of yesterday and these numbers are going to change by the time we hold the October meeting, and I'm comfortable at this point that we are somewhere close to this, we have 499 freshman students as of this morning. We are down 23 incoming/returning students. We started with a population of 23 students less than this time last year, but we started with a population of 139 less students last year and achieved almost the same result. This gives us 4-6% increase in the overall institutional retention in one year.

For the overall head count, which we are still tracking with add/drop slips that can be processed through today, we are up 46 students. If numbers project out properly, we will be at 2,290 students, which is a 2% increase. We are on target with what we've consistently said, which is a moderate increase, but a departure from the previous four years. Mr. Miller asked Dr. Carpenter what he thought contributed to the increase in enrollment. Dr. Carpenter stated he believes it is an enrollment plan that works. We have a lot of new initiatives on the floor and the campus culture is changing. People are talking about enrollment and how important it is. This thinking starts from the top down, and sets the tone for the institution. We are all on the same page and moving in the same direction.

Dr. McCullough stated that we all play a role, and this is a focused plan that we are working at the best we can with support from the Foundation through scholarship money and making enrollment a priority. We have talked about the plan campus wide and to the Board. We provided a full picture, not just slices that did not give a full picture and understanding of where WLSC stands. Brenda King, Scott Cook, and everyone involved have worked to produce this type of performance. Many institutional items such as START, Goalquest, Parents 101, and more scholarship money are all coming together.

Mr. Moore stated that these areas, plus others, were topics discussed about a year ago, along with involvement of panhandle institutions and getting more kids; not only from this side of the river, but the other side and across the state line. What is the in-state/out-of-state split for the 499 freshmen? Dr. Carpenter was not sure at this time, but the overall institutional split on the 2,232 students is 69% in-state and 31% out-of-state. The vast majority of growth is in the out-of-state student. Our future, the future of this institution, is down state and to the east and west, but we will not lose sight of the panhandle.

Mr. Wilkinson asked for verification of the figures over the last five years. Mr. Miller asked if the 55 students that we are up this semester, are those 55 in addition to the numbers of students down last year? No – the 55 students are on the overall total headcount.

Dr. Carpenter stated that we will continue the momentum, commitment, and culture that have developed in the last year or so, that has allowed us to do gain these students. It is not time to settle back; he will not be happy until we set a new high water mark at this institution. We have turned a corner and are excited about what the future holds. Recruiting has begun for the fall class of 2007.

Mr. Wilkinson asked what the retention rate is for freshmen. Dr. Carpenter stated he would have this figure at the October meeting. He does not have a number to date, and would run some detailed analysis for the October Board meeting. Once all figures are final, we now have the ability to go back and track in cohorts the various percentages for sophomores, juniors, etc. He will have more detailed information at the next meeting. If there is specific information you are looking for, let him know.

Mr. Wilkinson asked of the 55 students this fall, how many will still be here in the spring semester. Dr. Carpenter stated that getting the student here is half the battle, the other half is keeping them here. He anticipates losing 50 students based on historical data, but we hope that is not true. The mentors, First-Year Experience courses, and other initiatives are working. Last spring we had 1,976 students. If previous numbers hold true, we anticipate being at 2,022 to 2,030, with anything over these numbers being increased retention.

Mrs. Blair asked about the Enrollment Management Taskforce, where the plan stands, and will we keep revising this plan. Dr. Carpenter stated that the Taskforce will be getting together to review the plan and discuss what has been accomplished. In December, in conjunction with the institutional Strategic Plan update, we will review what works and what does not. At this point we will get new ideas, know what ideas did not work, keep what worked, and discard what does not.

Dr. Joseph asked about the quality of ACT and SAT scores, along with GPA, relative to this incoming freshmen class. Dr. Carpenter stated the average GPA took a drop by .034, from 3.10 to a 3.06; not a significant drop. The ACT went from approximately 19.40 to a 19.25, which is a slight change. We have more Elbin Scholars, our top drawer students, enrolled this year with an ACT of at least a 27. With the President's Scholarship and Foundation scholarships, these are what we need to attract strong students with an ACT of 23 to 26 and a GPA of 3.4 to 3.75. Previously we had nothing to put on the table for the good strong student. Now we have some dollars to be competitive with other institutions.

Al de Jaeger stated that this semester looks great and we should pat ourselves on the back, and look better next year, but with the new entrance requirements the following year, do we have any thoughts on what those will do to our numbers? Dr. Carpenter stated that based on the policy dealing with these changes, it really does not tremendously change our approach. We will be bringing in students under a different category. There is no limit on the number of students you can bring in on what they call "probationary status." These students have a specified amount of time to satisfactorily complete college course work. A brief discussion followed regarding the new admission requirements. The year 2011-12 is the real target point if the quality of students we are recruiting does not improve. We will then be up against losing students or students will not be admissible to WLSC. We hope we can address these issues at the high school level. Scholarships are a huge part of this plan and a number one priority. The Foundation support this semester has been outstanding. Dr. Campbell was able to infuse a considerable amount of money through the Foundation, and pledge that the Foundation will again make an effort for scholarship monies next year.

Mr. Moore asked how many PROMISE recipients WLSC had in 2005, and what the projection is for 2006. Dr. Carpenter stated he would have an answer by the end of tomorrow and could bring that information back to the Board at the next meeting. There is some concern in the direction this program is heading. The question was asked which school is our number one feeder school, which is either Brooke or John Marshall, having been Wheeling Park last year.

7. **Budget and Finance:**

Mr. Henry stated the Finance Committee met this week and distributed the fourth quarter report. Compared to last year, this report is very positive, as can be seen by the five year breakdown. This is an interim report and we are currently in the second week of an audit. There has been one \$9,000 adjustment found during the audit, but no other problems. John Moore asked where we are on the bond covenants. Mr. Henry stated we are in-line on the bond covenants.

Mr. Henry directed the Board to the transition sheet hand out the Finance Committee put together. This is a snap shot of the finance picture of the College and where it stands financially. This sheet gives a good understanding of the finances. Mr. Moore asked Mr. Henry to characterize where we are financially – are we in good shape or bad shape? Mr. Henry stated we are in good shape with sound financial footing. Mr. Turani stated that the Board should look at the five-year trend report. The Finance Committee goes through this report line by line. Anything out of line jumps right out on this report. On the transition sheet, the Committee can accomplish on one page what WLSC's finances represent. This sheet gives all the basic information we should know on the total budget, bonds, debts, and enrollments. It also lists the cost for a student to attend WLSC for one year. All of this information is nice to know and good to have.

Dr. Campbell noted the Personal Services line item at 49%. This is due to a substantial change with the structure of the institution. The college does many of its own repairs since the State no longer assists with deferred maintenance. Traditionally, this number in previous years was approximately 78% to 80%.

On the current FY '07 budget, as of August 24<sup>th</sup>, you will see in the blue, revenue at 54%, auxiliaries at 60%, and Tuition and Fees at 54%, which are normally higher in the fall than in the spring. At the bottom of the page are the covenant numbers which are very solid. One covenant is at 124% and they need to be at 110%, but the remainder are fine. When asked to explain the 110% on the bond, Mr. Henry stated that at 110%, we are sure to have enough reserves to cover bond payments. If we have 124%, bond holders want to be assured of getting the money they have invested in the bonds. All looks positive for the fall. With enrollment figures being up and the in-state/out-of-state ratio, this will cover the difference. The budget was based on 75/25 and we are currently 69/31 on the in-state/out-of-state ratio.

At the previous Board meeting, Aaron Wilkinson asked about student services and how this money is broken down. Mr. Henry went through the HEPC web site and institution headcounts and audits. He pulled out student service fees, based on functional activity, and WLSC is third in the state, based on 2,246 students, on monies based on functional activity. This is based on 2005 numbers; 2006 numbers are not complete. Mr. Moore thought there were two parts to the question; how WLSC compares to others and do we know what budgets are across the state for student government. Mr. Henry stated he would have to check with all CFO's; this information was not available. The information he was able to collect is available on audits. Mr. Moore asked Mr. Henry to request this information.

Aaron Wilkinson asked, of the \$135 student activity fee, how much goes to SGA, and how the remainder is distributed. Out of approximately \$300,000, why SGA only has a budget of \$30,000. What is the distribution on the remainder of these fees? A brief discussion followed on where students go on the weekends and what they do.

Mr. Turani stated that the reality is budgets. We have to find the money to allocate more, and it will be taken from some other area. Budgeting is simple; you have it, you allocate it. We make a conscious decision when we budget; the more you want to give has to come from somewhere. Mr. Turani further stated that he

respects and understands where Mr. Wilkinson is coming from. Mr. Wilkinson stated that if only \$10 is truly directed toward student activities, why don't we state we have a \$10 activity fee. Mr. Henry stated some of the areas this fee is divided among are counselors, student advocates, tutors, and disability support services. The fee supports the students, but not necessarily an activity. It supports students in a variety of ways, inclusive of campus events. Mr. Moore stated that we need to get this information from the other state colleges and universities so we are dealing with facts, and not making guesses and assumptions. With this information we can go back to SGA and deal realistically.

Mr. Henry stated he was able to reallocate \$21,000 to student activities, a 40% increase in that budget. We were able to reallocate this money due to changes in personnel. Mr. Henry recognized the student activities problem, and was able to channel at least some resources to this area.

8. **Athletics:**

Mr. Watson thanked the Chair and the Board for this time to give an update on WLSC athletics. Some of the 2005-06 Hilltopper athletic highlights are:

- The West Liberty student-athlete population earned a 2.833 grade point average during the spring 2006 semester.
- The team grade point average of the Wrestling squad ranked 6<sup>th</sup> nationally among all Division II wrestling teams, while the softball team ranked 21<sup>st</sup>.
- Nineteen Hilltopper athletes were named to the WVIAC student-athlete academic honor roll.
- The Women's Tennis and Softball teams finished as runners-up in their WVIAC Tournaments.
- Three West Liberty athletic teams qualified for NCAA Tournament play: Wrestling, Women's Basketball, and Men's Golf.
- 33 WLSC student-athletes earned all-WVIAC honors, 23 of which were 1<sup>st</sup> team selections.
- Two WLSC athletic teams captured national statistical titles: Men's Basketball (points per game) and women's Basketball (3-point field goals per game).
- Three WLSC coaches reached significant milestones: Herb Minch (300 career wins), Lynn Ullom (300 career wins), and Bo McConnaughy (500 career wins).
- Over 81% of West Liberty's student-athletes were recruited by their coaches.

A detailed Power Point presentation followed on student-athlete geographic distribution, NCAA Institutional Self-Study Guide reporting, and WLSC athletics web site updates. Also highlighted were projects related to athletics such as the Edgar Martin Tennis Complex completion, baseball field upgrades, press box upgrades, and a future look at the WLSC football stadium.

9. **WLSC Policy Manual– 30-Day Comment Period\*:**

Based on *West Virginia Code* and Higher Education Policy Commission rule, this policy document must be reviewed and disseminated to constituent (faculty, administration, and staff) groups for comment prior to their final adoption by the Board of Governors. The WLSC Board of Governors is asked to approve the dissemination of this document for comment. Following a 30-day period for the receipt of comments, the Board of Governors will take final action on this policy.

Mr. Davis stated that when an individual is hired at WLSC, they are given a book, the West Liberty State College Policy and Procedure Manual, which was last updated in 1998. This document has for some years needed updated comprehensively. This task falls to the Director of Human Resources, Brian Warmuth. Mr. Warmuth has spent nine months going through each page of the manual and checking with the HEPC to make sure items the HEPC needs to be included are included. In the spring, Mr. Davis spent two days reviewing these edits. At the same time, the HEPC mandated to the state colleges and universities that the documents be divided into policies and administrative procedures. This action item this evening is for the authorized dissemination of these documents for a 30-day review and comment period. These documents cover faculty and well as classified staff, non-classified, and administration; everything you want to know about being an employee at WLSC. There are 90 to 95 housekeeping changes that are clearly identified. We intend to have these policies and procedures posted on the web site through the Board link or Human Resources. In addition to all of the policies being listed, there will be an executive summary so that viewers can look and see those policies that have undergone substantive changes. In the almost 50 policies that do not relate to faculty, Mr. Davis came up with five termed as having substantive changes.

Mr. Moore asked if comments are received during the 30-day comment period, are they brought back to the Board? Mr. Davis stated that the comments are directed to the president's office where they will be consolidated for the Board. Aaron Wilkinson asked if the policies and procedures will be available on the Banner system. They will not.

**ACTION ITEM II:**

**A motion to approve the dissemination of the *West Liberty State College Policy Manual* to constituent groups for comment was then made by Al de Jaeger and seconded by Clyde Campbell; motion passed unanimously.**

10. **Metro Discount:**

A "Metro Discount" (commonly referred to as a "Metro Fee"), representing a \$2,000 annual discount (\$1,000 per semester) in the tuition and fees for full-time students residing in Belmont and Jefferson Counties in Ohio and Washington and Allegheny Counties in Pennsylvania, would be applicable for the 2007-08 academic year. This discount would apply to all full-time students (residing in the above-listed counties) attending West Liberty State College and would be prorated for part-time students.

Background information was included in the Board packets on what we are terming a Metro Discount. A type of Metro discount has been analyzed for years at WLSC. In its simplest format, a \$2,000 annual discount will be offered to out-of-state students on tuition and fees to four counties, those being Belmont and Jefferson counties in Ohio and in Washington and Allegheny counties in Pennsylvania. We believe a metro discount will drive our out-of-state enrollment, and make WLSC competitive with out-of-state institutions for their in-state students. If from this metro discount we do not have one additional student, it does nothing to the bottom line. With an increase in students, the decrease in revenue would be absorbed without effecting operating plans and proposed pay increases. WLSC needs this metro discount to be competitive in the market place. This is a modest approach. Most metro discounts are at a cost halfway between the in-state and out-of-state student tuition and fee rates. Ours is a flat discount. The breakeven point is approximately 50 students. We feel the time is right and the College is in a position to absorb the worse case scenario. Currently, we have lost our competitive position with out-of-state students and this is a means to drive enrollment. Parents of prospective students look at the pocketbook. This Metro Discount must be approved by the HEPC after the Board. The Board may have read where Marshall University recently implemented a five state metro fee.

Mary Blair asked if the Metro Discount is not working, if approved, can WLSC go back to not offering the discount? Dr. McCullough stated that yes; we can discontinue the discount if it does not work for West Liberty. Students currently receiving the discount at that time would continue under this plan until they leave WLSC.

**ACTION ITEM III:**

**A motion to approve the Metro Discount for the 2007-08 academic year as stipulated was then made by Aaron Wilkinson and seconded by Lynne Exley; motion passed unanimously.**

11. **I-70 Project Business Plan and Property Update:**

Dr. Lukich stated that Dr. Andy Cook will be assisting with this project report. It was also stated that we do not have what we anticipated from the last Board meeting, which is a business plan and a deed for the property. Dr. Campbell will receive the deed if things go according to plan.

Dr. Cook then spoke, first regarding a telephone call he received from a long-time friend. His son wanted to come to WLSC at the last minute and asked if Dr. Cook could help. Dr. Cook contacted Brenda King, Director of Admissions, and within 45 minutes had a call back from this friend to say everything was set up and his son would be attending in the fall.

Dr. Cook continued with the I-70 Project, stating the first charge the Board gave the committee related to the deed for the property. In this regard, Larry Williams has worked with the Ohio County Commissioners and has had such a positive influence in this respect. Meetings have been held with representatives of the Ohio County Commission and they have absolutely assured us that there will be a deed to the property. In the process of preparing the deed, once completed, it is Dr. Cook's understanding that it will go to the Foundation. We are currently working through the details of the deed.

The second charge of the Committee was to develop a financial plan, which is an enormous and important task. To get into the nitty gritty of sustaining the I-70 project, it forced us to look deeply into the project and hire a consultant, Mr. Paul Richard of Indianapolis. Mr. Richard has an extensive history and background in working with science museums and developing financial plans. Dr. Cook has met with Mr. Richard and identified issues we need to address. The Committee is looking into these issues and feels that realistically, it will take until the December Board meeting to pull together the information on the financial status of this project.

At this time, Dr. Cook felt very positive for the first time this project will come to fruition. The financial plan has been divided into five categories that we need to address. Those five categories will not be covered this evening. We are working to strengthen the case, the case statement of why the project is essential for this area and how to make it succeed and whether the project is the right size. We will be providing supporting data to show the building on its strengths as an institution, and all the positive aspects for the future. The committee will also provide what the sources of capital to build the building are, where the money is coming from, and other issues. Most important, we want to assure sustainability of the building. If this building were to come about, are we able to sustain and support this facility. These are the many issues the committee is looking at through extensive meetings, addressing the issues, and building a financial plan around these areas.

Dr. McCullough stated that Paul Richard has an excellent reputation and background in the science museum area. He has been on campus, along with WTW Architects, and will be compensated from the remainder of \$97,000 grant from Congressman Mollohan. Nothing will move on this project until numbers are as tight and realistic as possible.

Dr. Cook reiterated that Paul Richard is being paid from the grant money, not college money. He also commended the Board for pushing West Liberty in this direction, and for looking critically at the issues involved in a project of this magnitude. Mr. Moore thanked Dr. Cook for his work and the fact that he and the Committee will bring to the Board a high quality product and information. This project is a major consideration for WLSC and we want to make sure we are on target every step of the way. He appreciates the integrity maintained in this process.

Mr. Greathouse stated that he is impressed with this project and it is a great plan. A project like this will bring changes to the economical structure in the area. Dr. Cook provides great leadership and talent representative of what WLSC brings forward, along with Jim Watson and athletics, our programs, faculty, and staff.

12. **Presidential Search Update:**

To begin, Dr. Campbell noted that Dr. McCullough is doing a great job. Since the June 14 Board of Governors meeting and the approved names of the Search Committee were announced, Dr. Campbell has spent some time getting in touch and confirming with these individuals that they know they are on the Committee and are willing to serve. This week a letter went to each member, along with a copy of the policy this Board follows in selecting a new president. At the June meeting, the Board Chair asked for a list of qualities and characteristics that will be used in the search. Five Board members responded, the information assimilated and given to Dr. Campbell, and will be shared with the Committee when they meet in the next few weeks. Dr. Campbell has been in contact with Dr. Clifford Trump, the individual we are going to affiliate and assist us in the preliminaries of the search. Already, Dr. Trump has provided Dr. Campbell with the draft announcement, a list of things we will have to do with regard to advertising and timelines put on various items. Dr. Trump has cleared the publication dates with the Chronicle of Higher Education and, with the earlier mention of highereducation.com, we may look into this site. Dr. Trump will eventually come and meet with the Committee. Dr. Trump has a prepared presentation of do's and don'ts for the Search Committee. Dr. Trump will be bringing with him his assistant, Allison Adler. Dr. Trump is currently involved in a search, so these things will not be occurring until after September 18. The Search Committee will convene very soon and Dr. Trump will be at the next meeting to begin the actual process.

Al de Jaager asked if the Search Committee information will be shared with the Board, in particular, see the announcement before it goes out. Mr. de Jaager felt that the Board should see the ad. Mr. Moore cautioned that the rules of do's and don'ts of the Committee are clearly spelled out. We can be treading on dangerous ground and violating West Virginia Code in this area, especially the confidentiality components of the search. Everybody will want to know what is happening, and it will be the Board's job to uphold the integrity of the process until decisions are made, because you stand the chance of affecting someone's career by not handling appropriately. Dr. Campbell did not see a problem with sharing the job announcement with the Board. A description and copy of the advertisement will be distributed at the October Board meeting.

On a separate note, Mr. Turani stated that the Audit Committee of the Board is working on a comprehensive, detailed scope of services to conduct a management audit of our Business Office functions. This is a good and positive process, which shows due diligence on the part of the Finance Committee and the Board. This will be a positive audit which we need to perform to show what we should be doing in the way of the Business Office functions.

13. **Adjournment:**

The meeting adjourned at 8:00 p.m.

John Moore \_\_\_\_\_  
Chair

Lynne Exley \_\_\_\_\_  
Secretary

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