

**Minutes**  
**WEST LIBERTY STATE COLLEGE**  
**BOARD OF GOVERNORS**  
**Wednesday, December 08, 2004**

**ATTENDANCE:**

**Board Members:** Al de Jaager, Jim Frum, John Gompers, Roseanna Keller, Mary Kosar, Andrew Lewis, Larry Miller, Niall Paul, Will Turani, Bernie Twigg

**Unable to Attend:** Dan Joseph, John Moore

**Administration/Faculty/Staff:** J. D. Carpenter, John Davis, Patrick Henry, John McCullough, Genny McIntyre, Richard Owens, Aaron Wilkinson

1. **Call to Order:**  
Mr. Twigg called the meeting to order at 5:00 p.m.

2. **Approval of Minutes:**

Full Board  
10/13/04

Executive Committee  
11/12/04

**ACTION ITEM I:**

Having given the Board a few minutes to look over the minutes, Mr. Twigg asked if there were any changes to the minutes. A motion to approve the minutes of the full Board of October 13, 2004, along with the Executive Committee minutes of November 12, 2004 was then made by Jim Frum and seconded by Al de Jaager; motion passed unanimously.

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

Mr. Twigg swore in the new member of the Board of Governors, Niall A. Paul, and administered the Oath of Office.

4. **President's Report:**

Dr. Owens reported on the media luncheon held September 12th. This luncheon is a good opportunity to tell our story to the local media. There was a good turnout by all branches of the local media. Included in the information was the summary of legislative issues and successes included in the Board packet. WLSC needs to continue to emphasize their position to local legislators and keep reinforcing everything that is happening at WLSC. WLSC is poised to take the next step forward with a good Strategic Plan that has been refined over the years. At some point we need to step outside and see where the plan is going to take the college. WLSC is seen as a quality, affordable institution that could be known as a West Virginia arts and sciences college. There are many models out there to follow. Dr. Owens went on to discuss these models and how WLSC would be identified in this market.

Mr. Twigg noted he and Dr. Owens have been getting in touch with local Senators. They met with Senator Edgell for lunch and believe their meeting made an impact. A meeting is scheduled for next week with Senator Bowman. They are working to get the West Liberty message out and getting the job done. We need to keep pushing in this direction and to make every effort we can to get to the local legislators.

5. **Budget and Audit:**

(a) FY '03 Audit – Mr. Henry spent two hours with Deloitte & Touche on the FY '03 audit this week. All previous concerns and issues are complete. We are completing the MD&A and footnotes and foresee no problems. Copies of the audit will be mailed out and as soon as we receive hard copies. The Board can decide if we would like to have the auditor present at the January meeting. Mr. Twigg suggested the Finance Committee meet with the auditor, unless the Board members felt otherwise.

(b) FY '04 Audit - Statements are in the final stage of completion.

(c) FY '05 Budget – The Budget for FY '05 is on-going as of 12/3/04. We are scheduled to be \$122,000 to the good at this time. Enrollment numbers for spring look good at this point, but will fluctuate. We will not know where enrollment stands until January. Dr. Carpenter stated we should have a good number by the January meeting. There is still a 10% holdback for possible mid-year cuts in the current budget.

6. **FY '06 Budget Draft:**

Mr. Henry discussed the three-year financial roll out. Information was sent out to the various departments/divisions and received a great deal of input. Requests from the various departments/divisions have not been edited out and are in the review process at this point. Input for the next couple years was requested to see where we stand. Currently there is one request for a new position. Pat went on to discuss variables and other contributing factors. A discussion followed with regard to mandates and other budget items.

The Finance committee has spent a great deal of time on the FY '06 budget, and approves the draft of the budget. All work to date is in compliance with the Chancellor's office guidelines. Mr. Twigg thanked the Committee for a great job with regard to the budget. A discussion followed with regard to the reporting system in the State of West Virginia and the dated reports that are in use.

Mr. Turani gave a brief update on the Audit Committee Charter. The Charter is under review and appears to be in order. The Committee will take a final look at the document.

A discussion followed with regard to the funding of athletics and the mandated policy needed. Mr. Frum noted that many institutions are mandated to have a policy in place but do not follow the mandate. It was decided we would be in a better position to have a policy in place before notification from the Chancellor's office that we are not in compliance. Jim Watson has worked on this policy, along with Pat Henry and Dr. Owens. The policy will be brought back to the next meeting as an action item.

7. **HEPC Update ([www.hepc.wvnet.edu](http://www.hepc.wvnet.edu)):**

Information on upcoming HEPC meetings can be found on their web site. The 6% reduction in appropriations for FY '06 is still expected. There may be some mitigation, but more dollars are needed in the area of technology. If there is some mitigation it will be used to enhance compensation packages for employees and departments that have been reduced budgetarily.

8. **Academic Update:**

Dr. McCullough stated the Nursing Program has hired two new faculty members to fill vacant positions. Nursing remains one of five nationally accredited programs at WLSC. National data and trend lines show nursing as a continuing growth area. Dental Hygiene, Clinical Laboratory Science, and Nursing are all considered growth areas. Nursing continues to be a very strong program. We are in the process of hiring a new Chemistry faculty member. The \$1.3 million NIH grant will help with our new undergraduate research status. This is totally externally funded, and will strengthen the biological and chemistry areas. The new BIS program began this fall with two new labs completed in Main Hall with the help of funding from Congressman Mollohan in the amount of \$500,000 and the Benedum Foundation in the amount of \$175,000. A third new lab is being completed at the Warwood Center. An NCATE celebration was held last week with the 50<sup>th</sup> anniversary of WLSC's passage of all standards. Dr. McCullough went on to explain the Holmes Partnership and the support received from the Ohio County Schools. The School of Business Administration is working on the self-study process, which is a very extensive process towards their self-evaluation. In the next 12 months they will be working toward an IACBE accreditation, which would give WLSC its sixth nationally accredited program.

9. **Development Report:**

Mrs. McIntyre distributed a PowerPoint printout, followed by a detailed development update. A discussion followed on the need and the establishment of the Development program.

10. **Resolution for Alumni Park Dedication:**

Dr. Owens gave a brief history on the Alumni Park, which was created but never dedicated. The original idea was to name the park in recognition of Dr. Campbell. The Alumni Board is fully supportive of this naming, as is the administration. We believe naming of a campus facility is appropriate for Board action. The naming is to include both Dr. and Mrs. Campbell. The Silver Bears weekend in June is a likely time to dedicate the park if the Board goes forward. This is an active weekend with many participants and friends of the Campbell's in attendance.

**ACTION ITEM II:**

***RESOLVED, That the West Liberty State College Board of Governors approves the administration's proposal, previously recommended by the Alumni Association Board of Directors, to name and dedicate the West Liberty State College Alumni Park in honor of former President and Mrs. Clyde D. Campbell. The dedication ceremony would take place at a date to be determined this spring. A motion to approve was made by Jim Frum and seconded by Will Turani; motion passed unanimously.***

11. **Adjournment:**

The meeting adjourned at 6:15 p.m.

Bernie Twigg \_\_\_\_\_  
Chair

John Gompers \_\_\_\_\_  
Secretary

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