

Minutes
WEST LIBERTY STATE COLLEGE
BOARD OF GOVERNORS
Wednesday, January 28, 2004

ATTENDANCE:

Board Members: Brad Blair, Al de Jaager, Jim Frum, John Gompers, Mary Kosar, Eric McCartney, Larry Miller, Will Turani, Bernie Twigg

Unable to Attend: Dan Joseph, Roseanna Keller, John Moore

Administration/Faculty/Staff: Richard Owens, John McCullough, John L. Davis, Bassam Deeb, Patrick Henry, Genny McIntyre, Jennifer Adams, Tammi Secrist, Scott Cook, Brenda King

1. **Call to Order:** Chairman Frum called the meeting to order at 5:57 p.m.

2. **Approval of Minutes:**

Full Board
11/15/03

Executive Committee
11/13/03, 01/08/04

ACTION ITEM I:

Mr. Frum asked if there were any changes to the minutes. After clarification on several items, no changes were suggested, and the minutes were unanimously approved.

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

Jim Frum, who officially swore in new Board of Governors member Bernie Twigg, administered the oath of office.

4. **Executive Session:**

Pursuant to WV Code 6-9A-4 subsection b-2-A, the Board adjourned to Executive Session at the request of John Gompers.

5. **Foundation Proclamation:**

Jim Frum read a Proclamation presented from the Foundation by Genny McIntyre commending various actions on the part of the Board of Governors of West Liberty State College and thanking them for their support.

6. **President's Report:**

Dr. Owens reported on activities in Charleston and the West Virginia higher education system office. The Chancellor feels the unity agenda is a good move on the part of the colleges to join together in this area. It is still too early to say what the final budget numbers will be at this point. Dr. Owens has been in touch with local legislators on an almost daily basis, keeping them apprised of our concern with the state's fiscal situation and the potentially negative impact this could have on higher education. We continue to implement HB 2224 and the expectations it contains. Tuition and fees and various accounting responsibilities have been introduced in a recent bill, along with a flexibility bill that has many sub-categories. University status has been recommended for four state institutions, and our local legislators are unanimous in seeking to obtain that status for WLSC. Results of this issue may not be seen until the next legislative session. We continue to work on campus improvement projects through use of the bond monies despite the weather and will continue with some projects as weather permits. All projects are being done in as timely a manner as possible.

A discussion followed with regard to the Governor's "state-of-the-state" address, the higher education bond program, and the change in state support for WLSC to lottery funding.

7. **BOG Finance Committee Update:**

Brad Blair gave a recap on the purpose of the finance committee. He recommended we look at the bond progress documentation on a quarterly basis to make sure we remain on track with these monies. A discussion followed with regard to surplus money and how this surplus may be used in the future. Pat Henry explained how the money and accounts change hands. Jim Frum thanked Pat and Brad for their efforts, along with those of the administration, on these points.

8. **Audit Report:**

Pat Henry distributed a preliminary draft of the audit, along with a breakdown on budget information. The draft is not finalized at this point. A brief discussion followed with regard to the bond process and how it's reported to Moody's. Pat will e-mail more detailed information to the Board.

9. **Revision to WLSC Policy #221 – “Grade Appeal Procedure”:**

This revision, which has been reviewed by Faculty Senate, Deans Council, and Chairs Council, provides consistency in terms of the timeframes in which grade appeals may be initiated.

Based on *West Virginia Code* and Higher Education Policy Commission rule, this policy document must be reviewed and disseminated to constituent (faculty, staff, and student) groups for comment prior to its 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.

A lengthy discussion followed on numerous items related to this policy. After much discussion it was moved that the resolution would stand to allow dissemination only of this document.

ACTION ITEM II:

Resolved, That the West Liberty State College Board of Governors approves the dissemination of WLSC Policy No. 221, “Grade Appeal Procedure,” to constituent groups for a 30-day comment period. A motion to approve dissemination was made by Al de Jaager and seconded by Larry Miller; motion passed unanimously for dissemination only.

10. **FY '04 Mid-Year Budget Cut:**

Upon recommendation of the President, the West Liberty State College Board of Governors directs the administration to meet the recently mandated 1.4% mid-year recession in West Virginia State operational funding for West Liberty State College by reducing FY '04 operating expenses, said reductions of 1.4% not to include reductions in personnel hours or positions per the approved FY '04 budget. The amount of the cut is \$125,516.00.

The Board understands that this reduction in FY '04 operations will be reinstated in the FY '05 budget to be proposed to the Board later in calendar year 2004.

A discussion followed with regard to the mid-year budget cut and how this cut will be met. Monies are available in a particular line item for technology mandates. It was proposed that we meet the 1.4% cut by applying operating dollars, not employment dollars, so as to not affect anyone's livelihood. It was explained that money is available because of debt service that did not need to be paid out on the bond and technology mandates that did not materialize this year. The question was asked as to how the budget cut percentages are assigned to the institutions of higher education, which is done by the Governor.

ACTION ITEM III:

Resolved, That the West Liberty State College Board of Governors approve the submission of the Budget Mandate for the FY '04 budget. A motion to approve was made by Al de Jaager and seconded by Brad Blair; motion passed unanimously.

11. **BIS Program Approval:**

The School of Business Administration submitted a proposal to establish a new B. S. Degree in Business Information Systems at the Board's December 11, 2002 meeting. The Board approved the submission of the Intent to Plan for the Bachelor of Science Degree in Business Information Systems.

This new degree will better prepare students to fill many of the technological and administrative positions currently projected to be unfilled in business and industry in West Virginia and throughout the country. The BIS degree program has strong support – financial and declared – from Congressman Alan Mollohan and from the Benedum Foundation. This degree program will help fulfill the mission objectives of West Liberty State College by establishing a more challenging academic environment along with increasing the level of technology in the classroom. The projected date of implementation would occur in the Fall, 2004.

Dr. McCullough gave a background history on this program and the positive impact it would have on many areas. The degree is cost-neutral through external funding for the next two years. Benedum Foundation dollars are being used to promote and market the program.

ACTION ITEMS IV:

Resolved, That the West Liberty State College Board of Governors approve the submission of the New Degree Proposal for a B.S. in Business Information Systems Degree within the School of Business Administration. A motion to approve the submission was made by Will Turani and seconded by Brad Blair; motion passed unanimously.

12. **New Campaign/Technology Naming Opportunities:**

The Capital Campaign is currently in the silent stage. We have had an opportunity to identify a number of additional naming opportunities. Many of these projects have already been approved. Genny McIntyre distributed a detailed list of these opportunities. Dr. Owens reiterated the passage of the Technology Master Plan and the new naming opportunities that have developed out of the finalization of this plan. To date, we have exceeded the \$6 million point of the campaign.

A motion was made for the approval of this list of naming opportunities by Brad Blair and seconded by John Gompers; motion passed unanimously.

13. **Possible Legislative Name Change Initiative:**

Dr. Owens has received input from a number of sources in support of a possible change from college to university for West Liberty. The Foundation and Alumni Boards have unanimously approved of this change, along with other various college related groups. It was noted it could be helpful if the Board of Governors as a whole would inform the Northern Panhandle Legislative Delegation that they stand behind this move.

Such a move would create no additional cost to the college and would be a positive from many standpoints, especially those of marketing and enrollment. A discussion followed with regard to issues related to the name change.

A motion was made for the approval of supporting the change from "College" to "University" by Al de Jaager and seconded by John Gompers; motion passed unanimously.

14. **Marketing, Recruitment and Retention Update:**

Bassam Deeb, Jennifer Adams, Scott Cook and Brenda King gave a detailed presentation regarding enrollment. The Board cited the accompanying handout information, along with the presentation itself, as being excellent. Copies of this information will be mailed to those Board members unable to attend. Due to time constraints, the marketing presentation will be presented at the next Board meeting.

15. **Old Business:**

None

16. **Adjournment:** The regular meeting adjourned at 10:30 p.m.

Jim Frum _____
Chair

John Moore _____
Secretary

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