

WLU Board of Governors

Regular Meeting

Wednesday, June 10, 2015 – 4:00 p.m.

Location: Shaw Hall Board Room

- I. Call to Order/Roll Call/Quorum and Mission Statement**
- II. Introductions**
- III. Public Comment** Description: Up to 10 individuals may sign in (name, address and a brief description of their chosen topic) to speak in open session for three minutes each. The sign-in sheet will be available from Executive Secretary Mary Ann Edwards fifteen minutes prior to the meeting until the noticed start time.
- IV. Approval of Minutes**
 - A. Minutes of the Full Board 04/15/15
 - B. Minutes of the Executive Committee 05/27/15
- V. Agenda Order (Board may move to change order of consideration)**
- VI. Rules (“Rule” means any regulation, guideline, directive, standard, statement of policy or interpretation of generation application and future effect that also has institution-wide effect or affects the rights, privileges or interests of employees, students or citizens.) If approved, the following policies shall be presented for a 30-day comment period and if no comments are received forwarded directly to the Chancellor/WVHEPC for approval.**

None.
- VII. Reports**
 - A. Chair of the Board of Governors (Couch)
 - 1. Committee Reports
- VIII. President’s Report**
- IX. Finance Report**
- X. Board Items**
 - A. Election of Officers *
 - B. Tentative Schedule of Meetings July 2015-June 2016*
 - C. Revised Organizational Structure*
 - D. Highlands Lease Modification*
 - E. Annual Graduate Degree Report
 - F. ACF Report

*Action Items
- XI. Information Gathering (Members may ask questions or gather information to prepare for future agenda items without general discussion or action at this meeting.)**
- XII. Possible Executive Session**
- XIII. Actions Emanating From Executive Session**
- XIV. Next Meeting Date – Wednesday, August, 2015**
- XV. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
April 15, 2015**

Attendance:

Beverly Burke, Joe Carey, Richard Carter, Sandra Chapman, George Couch, Les DeFelice, Patrick Ford, Brian Joseph, Patrick Kelly, Evan Newman, Frank Noble, Ann Thomas

Administration/Faculty/Staff:

Keely Camden, Scott Cook, Linda Cowan, John Davis, Mary Ann Edwards, John Gompers, Jim Haizlett, Aaron Harper, Susan Herrick, Matthew Inkster, Robert Kreisberg, Jeremy Larance, John McCullough, Corey Reigel, Sylvia Senften, Judy Stechly, Jim Stultz, Ronnie Warrington, Jack Wright, Tracy Zang

Visitors:

Isabelle Harrar, Bill Wilmoth

1. Call to Order/Roll Call/Quorum and Mission Statement

Chair Couch called the meeting to order at 4:05 p.m., welcomed members of Faculty Senate, and a quorum was established.

II. Introductions

None

III. Public Comments

Two individuals, Dr. Susan Herrick, Professor of Sociology, and Jim Haizlett, Associate Professor of Art, gave public comments.

IV. Approval of Minutes

A. Minutes of the Full Board 02/04/15, 03/02/15, 03/11/15

On motion by Sandra Chapman and seconded by Les DeFelice, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of February 4, March 2, and March 11, 2015.

B. Minutes of the Executive Committee 02/18/15, 04/01/15

On motion by Brian Joseph and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of February 18 and April 1, 2015.

V. Agenda Order (Board may move to change order of consideration)

The agenda was accepted as presented.

VI. Rules

A. Revision to Policy 2: Presidential Appointments, Responsibilities, and Evaluation – Eliminate Presidential Sabbaticals – Recommended for Removal: Section 6: Professional Leave.

As recommended by the Executive Committee and on motion by Les DeFelice and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve and ratify the revisions to Policy 2.

B. Title Change to Policy 32: Sexual Harassment, Sexual Discrimination, and Other Unlawful Conduct.

Chair Couch noted that the title change to “Harassment, Discrimination, Sexual and Domestic Misconduct, Stalking, and Retaliation” would help to expand and clarify the policy.

On motion by Sandra Chapman and seconded by Ann Thomas, it was unanimously adopted by the West Liberty University Board of Governors to approve and ratify the revisions to Policy 32.

VII. Reports

None

VIII. President's Report

Dr. McCullough gave a summary of accomplishments and activities to the Board, most of which are self-explanatory, reflecting the vitality of the faculty and staff at West Liberty (see attached report). Chair Couch thanked Dr. McCullough for once again serving as Interim President at WLU.

IX. Finance Report

A. Approval of FY 2016 Budget/Tuition and Fees

Mr. Wright addressed the Tuition & Fees Operating Budget Capital Budget FY16 contained in the board packet. A lengthy discussion followed with regard to the possible idling of Shotwell Hall and College Hall, along with the top two floors of Beta Hall and the Annex. With regard to the Hilltopper for Life fee, this has been discussed at the Finance Committee meeting and there have been discussions regarding potential changes in the structure and use of the fee. Chair Couch indicated that there will be a number of changes in regard to alumni relations in the coming year.

Pre-registration numbers for the summer are up but continue to run behind for the fall semester. Demographics will continue to decline for another two years, but some things are being done that could help those enrollment numbers grow.

On motion by Les DeFelice and seconded by Sandra Chapman, it was unanimously adopted by the West Liberty University Board of Governors to approve the FY16 Operating Budget for West Liberty University.

X. Board Items

A. Honorary Degree

Dr. McCullough stated that Kris Williams, class of 1986 with a magna cum laude degree in Accounting and Chief Operating Officer at the Federal Home Loan Bank of Pittsburgh, will be the Spring 2015 commencement speaker. Kris also serves on the WLU Foundation Board.

On motion by Les DeFelice and seconded by Ann Thomas, it was unanimously adopted by the West Liberty University Board of Governors to confer an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the May 2015 commencement to Kristina K. Williams.

B. Program Reviews

The Board is asked to approve the five-year program review for Biology, Dental Hygiene, Nursing, and Graphic Design with continuation at their current levels of activity. It is also asked to approve the five-year program review of English, with continuation of the program at the current level of activity, but with corrective action focused on further development of the program's assessment plan. Mr. Ford, who worked with the Program Review Committee on behalf of the Board, briefly discussed the review process. The model used by the Committee is one WLU should be proud of and is commendable.

On motion by Bev Burke and seconded by Ann Thomas, it was unanimously adopted by the West Liberty University Board of Governors to approve the program review recommendations.

C. Early Childhood Special Needs and Reading Specialist Certifications

Dr. Keely Camden spoke to the Early Childhood Special Needs and Reading Certifications. The Early Childhood Special Needs will be at the undergraduate level (Bachelor of Arts) and the Reading Specialist track will be within the Master of Arts in Education (M.A.Ed.). Vacant positions were reworked to allow for the additional courses for the programs with no new faculty members. A discussion followed with regard to Orton-Gillingham and other training, marketing, and demand for the programs.

On motion by Patrick Kelly and seconded by Les DeFelice, it was unanimously adopted by the West Liberty University Board of Governors to approve teaching certifications in Early Childhood Special Needs and Reading Specialist Certifications.

D. Nominating Committee

Chair Couch stated that the Nominating Committee will consist of Richard Carter and Brian Joseph. Nominees for the positions of Chair, Vice Chair, and Secretary to the WLU Board of Governors will be put forward at the June meeting.

On motion by Sandra Chapman and seconded by Les DeFelice, it was unanimously adopted by the West Liberty University Board of Governors to approve the Nominating Committee membership as stated.

E. Renewal of University Place I Lease

Mr. Wright noted that this is the second year of an existing lease, which the parties agree to renew. Last year's lease was renewed at a 3% increase; this year is 1.5% with no other changes to the lease. A brief discussion followed with regard to the new building.

On motion by Brian Joseph and seconded by Les DeFelice, it was unanimously adopted by the West Liberty University Board of Governors to approve authorization of the President of West Liberty University, in accordance with the laws of the State of West Virginia and the rules and regulations of the Higher Education Policy Commission, to enter into a lease renewal of the apartment building located at 140-142 Van Meter Way (nee Chatham Street), West Liberty, West Virginia, effective July 1, 2015.

F. Presidential Search Committee Recommendations

Chair Couch noted that State Code dictates that the Board be part of the search committee, along with additional representation. The committee list was distributed to board members, with the following additional members listed:

- Jim Frum, Jay Duffy – Alumni
- Rich Lucas, Tom Reinbold – Foundation Board
- Katie Cooper – Additional Classified Staff
- Scott Cook – Non-Classified
- Evan Newman – Student
- Linda Cowan – Faculty Senate
- Dean – To Be Determined
- BOG Classified Staff Representative – To be Determined
- BOG Faculty Representative – To be Determined

The first meeting of the Committee will be held on April 28, 2015 at 4:00 p.m. At that time a chair will be elected and begin the process to search for a new president.

On motion by Les DeFelice and seconded by Pat Ford, it was unanimously adopted by the West Liberty University Board of Governors to approve the 2015 Presidential Search Committee.

G. Faculty Senate

Dr. Linda Cowan, Faculty Senate Chair, noted that it is in WV State Code that the Faculty Senate is required to meet with the Board yearly. A discussion followed with regard to WLU's challenges and how the Board plans to respond to some of the challenges. The Senate then asked about WLU's strengths moving forward; a discussion followed. It was then discussed if the Board feels WLU is in crisis.

Other members of Faculty Senate in attendance voiced concerns and opinions. Mr. Gompers discussed the reasoning behind the agreement with President Capehart. A lengthy discussion followed with regard to the agreement and possible buildings being idled. Dr. Cowan noted that Faculty Senate meetings are held on the third Tuesday of the month at 3:30 p.m. in #202 Arnett Hall for anyone wishing to attend.

Chair Couch noted with regard to the presidential search; the HEPC has some required steps to take with the Committee and advertising. Additional representation for the constituent groups

was added to make sure there was better representation. The Board hopes to begin the process quickly and have a new president in place by January 1, 2016.

III. Next Meeting Date – Wednesday, June 10, 2015

IV. Adjournment

On motion by Patrick Kelly and seconded by Richard Carter, it was unanimously adopted that the meeting adjourn at 7:25 p.m.

George Couch _____
Chair

Sandra Chapman _____
Secretary

PRESIDENT'S REPORT TO WLU BOARD OF GOVERNORS

A Condensed Summary of Accomplishments and Activities

April 15, 2015

- As of April 13, 721 students have pre-registered for the 2015 Summer School, representing a 4% increase in the number of enrollees over the same period a year ago.
- Pre-registration for the Fall 2015 Semester has been active and will conclude on April 17, at which time comparative numbers will be available, although to date, registrations have been running behind last year's numbers.
- Applications for the Fall 2015 Semester from both in-state and out-of-state students are running behind this time a year ago.
- The annual Honors Convocation will be held on April 30 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 9 at 11:00 a.m. in the ASRC. 389 students are expected to complete their degree requirements this spring, representing a 10% increase over the number of graduates a year ago and representing one of the University's larger graduating classes. Kristina Williams, a 1986 graduate and Chief Operating Officer of the Federal Home Loan Bank in Pittsburgh, will serve as the Commencement speaker.
- The number of President's Circle members (\$1,500 minimum) is trending to exceed that of last year.
- The total number of donors for 2014-15 also is on a trend line to exceed the number in 2013-14.
- The Great Gala 2015 is on track for a sold-out event, with approximately 35 major sponsors.
- The Florida alumni reunion was held recently, with approximately 50 members in attendance.

- HEPC has granted approval for WLU to offer an MBA degree through the Gary E. West College of Business. Approval must now be granted by the Higher Learning Commission. This would represent WLU's fourth graduate-degree program, with an anticipated start-up in 2016.
- HEPC has granted approval for the University to offer a Master's degree in Criminology. If approval is granted by the Higher Learning Commission, it is anticipated that this graduate program (WLU's fifth) would be launched in 2016.
- WLU's 2014 Compact—the University's "contract" with the HEPC—submission/update has been recommended for approval.
- Dr. Zac Loughman, Assistant Professor of Biology, was named Professor of the Year by the Faculty Merit Foundation of West Virginia. This is the first such honor bestowed upon a WLU faculty member.
- WLU just hosted the Annual Meeting of the West Virginia Academy of Science, with over 200 attendees from throughout the state. Dr. Roger Seeber, Professor of Biology, and Dr. Karen Kettler, Assistant Professor of Biology, were the directors and organizers of the program.
- The 15th annual MADFEST (West Virginia Media Arts and Design Festival) was recently held on campus with more than 400 participants from 18 high schools from WV, OH, and PA. Jim Haizlett, Associate Professor of Graphic Design and the original developer of the program, once again served as the executive director.
- WLU hosted a "Human Trafficking" symposium sponsored by U.S. Senator Shelley Moore Capito and attracting social services and law enforcement personnel from throughout the area. Dr. Sylvia Senften, Associate Professor of Social Work, served on the speakers' panel.
- West Liberty held its Spring Open House for prospective students and their parents/guardians, with a total attendance of more than 300 representing the largest in several years. A key attraction of the event

was the awarding of \$1,000 scholarships to ten prospective students. Ashley Carter, Brenda King, and Scott Cook serve as the primary organizers of this important recruiting event.

- West Liberty's first-ever Accepted Students Day attracted approximately 260 students and parents in an event intended to enroll prospective students who already have been accepted to the University but have not actually completed the enrollment paperwork. Ashley Carter directed this program.
- The WLU Concert Choir, under the direction of Dr. Scott Glysson, Director of Choral Activities, will be presenting concerts in the Wheeling area, along with a tour throughout Virginia and in Washington, DC in May.
- Dr. Glysson is in the process of forming a Community Choir that would be open to members of the Greater Wheeling area—adults and high school students—and to University students.
- West Liberty's Hilltop Players, under the direction of Michael Aulick, Associate Professor of Theater, will be presenting *The Diary of Anne Frank* in the upcoming weeks. The Players performed *Under Milk Wood* in February.
- Coach Jim Crutchfield's Men's Basketball Team concluded the season ranked Number 5 in the nation and made their sixth consecutive trip to the NCAA Division II "Sweet Sixteen," losing a very close game to eventual national runner-up Indiana University of PA. The Toppers have set a NCAA Division II record with 81 consecutive weeks ranked in the nation's Top 25 teams.
- Crutchfield's Hilltoppers have once again produced one of the best records in the nation in NCAA Division II basketball, along with winning their six consecutive conference championship.
- Coach Crutchfield has the highest winning percentage (300-53, .850) in college basketball history for any coach with 10 or more seasons at an NCAA school.

- Junior forward Seger Bonifant was named NCAA Division II Player of the Year by *Basketball Times*. This represents the second time in three years that a Hilltopper has received such a prestigious national honor. Bonifant also was named a consensus NCAA Divisions II First-Team All-American.
- Senior C. J. Hester earned his third straight NCAA Division II Academic All-American honor and became the first player in school history with 1,000 points and 1,000 rebounds.
- Coach Lynn Ullom's Women's Basketball Team made its 13th trip to the NCAA Division II Regional Tournament, losing a very close game to eventual national champion California University of PA.
- Ullom's Hilltoppers won both the Mountain East Conference title and the Mountain East Conference Tournament.
- Coach Sam McCullough's Men's Tennis Team just captured the Mountain East Conference title in dominating fashion with a series of straight-set victories.
- Six members of Coach Brian Davis' Wrestling Team have been named to the NCAA Division II All-Academic Wrestling Team. All of West Liberty's six All-Academic Wrestling Team members were selected for the second consecutive year.
- The Community University at West Liberty is again 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 on a wide variety of subject areas. For more information visit <http://westliberty.edu/community-university/>.

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.

West Liberty University
Tuition & Fees
Operating Budget
Capital Budget
FY16

BOG Approval Meeting
April 15, 2015

**FY16 BUDGET, TUITION AND FEES
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WEST LIBERTY UNIVERSITY
FY15
OPERATING BUDGET STATUS
(000)

	FY15 Approved <u>Budget</u>	FY15 Budget <u>Status 04/06/14</u>	<u>Diff.</u>
I. Revenue			
A. Undergraduate Tuition & Fees	\$ 19,145	\$ 18,742	
B. Graduate Tuition & Fees	1,850	1,962	
C. Room & Board	10,250	9,858	
D. State Appropriation	8,255	8,255	
E. Other Income	<u>2,450</u>	<u>2,584</u>	
F. Total Income	\$ 41,950	\$ 41,401	
II. Expenses			
A. Salary & Benefits	\$ 23,200	\$ 23,069	
B. Discounts	4,770	4,940	
C. Bond & HEPC Payments	2,090	2,088	
D. Utilities	2,300	2,242	
E. Rent	415	436	
F. Major Contracts	3,360	3,300	
G. Encumbered & Allocated Expenses	<u>5,115</u>	<u>5,207</u>	
H. Total Expenses	\$ 41,250	\$ 41,282	
III. Operating Budget Balance	\$ + 700	\$ + 119	\$ - 581

WEST LIBERTY UNIVERSITY
FY16
PROPOSED BUDGET
(000)

	<u>Baseline</u>	<u>Proposed</u>	<u>Diff.</u>
I. Revenue			
A. Undergraduate Tuition & Fees	\$ 17,854	\$ 18,580	+726
B. Graduate Tuition & Fees	2,246	2,304	+ 58
C. Room & Board	9,076	9,242	+ 166
D. State Appropriation	8,197	8,197	-
E. Other Income	<u>2,311</u>	<u>2,420</u>	<u>+ 109</u>
F. Total Income	\$ 39,684	\$ 40,743	+1,059
II. Expenses			
A. Salary & Benefits			
1. Active Employees-07/01/15	\$22,373		
2. New or Replacement Requests-07/01/15	826		
3. Total Salary & Benefits	\$ 23,199	\$ 21,839	- 1,360
B. Discounts	4,703	4,775	+ 72
C. Bond & HEPC Payments	2,082	2,082	-
D. Utilities	2,288	2,238	- 50
E. Rent	615	615	-
F. Major Contracts	3,375	3,340	- 35
G. Encumbered & Allocated Expenses	<u>5,072</u>	<u>5,052</u>	<u>- 20</u>
H. Total Expenses	\$ 41,399	\$ 39,875	- 1,393
III. Operating Budget Balance	- 1,650	+ 802	+ 2,452
IV. Capital Revenue Generation Required	+ 575	+575	-
V. Planned Positive Variance	+ 200	+ 200	-
VI. Net Budget Position	\$ - 2,425	+ \$ 27	+ \$ 2,452

BUDGET PARAMETERS
FY16

I. Baseline Budget

A. Revenue

- | | |
|--|---|
| 1. Full-Time Undergraduate Enrollment | -5% Fall FY15 |
| 2. Part-Time Undergraduate Enrollment | -5% Fall FY15 |
| 3. High School Enrollment | Same as Fall FY15 |
| 4. Advanced Academy Enrollment | Same as Fall FY15 |
| 5. P.A. Enrollment | 18 New Plus Actual Spring FY15 |
| 6. MA – ED Enrollment | Same as FY15 |
| 7. MPS – Professional Studies Enrollment | Double Fall FY15 |
| 8. State Appropriation | \$8,196,740 |
| 9. Housing | UI and UII as Approved by
Board of Governors |
| 10. Board | Board as Generated by
Housing and Excess Fall 15 |
| 11. Roads and Walkways; Hilltopper
For Life; Freshman Orientation | -5% Fall FY15 |
| 12. Grants and Department Generated Funds not Included | |

B. Salary & Benefits

1. Includes Classified Mercer Salary Adjustments of \$49,000
2. Includes Faculty Promotion Adjustments of \$108,000
3. Includes Non-Replacement Personnel Adjustments of \$301,675
4. Adjuncts/Overload Budget – Same as FY15 Budget

C. Discounts – FY15 Factored by Undergraduate Enrollment Decrease

D. Bond & HEPC Payments – Actual

E. Utilities – FY15 + \$31,000 for University II

F. Rent – Addition of University II and Reduction in Highlands Lease

G. Major Contracts - + 3%

H. Encumbered & Allocated Expenses

Deletions from FY15 Budget – Laptop Program; P.A. Technical Replacement; First-Year Degree Works; Federal Indirect Consultant; Faculty Development Decrease; Selected Outside Consultants and Contractors - \$456,500.

I. Allowance for Capital Revenue Generation

- (a) ASRC/Blatnik Boiler - \$425,000
- (b) Library Fire Alarm System - \$100,000
- (c) South Drive Repaving - \$50,000

II. Proposed Budget Parameters

A. Revenue

1. Tuition & Fees

- (a) Undergraduate – In-State - \$267.17/hour to \$279.25/hour (approx. 4.5%)
- (b) Undergraduate – Metro - \$476.08/hour to \$496.08/hour (approx. 4.2%)
- (c) Undergraduate – Out-of-State - \$564.17/hour to \$588.00/hour (approx. 4.2%)
- (d) Undergraduate RN to BSN “Special Tuition” - \$2,965/Semester to \$3,113/Semester (approx. 5%)(Program to be phased out in FY17).
- (e) Graduate (Non-P.A.) In-State - \$375/hour to \$393.00/hour (approx. 4.8%)
- (f) Graduate (Non-P.A.) Out-of-State - \$584/hour to \$618/hour (approx. 5.8%)
- (g) On-Line Fee \$125/Course to \$150/Course
- (h) Over 19 Hour (one-time) \$250 to \$300
- (i) Board +3%
- (j) International Fee (per semester) \$250
- (k) Cable/Internet Fee \$145/Semester to \$165/Semester

2. FY17 – Tuition & Fees (required to give one-year advance notice)

- (a) Graduate P.A. FY17 \$25,200/Year to \$26,460 (5%)
- (b) Graduate P.A. FY17 \$37,800/Year to \$39,690 (5%)

3. FY16 Other Non-Tuition & Fee Changes

- (a) Campus Housing Rental +5%
- (b) Parking Fines \$10 to \$25

B. Salary & Benefits

- 1. Current Open Faculty, Non-Classified and Classified Positions Requiring Equivalent Replacements to Fill \$ 826,000
- 2. Restructuring and Reorganizing of the Administrative Functions of the University \$ 534,000

C. Discounts

- 1. Addition of Non-Athletic Scholarships Increased due to Tuition and Fee Increases
- 2. Athletic Scholarships to Remain at FY15 Levels

D. Utilities

Decreased by \$50,000 due to Closing of Shotwell, Annex, College Hall (open for special events); and Fourth and Fifth Floors of Beta Dormitory.

E. Major Contracts

Decreased by \$35,000 due to Closing of Shotwell, Annex, College Hall (open for special events); and Fourth and Fifth Floors of Beta Dormitory.

F. Encumbered and Allocated Expenses

Additions to FY16 Budget – Second Year of Degree Works; CRM Program for Admissions; Cash Register/Copier Replacement; Marketing Budget Increase; Estimated Unemployment Increase - + \$436,500

WEST LIBERTY UNIVERSITY
FY16 PROPOSED
CAPITAL BUDGET

	<u>University Funding</u>	<u>HEPC Funding</u>	<u>Private Funding</u>	<u>Grand Total</u>
I. . FY15 Completed Projects				
A. Main Hall Chiller (C.O. FY14)	\$290,900	\$272,500		\$ 563,400
B. Kelly Auditorium			\$160,400	160,400
C. ADA Interior	280,100			280,100
D. ADA Exterior	155,900			155,900
E. Athletic Training Room			19,500	19,500
F. Beta Parking/Outside Stadium	55,400			55,400
G. Asphalt Road/Parking Area	<u>30,200</u>	<u> </u>	<u> </u>	<u>30,200</u>
	\$812,500	\$272,500	\$179,900	\$1,264,900
II. New FY16 Projects				
A. ASRC/Blatnik Boiler	\$425,000			\$ 425,000
B. Library Fire Alarm System	100,000			100,000
C. South Drive Repaving	<u>50,000</u>			<u>50,000</u>
	\$575,000			\$ 575,000

West Liberty University
Cash Reserve Calculation
FY15 & FY16
As of 04/06/15
(000)

Available Cash for FY16

1. Unrestricted Reserves 06/30/14	\$ 5,282
2. FY15 Operating Budget Contribution	119
3. FY 15 Capital Contributions – HEPC/Private Source	<u>452</u>
4. Total Available Cash	\$ 5,853
5. Less: FY15 Capital Projects	<u>1,265</u>
6. Net Available for Operations	\$ 4,588
7. FY16 Operating Budget Contribution	802
8. FY16 Capital Contribution – HEPC/Private Source	<u>-</u>
9. Total Available Unrestricted Cash	\$ 5,390
10. Less: FY16 Capital Projects	<u>575</u>
11. Net Available for Operations	\$ 4,815
12. Less: 10% Operating Reserve	<u>4,074</u>
13. Cash Balance above Reserve	\$ 741

**Tuition & Fees
Undergraduate
Per Semester
FY16**

		In-State FY 2015	Metro FY 2015	Out-of-State FY 2015	In-State FY 2016	Metro FY 2016	Out-of-State FY 2016
1	Tuition	\$ 210	\$ 495	\$ 495	\$ 210	\$ 495	\$ 495
2	Registration Fee	55	260	260	260	260	260
3	Higher Education Resource Fee	375	870	870	870	870	870
4	Faculty Improvement Fee	50	145	145	145	145	145
5	Institutional Activity Fee	145	145	145	145	145	145
6	Athletic Fee	195	195	195	195	195	195
7	Special Equity Fee	75	75	75	75	75	75
8	Student Union Fee	70	70	70	70	70	70
9	General Operation Fee	1606	3033	4090	956	3,273	4,376
10	Technology Enhancement Fee	80	80	80	80	80	80
11	Institutional Capital Fee	145	145	145	145	145	145
12	2012 Capital Fee	200	200	200	200	200	200
13	Total Per Semester	\$3,206	\$5,713	\$6,770	\$3,351	\$5,953	\$7,056
14	\$ Change FY15 to FY16	+93			+145	+240	+286
15	% Change FY15 to FY16	3%			4.5%	4.2%	4.2%

Tuition & Fees
Undergraduate Differentials
Per Semester
FY16

		In-State FY 2015	Metro FY 2015	Out-of-State FY 2015	In-State FY 2016	Metro FY 2016	Out-of-State FY 2016
	College of Business, Graphic Design & Broadcast Journalism						
1	Total Per Semester	\$3,331	\$5,838	\$6,895	\$3,476	\$6,078	\$7,181
2	\$ Change FY15 to FY16	+108	+20	+25	+145	+240	+286
3	% Change FY15 to FY16	3.4%			4.3%	4.1%	4.1%
	College of Science (excluding Nursing/Dental Hygiene), Athletic Training Program & Exercise Physiology						
1	Total Per Semester	\$3,356	\$5,863	\$6,920	\$3,501	\$6,103	\$7,206
2	\$ Change FY15 to FY16	+105	+19	+25	+145	+240	+286
3	% Change FY15 to FY16	3.2%			4.3%	4.1%	4.1%
	Nursing/Dental Hygiene						
1	Total Per Semester	\$3,681	\$6,188	\$7,245	\$3,826	\$6,428	\$7,531
2	\$ Change FY15 to FY16	+100	+29	+50	+145	+240	+286
3	% Change FY15 to FY16	2.8%			4.3%	4.1%	4.1%
	RN to BSN Program						
1	Total Per Hour	\$241	\$241	\$241	\$253.17	\$253.17	\$253.17
2	12+ Hours	\$247.25	\$247.25	\$247.25	\$259.42	\$259.42	\$259.42
3	% Change FY15 to FY16	9.5%	9.5%	9.5%	4.99%	4.99%	4.99%
	BLA Program						
1	Total Per Hour	\$281.67	\$281.67	\$281.67	\$281.67	\$281.67	\$281.67
2	12+ Hours	\$287.91	\$287.91	\$287.91	\$287.91	\$287.91	\$287.91
3	% Change FY15 to FY16						
	Advanced Academy						
1	Total Per Semester	\$1,603	\$1,603	\$1,603	\$1,675.50	\$1,675.50	\$1,675.50
2	\$ Change FY15 to FY16	+47			+72.50		
3	% Change FY15 to FY16	3%			4.5%		

Tuition & Fees
Graduate (MaED)
Per Semester
FY16

		In-State FY 2015	Out-of-State FY 2015	In-State FY 2016	Out-of-State FY 2016
1	Tuition	\$3,030	\$4,911	\$3,192	\$5,217
2	Institutional Capital Fee	145	145	145	145
3	2012 Capital Fee	200	200	200	200
4	Total Per Semester	\$3,375	\$5,256	\$3,537	\$5,562
5	\$ Change FY 2015 to FY 2016	+188	+481	+162	+306
6	% Change FY 2015 to FY 2016	5.9%	10%	4.8%	5.8%

Tuition & Fees
Physician Assistant Program
Per Semester (4)
Per Year
FY16/FY17

		In-State FY 2015	Out-of-State FY 2015	In-State FY 2016	Out-of-State FY 2016	*In-State FY 2017	*Out-of- State FY 2017
1	Tuition	\$ 6128	\$ 9278	\$ 6128	\$ 9278	\$6443	\$9751
2	Institutional Capital Fee	72	72	72	72	72	72
3	2012 Capital Fee	100	100	100	100	100	100
4	Total Per Semester	\$6,300	\$9,450	\$6,300	\$9,450	\$6,615	\$9,923
5	Total Per Year	\$25,200	\$37,800	\$25,200	\$37,800	\$26,460	\$39,690
6	\$ Change FY 2015 to FY 2016 to FY 2017	+1,200	+1,800	-	-	+1260	+1890
7	% Change FY 2015 to FY 2016 to FY 2017	5%	5%	-	-	5%	5%

* Required to give one year advance notice

**Tuition & Fees
Room & Board
Per Semester
FY16**

	FY 2015	FY 2016	Change	
			\$	%
Residence Hall Capital Fee	\$ 415	\$ 415		
On-Campus Double Room-Rogers	1800	1800		
On-Campus Single Room-Rogers	2695	2695		
On-Campus Double Room-All Others	1850	1850		
On-Campus Single Room-All Others	2745	2745		
University Place I (9 month lease)	2890	2890		
University Place II (9 month lease)	-	3190		
University Place I (12 month lease)	3855	3855		
University Place II (12 month lease)	-	4255		
Regular Meal Plan	1915	1975	+60	3%
5 Meal Plan	650	670	+20	3%
50 Meal Block Plan	350	350		
Cable & Internet Fee	145	165	+20	13.8%

Residence Hall Summer Rates Summer 2016			
		FY 2015	FY 2016
On-Campus Double Room	Per Week	\$65	\$65
On-Campus Single Room	Per Week	\$105	\$105
Student Summer Employee (20+ Hours Wk)	Per Week	\$32.50	\$32.50

Classroom Rental* Highlands Only	
\$75.00 First Hour	\$50.00 Each Hour Thereafter
*Facilities on main campus are not rented during academic year.	

Liberty Oaks Bed & Breakfast	
Room Rental	\$99.00/Day; \$109/Day includes Breakfast

Special Fees FY16

		<u>FY</u> <u>2015</u>	<u>FY</u> <u>2016</u>	<u>Unit</u>
1.	Undergraduate Graduation	\$125	\$ 125	Occurrence
2.	Graduate Graduation	150	150	Occurrence
3.	Hilltopper Academy Registration	50	50	Occurrence
4.	Freshman Orientation	100	100	Occurrence
5.	Regents BA Posting Fee(plus \$10/Credit)	300	300	Occurrence
6.	Work Life Credit*	375	375	Occurrence
7.	Scuba Diving	160	160	Occurrence
8.	Natural Science Lab	75	75	Occurrence
9.	Electronic On-Line/Hybrid	125	150	Course
10.	Student Teaching	175	175	Occurrence
11.	Private Music Lessons	120	120	Semester
12.	Regional Practical/Internship	100	100	Occurrence
13.	Parking Permit - Student	75	75	Year
	- Full-Time Employee	50	50	Year
14.	Red Cross Certification	50	50	Occurrence
15.	Ceramics Material Fee	100	100	Occurrence
16.	Dental Hygiene-Instrument Kit	1225	1130	DH 186 Clinic II Lab
17.	Dental Hygiene-Clinic III Charges	70	150	DH 381 Clinic III Lab
18.	Dental Hygiene-Side Kick Instr Shpnr	920	925	DH 286 Clinic II Lab
19.	Dental Hygiene-X-Ray XCP Instruments	220	225	DH 238 Radiography Lab
20.	Dental Hygiene Clinic IV Charges	70	150	DH 386 Clinic IV
21.	Miller Analog Test	75	75	Occurrence
24.	ATI Pharmacology	150	240	NUR 320
25.	ATI Fundamentals	0	270	NUR 315
26.	HESI Med Surge	150	0	NUR 320
27.	HESI Maternity	100	0	NUR 430-Health Promotion Women & Children
28.	ATI Pediatrics	0	370	NUR 406-Health Promotion Women & Children
29.	HESI RN Exit I – III	100	0	NUR 481-Nursing Practicum (additional tests- \$50)
30.	ATI Exit and Live Review	100	310	NUR 436
31.	Critical Thinking Exams	15	15	NUR 438
32.	BLA Material Fee	200	200	BLA 300-Introduction to Organizational Leadership
33.	Forever Hilltopper	150	150	Freshman/Transfers
34.	PA Application	25	25	Occurrence
35.	ADA Accommodation Evaluation	400	400	Occurrence
36.	International Fee	0	250	Occurrence

* Plus \$15.00/Work Life Credit

**Service Fees
FY16**

	<u>Service Fees</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>Unit</u>
1.	Late Registration	\$ 100	\$100	Occurrence
2.	Transcript	7	7	Occurrence
3.	Priority Transcript	25	25	Occurrence
4.	Return Check Charge	25	25	Occurrence
5.	Diploma Replacement	25	25	Occurrence
6.	Security Card Replacement	15	15	Occurrence
7.	Late Graduation	110	110	Occurrence
8.	Tuition Payment Plan	30	30	Occurrence
9.	Registration Reinstatement	25	25	Occurrence
10.	Outside Laptop Service	75	75	Occurrence
11.	Credit Hour Overload Registration Fee (19+)	250	300	Semester
12.	Laptop Fee (Non Pell Eligible)	200	0	One time

**REGULAR SEASON ATHLETIC TICKET PRICES
FY16**

<u>EVENT</u>	<u>FY15</u>	<u>FY16</u>	<u>UNIT</u>
1. Football			
A. Adult	\$ 8.00	\$ 8.00	Ticket
B. Children*	2.00	2.00	Ticket
C. Visiting Students with I.D.	2.00	2.00	Ticket
D. Adult	35.00	35.00	Season
E. Children*	10.00	10.00	Season
2. Basketball			
A. Adult	\$ 8.00	\$ 8.00	Ticket
B. Children*	2.00	2.00	Ticket
C. Visiting Students with I.D.	2.00	2.00	Ticket
D. Adult	55.00	55.00	Season
E. Children*	20.00	20.00	Season
3. Wrestling			
A. Adult	\$ 7.00	\$ 7.00	Ticket
B. Children*	2.00	2.00	Ticket
C. Visiting Students with I.D.	2.00	2.00	Ticket

*12 Age and under

NOTE: University employees presenting their I.D. card at the event are admitted free of charge.

The NCAA permits Institutions to provide (4) Comps to each student athlete per contest. This is a University option.

**SUMMER CAMPS AND CONFERENCES FEES
FY16**

	Independent Camp Conducted by Full-Time WLU Employee	Independent Camp Conducted by Non WLU Employee
Room – Double*	\$15.00/Day	\$15.00/Day
- Single*	20.00/Day	20.00/Day
*Plus \$2.00 if Bonar or Curtis		
Board – Stay on Campus	\$24.50/Day	\$24.50/Day
-Stay off Campus		
(1) Breakfast	\$6.90/Occur.	\$6.90/Occur.
(2) Lunch	8.35/Occur.	8.35/Occur.
(3) Dinner	9.25/Occur.	9.25/Occur.
Van Rental*	\$.50/Mile plus \$15.00/Hr.	\$.50/Mile plus \$15.00/Hr.
*Requires qualified University driver		
Pool Rental*	\$80.00/2 Hours	\$80.00/2 Hours
*Requires qualified lifeguard		
Facilities:		
- Football Field	\$100.00/Day	\$200.00/Day
- Soccer Field	\$100.00/Day	\$200.00/Day
- ASRC BB Court	75.00/Day	150.00/Day
- Blatnik BB Court	50.00/Day	100.00/Day
- Blatnik Wrestling	25.00/Day	50.00/Day
- Band Areas	50.00/Day	100.00/Day
- Baseball Field	100.00/Day	200.00/Day
- Softball Field	100.00/Day	200.00/Day
- Tennis Courts	50.00/Day	100.00/Day
- College Hall	50.00/Day	100.00/Day
- Kelly Theatre	50.00/Day	100.00/Day
- Classroom	25.00/Hour ⁽¹⁾	25.00/Hour ⁽²⁾
(1) Not to exceed \$100/Day		
(2) Not to exceed \$150/Day		

The President of the University may waive facility fees for high school events when it is deemed to be in the best interest of the University's Admissions Department.

Paint Lining of Band Area or Athletic Area	\$100.00/Occur.	\$100.00/Occur.
Special Event	Cost	Cost Plus 10%

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
May 27, 2015**

Executive Committee Members Present: George Couch, Sandra Chapman, Richard Carter, Patrick Kelly (via phone), John Gompers

WLU Administrators: Brian Crawford, John McCullough, Jim Stultz, Jack Wright

1. Chair George Couch, called the meeting to order at 8:00 a.m.
2. FY 2016 Budget – Mr. Wright gave an update on the FY16 budget.
3. Election of Officers – The slate of officers discussed were George Couch, Chair, Les DeFelice, Vice Chair, and Patrick Ford, Secretary. A discussion followed with regard to the completion of Ann Thomas' board term and replacement.
4. Schedule of Meetings 2015-16 – The schedule of meetings was reviewed with an update to the February 2016 meeting date.
5. Revised Organizational Structure – Dr. McCullough presented the revised WLU Administrative Organization chart.
6. The meeting adjourned at 9:15 a.m.

Chair, George Couch

Secretary, Sandra Chapman

West Liberty University

Board of Governors

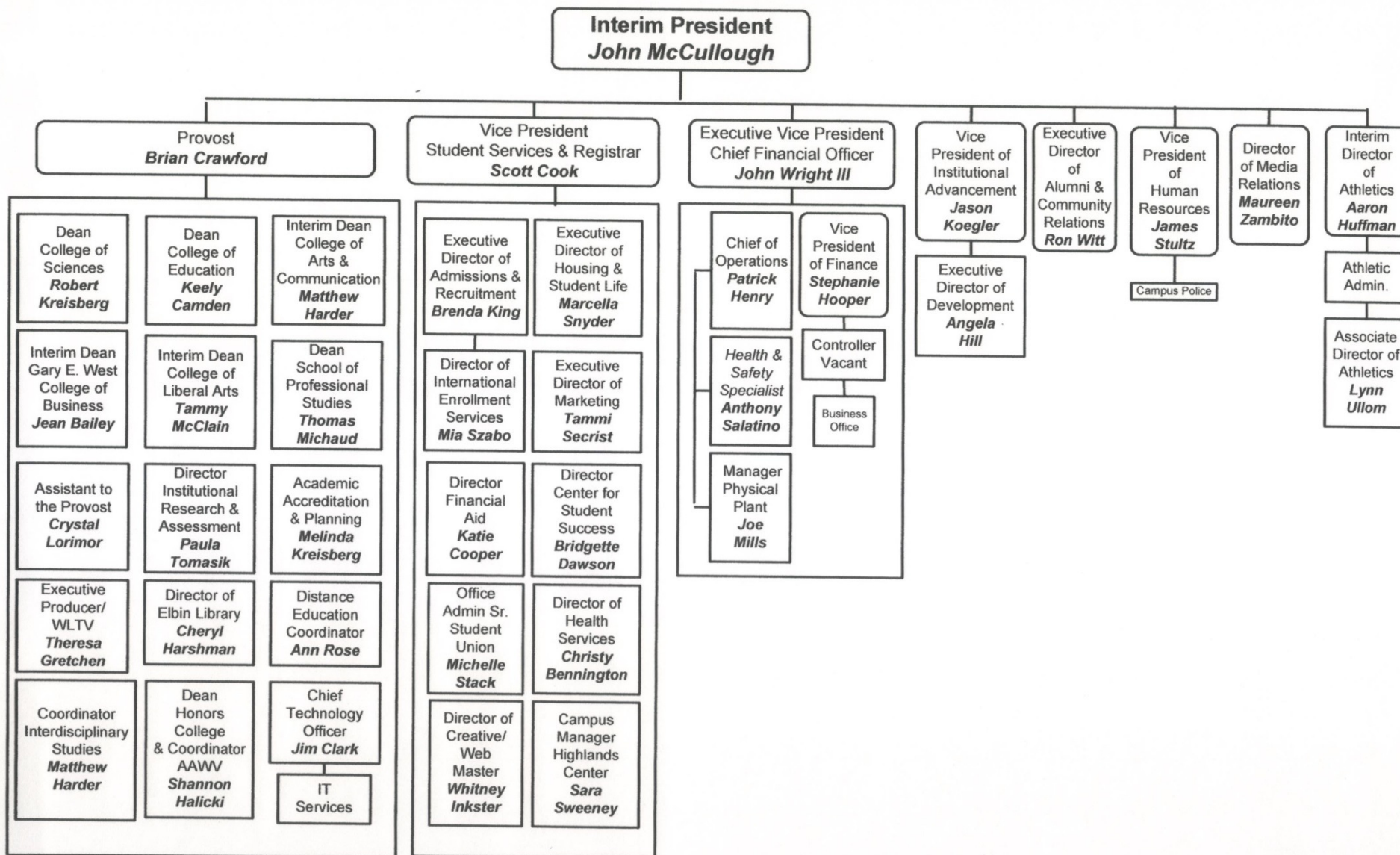
Schedule of Meetings **July 2015—June 2016**

Wednesday, August 12, 2015	4:00 p.m.
Wednesday, July 29, 2015 – Executive Committee – 8:00 a.m.	
Wednesday, October 14, 2015.....	4:00 p.m.
Wednesday, September 30, 2015 – Executive Committee – 8:00 a.m.	
Wednesday, December 9, 2015.....	4:00 p.m.
Wednesday, November 25, 2015 – Executive Committee – 8:00 a.m.	
Wednesday, February 10, 2016	4:00 p.m.
Wednesday, January 27, 2016 – Executive Committee – 8:00 a.m.	
Wednesday, April 13, 2016	4:00 p.m.
Wednesday, March 30, 2016 – Executive Committee – 8:00 a.m.	
Wednesday, June 8, 2016	4:00 p.m.
Wednesday, May 25, 2016 – Executive Committee – 8:00 a.m.	

Unless otherwise specified, all meetings will be held in the Shaw Hall Board room. We may schedule additional meetings to allow for discussion of unforeseen issues.

WLU Administrative Organization--Operational/Functional

Board of Governors
Joseph Carey; Richard Carter; Sandra Chapman, Secretary; George Couch, Chair;
Les Defelice; Patrick Ford; Brian Joseph; Patrick Kelly
Campus Reps.: Allyson Ashworth, Student; James Haizlett, Faculty; Rhonda Tysk, Classified Staff





Provost
Brian L. Crawford, PhD
Office: 304-336-8004
brian.crawford@westliberty.edu

208 University Drive
CUB 100
West Liberty, WV 26074

To: WLU Board of Governors

From: Brian L. Crawford, Provost

Re: Annual Graduate Degree Report

Date: June 3, 2015

1. The number of programs being offered and the courses offered within each program:
 - a. Master of Arts in Education (MAEd) with Areas of Emphasis in:
 - i. Advanced Teaching
 - ii. Community Education: Research & Leadership
 - iii. Entrepreneurship for Teaching
 - iv. Leadership Studies
 - v. Advanced Special Education
 - vi. Multi-Categorical Special Education
 - vii. Reading Specialist
 - viii. Sports Leadership and Coaching
 - ix. Technology Integration
 - x. Master Teacher
 - b. Master of Science in Physician Assistant Studies (MSPAS)
 - c. Master of Professional Studies (MPS) with Areas of Emphasis in:
 - i. Organizational Leadership
 - ii. Justice Leadership
2. The disciplines in which programs are being offered:
 - a. MAEd:
 - i. College of Education
 1. Department of Professional Education
 2. Department of Health and Human Performance
 - b. MSPAS:
 - i. College of Sciences
 1. Department of Graduate Health Sciences
 - c. MPS:
 - i. School of Professional Studies
3. The locations and times at which courses are offered:
 - a. MAEd:
 - i. Monday through Thursday, 5:00 PM – 8:50 PM at the WLU Highlands Center or online.
 - b. MSPAS:
 - i. Monday through Friday, 8:00 AM – 4:00 PM on the WLU Main Campus
 - c. MPS:

- i. Friday 5:00 PM – 9:00 PM, Saturday 8:00 AM – 5:00 PM at the WLU Highlands Center or online.

4. The number of students enrolled in the programs for 2014-15:

- a. MAEd: 94
- b. MSPAS: 35
- c. MPS: 25

5. The number of students who have obtained master's degrees through each program since May 2014:

- a. MAEd: 33
- b. MSPAS: 16
- c. MPS: 0