

**West Liberty University
Board of Governors**

Minutes

June 6, 2012

Attendance:

Lisa Allen, Beverly Burke, Richard Carter, Brian Joseph, David Syrylo, Ann Thomas, Carrie White

Unable to Attend:

George Couch, Patrick Kelly, Paul Limbert, Rob Marks, Robert Steptoe

Administration/Faculty/Staff:

Bill Baronak, Robin Capehart, John Davis, Mary Ann Edwards, John Gompers, Anthony Koyzis, Jim Stultz, Jack Wright,

1. Call to Order:

Chair Joseph called the meeting to order at 5:05 p.m.

2. Chairperson Comments:

None.

3. Consent Agenda*:

Chair Joseph asked for a motion to approve the consent agenda items, those being the minutes of the full Board of April 18 and May 23, 2012, minutes of the Executive Committee of April 4 and May 23, 2012, the Annual Graduate Degree report, and the Tentative Schedule of Meetings July 2012-June 2013.

A motion that the West Liberty University Board of Governors approve the Consent Agenda items was then made by Ann Thomas and seconded by Richard Carter; motion passed unanimously.

4. Informational Items:

a. President's Report

President Capehart stated that there is a 7% increase in enrollment currently over the same period a year ago. Spring commencement was a packed house, graduating approximately 11% more graduates than a year ago. We will be seeing larger graduating classes as we get into the increased enrollment we've seen for the last several years.

The Masters of Science in Physician Assistant Studies program will launch on July 2, 2012. WLU is the only public regional university in West Virginia to offer a terminal degree.

Tuition and fees were approved for WLU by the HEPC. One thing that came out of that process was that, when you went in to meet you have to write a justification; ours was 36 pages long with charts and graphs. The Chair of the HEPC asked for something on two pages. In summary, wanting to make a point, it was noted there is a 5% rule now and with the \$200 capital fee it pushed WLU over the top. The point President Capehart made was, in trying to get our tuition to a certain level, with WLU's tuition already low, that 5% is different. It brought the HEPC to the realization to look at institutions separately and their varying circumstances; try not to look at just percentages. Also with regard to the \$200 capital fee; we were interviewed by the newspaper about the fee and one question was "why does everybody have to pay the fee; why not just those in the sciences?" President Capehart stated that first of all, if it were just paid by those in the sciences it would be an incredibly large fee. This is a capital fee; the same type of fee as when a dorm is built. Also, those selling the bonds want to see a broad base stream of income; this is a capital enhancement to the institution as a whole, not to a particular number of students. We've never had a capital fee that doesn't apply to everybody; that's the purpose. Chair Joseph stated that it would most likely be correct to say that even if you are a non-science major you're likely to take a class in the science building.

President Capehart stated that it's been said WLU has a hiring freeze; that is not what we have. As was mentioned in the last Board meeting, we are taking an opportunity to catch our breath in terms of enrollment. We are graduating high numbers at this point; it's not like three or four years ago when we were bringing in 550 new students and graduating 150. We are catching our breath in terms of new employees. If you saw the advertisement for the Director of Media Relations, Jason Koepler has done some restructuring in his area. What happened was there were four positions that were over there; one part-time Director of Media Relations, two consultants and a development position in Florida. The first three positions were eliminated and the fourth was reduced from \$30,000 to \$12,000. When you look at the bottom line, with the reduction of all positions, we end up with a savings, even with a new hire, of \$38,000. Although more of a restructuring, at the end of the day we agree it is important to get the word out about WLU.

Although the events are not firm at this time, President Capehart asked members to at least save the date on July 1st and 2nd. We are looking to have some celebrations as things come about; it will be fun. On July 2nd we have two events we want to talk about; first is the PA Program students. We will have some type of event that morning regarding the PA Program. Following that we will have a ground breaking for the Health Science building on Monday, July 2nd. The event for July 1st will be announced at a later date.

On an unrelated issue, as many of the Board members know, Gary West purchased the property across the road. There have been ongoing discussions about the possibility of WLU taking an interest in the property over there; not as a restaurant. Hopefully, we will be able to come up with something fairly quickly.

President Capehart thanked David Syrylo for his service on the Board over the last year. David stated that he will be returning next semester to complete his final year at WLU. He appreciated his time on the Board; although hectic at times but worth it in the end. He stated he is currently on an internship in North Carolina, but West Liberty has been more like home for him, and that it wouldn't feel that way if it weren't for the people there, and for the Board, and again thanked the Board. President Capehart thanked David and wished him luck in his future.

President Capehart also wanted to thank Brian Joseph; it's been a pleasure to work with him as Chair of the Board, although he will remain on the Board. It's been a good relationship, got a lot done, and the President gave Brian credit for many things happening on campus the last couple years. Chair Joseph thanked President Capehart and is looking forward to Chair Carter's tenure.

b. Advanced Academy of West Virginia

The Advanced Academy is for high school students qualified to do college work who will begin taking college classes, coordinated with their high school curriculum, and receive college credit. This is not an academic program needing Faculty Senate approval; it's not a discipline. Dr. Koyzis stated that the program is not uncommon across the county. The oldest program is at the University of Iowa. It's simply a repackaging of courses for high school students to enroll at the university, take courses, and the university will provide additional social and emotion support. It functions like a potential learning center meeting the needs of the students' learning abilities. Students are here at a young age; 16, 17, and 18, taking college courses. At the suggestion of the State, WLU will provide social and emotional support for these students.

Students will be brought in with a principal who in some respects will shepherd the students around. Mrs. Thomas asked if these students are shepherded at WLU or in the high school, to which it was stated it would be here at WLU. These students are college students; the Advanced Academy is something to congratulate Ron Witt and Susan McGowan-Koyzis on for the work they've done putting together the information. This is a program we have talked about doing since President Capehart's first year in office. With the formation of the Academy and upgrading the Honors Program to the Honors College, we are put in the position to move the program forward.

President Capehart stated that in meetings with the HEPC they have been very excited about the program. These students will actually come in and register as college freshman while they are enrolled in their local high school, and will pay tuition and take classes through the Honors College. This is not an academic program or program that leads to a certificate or degree; this is an early entrance to college program for high school students exhibiting a high degree of achievement who are interested in accelerating their academic careers. Dr. Koyzis stated that

many times this is referred to as a middle college. The majority of middle college students in other states are students physically removed from high school needing mediation. President Capehart stated that it appears the HEPC is so impressed with the program they will be providing some funding for the program. Mrs. White asked if these students are only registered for general studies courses, to which it was stated "yes."

5. Action Items*:

a. Pipeline Right-of-Way Agreement

Mr. Wright stated that Appalachia Midstream Services, a division of Chesapeake, would like to lease the pipeline right-of-way on the furthest part away from the University. We have negotiated with them that they would pay up front for one pipeline, which may start very quickly, by paying \$47,000 plus for the first pipeline. Within two (2) years if they exercise their right for a second pipeline, they would pay another \$47,000 plus. After that any additional pipelines on the right-of-way are subject to further negotiations. Mr. Gompers has reviewed and approved the agreement along with the WV Attorney General's office. A public hearing was advertised; nobody showed up and there are no public comments on the right-of-way agreement. It has also been reviewed by the Executive Committee of the Board. Mr. Wright asked if there were any questions.

A motion that the West Liberty University Board of Governors Chairman is hereby authorized, empowered and directed to execute and deliver to Chesapeake Appalachia, LLC, a Pipeline Right-of-Way Agreement in accordance with the form of the agreement attached hereto. The Chairman and/or President and/or Executive Vice President/Chief Financial Officer, John E. Wright, are hereby authorized, empowered and directed to execute and deliver any other agreements, documents, instruments, certificates and other papers and do all such acts and things as may be necessary and desirable to consummate the transaction authorized herein and otherwise to carry out the purposes and intent of this Resolution was then made by Richard Carter and seconded by Lisa Allen; motion passed unanimously.

b. Certificate in Entrepreneurship

Ms. White stated that the Certificate in Entrepreneurship is a combined effort between herself and Tom Michaud, Dean of the School of Professional Studies. This is not a degree or a minor, but a certificate for someone interested in earning 15 credit hours in entrepreneurship studies. It's considered an adult education or continuing education program in response to a lot of requests we have been getting for entrepreneurship classes. Students are not full-time but can take the professional studies path. Ms. Allen asked how this is different than the minor, to which Ms. White stated the minor is 18 credits and the certificate is 15. Chair Joseph asked the motivation behind the certificate, to which Ms. White stated that there were requests from people who don't necessarily want to be full-time students, but they want to take courses and get a certification that might help them in their work.

K-12 teachers are interested in incorporating entrepreneurship in the K-12 curriculum but need the Entrepreneurship Certificate in order for this to take place. Chair Joseph stated that this would be huge. The creativity and entrepreneur mind-set of children from first to third grade happens very early; their self-reliance. Ms. White stated that tomorrow there is a meeting with the State Department of Education and WLU has been invited to attend. This is the second meeting; Ms. White and Ron Witt attended the first one. WLU is the first and only university to have a specific program like this, and they are very interested in having it for K-12 educators in the State.

Courses are offered on-line and during the summer so K-12 have access to these courses, can take them and receive their certification. Under State regulations, if they earn 15 hours above their degree they are eligible for a pay increase. President Capehart stated that this was a discussion started several years ago with a lot of good ideas, and Carrie really did a wonderful job picking this up and running with it. The certification gives us a niche and a name no one else will have. Ms. White thanked President Capehart and stated that Dr. Michaud, Ron Witt and she were going tomorrow to the State Department of Education to pitch the proposal to incorporate the requirements for K-12 teachers.

Ms. Allen noted that the difference between the minor and certificate is three hours; is it specific classes? Ms. White stated that with regard to the minor the students can take anything; the certificate is specific classes. It has been streamlined primarily for educators so they can get the

hours they need. Ms. Allen stated that for three years now she has come up and worked with John Bonassi and it's been a ton of fun to go in and talk about business for three hours. The questions students ask are fascinating and it's fun to see the fire in their eyes and make a connection with business people. She would be happy to assist with the program. It's important because they have and ask practical questions, have their own business models they're working on and it's a great connection. Ms. White stated that because this will involve a mix of majors they will have different academic backgrounds, making for a creative classroom.

A motion that the West Liberty University Board of Governors approve the Certificate Program in Entrepreneurship within the School of Professional Studies was then made by Lisa Allen and seconded by Ann Thomas; motion passed unanimously.

c. New Teaching Specializations: French, Theater, Gifted Endorsement

Dr. Koyzis stated that the French and Theater Certifications provide WLU students the opportunity to be certified to teach at Pre-K-Adult level in each field respectively. These are actually existing majors but the provided curriculum designates the courses required to achieve certification in either field. There are no new faculty needs for the proposed certifications.

The Gifted Endorsement is an up and coming program; we are responding to a need for students within the education majors for the opportunity to add to their degree. Students completing the provided curriculum will have the designation for Gifted and Talented in addition to their primary certification area. There are also no new faculty needs for the proposed endorsement.

A motion that the West Liberty University Board of Governors approve the French and Theater Certifications and the Gifted Endorsement within the College of Education was then made by Ann Thomas and seconded by Richard Carter; motion passed unanimously.

d. Policy 47-Tobacco Use and Guidelines

Mr. Stultz stated that since this is Chair Joseph's last meeting as Chair, he wanted to say that in his time as Vice Chair it was enjoyable, and he appreciated the opportunity to have been an asset to his immediate right. It was nice to have a chance to be on the Board during that time.

Per the request of the Board which tabled Policy 47 at the last meeting, we did go back and look at the policy. The enforcement provision was lifted from the policy itself, and the policy gives designees accountability for enforcement provisions of the policy. Enforcement will become Procedure No. 247-Tobacco-Free Campus Enforcement, an administrative procedure which will bring about implementation of the policy itself. Enforcement will be progressive with a first warning and additional steps which will be applied through the procedure upon passage and implementation of the policy as we go forward with education of the workforce and student body.

One change that has occurred of major significance, in addition to putting a procedure into place for discipline, is that the policy be implemented January 1, 2013 as opposed to this year. There are several reasons for this change, one of which is to use this time to address the issue of tobacco addiction. With the beginning of the year we see this as a time to make a positive wellness change and probably an easier time to launch at that point; people want to make a change in the nature of what they do, habits they have. Finally, this fall we have the normal activities and tension that builds with incoming freshmen students and special emphasis on parking; we think it's best to give ample time to work with employees, faculty senate, student government, and classified staff council and get their support for implementation. WVNCC implemented their policy and WVU, as mentioned at the last meeting, is in the process with their policy but taking a year of explanation and building support. Their policy goes into effect next year; this is a good middle of the road approach.

Chair Joseph stated he appreciates the changes and is sure it was a time consuming effort. Mr. Stultz stated that the committee represented a cross section of groups who are very supportive and recognize that it will be difficult for some individuals to go into with a positive attitude. We need to build support and put programs in place to overcome addiction. This will begin with new hires being informed that WLU will be going smoke-free and Mr. Cook will make this an emphasis with students during orientation.

A motion that the West Liberty University Board of Governors adopts the revision to Policy 47, Tobacco Use and Guidelines was then made by Carrie White and seconded by Ann Thomas; motion passed unanimously.

Mr. Strylo stated that this is a good foot forward because it will be difficult. Making students aware for the new class coming in, not just through email and advertising around campus. If we make them aware now they can't come back on us and say they didn't know. Chair Joseph stated this is a good comment and does not think that implementation will be trivial. It's going to take some real effort and thinks Jim's going to be pretty good working through this process. Mr. Stultz stated that during the period of time it takes for us to roll into the beginning of the new academic year we will still be utilizing the requirements of Policy 47 as it currently exists with regard to the description of the smoking areas and cleanliness. We will emphasize in the fall and continue to be concerned with the appearance of the campus.

e. Election of Officers

Mrs. Thomas read the nominations for officers, those being Richard Carter for Chair, George Couch as Vice Chair, and Paul Limbert as Secretary. These are the names slated for candidates for the West Liberty University Board of Governors.

A motion by the West Liberty University Board of Governors to adopt the slate of officers of Richard Carter, Chair; George Couch, Vice Chair; and Paul Limbert, Secretary was then made by Ann Thomas and seconded by Lisa Allen; motion passed unanimously.

5. Adjournment

The meeting adjourned at 5:42 p.m.

Brian Joseph

Chair

George Couch

Secretary