

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**October 15, 2014
4:00 p.m.
Shaw Hall Board Room
WLU**

AGENDA

1. Call to Order
2. Chairperson Comments
3. Swearing in of New Board Member
4. Consent Agenda Items* 10 Min
Minutes of the Executive Committee 010/01/14
Minutes of the Full Board 08/13/14
5. Action Items* 30 Min
 - a. WLU Institutional Compact Update
 - b. Master of Science in Criminology
 - c. Graphic Narrative Major
 - d. Study Abroad Fee
 - e. Highlands Center Lease Modification
6. Informational Items 45 Min
 - a. President's Report
 - b. Faculty Senate Update
7. Executive Session (if needed)
8. Action Items from Executive Session*
9. Adjournment

*Action Items

**West Liberty University
Board of Governors**

**Executive Committee
Minutes
October 1, 2014**

Executive Committee Members: Sandra Chapman, George Couch, Patrick Kelly

WLU Administrators: Robin Capehart, Brian Crawford, John Davis, John Gompers, John McCullough, Jim Stultz, Jack Wright

1. Chair George Couch called the meeting to order at 8:10 a.m.
2. BOG Business – The next Board meeting will be held in the Shaw Hall Board Room at 4:00 p.m. on Wednesday, October 15, 2014.
3. Finance/Budget Update – Jack Wright, Executive Vice President/CFO, reviewed the FY15 budget and discussed the impact of the additional loss of full-time students, resulting in an additional across-the-board 5% reduction in budgeted allocations. The revised FY15 budget was approved by the Committee.
4. Possible Revisions to BOG Policy 11: Employment/Hiring – John Davis, General Counsel, and Jim Stultz, Vice President of Human Resources, discussed proposed changes to the policy, specifically the draft that was sent to the Executive Committee on September 30. Because of the lack of an opportunity for a complete review, the proposal was tabled. Chair George Couch expressed that current policy must be followed until such time as any changes are made.
5. Highlands Center Lease Modification – Jack Wright, Executive Vice President/CFO, after being contacted by the Ohio County Commission, recommended that the timeline be extended to December 31, 2014 within which President Capehart is permitted to execute a first amendment to the lease agreement. This item involves the possible build-out of the conference room.
6. Review of Action Items – Chair Couch reviewed the action items on the BOG meeting agenda.
7. New Action Item – Chair Couch identified a new action item involving an extension of the timeline involving the Highlands Center lease modification.
8. Approval of Agenda – The Executive Committee approved the formal agenda for the October 15 meeting of the BOG.
9. President's Report – The President will update the Board on other items on October 15.
10. The meeting adjourned at 8:55 a.m.

George Couch _____
Chair

Sandra Chapman _____
Secretary

**West Liberty University
Board of Governors**

Minutes

August 13, 2014

Attendance:

Beverly Burke, Joe Carey, Richard Carter, George Couch, Patrick Kelly, Evan Newman, Frank Noble, Ann Thomas

Unable to Attend:

Sandra Chapman, Brian Joseph

Administration/Faculty/Staff:

Scott Cook, Brian Crawford, John Davis, Mary Ann Edwards, John Gompers, Jay Frey, Jeff Knierim, Jason Koegler, John McCullough, Tammi Secrist, Ron Witt, Jack Wright

1. Call to Order:

Chair Couch called the meeting to order at 4:04 p.m.

2. Chairperson Comments:

Chair Couch thanked Richard Carter, Frank Noble, and Evan Newman for attending the HEPC training in Charleston. He reminded all Board members to complete their training if they are in need of hours.

Governor Tomblin has no anticipated cuts in the budget, which is encouraging, even though the State budget did start out with a \$12 million shortage. During the HEPC budget presentation it was stated they are still anticipating a difficult year.

Chair Couch encouraged Board members to attempt to attend athletic events, musicals, and other performances on campus and as a general reminder, commencements are December 13 and May 9 and hope that Board members can attend one or both if possible.

He expressed the Board's thanks to Richard Carter for serving as Chair for the past two years, for his leadership, and for the job he did as the Board of Governors Chair. Richard lead the Board through some difficult decisions, and this is a better University because of his leadership.

3. Swearing in of New Board Member

Chair Couch issued the Oath of Office to Evan Newman, Student Government President.

4. Consent Agenda*:

Chair Couch stated that the Consent Agenda consists of the minutes of the full Board of June 4 and 13, 2014, and the Executive Committee of July 30, 2014. With no questions, additions or corrections, he asked for a motion to accept the agenda.

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

5. Action Items*:

a. Approval of Institutional Master Plan

Dr. Crawford stated that the Institutional Master Plan was created in response to the HEPC's Master Plan, and following approval by the Board will be sent to the HEPC for their acceptance and approval. Designed as a dynamic document, it will provide WLU with a blueprint for the next five years. Input was received from stakeholder groups who participated in developing this plan.

Mr. Carter asked, since WLU followed the template of the HEPC, if there's any difference and where the variance might be from their document. Dr. Crawford stated there is nothing of significance, other than the HEPC's Master Plan is focused on three areas; access, success, and

impact. The Master Plan needs to be accepted by the HEPC by December of this year. There are six major themes by groups, and each of those themes includes a number of strategies with 51 projects in all. It also includes a campus development plan intended to look beyond the five-year Master Plan for an additional five years and things WL anticipates attempting to complete with the Physical Plant. Although there is a long list of participants, Dr. Crawford made special mention of Ron Witt, Executive Director of University Planning, Dr. Melinda Kreisberg, Director of Accreditation and Academic Planning, and Crystal Lorimor, Assistant to the Provost, for their efforts in creating this document. A brief discussion followed with regard to program reviews, retention, secondary education, and LiveText.

A motion that the West Liberty University Board of Governors approve the Institutional Master Plan as submitted, for approval by the West Virginia Higher Education Policy Commission, was then made by Patrick Kelly and seconded by Richard Carter; motion passed unanimously.

b. Renaming of Football Field

Chair Couch stated that there is a motion before the Board from the Executive Committee for the renaming of Russek Field.

A motion that the West Liberty University Board of Governors approve the renaming of the football field to the West Family Stadium was seconded by Ann Thomas; motion passed unanimously.

6. Informational Items:

a. President's Report:

Dr. Crawford stated that last August President Capehart had all of his direct reports provide a statement of goals for the upcoming academic year. This will be done again this year and should be both informational and helpful.

Brief reports were then given by Dr. Crawford, Ron Witt, Scott Cook, Jack Wright, John Davis, Jason Koegler, Tammi Secrist, and Jeff Knierim.

7. Executive Session (if needed):

None

8. Actions Items from Executive Session*:

None

9. Adjournment:

Chair Couch asked if any further business was required. There being none the meeting adjourned at 5:10 p.m.

A motion that the West Liberty University Board of Governors adjourn the August 13, 2014 meeting was then made by Ann Thomas and seconded by Richard Carter; motion passed unanimously.

George Couch

Chair

Sandra Chapman

Secretary

West Liberty University Board of Governors
October 15, 2014

2014 UPDATE TO COMPACT

ACTION ITEM

The Board of Governors is asked to approve, per the West Virginia Higher Education Policy Commission, the 2014-18 strategies and comprehensive plans for annual Compact reporting. The Compact is due to the Commission on November 1, 2014, and will be available for review by the Board.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the 2014 Compact.

**Approval of New Graduate Degree Program
Master of Science in Criminology**

ACTION ITEM

The Board of Governors is asked to approve the creation of a new 30 credit hour graduate degree program, the Master of Science in Criminology. The program will be housed in the College of Liberal Arts and will serve working adults seeking to attain a graduate degree for professional advancement. In accordance with West Liberty University policy and the Higher Education Policy Commission guidelines, the degree program was approved by the West Liberty University Curriculum Committee and the West Liberty University Faculty Senate.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the creation of a new graduate degree program, the Master of Science in Criminology, within the College of Liberal Arts.

B.A. in English/ Graphic Narrative Major

The West Liberty University College of Liberal Arts, Department of Humanities has developed a new major, Graphic Narrative. Like the traditional English major, the Graphic Narrative major will prepare students for jobs requiring critical reading and writing skills, especially work that requires a greater degree of familiarity with visual rhetoric and visual literacy. Specifically, the Graphic Narrative major in English is designed as an interdisciplinary program that focuses on the study and creation of graphic novels and comics. It reflects a growing interest nationally in this form of literature, both as a subject of academic study and as a field of creative endeavor. Students who complete the requirements for this major should be adequately prepared to begin either graduate work in a related field or employment as writers, editors, critics, or other roles in the publishing industry. Although the English Graphic Narrative major is primarily focused on the analysis and writing of graphic novels from a literary perspective, students will also complete coursework in Art to better understand the nature of illustration and design.

The Department of Humanities currently employs at least three faculty members with experience teaching graphic novels and comics in their classes: Dr. Wally Hastings, Dr. Dominique Hoche, and Dr. Jeremy Larance. The majority of the courses required for this major are the same courses required of all English majors and are offered on a regular basis. Similarly, the three required Art classes are also regularly offered courses that will not require any additional hires. Four graphic narrative-related classes were added to the catalogue, including a "Topics in Graphic Literature" course that will introduce a unique topic annually. The majority of the graphic narrative classes will be taught by the three faculty members named, replacing what would normally have been their upper-level special topics courses.

West Liberty University Board of Governors
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**Approval of New Major
Graphic Narrative**

ACTION ITEM

The Board of Governors is asked to approve the creation of a new major housed under the English Liberal Arts degree program of the Department of Humanities within the College of Liberal Arts. In accordance with West Liberty University policy and West Virginia Higher Education Policy Commission guidelines, the major has been approved by the West Liberty University Curriculum Committee on February 26, 2013.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the creation of a new major, Graphic Narrative, within the College of Liberal Arts, and the Department of Humanities.

West Liberty University Board of Governors
October 15, 2014

Approval of Study Abroad Fee

ACTION ITEM

The Board of Governors is asked to approve a Study Abroad fee in conjunction with a grant the University accepted from the West Virginia Higher Education Policy Commission. This grant was to help fund a summer program in Germany lead by one of WLU's faculty members. The agreement was that WLU would take students from any West Virginia state institution and those students would be charged a fee rather than our tuition. In order to help fund our study abroad programs, we would also like to start charging our own students this fee (\$250 is proposed).

Planning of the Germany program is now underway. This fee needs approved by the Board in order to complete the budgeting and marketing process.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the Study Abroad Fee.

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Highlands Center Lease Modification

ACTION ITEM

At the April 16, 2014 meeting of the West Liberty University Board of Governors, a motion was approved that the Board permit President Capehart to execute a first amendment to the lease agreement at The Highlands Center that would relinquish the 4,100 square feet of existing space now leased, that WLU receive a commensurate reduction in rent for relinquishing that 4,100 square feet, and that the Ohio County Development Authority must give written intent to WLU on or before September 30, 2014. It is recommended that this timeline be extended to December 31, 2014.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors extend this timeline to December 31, 2014.