

Minutes
West Liberty State College Institutional Board of Advisors
R. Emmett Boyle Conference Center
Wednesday, 18 October 2000

A meeting of the West Liberty State College Institutional Board of Advisors was held on 18 October 2000. Present at the meeting were: Mr. Brad Blair, Ms. Debbie Boger, Mr. Derek Ennis, Mr. Jim Frum, Mr. John Gompers, Dr. Lawrence Jones, Dr. Dan Joseph, Mr. John Moore, Mr. John Cole, and Ms. Barbara Neuman. Members unable to attend were: Roseanna Keller and Will Turani. Also in attendance were: Dr. Ronald Zaccari, Mr. Nelson Cain, Dr. Marsha Krotseng, Dr. John McCullough, Mr. Mike Turbanic, and Mr. Jeff Turner. West Liberty State College Staff/Faculty/Student Representatives in the audience included: Ms. Judy Carney, Mr. Keith Kaczor, Ms. Kay Monseau substituting for Ms. Jo Ann Farmer, and Ms. Angela Zamana.

1. **CALL TO ORDER:** Mr. John Gompers called the meeting to order at 5:32 p.m. First order of business; a walking tour of campus led by Mr. Jeff Turner, Director of Physical Plant. The purpose of the campus tour was to show board members the critical need to address deferred maintenance such as roofing problems in Main Hall and structural problems in the Hall of Fine Arts.
2. **DEFERRED MAINTENANCE NEEDS:** After the campus tour, Mr. Jeff Turner gave a PowerPoint presentation and discussed some of the numerous campus problems related to deferred maintenance needs. Of major concern were: cost of repairs, obtaining funds, and liability issues. Mr. Turner distributed a well-organized handout, which delineated the important points and summarized his presentation.
3. **MINUTES APPROVAL FOR 24 JULY 2000:** A motion to approve the minutes was made by John Moore, seconded by John Cole; motion passed.
4. **PRESIDENT'S REPORT:** Dr. Zaccari reported on progress being made to initiate construction of a technology building on campus as part of the Master Plan. The technology building will include Harvard-style classrooms, and will be a central location for courses in Radio and Television Production, Journalism, and Graphic Design. In addition, the technology building will offer long-distance learning developed through the WLSC SMART-Center. Dr. Zaccari and Dr. Krotseng recently traveled to Washington DC to meet with Congressman Mollohan in an attempt to secure federal funds for this project. Congressman Mollohan was particularly impressed to learn that West Liberty had received a National Science Foundation grant through the efforts of the SMART-Center. Congressman Mollohan charged Dr. Zaccari with the task of developing a new degree program with an emphasis in technology. The framework for such a program had been developed through the efforts of the School of Business Administration, and the College will move toward formal approval of this program. A Technology Building Committee has been formed, and it will begin developing various components of the building plans.

Dr. Zaccari spoke briefly concerning the WLSC Homecoming that took place on Saturday, 14 October 2000. Dr. Zaccari congratulated Board Member James Frum, who was inducted into the Wall of Honor during the Homecoming ceremonies. Dr. Zaccari also congratulated Student Government President Derek Ennis, Vice President Angela Zamana, and the students of WLSC on the success of this year's Homecoming events. Dr. Zaccari noted that numerous alumni approached him to say that they believed this year's Homecoming was one of the best in years.

Dr. Zaccari recently met with Mayor of Wheeling, Nick Sparachane, to discuss community relations with the City of Wheeling. In addition, Dr. Zaccari also met with members of the West Liberty Volunteer Fire Department to discuss the problem of students setting-off the dormitory fire alarms. Any students who are caught and found guilty of setting-off the false alarms will be prosecuted to the fullest extent of the law. In addition, the offenders will be summarily dismissed from WLSC.

5. **REPORT ON STRATEGIC PLANNING RETREAT:** Dr. Marsha Krotseng gave a summary of the Strategic Planning Retreat held on 7 and 8 September at the R. Emmett Boyle Conference Center. The retreat was a celebration of the positive changes that have occurred at WLSC since 1996. Prior to the retreat, faculty, students, and staff submitted suggestions for a “top ten” list of accomplishments that have occurred at West Liberty. Numerous topics were listed such as campus beautification and the development of the Strategic Plan and the Master Plan. New initiatives for 2000-01 and 2001-02 were identified, and funding issues were discussed. The WLSC “Compact” was discussed as part of West Liberty’s compliance with Senate Bill 653. The Strategic Plan will be finalized and distributed in a month to six weeks.
6. **UPDATE ON PEER SELECTION PROCESS:** Dr. Marsha Krotseng explained the statewide peer selection process. Representatives from the National Center for Higher Education Management Systems (NCHEMS) completed an analysis and developed an initial list of peer institutions for all public colleges and universities in West Virginia. Dr. Zaccari will have an opportunity to speak with the Higher Education Policy Commission on this process on 25 October, but it does not appear as though there will be much opportunity to change the results.
7. **WLSC INSTITUTIONAL COMPACT:** As a direct result of Senate Bill 653, WLSC must develop an institutional Compact, which must include:
 - A. A mission/vision statement updated to include collaborative graduate education programs for the campus
 - B. Legislative goals for higher education and indicators
 - C. Quantitative measures describing WLSC’s two-year and six-year projection plan
8. **FINANCIAL REPORT:** Mr. Mike Turbanic gave a brief budget report. State Colleges do not receive fully-funded budgets at the beginning of each fiscal year. Only 20% of state funds are released in the first quarter with the rest of the allotted amount distributed as follows: 22% in the second quarter, 26% in the third quarter, and 32% in the fourth quarter. Last January the Governor instituted a three-percent, across-the-board budget cut for all state institutions.
9. **COLLABORATIVE MASTER’S DEGREE PROGRAM:** A Master’s Degree program in educational leadership to prepare principals and vice principals is being developed to help meet the educational needs of the Northern Panhandle. This program will be a collaborative effort with a university as intended by Senate Bill 653. The objective is to implement a program this summer.
10. **FRESHMAN EXPERIENCE COURSE:** A basic college 101 course developed through the Enrollment Management Committee is currently being offered on a volunteer basis. This is a one-hour, college-credit course and includes approximately 160 freshmen, randomly selected for participation, and representing 30% of the freshman class. The course is designed to improve a student’s overall college performance by teaching study, critical thinking, and life experience skills. The progress of these freshmen will be carefully monitored throughout their four-year college career and help direct the future of this course.
11. **WEST LIBERTY COMMUNITY ISSUES:** Mr. Gompers shared with the Board Members a letter addressed to the Governing Board from the Mayor of West Liberty concerning off-campus student behavior and housing. Dr. Zaccari has initiated positive efforts and will continue to meet with community leaders to discuss how West Liberty State College and the community can work together to resolve these issues.
12. **PRESIDENTIAL EVALUATION PROCESS:** An evaluation team (Cathy Armstrong, Esquire, Stephen Hulbert, Ph. D., and Ellen Chaffee, Ph. D.) will be on campus November 9th and 10th as part of Dr. Zaccari’s state-mandated, five-year evaluation. All Board Members will receive a formal invitation to attend the evaluation process scheduled for 9 November, at 12:15 p.m., in the R. Emmett Boyle Conference Center.

13. **Other:**
- A. **Naming Levels:** The Institutional Governing Board must approve naming any building or school. Most colleges have such naming levels in place and it goes along with the Strategic Plan as a way for major benefactors to be recognized.
 - B. **Campus Liaison:** Mr. Gompers announced that Dr. Marsha Krotseng is the campus liaison for the governing board. Board members should feel free to contact Dr. Krotseng with any questions or concerns. Dr. Krotseng can be contacted at 336-8340 or via e-mail mkrotsen@wlsc.wvnet.edu.
 - C. **Commencement Speaker:** Ms. Gale Given, President, Verizon WV, has been announced as the commencement speaker for the fall 2000 graduating class.
14. **ADJOURNMENT:** Motion was made for adjournment by James Frum, seconded by John Moore; meeting adjourned at 9:30 p.m.

John E. Gompers _____
Chair

Roseanna Keller _____
Secretary

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