

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**December 11, 2013
4:00 p.m.
Shaw Hall Board Room**

AGENDA

1. Call to Order
2. Chairperson Comments
3. Swearing in of New Board Member
4. Consent Agenda*..... 5 Min
 - a. Minutes of the Full Board 10/16/13
 - b. Minutes of the Executive Committee 11/27/13
 - c. Honorary Degree
5. Informational Items:
 - a. Audit Report
 - b. President's Report..... 30 Min
6. Adjournment

*Action Items

**West Liberty University
Board of Governors**

Minutes

October 16, 2013

Attendance:

Beverly Burke, Joe Carey, Richard Carter, George Couch, Brian Joseph, Patrick Kelly, Jessica McDonald, Frank Noble, Ann Thomas

Unable to Attend:

Sandra Chapman

Administration/Faculty/Staff:

Robin Capehart, Linda Cowan, Brian Crawford, John Davis, Mary Ann Edwards, John Gompers, John McCullough, Jack Wright

1. Call to Order:

Chair Carter called the meeting to order at 4:08 p.m.

2. Chairperson Comments:

Chair Carter stated that the last meeting was just prior to the start of the school year and we're now off and running. Tonight we will get an update from Faculty Senate Chair, Linda Cowan. Many announcements of activities on the hill have been promoted through Director of Media Relations, Maureen Zambito. She seems to be getting the word out extremely well about the good things occurring on campus.

3. Consent Agenda*:

Chair Carter stated that the consent agenda consists of the minutes of the Executive Committee of October 2, 2013, full Board minutes of August 14, 2013, and the Undergraduate Tuition & Fee Waiver Report 2012-13. Mr. Kelly asked that the minutes of the full Board be removed from the consent agenda to make amendments. Chair Carter asked for a motion to accept the consent agenda absent the minutes of the full Board.

A motion that the West Liberty University Board of Governors approve the Consent Agenda items was then made by Brian Joseph and seconded by Patrick Kelly; motion passed unanimously.

4. Action Items*:

The minutes of the full Board of August 14, 2013, having been removed from the consent agenda for amendments, were discussed and amendments noted. Mr. Gompers was in agreement with the comments and Chair Carter asked him, in his capacity as counsel for the Board, to look at these minutes to make certain of those things we are permitted to keep private are removed.

Mr. Kelly made a motion to review the ADA aspects of the minutes and to remove anything that specifically discusses litigation strategy. The motion was seconded by Brian Joseph; motion passed unanimously.

Chair Carter asked for a motion to approve the revised minutes of the full Board of August 14, 2013.

A motion that the West Liberty University Board of Governors approve the minutes of the full Board of August 14, 2013 was then made by Patrick Kelly and seconded by Brian Joseph; motion passed unanimously.

a. WLU Institutional Compact Update

Dr. Crawford stated that the West Liberty University Institutional Compact is very nearly complete as of this afternoon, and is due at the HEPC November 1, 2013. The document is to be approved by this body before it is sent. The update is simply a summary of what WLU has done over the last five

years as part of our Compact in response to the HEPC's most recent Master Plan. The update is available for the Board's review at any time.

Chair Carter stated that we need to accept the Compact update and asked for a motion to accept the Institutional Compact Update to be sent to the HEPC.

A motion that that the West Liberty University Board of Governors approve the 2013 Update to the Compact was then made by Brian Joseph and seconded by Ann Thomas; motion passed unanimously.

5. Informational Items:

a. President's Report

President Capehart asked Jack Wright to give an update on the operating budget status for Fiscal Year 2014. When asked if anything has come out of the Governor's Office with regard to budget cuts, it was stated that it could be 7.5% to just over a 9% budget cut for next year. The percentage of monies WLU receives from the State of West Virginia is approximately 20%. A brief discussion followed on the gas well revenues and future production.

Dr. Crawford distributed a handout and reviewed the process and inclusions for the WLU Strategic Plan 2013-14. The University is required to submit a new Master Plan to the WVHEPC by December 31, 2014. He also discussed the creation of Administrative Procedure 10, establishing an annual process for reviewing and adjusting the Strategic Plan with the budget and specifying who would be involved in the process.

President Capehart stated he would be participating on a statewide panel with ACF tomorrow. The focus of the panel is SB330 and some aspects and challenges of the bill. The panel will be held at Bridgemont Community & Technical College in Montgomery, WV.

With the next meeting of the Board of Governors not being held until December, Chair Carter asked for an update on the status of Campbell Hall. Mr. Wright stated that furniture should be going in by December and \$600,000 worth of new dental hygiene equipment was just installed. Brick and stonework was just completed on the outside and he gave an update on the progress of each floor of the building.

President Capehart stated that this is homecoming weekend. The Benefactors Gala will be Friday night, the Wall of Honor event and parade Saturday morning, and the game against Urbana at 1:00 p.m. SGA did a wonderful job on a long list of activities.

For those who had not heard, Professor Paul Padgett passed away October 10th. A memorial service will be held on campus in November.

b. Faculty Senate Update

Chair Carter welcomed Faculty Senate Chair Dr. Linda Cowan to the meeting. Dr. Cowan thanked the Board for the time to speak and update them about what Faculty Senate is planning to pursue this year and their structure. Senate will clean up some projects started last year and finish what's left undone. Dr. Cowan's goal as Chair is to repair the relationships that had been undone previously. She felt this goal had been accomplished; they welcome the Provost change, and feel there is a repaired relationship between the Faculty Senate body and faculty's view of the Senate. Things are incredibly positive and have not always been that way, but there's always room for improvement and change.

Chair Carter asked if the full faculty vote on Senate members and how many members comprise the Senate. There are 27 Senate members and Dr. Cowan gave a background of voting, the composition of areas for voting, and causes of friction between faculty. A brief discussion followed with regard to parking and the two-tiered structure previously recommended by faculty.

Senate's big goals this year are to fix some policies; specifically, yesterday they met and approved Policy 213, a new policy regarding personnel files. This policy relates to a faculty member's tenure, promotion, and anything to do with sensitive issues or documents in a faculty member's file. The Provost wrote the policy and it went through all the appropriate channels and passed. The President will be seeing the policy on his desk soon.

There is a need to revise and reshape some of the policies and clean-up some old language; insert electronic means when necessary. Chair Carter asked how many policies are associated with this change. There are three, including the faculty evaluation; if you're evaluated yearly you should have a clear idea whether you're working out as a faculty member. There have been discussions on policies 216 and 217, but policy 213 is the only one that's brand new. President Capehart stated that part of the problem with some of the policies, too, was that they contradicted State regulations. Many of these policies were done a long time ago and as State regulations changed, it caused some conflicts.

With regard to Policy 245 and faculty salary and the marketability of faculty, Faculty Senate did a study last year and it turns out the longer you're here the less you make. There are certain tiers of promotion and once you hit all of those tiers there's nowhere else to go. A discussion followed with regard to competing in today's market and the more marketable disciplines. The figures put together can be cleaned up and submitted to the Board.

With regard to SB 330, ACF representative Dr. Sylvia Senften is doing a wonderful job. She has been working closely with Jim Stultz and trying to stay abreast of what the bill might mean to WLU. Chair Carter asked if this bill has been passed into law. The bill passed two years ago and the HEPC is bringing in yet another consultant to clean up the current consultant. Dr. Senften will also be speaking on the ACF panel tomorrow at Bridgemont.

6. Adjournment:

Chair Carter asked if any further business was required. There being none the meeting adjourned at 5:21 p.m.

A motion that the West Liberty University Board of Governors adjourn the October 16, 2013 meeting was then made by Brian Joseph and seconded by Beverly Burke; motion passed unanimously.

Richard Carter

Chair

B. Ann Thomas

Secretary

**West Liberty University
Board of Governors**

**Executive Committee
Minutes
November 27, 2013**

Executive Committee Members: Richard Carter, George Couch, Brian Joseph, Ann Thomas

WLU Administrators: Robin Capehart, Brian Crawford, John Davis, John Gompers, John McCullough

1. Chair Carter called the meeting to order at 8:07 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, December 11, 2013.
3. Swearing in of New Board Member – President Capehart stated that the new Student Government Association President who serves as a member of the Board of Governors will be sworn into his BOG position at the next meeting.
4. Consent Agenda – President Capehart explained that approval would be needed to award an Honorary Doctorate to WLU alumnus Ray Searage, who is the pitching coach for the Pittsburgh Pirates and who will serve as the commencement speaker for the upcoming ceremony in December.
5. Audit Report – President Capehart referenced that the firm of Costanzo & Associates would be presenting a report on the audit of the University.
6. Continuing Education – President Capehart is requesting that an HEPC representative provide a continuing education program for the Board at the upcoming BOG meeting.
7. Approval of Agenda – The Executive Committee approved the formal agenda for the December 11, 2013 meeting of the BOG.
8. FCC Compliance for WGLZ – Provost Crawford discussed the actions that need to be taken in order for the University’s radio station, WGLZ, to fully comply with FCC regulations. An internal audit disclosed remedies to be undertaken.
9. President’s Report – The President will update the Board on other items on December 11th.
10. The meeting adjourned at 9:07 a.m.

Richard Carter _____
Chair

B. Ann Thomas _____
Secretary

West Liberty University Board of Governors
December 11, 2013

HONORARY DEGREE

It is the recommendation of the Honorary Degrees and Recognition Committee and the President of the University, for the conferral of an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the December 2013 commencement to Raymond M. Searage.