

**West Liberty University
Board of Governors**

Minutes

February 6, 2013

Attendance:

Lisa Allen, Beverly Burke, Richard Carter, George Couch, Brian Joseph, Patrick Kelly, Rob Marks, Ann Thomas, Carrie White, LeeAnne Yeater

Unable to Attend:

Paul Limbert

Administration/Faculty/Staff:

Robin Capehart, Scott Cook, John Davis, Mary Ann Edwards, John Gompers, Melinda Kreisberg, Crystal Lorimor, John McCullough, Jack Wright

1. Call to Order:

Chair Carter called the meeting to order at 5:30 p.m.

2. Chairperson Comments:

Chair Carter stated that the semester is going well and the men's basketball team is having another spectacular season.

3. Consent Agenda*:

Chair Carter asked if there were any additions or corrections to the meeting minutes. There being none he asked for a motion to approve the consent agenda items, those being the minutes of the full Board of December 12, 2012 and the Executive Committee of January 23, 2013.

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

4. Informational Items:

a. Study Abroad Program

Beverly Burke and Crystal Lorimor presented information from their visit to Beijing, China as part of the Study Abroad Program. At the conclusion of the program Mrs. Burke asked if there were any questions and shared a picture book of the trip illustrating the area.

Lisa Allen asked if students had an interest in the program and if there is a criterion. Mrs. Burke stated that the interest is there; there were so many applicants this year that we had to figure out how to divide the \$15,000 to at least assist each of the students with a couple thousand dollars. Since January of this year alone there have been 12 students inquire about the Study Abroad Program; they're not sure where they want to go, they just know they want to study abroad. Students are starting to understand they need that global experience. Nursing students are interested in studying abroad and comparing health systems; the interest is there. Students apply to the program; there is a committee and an interview process.

Although we are unable to cover the entire cost, once we determine what is needed for a student's program, we see how much WLU can give to assist the student. Students should have some responsibility for funding but we try to help as much as we can so they can have this experience. Typically we have one or two students go to London and we try to give them one or two thousand dollars each. Mrs. Allen asked if WLU spreads the scholarship to as many students as possible. Mrs. Burke stated that yes, some students may receive more than others, but some of the student internships are in the United States and don't have as much cost involved.

Mrs. Allen asked if there was a plan for more funding. Mrs. Burke stated that the scholarship was raised from \$10,000 to \$15,000 and every penny is used with more students applying. It's a good problem to have but it would be nice if we could help more students. Juniors and seniors applying to the program are preparing now and saving money.

Chair Carter stated that it sounds like today's students have an awful lot of options to enrich their lives and it's good we are promoting the same. Mrs. Burke stated that currently students can go through WVU and go through the study abroad programs. Students can register at WVU and transfer the credits they earn back to WLU. This also means that West Liberty loses those students to WVU for a semester. The more we can offer will mean keeping those students on our campus and earning our credits.

b. President's Report

President Capehart stated that as part of the Focus 2020 Program on Mission Review, one of the things we did was to give us and the campus in general a better idea of the status of our academic programs. Back in September or October when this program came along, status in terms of accreditation was incorporated into the mission review to categorize all programs to make sure we were vigilant that programs don't run into any trouble. Dr. Melinda Kreisberg headed up the taskforce for the review.

Dr. Kreisberg stated that the academic program status review for the Mission Review Taskforce for Focus 2020 was launched in the fall to determine threats, status, potential impact to a program, when it needed acted on, etc. A determination was made as to internal or external factors affecting the program. Data was collected and put together in a color-coded table to track the information and fed back to the deans for accuracy. Dr. Kreisberg continued through the table giving the status of various programs on campus.

Mr. Kelly stated that we witnessed the failure of an institution (Mountain State University) and it started with the Nursing Program. This institution is now getting hit with lawsuits for misleading students; they paid tuition and were near graduation and now have nowhere to go. The students are out of luck after spending the money; his point being, will the Board be notified if WLU has a program that's on the bubble so we can inform students? President Capehart stated that while the one program is red, it's a new program just starting and we've been building for four years, but yes, we do program reviews to track programs.

Dr. Kreisberg stated that WLU conducts program reviews with the Board on a five-year cycle to report on their status. It's a combination of numbers, accreditation standing, and assessment. The reviews are done in April and turned into the Higher Education Policy Commission. Athletic Training is not in trouble; it's just starting. It's currently highlighted in red so that Jack Wright and the Business Office know when there is a budgeting meeting there are items needed for accreditation. President Capehart stated the primary reason behind this report is budgeting. When the various colleges and department are saying what they need this analysis lets us prioritize our spending and spot the areas of critical need. A threat to accreditation is the first thing to be addressed. This is a look at this year and down the road. Dr. Kreisberg did a great job on this report, and the information is also posted on the 2020 web site, allowing people across campus to look and see the status of a program. Chair Carter stated that this is an excellent approach for the University to do self-audits.

Dr. Kreisberg stated this status review was done for the programs and when sitting with a group of Deans, when something needs to be addressed immediately, this will show what needs met first. However, they won't just be looking at the review; they are also looking at how the administration supports the programs. With regard to the failure of the institution mentioned earlier there were issues on both ends. The administrative support, not having qualified faculty, misleading students about classes, etc.; there are many safeguards in place for the students that the institution might have been ignoring. All of the information is public on the HEPC web site, but it takes a while to publish.

This evening's information is part of the maintenance end of Focus 2020. The second phase, the Pillars of Distinctions, which hasn't started yet, takes into account academic vision within the given programs. Currently we are gathering information to find out where we are before we decide on a direction. President Capehart thanked Dr. Kreisberg for her update.

President Capehart continued with his report, beginning with enrollment for the current semester. Spring registration is at 2,578, up 18.4% since 2008. Summer registration is up 7.4%, which is good for the bottom line because we don't budget for summer school. Applications received are up about 200 over last year with freshman applications up; total applications are up 12.5%.

Fundraising as of December 31, 2012 is at \$3.7 million in gifts, including the \$1.65 million for the Gary E. West Event Center, the former Roadworthy restaurant. Prior to this the highest year of fundraising was \$1.9 million.

We are going to need those fundraising dollars with State budget figures from the last meeting holding true, with the proposed cuts in State appropriation of 7.5% for FY 14 and an additional 7.5% in FY 15.

The Higher Education Grant Program for the average institution in West Virginia declined about 8.9%. We are not sure how this was calculated and received this information just the other day. This is money that low income students would normally receive to attend college from a pool of money available for high-need students that will now be reduced. The average institution is looking at a 1.4% decrease received from the program.

The outcomes based funding model being discussed in Charleston takes 5% of the money that's currently in the pool and redistributes it through an outcomes funding model based solely on graduation rates. At the last HEPC meeting President Capehart shared some of the concerns he and others have regarding this model. At this point we are going to approach the Governor and the Legislature; asking them to delay moving toward this model. Even though WLU has the second highest graduation rate in the state, there's no guarantee to it. The last time money was put into this type of model it lasted two years and went away. The concern is that money will be put into funding the model and next year it won't be funded, leaving us with a permanent 5% cut. Some schools are looking at a rate of 15% and 24%, although WLU would be down near the lower end because of our high graduation rate. That being said, this is one of a number of issues the Council of Presidents, of which President Capehart is the Chair, has been discussing.

Mrs. Allen asked what Senate Bill 330 was, to which President Capehart stated that it's basically a human resources bill. The state college and university presidents support the bill but there are built in costs with no money from the state. Mrs. Allen asked if this will cause new fees to the University, to which Chair Carter stated there will be costs which need to be paid somehow.

President Capehart then had a discussion on the lines of communication between the Chancellor and the HEPC. The presidents don't have a representative in the state; it's just them, and concerns end up jumbled by the time they make their way around Charleston. A Higher Education Roundtable, sponsored by the WLU Institute for Innovation in Education, is being planned for next month in Charleston. This will involve presidents, board chairs, commissioners, chancellors, legislative leaders, and the Governor. Issues will be determined by the Council of Presidents. Funding of higher education in general is the main issue at this time. Health insurance will also be an issue, which is currently based on an individual's salary, not their health.

A limited number of issues will be discussed at the Roundtable, which will be two hours in length. A brief background will be given on the issues with concise concerns, followed by a discussion and an understanding among the parties as to everybody's position. The Roundtable will be held March 21, 2013, at the Charleston Marriott. That is also Higher Education Day at the Legislature. We just want people to hear what we have to say. President Capehart asked if there were any questions.

5. Action Items*:

a. Additional Locations for the Bachelor of Arts Organizational Leadership and Administration

Dr. McCullough stated that we are asking the Board's approval for two sites for the BLA Program, a newer adult degree completion program. The program has had a successful start with a number of cohorts housed in the School of Professional Studies at the Highlands Center. The Board is asked to approve locations at the West Virginia Northern Community College New Martinsville and Weirton campuses, to expand the program to meet the needs in Wetzel, Brooke, and Hancock Counties. There is a very limited cost in rental to WVNCC, but will greatly improve

accessibility and marketability of the program. The Higher Learning Commission (HLC) requests that we have Board approval for the off-site locations.

A motion that the West Liberty University Board of Governors approve the two additional locations for the Bachelor of Arts in Organizational Leadership and Administration at WVNCC's New Martinsville and Weirton campus was then made by Ann Thomas and seconded by Brian Joseph; motion passed unanimously.

b. Gary E. West Property

Chair Carter stated that although we are not taking action on this item today, Mr. Wright will update the Board on the property. Mr. Wright stated that West Liberty University was deeded the Roadworthy property by West Rentals, Inc. on December 21, 2012. This information was brought to the Board back in November with an agreement between the University and West Rentals, Inc. Part of the agreement was that West Rentals would supply a separate document that went with the deed, but Gary West ended up in the hospital.

The University received a document from West Rentals, Inc. on December 20, 2012 that needed to be executed in order to assure Gary's donation to the University would fall in 2012. It was executed and it is contained in the deed; not recorded with the deed, but in the deed. After review of the agreement it was discovered that a discussion was needed on a couple items. Gary was in complete agreement in making the necessary changes. It was agreed that his attorney, Bob Samol, and Counsel for the Board, John Gompers, would meet and review the necessary changes and get both West Rentals, Inc. and the University's approval of these changes and redo the letter as attached to the deed. John Gompers will review the changes tomorrow.

At this point we are checking out the Roadworthy property, with no intention of using it until all paperwork is correct. We hope to have this done within the next three weeks. Chair Carter asked if at that point, do we need to have a telephone Board meeting to review the exact items that are in this revised document. Mr. Wright stated that yes, there would need to be a meeting for Board approval of the revisions.

The original presentation to the board on the Roadworthy property was for 1.4 acres; with the revision it will be .8 acres. The right to the small building behind the restaurant will be retained by Gary. West Liberty will maintain the property on a contractual basis. President Capehart stated that one thing in our favor was snow removal; West Rentals will retain responsibility for all roads. In the long run, when Gary makes the decision, he will probably leave the balance of the 34 acres to the University. It is our hope that, depending on Bob and John's meeting tomorrow, and with no differences of opinion from Gary, he can get his \$1.650 million charitable donation to the University properly documented. Chair Carter asked if the Board should expect, prior to the next meeting, materials to be reviewed for a telephone conference to authorize this document. Mr. Wright stated that they want to get the document done by the end of February. Mr. Gompers stated that they needed to rewrite one document, the Contract of Pledge, and that yes; the Board will receive a revised Contract and be able to proceed to authorize with a special meeting.

c. Revision to Policy 2 – Presidential Appointments, Responsibilities, and Evaluation – 30-Day Comment Period

Mr. Davis stated that the revision deals in part with the Board's obligation to evaluate the President comprehensively in the final year of his employment contract. President Capehart's contract is in its third and final year ending June 30, 2013. At the Executive Committee meeting it was voted to make amendments and edits to Policy 2 and put the revised copy out for 30-day comment to the campus community. Mr. Gompers and Mr. Davis did the edits, which are in the Board packet.

Current policy stipulates that the every-three-years evaluation of the President be conducted by a visiting team comprised of two college or university presidents from outside West Virginia and a member of the Board.

In 2009, HEPC broadened its legislative rule regarding evaluation of presidents to allow governing boards to evaluate presidents "in house" – that is, by Board members – if they wish to do so. If a governing board prefers to retain the "visiting team" (of presidents from outside the state) model, it still has that authority.

The Board is only voting to put the policy out for 30-day comment. Chair Carter stated that he and John Gompers ran into the fact that the West Liberty policy was different than the HEPC policy. The HEPC changed their policy because the member schools were having a difficult time getting two presidents outside the State to come in, schedule times, and reimburse them for their expenses; the process had become cumbersome for all schools. The HEPC changed their policy but WLU was unaware and did not change their policy. We want to make certain our policy matches the HEPC policy. We have imposed on ourselves the obligation to get two university presidents from the outside and schedule them as part of all the evaluations with campus constituent groups.

Chair Carter also stated that during the last evaluation this was not done; it wasn't intentional but by accident, but we did it the way the HEPC did in 2010. The hope is to get the comments and reconciliation of the policy done and get the information to the Board members. A meeting could be held for approval of the policy, rather than wait until the April meeting, to get moving on getting the committees together and establish the foundation for the evaluation. If we move sooner on this, not like we did three years ago when we started to press up against faculty and students leaving for the summer; we can get started earlier, get organized, and all constituent groups will be available.

A motion that the West Liberty University Board of Governors approves the dissemination – for 30-day review and comment – of a revision to Policy 2, Presidential Appointments, Responsibilities, and Evaluation was then made by Brian Joseph and seconded by Ann Thomas; motion passed unanimously.

6. Adjournment:

The meeting adjourned at 6:33 p.m.

Richard Carter

Chair

Paul Limbert

Secretary