

WLU Board of Governors

Regular Meeting

Wednesday, April 5, 2017 – 4:00 p.m.

Location: Shaw Hall Board Room

- I. Call to Order/Roll Call/Quorum and Mission Statement**
- II. Introductions**
 - Welcome New Board Member
- III. Public Comment** Description: Up to 10 individuals may sign in (name, address and a brief description of their chosen topic) to speak in open session for three minutes each. The sign-in sheet will be available from Executive Secretary Mary Ann Edwards fifteen minutes prior to the meeting until the noticed start time.
- IV. Approval of Minutes**
 - A. Minutes of the Full Board February 1, 2017*
 - B. Minutes of the Executive Committee February 23, 2017, March 22, 2017*
- V. Agenda Order (Board may move to change order of consideration)**
- VI. Board Items**
 - A. Approval of Program Reviews*
 - B. College of Education Name Change*
 - C. Relocation of Academic Program
 - D. Track/Soccer Field*
 - E. Ratification of Oil, Gas and Mineral Lease*
 - F. Policies for Approval for 30-Day Comment*
 - 1. Policy 11 – Employment Hiring
 - 2. Policy 27 – Order of Responsibility
 - 3. Policy 57 – Discipline and Separation from Employment
 - G. Honorary Degree Approval*
 - H. FY 2018 Budget*
 - I. Tuition & Fees*

*Action Items
- VII. Reports**
 - A. Chair of the Board of Governors (DeFelice)
 - B. Provost Update (Crawford)
 - C. Enrollment Update (Cook)
 - D. WLU Connect (Witt)
 - E. SGA Update (Boden)
- VIII. President's Report**
- IX. Finance Report**
- X. Information Gathering (Members may ask questions or gather information to prepare for future agenda items without general discussion or action at this meeting.)**
- XI. Possible Executive Session**
- XII. Actions Emanating From Executive Session**
- XIII. Next Meeting Date – Wednesday, June 7, 2017**
- XIV. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
February 1, 2017**

Attendance:

Jack Adams, Reid Boden, Les DeFelice, Cindy Fluharty, Patrick Ford, Jim Haizlett, Rich Lucas,
Jim Stultz, Rhonda Tysk, Kris Williams

Unable to Attend:

Joe Carey

Administration/Faculty/Staff:

Scott Cook, Brian Crawford, Mary Ann Edwards, Lori Finegan, John Gompers, Steve Greiner,
Nancy Gunza, Diana Harto, Jason Kogler, Roberta Linger, John McCullough, Joe Montemurro,
Ron Witt, Angie Zambito-Hill

- I. Call to Order/Roll Call/Quorum and Mission Statement**
Chair DeFelice called the meeting to order at 4:00 p.m. and a quorum was established.
- II. Introductions**
None
- III. Public Comment**
None
- IV. Approval of Minutes**
 - A. Minutes of the Full Board November 30, 2016***
On motion by Jim Stultz and seconded by Jack Adams, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of November 30, 2016.
 - B. Minutes of the Executive Committee January 18, 2017***
On motion by Patrick Ford and seconded by Jack Adams, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of January 18, 2017.
- V. Agenda Order**
No changes to the agenda order.
- VI. Rules**
None
- VII. Board Items**
 - A. Audit Presentation***

The auditors, Nancy Gunza and Lori Finegan, met with the Finance Committee prior to the Board meeting, giving a full presentation of the audit to the Committee. The audit is for the fiscal year 2016. The audit is performed based on required standards applied to the financial statement provided by management. The audit would have been completed sooner but there were delays in the pension and benefits information from the State.

The auditors are not required to give an opinion on internal controls for public and private universities. Their objective is to see that the financial statements are presented fairly in all material aspects; purely on how the financial information is presented.

Chair DeFelice thanked Ms. Linger on her hard work and the auditors for their work for the University and their relationship with the University.

On motion by Jim Haizlett and seconded by Rich Lucas, it was unanimously adopted by the West Liberty University Board of Governors to approve the audit for fiscal year 2016 as presented.

VIII. President's Report

Dr. Greiner stated that he's been asked about our international students; WLU does not have any students from the countries impacted at this time. He met with the international students Sunday and will be sure they are up to date with what's happening. All students who left over the break have made it back to campus. If other countries are added to the list, it could impact West Liberty.

We are in receipt of our four-year reauthorization from the HEPC, officially re-authorizing WLU to operate within the State of West Virginia with "no concerns" being noted.

A Memorandum of Understanding with seven other area institutions was signed, forming the Ohio Valley Research Consortium. Dr. Greiner had begun work on this consortium with Congressman McKinley before his arrival at WLU. It has come to fruition, with the first initiative dealing with the drug issues in our area. No grants are in the works, but are being researched by the Committee.

We continue to have vendors examine our technology for the technology infrastructure project.

We have received a pledge of \$1 million to build a soccer/track complex. The caveat was that the Foundation Board had to come up with the additional \$1.5 million needed for the project. Angie Zambito-Hill stated that the Foundation Board held their quarterly meeting on Friday and, after discussion of the loan with several sub-committees, the Board unanimously voted that they would loan the University an amount not to exceed \$1.5 million. More information will be released once the loan is approved by the BOG and the HEPC. Ms. Zambito-Hill also stated that WLU has received its third largest estate gift in history. It was announced publicly on Friday that Dr. Larry Talley left his entire estate to the University. It will be used to endow scholarships in the College of Sciences.

Fundraising to date ended at over \$1.5 million, which is ahead of the last two fiscal years. The College of Business Scholarship Fund will benefit from the upcoming Great Gala. The WLU endowment has grown \$1 million in the last six months.

Dr. Greiner stated that this coming fall we will start a men's club soccer team. They will compete against JV's and small institutions with the intent of going to NCAA Division II in the fall of 2018. There will be 18 students for a club team, increasing to 30 and 40. With the addition of the soccer/track complex, our track numbers should double. The project includes the soccer field, track, lighting, locker room and bleachers.

Dr. Joseph Horzempa is one of five finalists for the West Virginia Professor of the Year award, WLU's second finalist in three years.

The Hilltop Players were one of eight schools invited to perform at the Region Two Festival of the Kennedy Center American College Theater Festival. Although there were no winners, they came back with a lot of good advice. They are a young cast and may be invited back again.

Treasure Fields, from Concordia University in Wisconsin, is our first Head Coach for the new Acrobatics and Tumbling Program. Justin Simpson, assistant coach at WVU for men's and women's track, has been hired as the Head Coach for Men's and Women's Track and Cross Country Teams. As of this morning Thomas Olivier, assistant coach at Marshall University, has been hired as the new Men's Soccer Coach.

A brief discussion followed with regard to the State of West Virginia projected budget deficit.

IX. Finance Report

With regard to the audit presentation, Ms. Linger stated that the legislative auditors are different from the external auditors. The legislative auditors are engaged by the HEPC for all State audits. The external auditors are independent auditors not affiliated with the State. Legislative auditors are state employees who look mainly at state processes and how we follow state processes.

An operating budget status sheet was distributed and reviewed. Dr. Greiner added that there may be other campus projects. With the possible demolition of houses to complete the track project, townhouses could be built. There is also consideration for an apartment complex for students, funded through either a public/private partnership or USDA funding. Performance contracts are being reviewed to replace all lighting with LED lighting for a savings on electric. We are also looking at infrastructure; boilers, water, and assistance with replacements for energy savings; all will be put out for bid. He also asked that members let the Board know if they need a committee to look at specific projects.

X. Reports

A. Chair of the Board of Governors (DeFelice)

Chair DeFelice asked members to reach out to the community in search of a volunteer for the one open seat on the WLU Board of Governors. In order to balance the Board, this person is required to be a democrat. Members were asked to bring names back to the next Board meeting.

B. Provost Update (Crawford)

Dr. Crawford stated that three masters programs have come before the Board and been approved, those being the Master of Arts in Clinical Psychology, Master of Science in Dental Hygiene, and the Master of Arts (MA) and Master of Science (MS) in Biology. The Higher Learning Commission (HLC) site visit for the MA/MS in Biology is March 20/21, 2017, with a decision on the program by late spring or early summer. The MS in Dental Hygiene and MA in Clinical Psychology are at the agenda for the WV HEPC meeting being held this Friday for approval. If there are any questions, Dr. Tammy McClain will be attending for Clinical Psychology and Stephanie Meredith for Dental Hygiene. We are optimistic about the meeting on Friday and will update the Board at the next meeting.

C. Enrollment Update (Cook)

Mr. Cook distributed an enrollment report reflective of WLU's last day to enroll date. The current headcount is 2,157, the highest since 2012. A discussion followed with regard to enrollment, which is very positive at this point. All of the indicators are good for enrollment next year.

Also discussed were the issues currently plaguing WVNCC and how they affect WLU. Dr. Greiner noted that he has had discussions with Dr. Riley, President of WVNCC, with a marketing idea for her to be able to encourage their students to come to WLU. There is currently an articulation agreement in place with WVNCC, but we would market an articulation with WVNCC graduates with an AA or AS, with guaranteed admission to WLU. Students who transfer from a community college graduate at a very high rate; a 90+% graduation rate.

D. SGA Update (Boden)

Mr. Boden stated that the SGA is scheduled to meet with Ron Witt to begin planning October 14th homecoming activities. Knowing the date for homecoming so far in advance gives everyone an opportunity to finalize plans.

The Toppers Den student section has been well-attended at sporting events in the ASRC. Thanks to Jason Koegler and the Foundation, they are co-sponsoring a half-court shot contest. Three students are selected by raffle for a half-court shot to win a \$1,000 scholarship if they make the shot. A Veteran's Day half-court shot is being proposed, inviting veteran students to take those shots.

A bus trip to New York City is being planned for the weekend of April 21st. Details are being worked out by SGA committee members. Also being planned is a spring fling, a sort of mini-homecoming, to be held at the end of Greek Week. The spring fling dance will follow, with discussions to hold the dance on campus. There will be a bubble soccer day and possibly a zip line on the quad. Topper Idol begins this evening, which is sponsored by Housing and Residence Life staff, and usually brings a full-house to the College Union.

XI. Information Gathering

Chief Montemurro stated that the West Liberty Town Council approached WLU with a proposal to assist the town of West Liberty police force. West Liberty gave them a proposal, but we are

waiting on an opinion from the Attorney General's office. A brief discussion followed with regard to the proposal.

Although no costs have been discussed yet, Chief Montemurro is working with Marcella Snyder and consulting with a group for an active shooter training campus presentation. A discussion followed with regard to various types of campus alerts. Dr. Greiner would like to increase the number of security cameras on campus and the need for updated locks on doors.

XII. Possible Executive Session

None

XIII. Actions Emanating From executive Session

None

XIV. Next Meeting Date – April 5, 2017

XV. Adjournment

On motion made by Jim Haizlett and seconded by Kris Williams, seconded and unanimously carried, it was unanimously adopted by the West Liberty University Board of Governors to adjourn the meeting at 5:21 p.m.

Leslie DeFelice _____
Chair

James R. Stultz _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
February 23, 2017**

Executive Committee Members Present: Les DeFelice (phone), Jim Stultz (phone)

WLU Administrators: Brian Crawford, Stephen Greiner, Roberta Linger

Others: John Gompers (phone)

1. Mr. DeFelice called the meeting to order at 9:00 a.m.
2. The following motion was made by Jim Stultz: Resolved that the West Liberty University Board of Governors Executive Committee approve moving forward with the construction of the track/soccer field through all legal channels necessary to finalize this process. The motion was seconded by Les DeFelice. Motion passed.
3. The following motion was made by Jim Stultz: Resolved, that the West Liberty University Board of Governors Executive Committee hereby approve the authorization of the President of West Liberty University to initiate all actions and execute all documents and instruments to carry into effect and finalize the terms of said lease. The motion was seconded by Les DeFelice. Following some discussion of the lease, the motion passed.
4. It was determined that these actions items will be placed on the next full Board agenda for ratification.
5. The meeting was adjourned at 9:07 a.m.

Leslie DeFelice _____
Chair

James R. Stultz _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
March 22, 2017**

Executive Committee Members Present: Les DeFelice, Patrick Ford, Jim Stultz

WLU Administrators: Scott Cook, Brian Crawford, Stephen Greiner, Roberta Linger, John McCullough

Others: John Gompers, Jim Haizlett

1. Mr. DeFelice called the meeting to order at 8:00 a.m.
2. Dr. Crawford discussed the Program Reviews that are up for approval. Mr. Ford will be participating in the review process again this year. A summary document will be available before the regular BOG meeting.
3. Dr. Greiner reported on the following:
 - a. Performance Contracting – Information was distributed from a recent presentation by H. E. Neumann and T.E.N. that proposed an energy and water savings project. This project will provide significant savings to the University. A request for bids will be initiated within the next few weeks to begin the process of selecting a contractor.
 - b. Technology Upgrade Project – Bids were recently opened for this project. Six of the seven bids received seemed reasonable. They are now being reviewed and two or three will be invited to provide additional presentations prior to final selection.
 - c. Police Mutual Assistance Program – An agreement is being established with the Town of West Liberty that will have Campus Police providing some coverage to the town. This is modeled on the relationship between WVU and the City of Morgantown, and will allow WLU Police to operate in areas where University students live.
 - d. Relocation of Academic Program – The Psychology Program will be moving to the Department of Health Sciences in the College of Sciences, effective July 1, 2017.
 - e. Construction Update – The next construction project activity will be a request for bids for the track and soccer field. Core sampling has been completed and indications are that there is an old landfill at the lower end of the proposed location. A likely solution is to adjust the location upslope. Cost estimates are now being prepared. A new apartment complex is still on the agenda, and there will be movement on this item at some time in the near future.
4. Ms. Linger gave an overview of the FY17 budget.
 - a. She distributed a budget status report for March 15th. Revenue and expenses are trending close to budget.
 - b. There was discussion of reduction in the number of P-Cards and spending control.
 - c. A planning model for FY 18 was distributed, showing possible decrease in state funding of 5, 10, and 15%, and a possible tuition increase of 4.5%.
 - d. Tuition schedules were distributed showing what graduate and undergraduate increases of 4% and nearly 5% would look like.

- e. A Proposed Special Fees list was distributed. Several proposed changes were highlighted, including a reduction in the On-Line Course fee, restructuring of parking fees, and restructuring and repurposing of the Hilltopper for Life fee.
- f. An action item is being proposed to extend the Metro tuition rate to include Richland and Ashland Counties in Ohio.
5. Mr. Cook reported on today's Accepted Student Day, for which 160 families are registered.
6. An Honorary degree is proposed for Maria Pappas, alumna and Treasurer of Cook County, Illinois, who will be the May commencement speaker.
7. The President reported on his visits with state legislators in Charleston last week:
 - a. At this time there is a great deal of uncertainty regarding the impact on higher education, but some cut to state appropriation is expected.
 - b. He also reported on the Human Resources bill that has passed both the house and the senate. This change to code would allow local boards to take control of human resources policies and decisions, independent of the West Virginia Higher Education Policy Commission.
 - c. There is a proposal being considered by the legislature to commission a study of higher education in the state to be completed by the 2018 session.
8. There was discussion of the departure of Coach Crutchfield.
9. The meeting was adjourned at 9:30 a.m.

Leslie DeFelice _____
Chair

James R. Stultz _____
Secretary

PROGRAM REVIEW APPROVAL

Action Item

The Board of Governors is asked to approve the five-year program review for the following degree programs and recommend **continuation of the programs at the current level of activity**.

- Master of Arts in Education (M.A.Ed.)
- Social Work

West Liberty University Board of Governors
April 5, 2017

RENAMING OF COLLEGE OF EDUCATION

Action Item

Pursuant to Board of Governors Policy No. 5, Naming or Renaming of Buildings or Organizational Units, the Board of Governors is asked to approve the name change of the College of Education to the College of Education and Human Performance.

Proposed Resolution, *Resolved*, that the West Liberty University Board of Governors approves the name change of the College of Education to the College of Education and Human Performance, effective July 1, 2017.



WEST LIBERTY UNIVERSITY

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INFORMATION ITEM

MEMORANDUM

TO: WLU Board of Governors
FROM: Stephen G. Greiner *Stephen G. Greiner*
DATE: March 20, 2017
RE: Relocation of Academic Program

The purpose of this memorandum is to inform the WLU Board of Governors of an intended relocation of an academic unit in accordance with Board of Governors Policy 4-2.2:

The president of West Liberty University shall provide written notification to the West Liberty University Board of Governors prior to discontinuing, combining, or reorganizing any existing school, division, or department other than those specified in Subsection 2.1.3.

Effective July 1, 2017, the Psychology Department will be relocated to the College of Sciences. The request was made by the Dean of the College of Liberal Arts with the approval of the Dean of the College of Sciences.

West Liberty University Board of Governors
April 5, 2017

TRACK/SOCCER FIELD

Action Item

Proposed Resolution: Resolved that the West Liberty University Board of Governors approves moving forward with the construction of the track/soccer field through all legal channels necessary to finalize this process.

RATIFICATION OF OIL, GAS AND MINERAL LEASE

Action Item

The Board of Governors is asked to consider and approve the Ratification of Oil, Gas and Mineral Lease.

The Lease comes to West Liberty University as a result of a search conducted by Noble Energy, on property owned by W. E. Pierce, Helen Elbin's father. This lease will release a royalty check being held in suspension by Noble Energy.

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors hereby approves the authorization of the President of West Liberty University to initiate all actions and execute all documents and instruments to carry into effect the finalization of the terms of said lease.

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER

RATIFICATION OF OIL, GAS AND MINERAL LEASE
(With Authorization for Pooling)

STATE OF TEXAS }
COUNTY OF REEVES }

WHEREAS, the undersigned is the owner of a non-participating royalty interest in the Southeast (SE/4) of Section 23, Block C-7, PSL Survey, A-5072, Reeves County, Texas ("Lands").

WHEREAS, the following Oil, Gas and Mineral Lease ("Lease") has been executed collectively covering the Lands:

Oil, Gas and Mineral Lease dated November 28, 2012, by and between Gerald G. Himes, as Lessor, and Eagle Oil & Gas Co., as Lessee, recorded in Volume 976, Page 809, of the Official Public Records of Reeves County, Texas, covering the East Half (E/2) of Section 23, Block C-7, PSL Survey, Reeves County Texas, containing 320 acres, more or less

WHEREAS, the undersigned has been advised that the Lease is now in full force and effect and owned and held by Rosetta Resources Operating LP, whose address is 1001 Noble Energy Way, Houston, Texas 77070.

NOW THEREFORE, the undersigned does hereby adopt, ratify and confirm the Lease, including without limitation, the grant of pooling authority in the pooling provision therein, all of which are incorporated herein by reference, and does hereby let, lease and demise the Lands described in said Lease, unto the record owner and holders of the said Leases, its successors and assigns, insofar and only insofar as the Lease cover the Lands. This instrument is binding upon each of the undersigned, and the heirs, executors, administrators and assigns of the undersigned, regardless of whether it is executed by all persons named herein. The undersigned does not warrant their title to the non-participating royalty interest.

Executed this the _____ day of _____, 2017.

By: _____
Dr. Stephen Greiner, President
West Liberty University
208 University Drive
CUB #142
Bethany, WV 26074

STATE OF WEST VIRGINIA
COUNTY OF OHIO

This instrument was acknowledged before me on the _____ day _____, 2017, by _____.

Notary Public in and for the State of West Virginia

WEST LIBERTY UNIVERSITY

Action Item

The Board of Governors is asked to authorize a 30-day period during which campus constituencies (faculty, staff, and students) may review and comment on the following revised Board policies:

1. Policy 11 – Employment Hiring
2. Policy 27 – Order of Responsibility
3. Policy 57 – Discipline and Separation from Employment

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approves the dissemination of the stated policies to constituent groups for review and comment.

West Liberty University Board of Governors
April 5, 2017

HONORARY DEGREE

Action Item

Proposed Resolution: *Resolved*, that in affirmation of the recommendation of the Honorary Degrees and Recognition Committee and the President of the University, the West Liberty University Board of Governors authorizes the conferral of an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the May 2017 commencement to Glenn F. Elliott, Jr., Mayor of Wheeling.

METRO COUNTY EXPANSION PROPOSAL

Action Item

In an effort to enhance enrollment, West Liberty University would like to expand the metro rate to additional counties in the state of Ohio beginning with the 2017-18 academic year. With a continuing decline in graduates from some of our feeder schools, we need to continue to look elsewhere for enrollment opportunities. We have had success in Ohio, as most of the institutions in Ohio are either small private colleges or large universities. With our size and cost, WLU offers an attractive alternative to students from Ohio.

We would like to expand the metro rate to Richland and Ashland Counties.

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approves the new Metro Rate counties beginning with the 2018-19 academic year as stipulated.

West Liberty University Board of Governors
April 5, 2017

Fiscal Year 2018 Budget/Tuition and Fees

Action Item

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approves the Fiscal Year 2018 Budget/Tuition and Fees as presented.