

WLU Board of Governors

Regular Meeting

Wednesday, November 29, 2017 – 4:00 p.m.

Location: Shaw Hall Board Room

- I. Call to Order/Roll Call/Quorum and Mission Statement**
- II. Introductions**
 - A. David Croft, Chair, West Liberty University Foundation Board
 - B. Nancy Gunza, Lori Finegan, FY17 Audit Report
- III. Public Comment** Description: Up to 10 individuals may sign in 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. Agenda Order (Board may move to change order of consideration)**
- V. Approval of Minutes***
 - A. Minutes of the Full Board October 4, 2017*
 - B. Minutes of the Executive Committee November 15, 2017*
- VI. Board Items for Approval***
 - A. Hocking County, OH Metro Rate
 - B. Audit*
 - C. Honorary Degree*

*Action Items
- VII. President's Report**
- VIII. Finance Report**
- IX. Reports**
 - A. Provost Report (Crawford)
 - B. Enrollment Update (Cook)
 - C. Student Government (Croasmun)
- 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, January 31, 2018**
- XIV. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
October 4, 2017**

Attendance:

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

Unable to Attend:

Joe Carey, Teresa Toriseva

Administration/Faculty/Staff:

Scott Cook, Brian Crawford, Mary Ann Edwards, Steve Greiner, Diana Harto, Jason Kogler, Roberta Linger, John McCullough, Joe Montemurro

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

HLC Liaison Linnea Stenson was introduced and discussed preparations for WLU's comprehensive site visit in March 2018. This will be a regional visit, and they are interested in the academic well-being of the entire institution. The visit will be a day and one-half long on March 26 and 27, 2018. The follow-up report should be back to WLU in five to six weeks. She distributed a brochure on the importance of accreditation and information with regard to the AGB (Association of Governing Boards).

III. Swearing in of New Board Member

Chair DeFelice issued the Oath of Office to Adam Croasmun, Student Government President, and welcomed him to the Board.

IV. Public Comment

None.

V. Agenda Order

No changes to the agenda order.

VI. Approval of Minutes*

A. Minutes of the Full Board 08/23/17*

On motion by Jim Stultz and seconded by Rich Lucas, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of August 23, 2017.

B. Minutes of the Executive Committee 09/20/17*

On motion by Jim Stultz and seconded by Pat Ford, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of September 20, 2017.

VII. Board Items

A. Policies*

At the August 23, 2017 meeting, the Board of Governors approved the dissemination of Policy 22 – Employment Innovations, Policy 24 – Terms and Other Definitions, and Policy 58 – Compensation Management Rule, to constituent groups for 30-day comment. No comments were received on these policies.

On motion by Jim Stultz and seconded by Jim Haizlett, it was unanimously adopted by the West Liberty University Board of Governors to approve Policy 22 – Employment Innovations, Policy 24 – Terms and Other Definitions, and Policy 58 – Compensation Management Rule.

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 revisions to Board Policy 34 – Employment of Relatives, and new Policy 59 – Consensual Sexual or Romantic Relationships in the Workplace and Educational Setting.

On motion by Jim Stultz and seconded by Rhonda Tysk, it was unanimously adopted by the West Liberty University Board of Governors to approve the dissemination of Policy 34 – Employment of Relatives, and Policy 59 – Consensual Sexual or Romantic Relationships in the Workplace and Educational Setting, to constituent groups for 30-day review and comment.

B. Mineral Lease – Greene County, PA, Aleppo Township Property*

Dr. Greiner stated that he has an opportunity to execute a mineral lease in Greene County, PA on land donated to the University and shared between WLU and Bethany College. Of the 119 acres, our share of the mineral acreage is 9/10th of an acre. Permission to execute this document would provide some royalties to the University.

On motion by Rich Lucas and seconded by Adam Croasmun, it was unanimously adopted by the West Liberty University Board of Governors to 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.

C. Organizational Chart Update*

Dr. Greiner noted that the only change to the organizational chart is the relocation of the Police Department from Human Resources to Student Services.

On motion by Pat Ford and seconded by Jack Adams, it was unanimously adopted by the West Liberty University Board of Governors to approve the updated Organizational Chart.

VIII. Reports

A. Chair of the Board of Governors (DeFelice)

None.

B. Provost (Crawford)

Dr. Crawford noted that the MS in Dental Hygiene and MA in Clinical Psychology were submitted to the HLC, and we have been informed that both will require site visits. The visits will probably be scheduled in February, but we will attempt to combine them with the March HLC visit with the other team to try and save on travel. With the U.S. Department of Education sanctions it could add anywhere from 45 days to a few months more to the timeline, possibly pushing start dates for these programs from fall 2019 to 2020 before the programs get started.

The HEPC has approved the intent to plan for the MS in Athletic Training, and this proposal will be brought to the Board for approval at the November meeting. The proposed HEPC Rule 11, which will probably be approved at their November 17 meeting, will speed up approvals. The program will still need to go to the HLC and U.S. Department of Education, pushing the start date to August 2020 or later.

C. Enrollment Update (Cook)

Mr. Cook distributed an enrollment update, noting that the final data will not be submitted to the HEPC for another week or two. Transfer enrollment is down due to a drop in enrollment at WVNCC. A discussion followed with regard to enrollment percentages.

D. Student Government (Croasmun)

Mr. Croasmun, along with Vice President Chelsea Williams and other members of Student Government, has been putting in long hours in preparation for homecoming activities coming up next week. He stated the group is grateful to the administration for allowing the students to have the dance on campus. For the first time in three years, Student Government has a

full senate. He was able to travel to Charleston to the State Advisory Council meeting and gave an update on all that is happening at WLU. He noted that the story regarding the return of WLU's marching band was in the news in Charleston.

IX. President's Report

Dr. Greiner stated that the U.S. News and World Report Best Colleges rankings come out every year, with WLU ranked in the top ten in an 11-state region this year. We are ranked the highest for public Universities in the State of West Virginia.

We are finalizing the agreements for our leases with the pipeline and cell tower. Dr. Greiner thanked Pat Ford and Jack Adams for their work on these projects.

Work continues on the fleet management contract, which will enable WLU to have vehicles on campus at all times. There will be sedans, passenger vans, mini-vans and a police cruiser. We are currently spending more money reimbursing employees for use of their personal vehicles.

We have received nothing but positive feedback since the opening of the new convenience store, Bear Necessities.

The globe for the fireplace to be located in the Alumni Park renovation has arrived. Construction should begin in two weeks, with a goal of early November for completion. Repairs will also be done to the surrounding sidewalks.

Dr. Greiner was asked to judge the 48-hour film festival held at the Marquee Cinemas in The Highlands. The ten-minute independent film submissions were from high school and university students.

Dan Monteroso has been named First-Team All American preseason for Division II basketball. Dan is in graduate school and his last year of eligibility.

Parents and members of the community are fundraising for an indoor practice facility for athletics, enabling the University to take Blatnik gym for a student recreation area. Private funds are being raised.

With the increase in the number of athletes, the University now has the largest number of student athletes in its history. With the addition of men's soccer and acrobatics and tumbling, they comprise approximately 22% of all full-time students.

Chief of Police Joe Montemurro gave a brief update on the agreement between the University and the Town of West Liberty, and how it's perceived.

X. Finance Report

Ms. Linger gave a brief update on University financials, noting that with one quarter of FY18 in the books, the revenue side is running closely to what was anticipated. This also holds true for expenses. The IT project is completed, going \$67,000 over budget. The auditors will be attending the November meeting of the Board.

XI. Information Gathering

None.

XII. Executive Session

A. President's Contract

Pursuant to WV Code §6-9A-4, at 4:48 p.m., a motion to retire to executive session was made by Jim Stultz and seconded by Adam Croasmun; motion passed unanimously.

Following discussion in executive session, a motion to rise from executive session at 5:06 p.m. was made by Jim Stultz and seconded by Jack Adams; by unanimous approval the Board rose from executive session.

XIII. Actions Emanating from Executive Session

A. President's Contract*

On motion by Jim Haizlett and seconded by Adam Croasmun, it was unanimously adopted by the West Liberty University Board of Governors to approve the president's contract extension effective January 1, 2018, conditioned upon approval by the West Virginia Higher Education Policy Commission.

XIV. Next Meeting Date – Wednesday, November 29, 2017

XV. Adjournment

On motion made, seconded and unanimously carried, the meeting adjourned at 5:07 p.m.

Leslie DeFelice _____
Chair

James R. Stultz _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
November 15, 2017**

Executive Committee Members Present: Pat Ford, Jim Stultz

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

Others: John Gompers

1. Vice Chair Patrick Ford called the meeting to order at 8:05 a.m.
2. President Greiner reported on the following items:
 - a. Lease Agreements:
 - Cell tower negotiations are still in progress. An offer was made to change from a monthly payment to a one-time payment. The State of West Virginia will not allow more than a 40-year lease.
 - A seismic study is being done in the area, and some meters will be located on campus. The Attorney General's office has approved the agreement for this study.
 - The Southwest Energy right-of-way check for approximately \$219,000 has been received.
 - Offers have been received for mineral leases on properties in Pennsylvania and Texas. These seem to be more trouble than they would be worth at this point. We plan to hold off on any agreement regarding the Texas property for now, as it is in an area that could have value in the future. The Greene County, PA property is co-owned with Bethany College and the offer of lease is for only one acre.
 - b. Bids for earth moving for the soccer and track facility were opened yesterday. There were six bids and the lowest bidder was Cast & Baker, at \$833,500. McKinley & Associates are recommending that we accept the low bid. Earth moving could start as early as November 28th. This project will require closing access to that area, including the current gravel parking lot. Cast & Baker also provided alternate bids to install a water line around the new field and create a gravel parking lot to support the field. Motion to approve the primary and alternate bids from Cast & Baker was made by Jim Stultz and seconded by Pat Ford. Motion passed.
 - c. The gas fire pit on the quad is nearing completion. The gas line has yet to be connected, but the seating is done and it looks good. The globe and gas line will be installed as soon as possible – hopefully in time for Winterfest on November 30th.
 - d. Other projects planned for this winter include painting in a number of locations, including the second floor of Rogers Hall, in preparation for opening 33 more dorm rooms for students next fall.
 - e. The technology project is complete, with just a few follow-up details remaining.
 - f. Fundraising for the indoor practice facility is ongoing.
 - g. The President distributed his proposed goals and objectives for the 2017-18 academic year.
3. Mr. Stultz asked about the functions of the general counsel for the BOG, and whether information regarding legal issues and proposed policies and policy changes should be shared with that individual before those proposals are presented to the BOG. Mr. Gompers responded that the procedures recently followed have been appropriate, but that he will be glad to add his review to any future proposals as soon as he is asked to do so. Mr. Ford agreed that the BOG counsel should be reviewing these proposals.

4. Mr. Stultz presented HEPC Title 133 Series 4 and WLU BOG Policy 23, pointing out that there may be one or more conflicts between them, and that this could have an impact on the process for reviewing received comments on proposed policy changes.
5. Diana Harto reported that she had no comments to report on BOG Policy 34. President Greiner reported that there have been few new comments, and that they are coming from the same few individuals. Mr. Gompers said that he will not recommend the current Policy 34 proposal to the Board. He feels the current policy should be "tweaked," but that the change proposal is not clear. He would support the creation of a BOG committee to work on this policy. There was a general discussion of the need for this policy change. Mr. Stultz made a motion to table this proposal and the proposed BOG Policy 59, seconded by Mr. Ford. Motion passed.
6. Mr. Ford will be the commencement speaker for Fall Commencement. Approval of the honorary degree will be on the full BOG agenda.
7. Roberta Linger presented a budget update. At this point, revenue and expenses are on track. The audit was completed and submitted on time. The HEPC has submitted the higher education audit to the state on time.
8. The President reported on a request to add Hocking County, OH to the metro rate list. This will be researched for possible recommendation to the Board.
9. President Greiner reported that Panhandle Restoration has purchased the apartment building at the bottom of the hill.
10. The meeting was adjourned at 9:05 a.m.

Leslie DeFelice

Chair

James R. Stultz

Secretary

West Liberty University Board of Governors
November 29, 2017

METRO COUNTY EXPANSION PROPOSAL
Action Item

In an effort to enhance enrollment, West Liberty University would like to expand the metro rate to an additional county in the state of Ohio beginning with the 2018-19 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 Hocking County.

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

West Liberty University Board of Governors
November 29, 2017

FY 2017 AUDIT

ACTION ITEM

The West Liberty University Board of Governors is asked to approve Fiscal-Year 2017 audit report. The Finance Committee has met with the auditors and approves the audit findings.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the submission of the Fiscal-Year 2017 audit report.

West Liberty University Board of Governors
November 29, 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 December 2017 commencement to Patrick B. Ford.