

WLU Board of Governors

Regular Meeting

Wednesday, October 14, 2015 – 4:00 p.m.

Location: Shaw Hall Board Room

- I. **Call to Order/Roll Call/Quorum and Mission Statement**
- II. **Introductions**
- 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 08/12/15
 - B. Minutes of the Executive Committee 10/07/15
- V. **Agenda Order (Board may move to change order of consideration)**
- VI. **Rules (“Rule” means any regulation, guideline, directive, standard, statement of policy or interpretation of generation application and future effect that also has institution-wide effect or affects the rights, privileges or interests of employees, students or citizens.) If approved, the following policies shall be presented for a 30-day comment period and if no comments are received forwarded directly to the Chancellor/WVHEPC for approval.**

None.
- VII. **Reports**
 - A. Chair of the Board of Governors (Couch)
 - B. Provost Report (Crawford)
 - C. Facilities Analysis Committee Update (Hooper)
 - D. Gary E. West Event Center Update
 - E. Presidential Search Committee Update (DeFelice)
- VIII. **President’s Report**
- IX. **Finance Report**
- X. **Board Items**
 - A. WLU Institutional Compact*

*Action Items
- XI. **Information Gathering (Members may ask questions or gather information to prepare for future agenda items without general discussion or action at this meeting.)**
- XII. **Possible Executive Session**
 - A. Presidential Search Update
- XIII. **Actions Emanating From Executive Session**
- XIV. **Next Meeting Date – Wednesday, December 9, 2015**
- XV. **Adjournment**

**West Liberty University
Board of Governors**

**Minutes
August 12, 2015**

Attendance:

Allyson Ashworth, Joe Carey, Richard Carter, Sandra Chapman, George Couch, Les DeFelice, Patrick Ford, Jim Haizlett, Patrick Kelly, Ann Thomas, Rhonda Tysk

Unable to Attend:

Brian Joseph

Administration/Faculty/Staff:

Keely Camden, Scott Cook, Brian Crawford, Mary Ann Edwards, John Gompers, Matt Harder, Aaron Huffman, Jason Koegler, Robert Kreisberg, John McCullough, Ron Witt, Jack Wright

1. Call to Order/Roll Call/Quorum and Mission Statement

Chair Couch called the meeting to order at 4:00 p.m.

II. Introductions

None.

III. Public Comments

None.

IV. Swearing in of New Board Members

Chair Couch issued the Oath of Office to Allyson Ashworth, Student Government President, Rhonda Tysk, Admissions Counselor and Classified Staff Council representative, and Jim Haizlett, Associate Professor of Graphic and Digital Media Design, Faculty representative to the Board.

V. Approval of Minutes

A. Minutes of the Full Board 06/10/15

On motion by Sandra Chapman and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of June 10, 2015.

B. Minutes of the Executive Committee 07/29/15

On motion by Richard Carter and seconded by Patrick Ford, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of July 29, 2015.

VI. Agenda Order

On motion by Patrick Ford and second by Ann Thomas, it was unanimously adopted by the West Liberty University Board of Governors to approve the agenda order as listed.

VII. Rules

None.

VIII. Reports

A. Chair of the Board of Governors

Chair Couch thanked those who attend the HEPC Summit; Allyson Ashworth, Les DeFelice, Jim Haizlett, Patrick Ford, and Rhonda Tysk. A brief discussion followed on information taken from the Summit.

B. Music and Arts Facilities (Harder)

Dr. Harder presented information for a facility on campus incorporating a concert hall and music and art facilities that would replace the current facilities in the west wing of the Fine Arts building. A history was given on College Hall and a discussion followed on the project. Since this project

would fit within the Master Plan, Dr. Harder will put together financial impact information for what would be a longer-term project.

C. 2015-16 Enrollment Update (Cook)

Mr. Cook gave an enrollment update and various headcount numbers. There are still three weeks to add or enroll in classes. A discussion followed with regard to enrollment trends and concerns. Admissions recruiters will be back on the road in a few weeks and enrollment trends show that numbers should begin to pick up in 2017. With Degree Works and the Customer Relations Management (CRM) systems coming on-line, the campus needs to get on board to work towards enrollment. Our greatest ambassadors are our students, faculty, staff, and BOG.

D. Provost Report (Crawford)

Dr. Crawford noted this time last year there were 144 faculty members; today there are 128. With changes in senate bill requirements, the six deans were moved back to non-classified status. A discussion followed with regard to changes to the general studies curriculum, changes to Policy 210 to limit overloads, programs and majors, and retirements. With regard to the MBA, the program is 100% online, with an accreditation level at IACBE.

E. Athletic Department Update (Huffman)

Dr. Huffman, at six weeks into his position as Interim Athletic Director is currently assessing all areas of athletics. A new wrestling coach and lacrosse country coach have been hired, both recruiting students in the weeks since they were hired. Dr. Huffman gave a run down on his background and the capacities he has served in at WLU.

F. 2015-16 Alumni Relations Work Plan (Witt)

Mr. Witt thanked the group for the opportunity to speak and to return as the Alumni Director. After 14 years in building the Alumni Association it is good to be back and focus on the positives ahead, along with his role in community engagement and the management of the alumni house bed and breakfast. Assessments are being made on the work plan and it is still a work in progress.

G. Gary E. West Center Update (Witt)

Mr. Witt stated that a Steering Committee was formed a few weeks ago to discuss the use and purpose of the West Event Center gifted to WLU by Mr. West. Mr. West was under the impression West Liberty would be actively using the facility to generate revenue. The space is being evaluated for meetings and community events to generate revenue. Because of state restrictions, there are things we cannot do, such as dispensing alcohol. A discussion followed with regard to the facility, including the possibility of gifting it to the Foundation.

H. Development Plan FY 2016 (Koegler)

Mr. Koegler distributed a copy of the Development plan and stressed the importance of raising money for scholarships and the example set by Board members giving to the Foundation. The plan has been approved by all internally.

IX. President's Report

Dr. McCullough noted that by no means does this report represent all of the activities going on here on campus, and gave a comprehensive overview of the campus activities.

X. Finance Report

Mr. Wright discussed the operations budget and FY15 capital projects information contained in the Board packet. There will be no change in the appropriation this year, but there is federal pressure on environmental issues and the gas leasing. Mr. Wright announced that he will be retiring December 31, 2015. Stephanie Hooper will assume responsibilities of the CFO on October 1st and the balance of responsibilities on December 31st.

XI. Board Items

A. Highlands Lease Modification*

Mr. Wright stated that the lease modification has been contingent on the Ohio County Development Authority concluding their transaction, which finally took place in the second quarter of this year. The modification will save WLU \$52,000 a year and take effect July 1st.

On motion by Richard Carter and seconded by Ann Thomas, it was unanimously adopted by the West Liberty University Board of Governors to permit Interim President McCullough to execute a first amendment, effective July 1, 2015, to the lease agreement with the Ohio County Development Authority at The Highlands Center that would relinquish the 4,100 square feet of existing space now leased, and that it receives a commensurate reduction in rent for relinquishing that 4,100 square feet.

B. Mission Statement & Vision Statement Revision*

Dr. Crawford noted a modest change to WLU's strategic platform. Representatives of the WV HEPC have stated that these modifications will suffice.

On motion by Les DeFelice and seconded by Allyson Ashworth, it was unanimously adopted by the West Liberty University Board of Governors to approve the revisions to the Mission and Vision Statements contained in the Institutional Master Plan.

XII. Information Gathering

None.

XIII. Possible Executive Session

A. Presidential Search Update

Chair Couch asked for a motion to move to executive session.

On motion by Sandra Chapman and seconded by Allyson Ashworth, pursuant to WV Code §6-9A-4, it was unanimously adopted by the West Liberty University Board of Governors to move to executive session at 6:30 p.m.

The Board exited executive session at 7:47 p.m. and reconvened. Chair Couch then reported that no action was taken during Executive Session.

XIV. Actions Emanating From Executive Session

On motion by Sandra Chapman and seconded by Ann Thomas, it was adopted by the West Liberty University Board of Governors to proceed with the recommendations of the Search Committee in regard to conducting interviews for the presidential finalists and the interview process to be conducted on campus.

XV. Next Meeting Date – Wednesday, October 14, 2015

XVI. Adjournment

On motion by Sandra Chapman and seconded by Ann Thomas, it was unanimously adopted that the meeting adjourn at 7:55 p.m.

George Couch _____
Chair

Patrick Ford _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
October 7, 2015**

Executive Committee Members Present: George Couch, Les DeFelice, Pat Ford, Richard Carter, John Gompers

WLU Administrators: Brian Crawford, Stephanie Hooper, John McCullough, Jack Wright

1. Chair George Couch called the meeting to order at 8:00 a.m.
2. The agenda for the West Liberty University Board of Governors meeting to be held October 14, 2015 was reviewed and approved.
3. Budget Update – The Interim President, Provost, and CFO were directed to create a plan to address the expected FY17 budget deficit. The Executive Committee will meet again at 8:00 a.m. on Monday, November 9, 2015 to receive this report.
4. Presidential Search Committee Update – Les DeFelice gave an update on the presidential search.
5. The meeting adjourned at 9:30 a.m.

Chair, George Couch

Secretary, Patrick Ford

West Liberty University Board of Governors
October 14, 2015

2015 UPDATE TO COMPACT

ACTION ITEM

The Board of Governors is asked to approve, per the West Virginia Higher Education Policy Commission, the 2015 update for the “Leading the Way” 2013-2018 Compact. The Update, which must be submitted to the HEPC by November 1, 2015, will be available for review by the Board, an Executive Summary of which is attached.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the 2015 Update to the Compact.

2015 Compact Update Executive Summary

West Liberty's Compact submission to the Higher Education Policy Commission was approved by the Board of Governors on October 29, 2014 and accepted by the WV-HEPC on July 10, 2015. West Liberty University is required to provide annual updates on our progress to the WV-HEPC by 1 November of each year. Below is an executive summary of the update currently being prepared that briefly addresses each of the strategies of the Compact. The full Compact Update document will be available to members of the Board upon request and will be posted on West Liberty's website following submission.

Enrollment Strategy

West Liberty is working to increase the number of new students by using both internal and external resources. Faculty members are assisting enrollment services by developing retention strategies specific to their programs of study and by participating in various recruitment efforts.

Developmental Education Strategy

Developmental Math: students are completing their developmental math requirements more quickly and efficiently through the integration of content that specifically aligns to their college-level mathematics course and intended career.

Developmental English: students are placed in an advanced learning program that integrates them into mainstream classes. Faculty members provide these students with additional support in specially structured courses students to allow them to more quickly develop college-level writing skills.

First-Year Retention Strategy

The retention strategy promotes student programming and services such as academic success classes, ongoing tutoring programs, and counseling. All services are designed to improve the student's chances for academic success, social interaction, commitment to degree completion, and financial literacy.

Progress Toward Degree Strategy

First-time freshman are receiving information from multiple sources that focuses on promoting a full understanding of the benefits of preregistering and completing at least 15 hours per semester for on time degree completion. Information is being disseminated through Freshmen Experience classes, Financial Aid communications and counseling, academic program planning, faculty and advisors.

Graduation Rates Strategy

Staff training and Implementation of the Ellucian-Degree Works advising tool is nearing completion. This technology is a major asset for faculty and staff in assisting students with accurate information in preparing for their degree completion.

Graduate Student Success Strategy

As a part of the Institutional Master Plan, a campus-wide quality initiative project is underway that will develop a graduate education infrastructure and culture. A solid infrastructure will address the needs of all West Liberty University graduate students and ultimately provide resources to the entire campus community.

Faculty Scholarship Strategy

West Liberty is working to enhance the existing faculty professional activities program. During the past year, faculty scholarship was supported through the internal mini-grant program as well as support for research and presentation-related travel and reimbursement for professional expenses.

Degrees Awarded Strategy

Recruitment efforts targeting students interested in the STEM disciplines are being enhanced through the development of retention committees specific to the College of Sciences (biology, math, and chemistry) and the College of Liberal Arts (psychology). Dedicated faculty are assisting with recruitment efforts.

Student Loan Default Rates Strategy

West Liberty promotes financial literacy among students who are not yet enrolled at the University by providing financial planning information to local high school students and parents during financial aid nights and Open House events. A detailed financial aid package is provided and one-on-one counseling is available during summer orientation programs.

Research and Development Strategy

West Liberty is working to create opportunities for successful grant submissions and related revenue by providing informational and networking support for faculty who engage in research and related academic writing and publishing.

Strategies for Collaborative Access

The focus of the Collaborative Access plan is to provide higher education access to traditional and non-traditional students by intensive collaboration between Enrollment Services and Academic Affairs in enrollment planning and initiatives.

Strategies for Financial Aid

West Liberty University promotes collegiate financial planning at local area high schools, WLU Open House, and summer orientation programs.

Strategies for Academic Quality

The general objective of this plan is to improve student competence, achievement and success by monitoring the effectiveness of the General Studies and Academic Degree Programs. These assessment efforts are ongoing through the work of the General Studies Assessment Committee, the University Assessment and Accreditation Committee, the BOG Program Review process, and the Office of Institutional Research and Assessment.

Strategies for Career Pathways

West Liberty is working to develop a Career Advisory Board for the purpose of identifying the needs of local, state, and regional employers through discussions, surveys and focus groups.

West Liberty has established early admittance partnerships through which graduates who successfully complete designated programs are accepted directly into the osteopathic physician program at WVSOM and the WVU dental school. The institution intends to expand this program through an increased focus on courses in STEM areas. Direct ties with graduate schools at other state institutions will create additional opportunities for West Liberty students.

Strategies for Critical Regional Issues

Civic engagement is a core value of the University Master Plan and is a fundamental element of University culture. WLU continues to support and operate its Oral Health Care Program, which provides preventative oral health care and education to high-risk children in the Ohio County school district. Additionally, the institution's Student Design Services offers pro bono graphic design services to campus and community organizations through a program that matches senior graphic design students with non-profit organizations, educational institutions, and startup enterprises.