

WLU Board of Governors

Regular Meeting

Wednesday, January 31, 2018 – 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 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 November 29, 2017*
 - B. Minutes of the Executive Committee January 24, 2018*
- VI. Board Items for Approval***
 - A. Ashland, Athens, Meigs Counties, Ohio - Metro Rate
 - B. Policy 34 – Nepotism – Employment of Relatives
 - C. MS Athletic Training Proposal

*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, April 4, 2018**
- XIV. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
November 29, 2017**

Attendance:

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

Unable to Attend:

Joe Carey, Adam Croasmun

Administration/Faculty/Staff:

Scott Cook, Brian Crawford, David Croft, Mary Ann Edwards, Lori Finegan, John Gompers, Steve Greiner, Nancy Gunza, Diana Harto, Angela Hill, Jason Koegler, Roberta Linger, John McCullough, Joe Montemurro, Ron Witt

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

Mr. DeFelice introduced Nancy Gunza, of CliftonLarsonAllen, who presented the audit results of June 30, 2017. She had previously met with the Finance Committee in greater detail on the results. They were engaged to audit the financial statement issued on October 13, 2017, resulting in an unmodified opinion, which is the best type to be issued. The results showed that it was presented fairly in all material aspects with appropriate accounting policies. One control weakness was identified, and controls have been changed and put in place, which will be reported as corrected next year. This was a clean audit and Ms. Gunza thanked Roberta Linger and her team for their assistance in getting through the process without incident. There were no questions.

Mr. DeFelice introduced David Croft, Chair of the West Liberty University Foundation. Mr. Croft stated that his purpose this evening is to continue to have open communication between the Foundation and the University. He has been Chair of the Foundation for about a year, and they've hired additional support for Angie so she can get out and raise money. The accounting side is in the best shape it's been in the entire time he's been on the Board, and he is excited for what the future holds. Their number one goal is to fulfill their charitable mission and support the University in a variety of ways. He also noted the Tri-State Tax Institute, which is in its 60th year, provides continuing education for groups. It is a one-day very affordable CLE, which they would like to bring to West Liberty and hold at The Highlands Center. The one-day courses are usually held the third weekend in October.

III. Public Comment

None.

IV. Agenda Order

There were no changes to the agenda order.

V. Approval of Minutes*

A. Minutes of the Full Board October 4, 2017*

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 full Board of October 4, 2017.

B. Minutes of the Executive Committee November 15, 2017*

On motion by Rich Lucas and seconded by Jim Stultz, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of November 15, 2017.

VI. Board Items for Approval*

A. Hocking County, OH Metro Rate*

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.

On motion by Rich Lucas and seconded by Jack Adams, it was unanimously adopted by the West Liberty University Board of Governors to approve the new Metro Rate county beginning with the 2018-19 academic year as stipulated.

B. Audit*

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

On motion by Cindy Fluharty and seconded by Jim Stultz, it was unanimously adopted by the West Liberty University Board of Governors to approve the submission of the Fiscal-Year 2017 audit report.

C. Honorary Degree*

On motion by Les DeFelice and seconded by Jim Haizlett, it was unanimously adopted by the West Liberty University Board of Governors to authorize the conferral of an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the December 2017 commencement to Patrick B. Ford.

VII. President's Report

Negotiations with Southwestern Energy and the lease on our property were finalized. We have received the check and that deal is complete. We are still working on the cell tower lease, and the seismic study to be done on campus was approved by the Attorney General's office.

Renovation of Alumni Park is being finalized; the fire pit and globe are in place and the gas line is run but not hooked up at this time. There will be a hot chocolate grand opening when the students return after the holidays.

The new Writing Center is open and has been well received. Students can go to the Center and get assistance with writing projects and papers. Several students serve as mentors and tutors in the Writing Center.

The Executive Seminar Series had Dr. Amy Meister as the keynote speaker. Dr. Meister is President of MedExpress Worksite Solutions and gave a tremendous presentation to a packed College Hall.

Biology students recently went to a scientific conference, the American Association of Anatomists. Although normally graduate students go to this conference, we also took undergraduate students. Awards for best presentations normally go to graduate students, but two awards were given to WLU undergraduate students.

International education, along with our international community, continues to grow. Dr. Crawford is working on the possibility of adding an intensive English program on campus next year. The program would be geared toward international students who aren't quite comfortable with their English skills and may want to study in the United States. They would enroll in the program at the University for a very intensive semester of English.

WLU had its first Veteran's Day celebration, completely planned by our student veterans. It was a wonderful program that the campus veterans group plan on doing every year.

Today was the 50th anniversary celebration of the Interfaith Chapel. The West Liberty Singers performed, followed by Dr. David Javersak giving a history of the Chapel. The West Liberty University Singers and the WLU College Community Chorus will have performances this Sunday, December 3, 2017 at the Vance Memorial Presbyterian Church. Performances will be 3:00 p.m. and 7:00 p.m.

We will begin moving dirt on Monday for the soccer and track field. A construction meeting was held yesterday, with the award going to Cast & Baker, a local construction company. Mike Baker is also an alum of WLU, with an intentional much lower bid in order to secure to project.

The Board was previously made aware of West Liberty's ranking in the U.S. News and World Report. In a recent issue of the London Times, WLU is listed in the category "Earning Their Stripes, Stars of U.S. Rankings."

VIII. Finance Report

Ms. Linger asked that those interested in receiving a copy of the audited financial statements please let her know; they are available electronically or hard copy. The budget status numbers for FY18 are as of October 31, 2017. The revenue side is at about 50%, which is expected at this time of year, with the expense side and personal services, running 9 out of 26 pays, about 35% of budgeted; the recent pay raise has not yet been included. All other figures are normal for this time of year, with the exception of other expenses, which appear to be mostly from work done in the summer on Boyd and Rogers halls. Most of those expenses came in after July 1, pushing up that number.

IX. Reports

A. Provost (Crawford)

Dr. Crawford stated that we have received the names of the peer reviewers for the HLC visit on March 19 & 20, 2018. The document WLU submits is due in February, with the first criterion currently out for comments and others to follow. The MBA and Criminology follow-up reports have been submitted with no feedback to date. With no upside or cost savings with a combined visit, separate HCL visits will be held for the MS in Dental Hygiene and MA in Clinical Psychology. Those will occur in late January, 2018, with no specific dates or team information to date. The intent to plan for MS in Athletic Training has been approved, with the proposal still in production. Mr. DeFelice asked if Board members will be needed for the upcoming visits. Dr. Crawford stated that the teams will most likely appreciate meeting with Board members.

B. Enrollment Update (Cook)

Mr. Cook distributed information with regard to Winterfest, which will be held tomorrow and is sponsored by Housing, Student Life, and SGA. He also gave an update on the campus visitation programs and HEPC enrollment update figures. Although we've had the new CRM in place for a year, we will not see retention data until next year. Faculty engagement off campus has taken off the past two years with the John Marshall Invasion, where faculty members go to the high school and teach. We have been approached by Bridgeport (Ohio) High School to do a similar program. Mr. Cook will invite Board members to an open house to greet families if they are available.

C. Student Government (Croasmun)

None.

X. Information Gathering

None.

XI. Possible Executive Session

None.

XII. Actions Emanating from Executive Session

None.

XIII. Next Meeting Date – Wednesday, January 31, 2018

XIV. Adjournment

On motion made, seconded and unanimously carried, the meeting adjourned at 4:46 p.m.

Leslie DeFelice _____
Chair

James R. Stultz _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
January 24, 2018**

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

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

Others: Jim Haizlett

1. Chair DeFelice called the meeting to order at 8:00 a.m.
2. Mr. Cook reported on enrollment:
 - a. Current overall enrollment is up 2.5% over last spring (52 students).
 - b. Fall applications are running 3.5% ahead of last year at the same time, with accepted applications 4.5% ahead.
3. President Greiner reported on the following items:
 - a. The State has refinanced some existing bonds, with significant savings that will come to the HEPC. This presents the expectation that WLU will receive some capital funding to address major health and safety issues.
 - b. There are several pieces of legislation in the State house and senate currently that are of concern, including one that would give the State Nursing Board approval authority over faculty hiring.
4. Ms. Linger gave a budget status report, showing that revenue and expenses are trending approximately on-target.
5. President Greiner reported on the current status of planning updates:
 - a. The Deferred Maintenance Plan includes a lengthy list of needed work. The total cost for these projects is still being calculated. There was some discussion of the lack of state support for capital projects and possibilities for other funding sources.
 - b. The Technology Plan has been started, with the assistance of Omni Strategic Technologies, which is serving as our interim CIO.
 - c. The 2014-19 Master Plan is currently being updated to show progress to-date. This will be shared with the BOG at the full meeting.
6. President Greiner distributed a tuition-comparison document that includes WLU and other public schools in the state. This document will be used to inform our determination of tuition and fees for FY19.
7. Mr. Cook presented a request to extend the Metro Rate into Ashland, Athens, and Meigs Counties in Ohio. There was discussion of possibly extending the Metro rate to the entire State of Ohio in the future. Mr. Cook will be doing research on this possibility. This will be an action item on the BOG agenda.
8. President Greiner reported that he has a meeting with representatives of Panhandle Cleaning and Restoration later today regarding their renovation and management of the apartment building next to Dominoes. There are 48 beds in quad units in the building. The purpose of the meeting is to discuss a leasing and management arrangement similar to that in existence for University Place I and II.
9. Ms. Harto requested that BOG Policy 34 – Nepotism/Employment of Relatives, be rescinded. There is no legal requirement for the Board to have such a policy and it will be replaced by an administrative policy, to be developed soon. This will be an action item on the BOG agenda. Mr. Haizlett expressed

concerns about the process of creating and approving the new policy. His concerns are that there be sufficient opportunity for input from current employees.

10. Chair DeFelice reported on the resignation of John Gompers as BOG General Counsel. There was discussion of the possibility of hiring a regular replacement or using the State Attorney General's office or a private attorney as needed. Mr. Stultz expressed the opinion that the BOG should engage its own attorney, outside the attorneys currently serving as board members. No determination was made, but Mr. Stultz was asked to gather additional information.
11. Dr. Crawford asked that the MS Athletic Training proposal be added to the BOG agenda as an action item. This was approved by consensus.
12. The meeting was adjourned at 8:55 a.m.

Leslie DeFelice

Chair

James R. Stultz

Secretary

West Liberty University Board of Governors
January 31, 2018

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 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 Ashland, Athens, and Meigs 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.

**POLICY 34 – NEPOTISM – EMPLOYMENT OF RELATIVES
WEST LIBERTY UNIVERSITY**

Action Item

At the January 24, 2018 meeting of the Board of Governors Executive Committee, it was requested that BOG Policy 34 – Nepotism – Employment of Relatives, be rescinded. There is no legal requirement for the Board to have such a policy, and it will be replaced by an administrative policy, to be developed in the near future.

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approves rescinding BOG Policy 34 – Nepotism – Employment of Relatives.

West Liberty University Board of Governors
January 31, 2018

MS IN ATHLETIC TRAINING PROPOSAL

ACTION ITEM

The Board of Governors is asked to approve the creation of a new 30 credit-hour graduate degree program, the Master of Science in Athletic Training. The program will be housed in the College of Education and Human Performance. In accordance with West Liberty University policy and the Higher Education Policy Commission guidelines, the degree program was approved by the West Liberty University Curriculum Committee and the West Liberty University Faculty Senate.

***Proposed Resolution:* Resolved, that the West Liberty University Board of Governors approve the proposal to add the new degree program Master of Science in Athletic Training to be offered within the College of Education and Human Performance.**