

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
March 21, 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, Rhonda Tysk

1. Chair DeFelice called the meeting to order at 8:05 a.m.
2. Dr. Crawford reported that, from his perspective, the HLC visit that concluded yesterday went well. He also reported that the draft report of the site visit team that was here recently to review the MSCH and MA Clinical Psychology programs was received yesterday and that it is positive. The team will be recommending approval of those programs, however final approval is not expected for some time.
3. Mr. Cook reported on enrollment:
 - a. Overall applications and admissions are trending up.
 - b. Summer enrollment is currently up 15% over last year.
 - c. Fall applications are down by three over last year at this time, however the state-wide teachers strike undoubtedly had an impact on this.
4. President Greiner and Ms. Linger reported that a recent meeting with representatives from the HEPC and the contractor identified for the performance contract was very positive. There will be follow-up discussions and meetings regarding the scope of the project. WLU is the first state institution in WV to engage in a performance contract. It is expected that there will be cost savings from increased efficiencies that will result in annual budget improvements. There was discussion of possible methods for funding the project, including loans of a bond issue.
5. Dr. Crawford presented basic information on the program reviews that the full Board will be asked to approve. Mr. Ford has reviewed the reports and will be able to address this at the full Board meeting.
6. Dr. Crawford presented three new majors, all designed to prepare students for law school. The full Board will be asked to approve these at the April 4th meeting.
7. Ms. Linger presented information on the following:
 - a. A review of the University's current financial status relative to the FY 18 budget. Generally, all areas are on target. Contractual services are approximately 2% over where it should be due mostly to various extra work being done on dormitories last summer and emergency repairs due to winter weather.
 - b. The proposed budget for FY 19 was presented. There was discussion of each area of the budget, including where reductions may be found to provide salary increases for faculty and staff beyond the 1.5% funded by the state. Dr. Greiner indicated that his desire is to provide salary increases equal to 3% of the current payroll.
 1. Mr. Stultz asked about paying for BOG counsel. Money for this would come from the contractual services area of the budget.
 2. Mr. Stultz also asked about the method of determining how pay increases will be distributed, whether an across the board percentage, flat amount, or other. Ms. Harto responded that the current plan is to use the amount provided by the state for an across-the-board flat amount to all eligible employees, with an equal amount being used for merit and equity raises in accordance with University policy.
 - c. The tuition and fee proposal for FY was presented. There was some discussion of the need to remain competitive with other institutions in the region.

8. President Greiner commented on the Institutional Master Plan status report that was provided to the BOG at their last meeting and invited the Board to provide feedback or input. He indicated that the development of the next 5-year master plan will begin next year.
9. Ms. Linger reported on the status of the "Panhandle" apartment building. A lease agreement has been reached. Panhandle has further requested that the University agree to an option to purchase arrangement, which would provide the company with a tax advantage. The proposed agreement is now being reviewed by the Attorney General's office.
10. There was discussion of the need for general counsel for the BOG. While it is agreed that there is a need, it remains to be decided whether there should be an individual or firm on retainer, or if an attorney should be engaged only when needed. Further information on options will be gathered and discussed by the Board.
11. Lisa Allen, owner and CEO of Ziegenfelder Corporation, will be the May commencement speaker. An honorary degree is recommended.
12. A second pipeline request from Williams Energy has been received. Williams paid for a right-of-way in 2012 and installed a pipeline at that time. The original agreement included an option for a second line, which is now planned. Mr. DeFelice signed the new agreement.
13. Five and one-half acres, including five houses, are for sale across Route 88 from campus. The property has been appraised, and the asking price is \$733,000. This price would include demolition of the houses. There may be a cost-savings if the houses were left standing and the University demolished them later. There was discussion of methods of financing the purchase. A motion to move forward will be prepared for the full Board meeting.
14. BOG Policy 23 – BOG Policy on Policies was distributed and discussed by President Greiner. The current practice of receiving comments on proposed policy changes does not agree with the policy. The president suggests that the policy be revised to conform to current practice, which provides all comments on proposed policy changes to the Board through the President's office. Mr. Stultz commented that the HEPC Procedural Rules cited as authority has changed since the policy was last revised. This will be brought to the full Board for consideration.
15. Mr. DeFelice reported on the lunch meeting between the BOG members and the HLC site visit team. He indicated that the meeting went very well.
16. Mr. Stultz asked that a detailed explanation of the proposed salary increase be provided at the full Board meeting.
17. The meeting was adjourned at 9:25 a.m.

Leslie DeFelice

Chair

James R. Stultz

Secretary