

WLU Board of Governors

Regular Meeting

Wednesday, October 3, 2018 - 4:00 p.m.

Location: Shaw Hall Board Room

“...to provide our students with the opportunity for a high quality undergraduate, graduate and professional education.”

- 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 08/22/18*
 - B. Minutes of the Executive Committee 09/19/18*
- VI. Board Items**
 - A. Department of Criminal Justice & Criminology*

*Action Items
- VII. Reports**
 - A. Chair of the Board of Governors (Ford)
 - B. Provost (Crawford)
 - C. Enrollment Update (Cook)
 - D. Student Government (Rhodes)
- 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. Executive Session**
- XII. Actions Emanating from Executive Session**
- XIII. Next Meeting Date – Wednesday, November 28, 2018**
- XIV. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
August 22, 2018**

Attendance:

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

Unable to Attend:

Joe Carey

Administration/Faculty/Staff:

Scott Cook, Bruce Cottrill, Brian Crawford, Mary Ann Edwards, Steve Greiner, Diana Harto, Patricia Humphries, Jason Koepler, Roberta Linger, John McCullough, Joe Montemurro, Joseph Nassif, Fred Williams, Bill Wilmoth, Ron Witt

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

Chair Ford called the meeting to order at 4:10 p.m. and a quorum was established.

II. Introductions

None.

III. Swearing in New Board Members

Chair Ford issued the Oath of Office to Zachary Rhodes, Student Government President, and welcomed him to the Board.

IV. Public Comment

None.

V. Agenda Order

Chair Ford asked for a motion to change the agenda order, moving the bond issue, followed by the executive session, prior to approval of the minutes.

On motion by Jim Stultz and seconded by Cindy Fluharty, it was unanimously adopted by the West Liberty University Board of Governors to approve the change in agenda order as stated.

VI. Bond Issue*

Ms. Linger stated that there are several projects on campus, and a bond issue is the most efficient way to go about funding these projects. She introduced Fred Williams with Steptoe & Johnson, and Joseph Nassif with Piper Jaffray, to present the proposals. Following the explanation of the bond resolutions, Chair Ford stated that the Finance Committee recommends approval and ask for a motion.

On motion by Teresa Toriseva and seconded by Jim Stultz, it was unanimously adopted by the West Liberty University Board of Governors to approve the Bond Resolution, Reimbursement Resolution, and Transaction Summary documents. Rich Lucas abstained from the vote.

VII. Executive Session – Personnel Matter

Pursuant to WV Code section 6-9A-4, at 4:30 p.m. a motion to retire to executive session was made by Jim Stultz and seconded by Jim Haizlett; motion passed unanimously.

A motion to rise from executive session at 5:53 p.m. was made by Jim Haizlett and seconded by Cindy Fluharty; by unanimous approval, the Board rose from executive session.

VIII. Actions Emanating from Executive Session

There are no votes or actions emanating from the executive session.

IX. Approval of Minutes*

A. Minutes of the Full Board June 6, 2018*

On motion by Cindy Fluharty 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 June 6, 2018.

B. Minutes of the Executive Committee August 8, 2018*

On motion by Cindy Fluharty and seconded by Kris Williams, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of August 8, 2018.

X. Board Items

A. Pay Increase/Information (HEPC)*

Patricia Humphries, Vice Chancellor for Human Resources, and Bruce Cottrill, Director of Classification and Compensation, joined the meeting via conference phone at 6:00 p.m. Ms. Humphries gave background on the former Mercer scale system; there is no longer a Mercer scale system. Mr. Cottrill stated that the Mercer scale was removed from WV State Code by HB 2542. The current administration and compensation guidelines at West Liberty University are considered right on target and a model for other State colleges and universities. The midpoint of the new salary range are market rates for jobs in those pay grades. The goal is to move folks toward those mid points. This will not happen immediately; employees will be moved along with performance ratings and merit pay according to the salary administration guidelines.

President Greiner thanked Ms. Humphries and Mr. Cottrill for their update and compliments to WLU's compensation guidelines. The level of pay increase to be determined comes from the 1.5% from the Governor's office, and WLU's intent to increase the pool an additional 1.5% for a 3% total pool. The recommendation is to provide all staff with a \$600 base pay increase, regardless of current level, and the remaining pool for merit. This is the first year of the merit system for staff. On the merit rating system, those who met expectation or higher on evaluations, are eligible for an additional merit increase to the base pay. Faculty have their own policy for salary increases, which Dr. Crawford reviewed with the group.

On motion by Rich Lucas and seconded by Jack Adams, it was unanimously adopted by the West Liberty University Board of Governors to approve a salary increase based on a salary pool of 3%, effective October 2018.

B. Policy 23 – Policy on Policies*

At the previous meeting of the Board it was recommended that action be delayed on the policy until an acceptable format could be presented at the August meeting.

On motion by Jim Haizlett and seconded by Rich Lucas, it was unanimously adopted by the West Liberty University Board of Governors to approve Policy 23 – Policy on Policies, as amended.

XI. Reports

A. Chair of the Board of Governors (Ford)

None.

B. Provost (Crawford)

Dr. Crawford stated that the final report for the HLC tenure reaffirmation has been received, updating WLU until 2027/28. All components were met, with a follow-up report due in 2020 on the Strategic Planning. We will be able to remain on the Open Pathway as one of the top 30% of institutions in the country on the Pathway. Sara Sweeney hit 300 graduate students this morning enrolled for the fall semester. The MS in Dental Hygiene and MA in Clinical Psychology have eight and two students already enrolled, and the programs don't start until

next fall. The proposed MS in Athletic Training's accrediting body said we need to make changes before being submitted. The proposed changes have been made and will be submitted to the Interim Chancellor on Monday.

C. Enrollment Update (Cook)

Mr. Cook stated that at this point the numbers are changing daily. We are running 1-2% ahead in enrollment headcount, 1.7% as of today, with enrollment up four consecutive semesters. The current headcount is 2,345. We should be near 2,500 students for a total headcount. With more students requesting to live on campus, housing is 4-5% ahead of this time last year. We are at 80/85% capacity at this point, with all of the single room options full.

D. WLU Foundation Report (Hill)

Ms. Hill distributed Development Report for FY 2018-4th quarter, the Foundation Development Plan for FY 2019, and the Foundation Strategic Direction and Goals for July 2018-June 2021. After reviewing each she thanked the group and asked if there were any questions.

E. SGA Update (Rhodes)

Mr. Rhodes noted that he has been involved in SGA every year since he's been at WLU; a senator, treasurer, and president. The hope is to bring more events to campus, such as SGA day with inflatables on the quad, one of the most attended events. This and other plans are in the works. A negative is that SGA has lost its connection to students; students don't feel they have an avenue to come to SGA with ideas and concerns. They are looking to reach out to students, since not all students can come to a meeting, and find out what they need so they don't feel they have to come to us. They are also promoting teaming up with all clubs and organizations. Bigger events can be held when they work together. Although the bus trips to New York City have been successful, only a small percentage of students get to attend. Smaller, local events will be planned to involve more students. It is also the hope to do a planned community service event this fall, which hasn't been done in a while. Planning for homecoming has started with a theme, vendors, and a DJ lined-up

XII. President's Report

Dr. Greiner noted that members have the President's Report in front of them to read. As an update on summer projects:

- The turf for the soccer field should have been delivered today. Once they start laying the turf it should take 9 days.
- In partnership with the Ohio County Sheriff's office, there is a substation on campus and they are already moved in.
- Two large classrooms in the basement of Main Hall were updated.
- The Gary E. West College of Business has sponsored the new Incubator Center located on the first floor of Main Hall.
- The first floor of Shotwell Hall has been renovated and International Programs offices have moved into their new home.
- Krise Hall has a new ceramics studio that's 10 to 15 times larger than their previous location.
- A second fitness center will be put in the basement of Krise Hall
- The Fine Arts building has a new dance studio and other room renovations.

Freshmen move in on Friday, with upper classmen moving in on Saturday and Sunday; classes begin on Monday.

Dr. Greiner will be at the HEPC meeting Friday, and WLU's bond issue is on the agenda. The conference call with the Executive Committee and Roberta Linger went well.

Every building on campus is now activated. As Scott Cook stated, the demand for single rooms is tremendous. R&D Holdings, who built University I and II, has bought the homes across the street and will share their design with WLU when it's ready. They continue to want to work with the University.

XIII. Finance Report

Ms. Linger stated that the end of July expenses looks to be as expected and off to a good start, but it's still early in the year. This afternoon we issued \$1.4 million in student refunds, which enabled us to draw down our Federal funds in the area of \$6 million. This is significant and all went smoothly.

XIV. Information Gathering

None.

XV. Next Meeting Date – Wednesday, October 3, 2018

XVI. Adjournment

On motion by Teresa Toriseva and seconded by Jim Haizlett, it was unanimously adopted by the West Liberty University Board of Governors to adjourn the meeting at 6:45 p.m.

Patrick B. Ford _____
Chair

Kristina Williams _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
August 8, 2018**

Executive Committee Members Present: Patrick Ford, Jim Stultz, Kris Williams

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

Others: Rhonda Tysk, Fred Williams (Steptoe & Johnson), Joseph Nassif (Piper Jaffray), Thomas Buck and Mark Kepple (Bailey & Wyant, PLLC), Teresa Toreseva

1. Chair Ford called the meeting to order at 8:00 a.m.
2. Pursuant to WV Code §6-9A-4, at 8:02 a.m., a motion to retire to executive session was made by Jim Stultz to discuss current litigation and a personnel matter. The motion was seconded by Kris Williams. Motion passed.

Following discussion in executive session, a motion to rise from executive session at 9:20 a.m. was made by Jim Stultz and seconded by Kris Williams; by majority approval, the Board rose from executive session.

3. A motion was made by Jim Stultz and seconded by Kris Williams to take action regarding litigation. Motion passed.
4. A motion was made by Jim Stultz and seconded by Kris Williams to direct the President to retain counsel to investigate a personnel matter. Motion passed.
5. Ms. Linger introduced Mr. Williams and Mr. Nassif, who were in attendance to explain options regarding a possible bond issue to finance several projects, including needed work on Campbell and Arnett Halls.
 - a. Mr. Williams provided information regarding the University's current bonds and options for the proposed new bond issue. He also provided information on preparatory steps that have already been taken for this new issue. The next step would be for the BOG to adopt a resolution. He recommended a parameters resolution for the issue of the bonds, along with a reimbursement resolution, which could both be presented to the BOG at their August 22nd meeting. He explained each in some detail.
 - b. If approved by the BOG, the issue would be presented for approval to the HEPC at their August 24th meeting and then to the Governor's office. The bond issue could be completed in September.
 - c. There were several questions, which Mr. Williams and Mr. Nassif answered. More detailed information will be available at the Finance Committee meeting and for the full BOG at their August 22nd meetings.
6. President Greiner reported on several items.
 - a. The TTL project is on track and the soccer field turf will be installed soon.
 - b. Revenue projects are sufficient to recommend the previously discussed pay raise for staff and faculty.
 - c. The purchase of houses and property North of campus is continuing. The cost of this purchase was reduced when the survey revealed that there was less property than originally thought.
 - d. Two other houses are up for sale in West Liberty and have been offered to the University. The President is not recommending their purchase at this time.
 - e. The Blue-Ribbon Commission established by the Governor has begun meeting. President Gee was on campus to visit last week.
 - f. The Interim Chancellor of the HEPC will be on campus tomorrow.

- g. The President pointed out that the NCHEMS report presented to the HEPC indicated that WLU is one of the three regional institutions in the state regarded as being at low-risk.
- h. Changes have been made to BOG Policy 23, per previous input from the board.

7. The meeting was adjourned at 10:10 a.m.

Patrick Ford _____
Chair

Kristina Williams _____
Secretary

CREATION OF DEPARTMENT OF CRIMINAL JUSTICE AND CRIMINOLOGY

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 creation of the Department of Criminal Justice and Criminology.

Proposed Resolution, *Resolved*, that the West Liberty University Board of Governors approves the creation of the Department of Criminal Justice and Criminology, effective January 1, 2019.