

**West Liberty University  
Board of Governors**

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**Minutes  
April 1, 2020**

Attendance:

Jack Adams, Kelly Baker, Richard Carter, Cindy Fluharty, Robert Gall, Rich Lucas, Kris Williams, Isabella Yakicic

Unable to Attend:

Joe Carey, William Mercer

Administration/Faculty/Staff:

Scott Cook, Brian Crawford, Mary Ann Edwards, Steve Greiner, Matthew Harder, Diana Harto, Stephanie Hooper, Jason Koegler, Roberta Linger, Ron Witt, Susan Ridley, Cathy Monteroso, Nicole Ennis, Maureen Zambito, Brian Fencil, Joe Rodella

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

Chair Lucas called the meeting to order at 4:00 p.m. and a quorum was established.

**II. Introduction**

None.

**III. Public Comment**

None.

**IV. Approval of Minutes**

**A. Minutes of the Full Board February 5, 2020\***

**On motion by Kris Williams 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 February 5, 2020.**

**B. Minutes of the Executive Committee March 18, 2020\***

**On motion by Jack Adams 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 March 18, 2020.**

**V. Agenda Order**

No changes to the agenda order.

**VI. Board Items for Approval**

**A. Program Reviews\***

Dr. Crawford stated that the annual request for program review are for Biology, Dental Hygiene, English, Nursing, and Speech Pathology and Audiology. This is a 5-year approval cycle required by the WV HEPC. Chair Lucas reviewed the summaries, which were not included in the board packet but are available for review.

**On motion by Rich Lucas and seconded by Kris Williams, it was unanimously adopted by the West Liberty University Board of Governors to approve the five-year program reviews as stated.**

**B. Master in Art Therapy and Counseling Proposal\***

Dr. Crawford stated that the Master in Art Therapy and Counseling would be a new master's program, which has already been approved by the Graduate Council and Faculty Senate. Dr. Susan Ridley gave a summary of the program outlined in the proposal. A brief discussion followed with regard to, among other items, the need for the program at this time. It was noted by Dr. Crawford that it will be one year or more before we have all approvals for the program.

**On motion by Rich Lucas and seconded by Kris Williams, it was unanimously adopted by the West Liberty University Board of Governors to approve the proposal to add the new degree program Master in Art Therapy and Counseling.**

**C. MAEd Leadership Track\***

Dr. Nicole Ennis gave an overview of the additional track in the MAEd Program, which would provide a Master's Degree in Leadership and Educational Administration. No additional faculty would be needed for the track.

**On motion by Kris Williams and seconded by Jack Adams, it was unanimously adopted by the West Liberty University Board of Governors to approve the proposal to add the MAEd Leadership Track.**

**D. Change Name of the Department of Journalism, Communication Studies and Visual Arts\***

Dr. Crawford stated that the request is to change the name of the Department of Journalism, Communication Studies and Visual Arts to the Department of Media and Visual Arts. Dr. Harder noted that this rebranding will connect with future standards in a much more sensible way.

**On motion by Kelly Baker and seconded by Robert Gall, it was unanimously adopted by the West Liberty University Board of Governors to approve the department name change as stated.**

**E. Split the Department of Natural Sciences and Mathematics\***

Dr. Crawford noted that the Department of Natural Sciences and Mathematics is the largest department on campus, with co-chairs because the work load was so great. Faculty have all agreed to split the department into the Department of Biological Sciences and the Department of Physical Sciences and Mathematics. Each department would have their own chair with no additional administrative cost.

**On motion by Kris Williams and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve the departmental split as stated.**

**F. Honorary Degree\***

This item is tabled.

**G. Notice of Intent for Board of Governors Policies\***

Ms. Hooper, per Board of Governors Policy 23 – Policy on Policies, gave notice of intent to draft and make available to the campus community three new policies. The first policy will deal with the modification of duties for full-time faculty. The second policy will deal with minors in the workplace and guidelines for the appropriate supervision of children on campus. The final policy is for IT resources and governance, giving the president or their designee authorization to draft university policies to help implement safeguards to protect our IT resources. These new policies will be drafted and brought to the Board in the upcoming months for 30-day comment.

**On motion by Jack Adams and seconded by Kris Williams, it was unanimously adopted by the West Liberty University Board of Governors to approve the Notice of Intent of the stated policies.**

**H. FY 2021 Budget/Tuition & Fees\***

Ms. Linger presented the proposed budget for FY21, noting that it will probably be changing due to the current situation. Of the \$46 million total revenue budget, the state appropriation is \$9.1 million. The expense budget total is \$45 million, including cuts in personal services and fringe benefits, and possible utility savings with upcoming projects. A brief discussion followed, noting that although adjustments to the budget may be made after today, the state has not delayed the implementation to have something in place by May 1<sup>st</sup>.

**On motion by Jack Adams and seconded by Richard Cater, it was unanimously adopted by the West Liberty University Board of Governors to approve the Fiscal Year 2021 Budget/Tuition and fees as presented.**

## **VII. Reports**

### **Provost (Crawford)**

Dr. Crawford that the move to online classes has gone remarkably well and commended everyone for their extraordinary efforts. He has received almost no communication from students concerned about their courses. An email to all faculty acknowledged the Office of eLearning, Dr. Larance, Lucy Kefauver, and IT Services for all of their support and the Business Office to help get things that we needed quickly. He gave an overview of the Zoom platform and sessions held, noting there are ongoing challenges, but that we will get through the semester successfully. It was also noted that Instructor in Mathematics Jenna Cook was recently awarded teacher of the year.

### **Enrollment (Cook)**

Mr. Cook noted that essential staff are on campus, but most of the Enrollment Center are working remote and it's been business as usual. He thanked Joe Rodella and the IT staff for making this possible. Applications are still running ahead at this time, but this will probably be the last time we'll see any numbers since schools are not in session. Registration for the fall semester starts Monday and continues for three weeks for currently enrolled students. We will be able to compare numbers at the end of those three weeks to see what enrollment looks like for the fall. Some barriers have been removed to make it easier and encourage students to register. New and transfer student registration will be done remotely and online. At this time, some scholarship requirements have been removed, along with academic suspensions.

### **Staff (Baker)**

Ms. Baker stated that there was nothing to report since we are unable to hold elections and meetings. It is hoped we will be able to get together in May and continue these processes.

### **Faculty (Gall)**

Dr. Gall stated that the February meeting of Faculty Senate drafted a resolution calling on administrators at all levels to adhere to established policies as written, noting a situation in the Gary E. West College of Business. At yesterday's Faculty Senate meeting there a variety of workload policy recommendations out for 30-day comment. The faculty forum had a good deal of discussion relating to WLU's switch to online teaching. There were a variety of concerns but also understanding about the need for the switch.

### **SGA (Yakicic)**

Ms. Yakicic discussed spring events that have been cancelled. SGA elections will be done electronically with only one pair currently running for president/vice president.

Several seniors have reached out with regard to graduation. They would like to postpone the event and feel strong about walking across the stage.

## **VIII. President's Report**

Dr. Greiner stated that Jes Reger was awarded a 2020 Emerging Artist Fellowship from the Tamarack Foundation for the Arts. It was also noted that Peter Sontag, a member of the WLU Wall of Honor, gave a presentation on campus to students in the College of Business.

Men's basketball player Dalton Bolon was named First Team All-American Basketball and First Team All-American Academic; very few in the country are first in both. The NCAA and MEC have officially cancelled all spring sports, however graduating seniors in those sports will be eligible to return if they wish and not lose a year of eligibility. A good way for these students to return is to enroll in a master's program.

WLU may receive some funding through the CARE Act, but we are not sure how much. Stipulations of the CARE Act state the funding is to be used for students, providing grants to students who have already paid their full semester of room and board and it must be spent by the end of this semester. We will be analyzing each student individually to assure that students in residence halls receive the appropriate grant.

A live commencement will be postponed and initially replaced with a virtual graduation. These students will be invited to participate in the December commencement. Topper Station will provide the virtual graduation ceremony with as much of the original ceremony as possible.

We will likely extend the online classes to summer school. Faculty have stepped up in a big way to deliver the entire curriculum online with one week of instruction. It will be recommended to Dr. Crawford to show some leniency in student evaluations this semester.

**IX. Finance Report**

Ms. Linger gave an update on the finance report and reviewed various rate increases. Revenue and expenses are trending as expected, but due to the COVID-19 crisis, more stringent procedures for expenditures will be put into place.

**X. Information Gathering**

None.

**XI. Executive Session – Executive Session under 6-9A-4(b)(2)(A) and (b)(12)**

**Pursuant to WV Code § 6-9A-4, at 5:10 p.m., a motion to retire to executive session was made by Rich Lucas and seconded by Jack Adams; motion passed unanimously.**

**A motion to rise from Executive Session at 5:45 p.m. was made by Kris Williams and seconded by Jack Adams; motion passed unanimously.**

**XII. Actions Emanating from Executive Session**

None.

**XIII. Next Meeting Date – Wednesday, June 3, 2020.**

**XIV. Adjournment**

**The meeting adjourned at 5:50 p.m.**

Richard Lucas \_\_\_\_\_  
Chair

Jack Adams \_\_\_\_\_  
Secretary