

**West Liberty University  
Board of Governors**

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**Minutes  
June 3, 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, Linda Cowan, Brian Crawford, Mary Ann Edwards, Steve Greiner, Matthew Harder, Diana Harto, Jason Koegler, Ryan Koenig, Roberta Linger, Cathy Monteroso, Sara Sweeney, Ron Witt

**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. Introductions**

None.

**III. Public Comment**

None.

**IV. Approval of Minutes**

**A. Minutes of the Full Board April 1, 2020\***

**On motion by Robert Gall 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 April 1, 2020.**

**B. Minutes of the Executive Committee May 20, 2020\***

**On motion by Kris Williams and seconded by Kelly Baker, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of May 20, 2020.**

**V. Agenda Order**

No changes were made to the order of the agenda.

**VI. Board Items**

**A. Election of Officers\***

It was the recommendation of the Executive Committee for the continuation of the current officers, those being Rich Lucas, Chair, Kris Williams, Vice Chair, and Jack Adams, Secretary.

**On motion by Richard Carter and seconded by Isabella Yakicic, it was unanimously adopted by the West Liberty University Board of Governors to approve the slate of officers as stated.**

**B. Schedule of Meetings July 2020 – June 2021\***

**On motion by Jack Adams and seconded by Robert Gall, it was unanimously adopted by the West Liberty University Board of Governors to approve the meeting schedule for July 2020 through June 2021.**

**C. Annual Graduate Degree Report\***

Ms. Sweeney noted that there were no major changes from last year. Two items of note for the fall semester were the first classes for the Master of Science in Dental Hygiene and the Master of Arts in Clinical Psychology.

**D. MS Exercise Physiology\***

Dr. Crawford stated that the proposal for the MS in Exercise Physiology has been approved on campus by the Graduate Studies Council and Faculty Senate, and is now brought to the Board for consideration. Dr. Monteroso and Dr. Koenig presented information on the program, noting that the current facility will accommodate the program, as well as current faculty. As the program grows it will be evaluated as to whether there will be a need for additional faculty. Overall the program is well positioned to get started.

**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 proposal for the new degree program Master of Science in Exercise Physiology.**

**E. BS Exercise Physiology Pre-AT Major\***

Dr. Crawford stated that this is a new major inside the existing Pre-Athletic Training Program and replaces the BS Athletic Training program, which is being discontinued. The major has been approved by the Curriculum Committee and is now brought to the Board for consideration.

**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 proposal to add the new Pre-Athletic Training major to the BS in Exercise Physiology Program.**

**F. Dental Hygiene Fee\***

Ms. Linger stated that at the last Board meeting the tuition and fee schedule for FY 21 was approved. Since that time the Dental Hygiene area approached the University and asked to add a \$160/fee to DH 286. The fee is for the purchase of a cavitron, which the students can take with them when they go out to practice.

**On motion by Richard Carter and seconded by Kelly Baker, it was unanimously adopted by the West Liberty University Board of Governors to approve the Dental Hygiene fee as stated.**

**VII. Reports**

**A. Provost (Crawford)**

Dr. Crawford updated on new programs, noting the MS in Athletic Training has received all approvals necessary but will have a delayed start until the fall of 2022, due to the specialized accreditation requirement, with changing requirements that have been in flux for quite some time. The BS in the program will have its last graduates in the spring of 2022 and they will be able to immediately apply for candidacy for the MS program. The Pre-AT major approved today will prepare students to make this transition. The MS in Speech Language Pathology was approved at the HEPC and submitted to the HLC. We are waiting to see if a site visit is required and hoping to submit in August, depending on the HLC.

The MS in Art Therapy and Counseling is on the HEPC's June agenda for approval and will go from there to the HLC. The MS in Exercise Physiology approved today will go to the HEPC and probably be on their September agenda for approval.

In 2018 the HLC required an interim report by May 2020 on Strategic Planning, which was submitted and accepted with no further information or follow-up required. We should not hear from them again until May 2022.

A brief discussion followed with regard to the fall class schedule. Dr. Crawford will be preparing a letter to go out to all faculty, including all information available at this time.

**B. Enrollment (Cook)**

Mr. Cook distributed a handout with regard to enrollment. Applications for the fall are up for first-time freshman but down in transfers. There were a significant number of transfers last fall with the Wheeling University situation. The largest decline in enrollment is in Liberal Arts – down 30%, Arts & Communication down 7%, and Sciences down less than 1%; Business and Education are both up for the fall semester. Overall headcount enrollment is up for the fall at this

time, as well as graduate studies. At this time housing is behind from last year, which was anticipated. We are also anticipating a decline in international students since some will not be allowed to leave the country.

**C. Staff (Baker)**

Ms. Baker stated that a staff council meeting was held today and they voted on the following statement to be presented to the Board:

“We have had requests from several staff members of the possibility of receiving more detailed information and clarification to the employees regarding the financial situation and overall state of the on-going pandemic situation.”

**D. Faculty (Gall)**

Dr. Gall stated that new Faculty Senate representatives were elected in the spring and the entire slate can be viewed on their web site. Jon Cerra is the new chair; a position he has held in the past. Faculty are concerned about the fall return to campus and feel they are not getting enough information about what’s happening, decisions being made, and are anxious about not being part of the consultation for the semester. They would like to have more input on what decisions are going to be made regarding the fall start. It’s understood that it’s fluid and decisions can’t be made yet, but there is a good deal of anxiety and hope that people will take that into account as we move forward. It was noted that information Dr. Crawford stated he would be sending out this week or the first of next should be helpful.

**E. SGE (Yakicic)**

Ms. Yakicic stated that they are trying to figure out options for the next semester and what guidelines and restrictions may be in place in the fall. A brief discussion followed on spring graduates returning for a live commencement ceremony. Mr. Cook will survey graduates on a date that would work best for them.

**VIII. President’s Report**

Dr. Greiner noted that May was the first virtual commencement in the history of West Liberty and although not like the real thing, turned out well with a lot of positive comments. The PA Program commencement will also be virtual.

Construction continues on the 4<sup>th</sup> floor of Campbell Hall with the labs for Behavioral Health and Speech Pathology expected to be completed around September 1<sup>st</sup>. The lighting projects are ongoing in the Library and Main Hall, replacing interior and exterior lights; these are the first two buildings in the process. The major water leaks we’ve had on campus have been repaired and we will likely see major savings in our water bill.

We have a Critical Incidence Response Team (CIRT), made up of Mr. Cook, faculty, staff, maintenance, and other representatives from the entire campus. They meet regularly to identify safety measures and precautions for a return to campus. The Executive Committee does have a pandemic event plan which we will be following with our first students coming back to campus, those being the PA students beginning June 29<sup>th</sup>. There will be social distancing in classes and labs, with Dr. Childers working to make sure all plans are in place. CIRT has identified each room on campus, its capacity, and are looking at 50% capacity for each room. In discussions with IT Director Joe Rodella, we are looking at a zoom license for the entire campus. As an example for classes held, a class of 30 students could have half in class one day while the other half is on zoom, and switch for the second day. Professors can still choose to prerecord classes if necessary, which was done in the spring semester.

Maintenance has been putting in sneeze guards where necessary and floor markings for social distancing. We are in the process of ordering masks and disinfectant and hope to be able to provide a cloth mask for every student, staff, and faculty member. We have received 1,000 donated masks and two boxes of disinfectant from our friends in China. We are also talking about the possibility of starting the semester early and ending by Thanksgiving, which other schools will most likely be doing. A brief discussion followed on the financial impact of other schedule scenarios.

**IX. Finance Report (Linger)**

Ms. Linger noted that the report is as of May 31, 2020. A refund of room and board to students for the second half of the semester totaled \$1,001,049. We were able to recover those credits with Part 2 of the CARES money received, using about \$26,653 of WLU's budget to cover these funds. All other areas are running on or near budget and should end up with a positive balance at the end of the year, unless something unexpected comes up before that time. The budget will be tight and we need to continue to be conservative and monitor the cash position. A brief discussion followed on the cash position.

**X. Information Gathering**

None.

**XI. Next Meeting Date – Wednesday, August 19, 2020.**

**XII. Adjournment**

**On motion by Richard Carter and seconded by Robert Gall, the meeting adjourned at 4:49 p.m.**

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

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