

**West Liberty University
Board of Governors**

**Minutes
August 19, 2020**

Attendance:

Jack Adams, Kelly Baker, Michael Baker, Richard Carter, Jamie Evick, Robert Gall, Rich Lucas, Kris Williams, Isabella Yakicic

Unable to Attend:

Joe Carey

Administration/Faculty/Staff:

Scott Cook, Brian Crawford, Mary Ann Edwards, Steve Greiner, Diana Harto, Angie Hill, Jason Koezler, Roberta Linger, Joe Rodella, Chris Wade

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

A. CMTA Presentation

Chris Wade joined by conference phone and updated on the campus LED lighting and water projects. Dr. Greiner followed up with the new board members as to how the projects came about and the final outcome of the projects.

III. Swearing in New Board Members

Chair Lucas issued the oath of office to new board members Jamie Evick and Michael Baker, welcoming them to the Board.

IV. Public Comment

None.

V. Agenda Order

No changes were made to the agenda order.

VI. Approval of Minutes

A. Minutes of the Full Board June 3, 2020*

On motion by Robert Gall 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 June 3, 2020.

B. Minutes of the Executive Committee August 5, 2020*

On motion by Robert Gall 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 5, 2020.

VII. Board Items

A. Approval of Proposed Policy No. 59: Modified Duties for Certain Full-Time Faculty*

Dr. Crawford noted that this policy came about through a request from faculty and faculty senate. Ms. Stephanie Hooper wrote the policy, formalizing the process if a faculty member needs to take time off for a specific reason, other than academic sabbatical.

On motion by Rich Lucas and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve Policy 59, Modified Duties for Certain Full-Time Faculty.

VIII. Reports

A. Provost (Crawford)

Dr. Crawford stated that the BA in Music intent to plan has been submitted to the HEPC for approval and hope to have the full proposal ready by the end of the calendar year. The MS in Speech Language Pathology and the Art Therapy and Counseling are both with the HLC; it could be six months or longer for approval and we are not sure if there will be a site visit, whether in person or virtual. The MS in Exercise Physiology has been approved by the HEPC and will be submitted in the near future to the HLC.

One of several initiatives implemented this summer is the smart catalog, with Jeremy Larence taking the lead, along with Sara Sweeney and Maureen Golick. This will provide an online catalog for students, which will be a major improvement over a PDF file. This will eliminate the manual curriculum change processes and ensure greater accuracy of the catalog. This project is near completion.

Digital Measures by Watermark, allow faculty to more easily maintain records of current qualifications and professional activities and will feed directly into the web site. This will assist with recruiting with updated web pages for faculty, and simplify and eventually improve the process of annual faculty evaluations.

The first week of classes are currently online or remote. Approximately 10% of faculty requested to teach remote only, with all doing some type of hybrid during the semester. The primary tool is Zoom and we are waiting for more equipment to be delivered. Topper Station is another major upgrade, with Jason Koegler giving a presentation on its many features.

B. Enrollment (Cook)

Mr. Cook distributed information and gave an update on enrollment, which had been trending positive all summer at 1-2% ahead. With the announcement from the MEC cancelling fall sports a number of athletes cancelled their classes. COVID testing, which was mandated by the governor for all students and employees, was coordinated by the Ohio County Health Department. We are currently identifying those who were not tested and a make-up date will be held down the road. With results received to date there are three positive cases. A discussion followed on daily cleaning and disinfecting on campus.

C. Staff (Baker)

No report.

D. Faculty (Gall)

Dr. Gall brought forward two items from faculty. Many are disappointed, frustrated and angry about planning for the fall. A variety of decisions were made and faculty felt the administration's response was puzzling and not clearly communicated to faculty. The bigger issue was going to remote teaching or hybrid. The impression was given early on that anyone who wanted to go remote or online would be able to do so, and a process would be forthcoming. The process didn't get announced until mid-July and was considered an ADA process.

Chair Lucas noted that Faculty Senate Executive Committee met yesterday and sent a letter to the Board of Governors expressing faculty concerns about the presidential search. What the letter comes down to is a recommendation from the Faculty Senate that WLU should acknowledge, due to unprecedented circumstances, that a new search should be undertaken as soon as possible. Chair Lucas distributed a copy of the letter to the Board.

E. SGA (Yakicic)

Ms. Yakicic noted that SGA is waiting to find out what will be happening on campus with events and whether in seat classes will resume. Officers for SGA remain the same, those being Grace Dodson, Vice President, Maxwell Fiedorczyk, Treasurer, Trey Jack, Director of Programming, and Taylor Newkirk, Secretary.

F. WLU Foundation (Hill)

Ms. Hill distributed the Foundation Development report for the end of the fiscal year, which closed out June 30, 2020. Staff changes noted were Alexis Montes, Assistant Director of Alumni Giving, Nick Musgrave, Assistant Director of Development, and Ginni Findley, Finance

Administrator. The Foundation office is located on Market Street in downtown Wheeling, with offices also in the Alumni suite in Shaw Hall. Ms. Hill then reviewed the report with the Board.

IX. President's Report

Dr. Greiner noted from his report that two members of the theater faculty spent the summer making 300 masks for employees, Dr. Zac Loughman discovered another blue crayfish species in Ohio, making national news, and several students from the Gary E. West College of Business came back with top placements awards, including national champion awards, from the Future Business Leaders of America-Phi Beta Lambda national competition.

The clinics on the 4th floor of Campbell Hall are still under construction, with a mid-September target for completion. The apartment complex across the street is still under construction and is supposed to be completed in October, hence the students living in Oglebay. A new parking lot is going in on Route 88 across from UP 1 and 2 for students living in houses along the street. The weight room is being completely gutted and renovated, using 100% external funds, which Mike Baker and Rich Lucas were a part of the team to secure those funds. Panhandle Cleaning donated approximately \$150,000 work of renovation work on that project. It should be completed this fall and enable all teams to work out in the weight room.

Dr. Greiner stated that it's been an interesting summer, and it's really hard to fathom when you're not here and see how things change literally daily. Decisions are made one day and the next day it gets changed on us, which happened many times and continues to happen, but we adjust as necessary.

X. Finance Report (Linger)

Ms. Linger reviewed the FY20 operating budget status. \$1.1 million in refunds were issued for room and board since students did not come back from spring break. \$2.2 million was received in federal CARES money; \$1.1 million was used for grants for students and \$1.1 to reimburse WLU for room and board refunds. The bottom line would not have been what it is if not for the CARES Act. The financial statement audit is getting under way, being done completely remote this year. The preliminary draft is due by September 15 and the final document October 15, 2020. A brief discussion followed regarding COVID funds and a possible raise for employees, depending on spring enrollment figures.

Dr. Gall noted that he's heard from faculty around campus that Joe Rodella did an excellent job bringing all up to speed with zoom and various other technical upgrades, all very much appreciated from the faculty.

Ms. Baker asked if in addition to the talk of possible raises, will those employees who were cut from 12 to 11 months be returned to 12 months? Dr. Greiner stated it may be taken into consideration, but we are not adding any positions at this point.

XI. Next Meeting Date – Wednesday, August 26, 2020.

XII. Adjournment

On motion by Robert Gall and seconded by Jamie Evick, the meeting adjourned at 5:16 p.m.

Richard Lucas _____
Chair

Jack Adams _____
Secretary