

# **WLU Board of Governors**

Regular Meeting

**Wednesday, February 3, 2021 – 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 December 9, 2020\* (pg. 3-5)
  - B. Minutes of the Executive Committee January 20, 2021\* (pg. 6)
- VI. Board Items for Approval\***

None.

\*Action Items
- VII. Reports**
  - A. Provost (Crawford)
  - B. Enrollment Update (Cook)
  - C. Staff (Baker)
  - D. Faculty (Cowan)
  - E. Student Government (Yakicic)
- 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. Next Meeting Date – Wednesday, March 31, 2021**
- XII. Adjournment**

**West Liberty University  
Board of Governors**

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**Minutes  
December 9, 2020**

Attendance:

Jack Adams, Michael Baker, Richard Carter, Linda Cowan, Jamie Evick, Rich Lucas, Isabella Yakicic

Unable to Attend:

Kelly Baker, Joe Carey, Kris Williams

Administration/Faculty/Staff:

Scott Cook, Brian Crawford, Mary Ann Edwards, Mitchell Greco, Nancy Gunza, Matthew Harder, Stephanie Hooper, Roberta Linger

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

Chair Lucas called the meeting to order at 4:02 p.m. and a quorum was established.

**II. Introductions**

**A. Nancy Gunza, FY20 Audit Report**

Ms. Gunza with CLA (CliftonLarsonAllen) reported on the FY20 audit, with an unmodified opinion. They praised Ms. Linger and the Business Office for their timely submissions and ease of working relationship. There were no weaknesses to report.

**III. Public Comment**

None.

**IV. Agenda Order**

No changes to the agenda order.

**V. Approval of Minutes\***

**A. Minutes of the Full Board October 14, 2020, November 17, 2020\***

**On motion by Linda Cowan 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 October 14, 2020 and November 17, 2020.**

**B. Minutes of the Executive Committee December 2, 2020\***

**On motion by Michael Baker and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of December 2, 2020.**

**VI. Board Items for Approval\***

**A. Audit\***

The West Liberty University Board of Governors is asked to approve the FY 2020 audit report as presented by Ms. Gunza with CLA (CliftonLarsonAllen). The Finance Committee has met with the auditors and approves the audit findings.

**On motion by Jack Adams and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve the submission of the FY 2020 audit report.**

**B. Policy 32 – Discrimination, Harassment, Sexual Harassment, Sexual Misconduct, Domestic Misconduct, Stalking, Retaliation, and Relationships**

Ms. Hooper stated that the Board will be approving the final policy after no comments were received during the 30-day period. The Executive Committee recommended that the Board adopt the revisions to the policy. A brief discussion followed regarding implementation and punishment relating to the policy.

**On motion by Jack Adams and seconded by Rich Lucas, it was unanimously adopted by the West Liberty University Board of Governors to approve the revisions to Policy 32 – Discrimination, Harassment, Sexual Harassment, Sexual Misconduct, Domestic Misconduct, Stalking, Retaliation, and Relationships.**

**C. Bachelor of Arts in Music\***

Dr. Crawford stated that the Bachelor of Arts in Music proposal has already been approved by the Curriculum Committee and Faculty Senate. It was proposed by the faculty of music in order to provide an option for students in the BA or BS program, and to allow more flexibility and attract and retain more students. No additional faculty or resources would be required at this time.

**On motion by Isabella Yakicic and seconded by Linda Cowan, it was unanimously adopted by the West Liberty University Board of Governors to approve the proposal to add the new degree program Bachelor of Arts in Music.**

**D. CMTA Project – Phase II\***

Ms. Linger presented information on phase II of the CMTA project. WLU continues to work with CMTA on infrastructure on campus with the lighting project. Moving forward we would need to borrow \$2.1 to \$2.7 million, with a request for \$1 million interest free from the HEPC, which we had done with the lighting portion.

The HEPC agreed that we could again make the \$1 million request and are bringing to the Board for approval that piece of the funding. A discussion followed with regard to the remainder of the funding.

**On motion by Richard Carter and seconded by Jack Adams, it was unanimously adopted by the West Liberty University Board of Governors to approve the proposal to move forward with a portion of Phase II of the project, with a \$1 million funding request to the HEPC as presented.**

**VII. Reports**

**A. Provost (Crawford)**

Dr. Crawford gave updates on various programs, including the MS in Speech Language and MA Art Therapy and whether there will be an in-person or virtual site visit. The MA Exercise Physiology has been forward to a review panel; the BA in Music approved today will go to the HEPC; the BA in Organizational Leadership and Administration (BLA) program will be closed. With the closing of this program some adjuncts and two full-time faculty members, including the Program Director will be eliminated, but the two full-time positions are both anticipating retirement. A new track in the MA in Education and Educational Leadership has been approved, which leads to certifications for principals and superintendents. There is a new collaboration between Belmont and WLU for a new “Energy Management” degree through the Gary E. West College of Business. Students will complete two years at Belmont, then finish their business coursework at WLU.

COVID testing is being planned for the start of the spring semester and will be a saliva-based test. Anyone who will be on campus will need to be tested.

**B. Enrollment (Cook)**

Mr. Cook gave an enrollment update, noting that we were down six students ending the fall semester and down 31 students for the spring semester from this time last year. Housing was down 129 students this fall. A discussion followed with regard to fall applications, the many issues being faced due to COVID, and the PROMISE scholarship.

**C. Faculty Senate (Cowan)**

Dr. Cowan asked Chair Lucas to attend the Faculty Senate meeting to be held January 19<sup>th</sup> to introduce Dr. Evans. She thanked the Board for the presidential search and their input. A lengthy discussion followed on faculty classroom challenges.

**D. Student Government (Yakicic)**

Ms. Yakicic had no report.

**VIII. President's Report**

None.

**IX. Finance Report**

Ms. Linger reported as November 30, 2020 with revenue holding steady at 47.7% of budgeted revenue. The biggest hit was in room and board and other expenses running a little behind. On the expense side personal services and fringe benefits are running a little over benchmark with 10 out of 26 pays running at about 40%. Going forward into the spring semester cash is down a little compared to a year ago. Fees will be assessed tomorrow and revenue will go back up. We are uncertain what expenses are going to do; they could skyrocket based on what we might be expected to pay for due to COVID 19. We are looking at a lot of uncertainty, just like everyone else, but otherwise doing okay.

**X. Information Gathering**

None.

**XI. Possible Executive Session – Personnel**

None.

**XII. Actions Emanating from Executive Session**

None

**XIII. Next Meeting Date – Wednesday, February 3, 2021**

**XIV. Adjournment**

The meeting adjourned at 5:04 p.m.

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

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

**WEST LIBERTY UNIVERSITY  
BOARD OF GOVERNORS**

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**Executive Committee  
Minutes  
January 20, 2021**

**Executive Committee Members Present:** Jack Adams, Rich Lucas

**WLU Administrators:** W. Franklin Evans, Scott Cook, Brian Crawford, Diana Harto, Stephanie Hooper, Roberta Linger

1. Chair Lucas called the meeting to order at 8:00 a.m. He announced that Ms. Williams has tendered her resignation and would not be attending this meeting.
2. Ms. Linger presented a brief budget status update as of January 11, 2021. She reported that revenue is running about where it was expected to be, reflecting lower numbers from room and board. Expenses are not out of line with expectations, however, higher expenses are expected for the spring semester. Planning is beginning for the FY22 budget.
3. Board Member Recommendations. There are currently four empty seats out of twelve. There was discussion of the process for filling these seats.
4. President Evans provided an update that included his priorities. These were listed as enrollment, financial stability, student success, community focus, and alumni engagement. He reported on meetings he has had with various community leaders and various items of concern and interest relative to the start of the spring semester.
5. Ms. Linger gave a brief update on the Main Hall HVAC project. Progress is being made to revise plans and establish financing. She also provided information the next round of federal COVID relief funds. Approximately \$3.5 million are expected to be distributed by WLU, with restrictions similar to those related to the original CARES Act funds.
6. Ms. Harto reported on the transition from contracted custodial services to an in-house custodial staff.
7. The meeting was adjourned at 8:35 a.m.

Richard Lucas

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Chair

Jack Adams

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Secretary