

WLU Board of Governors

Regular Meeting

Wednesday, March 31, 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 February 3, 2021* (pgs. 3-5)
 - B. Minutes of the Executive Committee March 17, 2021* (pg. 6)
- VI. Board Items for Approval***
 - A. Program Reviews (pg. 7)
 - B. CMTA Project Bond (pg. 8)
 - C. FY 2022 Budget / Tuition & Fees (pg. 9)

*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, June 2, 2021**
- XII. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
February 3, 2021**

Attendance:

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

Unable to Attend:

Joe Carey

Administration/Faculty/Staff:

Scott Cook, Brian Crawford, Mary Ann Edwards, Matthew Harder, Angela Hill, Stephanie Hooper, Jason Koegler, Jeremy Larance, 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 4:02 p.m. and a quorum was established.

II. Introductions

None.

III. Public Comment

None.

IV. Agenda Order

No changes to the agenda order.

V. Approval of Minutes*

A. Minutes of the Full Board December 9, 2020*

On motion by Michael Baker 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 December 9, 2020.

B. Minutes of the Executive Committee January 20, 2021*

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 minutes of the Executive Committee of December 2, 2020.

VI. Board Items for Approval*

None.

VII. Reports

A. Provost (Crawford)

Dr. Crawford stated that with regard to academics, the HLC has combined the site visit for the MA in Art Therapy and Counseling and the MS in Speech Language Pathology for February 15-16, 2021. Only the team chair will be on site, with two other members joining remote. The HLC Panel Review of the MS in Exercise Physiology proposal is in progress. The BA in Music proposal is waiting for approval by the HEPC. This Friday's meeting of the HEPC was cancelled, with the next meeting to be held April 30th.

The final lists of employees and health science students were sent to the Wheeling/Ohio County Health Department today. By the end of next week all should have had their first dose of the vaccine. 233 employees and 109 health science students names were submitted and a number of other employees have already been vaccinated elsewhere.

B. Enrollment (Cook)

Mr. Cook gave an enrollment update, noting that the spring 2020-2021 semester is up nearly 3%. Once enrollment is verified we should still be above a 2% increase for the spring. Numbers are up in graduate, early entrance high school, transfers, and non-degree students. Continuing student numbers are down primarily due to new students being down in the fall by over 100. It is critical for us to keep students here once they're enrolled, keeping in mind every contact, whether positive or negative, impacts enrollment. Accepted applications for fall 2021 are down 17%. With continuing COVID challenges for admission we are still not able to get in the high schools or hold large admission events, but this is not unique to WLU.

C. Staff (Baker)

None.

D. Faculty Senate (Cowan)

None.

E. Student Government (Yakicic)

Ms. Yakicic stated that the SGA is back to in person meetings and are following all COVID guidelines. Elections were held last night and as of today, nine new Senators were added to the Association. If you've been out on campus near Shaw Hall and the quad side of Main Hall you will see the new SGA sponsored campus directories. The SGA is also planning on working and partnering with the University to improve the campus for students, and hope to contribute to the retention of students.

F. Foundation (Hill)

Ms. Hill stated that the endowment has grown 41% over the last four years, bringing it to approximately \$20.5 million at the close of fiscal year 2020. To date the endowment stands at over \$21 million. A discussion followed on the makeup of the endowment, noting that unrestricted funds represent 4%. Fiscal Year 21 fundraising has just surpassed \$1 million.

VIII. President's Report

Dr. Evans presented a PowerPoint update, noting the 2019-2024 Strategic Plan core priorities are: Demonstrate academic success, emphasize University branding, strengthen community engagement, ensure operational excellence, and enhanced student experience. Presidential priorities are enrollment, financial stability, student success, community focus, and alumni engagement. Dr. Evans continued with the many unique aspects of WLU, those being affordability, small class size, low student-faculty ratio, rural setting/family environment, safe/secure campus, strong athletics, exceptional academics, and dedicated/caring employees.

With regard to enrollment, spring 2021 is at 2,271 students wherein 2020 was at 2,208 students. The residence halls for spring 2021 are at 905, with spring 2020 at 1041. Undergraduate and housing revenues are at 98% of the estimated budget, with the 4th quarter state appropriation of approximately \$3 million due by March 31, 2021.

COVID testing continues on campus with weekly surveillance testing and a virtual Spring Convocation will be held tomorrow at noon. The HLC visit for the MS in Speech-Language Pathology and MA in Therapy and Counseling is set for February 15 & 16, 2021. February is Black History Month and Dr. Evans has participated in several virtual presentations. We are also celebrating the 100th anniversary of *The Trumpet*. With regard to athletics, the wrestling team is headed to the MEC Championship this Saturday and the basketball teams are playing a limited number of games.

Dr. Evans has participated in numerous meetings and offered up greetings to various groups, both virtual and in person. He is currently serving on the Board on the Ohio County Development Authority and recently attended his first WLU Foundation Board meeting.

IX. Finance Report

Ms. Linger reported on the current budget status, with revenue and expenses as expected. There is still uncertainty with expenses due to COVID 19, but overall we are in better shape than expected. The 4th quarter state appropriation is due at the end of March.

X. Information Gathering

None.

XI. Next Meeting Date – Wednesday, March 31, 2021

XII. Adjournment

The meeting adjourned at 4:37 p.m.

Richard Lucas _____
Chair

Jack Adams _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
March 17, 2021**

Executive Committee Members Present: Jack Adams, Rich Lucas

WLU Administrators: W. Franklin Evans, Scott Cook, Brian Crawford, Roberta Linger

1. Chair Lucas called the meeting to order at 8:00 a.m.

2. Ms. Linger gave a brief update on the schedule and process for issuance of a bond to finance the CMTA Project. She reported that at this time the process is on schedule. Approval from the full Board will be sought at the March 31 meeting. It will then be an item on the April 30 HEPC agenda. She expects that documentation will be submitted to the State Attorney General's office for approval by April 9 and hopes to be able to close on the bond issue on or around May 27.

3. Dr. Crawford provided information on the annual program reviews. Approval will be sought at the March 31 meeting. Summary documents will be available for Board members to review in advance of that meeting. More detailed information is available to any interested Board members.

4. Ms. Linger presented the following:
 - a. A brief update on the FY21 budget. Revenue is holding steady and about as expected considering lower room and board amounts. She is hopeful that we may end the FY with a net positive status.
 - b. A draft FY22 budget with supporting budget assumptions. The draft projects a balanced budget. President Evans pointed out that there will be challenges in reducing discounts. Ms. Linger will work with the President to address this issue.
 - c. The Tuition and Fees schedule for FY22. This is still in draft form and may see some modification before the full Board meeting.

5. Mr. Lucas indicated that he has received some suggestions for additional Board members, which he will discuss with President Evans and Mr. Adams prior to the March 31 Finance Committee meeting.

6. The meeting was adjourned at 8:23 a.m.

Richard Lucas

Chair

Jack Adams

Secretary

PROGRAM REVIEW APPROVALS

Action Item

Per HEPC Policy, all academic degree programs participate in a five-year review process that monitors mission, curriculum, resources, student learning outcomes, productivity standards, etc. The University Assessment and Accreditation Committee and the Provost are responsible for evaluating program review documents and for making recommendations.

The Board of Governors is asked to approve West Liberty's 2021 program review process for the following programs:

- Chemistry
- Creative Art Therapy
- Elementary and Secondary Education
- Psychology
- Visual Communication Design

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve the five-year program reviews as stated.

APPROVAL FOR CMTA PROJECT BOND

ACTION ITEM

The Board of Governors is asked to approve the reimbursement for capital expenditures in connection with the planning, design, acquisition, construction and equipping of certain capital improvements to the University's campus from the proceeds of tax-exempt financing arrangements to be entered into by the University.

Included in this authorization is the execution and delivery of a contract with CMTA to acquire, construct, install and otherwise implement equipment and other property and capital improvements in an amount not to exceed \$5,500,000 necessary to generate campus-wide energy savings (the "Energy Savings Project"); authorizing the pursuit of a lease-purchase financing transaction for the financing of the Energy Savings Project.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the CMTA Project Bond.

FISCAL YEAR 2022 BUDGET/TUITION AND FEES

Action Item

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve the Fiscal Year 2022 Budget/Tuition and Fees as presented.