

**West Liberty University
Board of Governors**

**Minutes
December 18, 2024**

Attendance: Rich Lucas, Mike Baker, Katie Kacmarik, Lou Karas, Robert Kreisberg, Erikka Storch, Jenna Maguire, Stephanie Shaw, David McKinley, Tom Cervone

Unable to Attend: Jamie Evick, Will Turani

Administration/Faculty/Staff/Guests: Tim Borchers, Joe Rodella, Stephanie North, Katie Cooper, Lori Hudson, Betsy Delk, Jacob Manning, Cathy Monteroso, Sherri Theaker, Ann Saurbier

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

David McKinley called the meeting to order at 4:01 p.m. and a quorum was established.

II. Introductions

Jared Clark, CliftonLarsonAllen—FY24 Audit Results

Jared Clark presented the FY24 Audit Results, noting the issuance of an unmodified opinion, the highest form of assurance. There were no significant deficiencies or weaknesses, resulting in a clean audit opinion. Total operating revenue and expenses were reviewed, showing a slight increase in net position due to changes in net assets.

III. Public Comment

None.

IV. Agenda Order (Board may move to change order of consideration)

V. Approval of Minutes*

A. Minutes of the Full Board October 16, 2024*

On motion by David McKinley and seconded by Robert Kreisberg, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of October 16, 2024.

VI. President's Report

The University Planning Committee (UPC) continues to meet monthly to review aspects of the Strategic Plan. Cathy will present on micro-credentialing. The UPC selected the Integrated Career Development Program as a Quality Initiative to help students define their purpose ("why") and develop skills. RISE networking sessions align with this initiative and may extend to high school students. The External Fundraising Task Force, comprising Betsy, Tim, and Laura, has engaged campus groups to identify fundraising opportunities and potential funding sources. An Impact Report highlighting statewide and community contributions will be finalized after feedback in January. A quarterly newsletter for donors has also been initiated to provide updates.

VII. Board Reports

A. Academic Affairs (Monteroso)

VIII. Cathy Monteroso reported that 28 students attended the Reading Conference at Oglebay, led by Angie Curfman. Dr. Sherri Theaker was named Dean of COEHP. Program review updates include enrollment data shared with department chairs via SharePoint, with further updates to be presented at the next Board of Governors meeting. The Aviation Program has finalized all approvals as of November 8, with 12 students enrolled for Fall 2024, 4 for Spring 2025, and 12+ applications for Fall 2025. The transition to the Canvas LMS is set for Fall 2025, with faculty provided sandbox environments to support the change. Microcredentials are being developed to

offer in-demand, stackable, and affordable skills, with badges reflecting competencies and appearing on transcripts. Programs are anticipated to launch by Fall 2025.

A. Student Affairs/Enrollment (Cooper)

Katie Cooper shared Spring 2025 enrollment data, reporting a headcount of 1,576 students as of this morning, with 125 dual-enrolled students added today, bringing the total to 1,701. Efforts are underway to register the 271 students not yet enrolled. Targeted marketing efforts for Fall 2025 will begin in the spring. The Strategic Enrollment Management Plan focuses on online, transfer, and non-traditional students and building community partnerships.

Winterfest activities, including tree lighting and cookie decorating, were a success. The Late Night Breakfast saw strong student turnout. Counseling services include one full-time and one part-time counselor, along with BetterMynd online mental health services. The current wait time for in-person counseling is 2-3 weeks.

B. Physical Plant/IT (Rodella)

Joe Rodella reported that the building access project is nearing completion. Cybersecurity systems and dashboards are in place, maintaining good standing. The Campus Facilities Plan is under review to assess progress since 2019. A draft Data Security and Access Plan will soon be reviewed by the president and cabinet.

C. Fiscal Affairs (Hudson)

Lori Hudson reported improvements in the Composite Financial Index over the past three years, with FY24 achieving 100 days of cash on hand, surpassing the ideal of 85+. Budget updates show 96% of billing targets achieved by December 17, with projections for graduate student enrollment and housing revenue on track. Proposed tuition increases for FY26 include 4% for residential/metro and 5% for out-of-state students. Expansion of the metro tuition rate to include all of Pennsylvania and Ohio was discussed.

D. Foundation (Delk)

Betsy Delk announced total fundraising revenue exceeding \$2 million, with more details on recent gifts forthcoming. The quarterly Board Meeting is scheduled, with further updates to be provided.

E. Faculty Representative (Kreisberg)

Robert Kreisberg highlighted the importance of addressing student mental health challenges, emphasizing faculty support. Faculty accomplishments and contributions were also recognized.

F. SGA Representative (Maguire)

Jenna Maguire outlined Winterfest activities, upcoming spring volunteer opportunities such as Tim Tebow's "Night to Shine," Spring Fling, and the Senior Toast. Plans to visit Charleston during the legislative session in February were noted.

G. Staff Representative (Karas)

Lou Karas recognized Sarah Fonner as October Employee of the Month and Chief Ron Fox as November Employee of the Month. Staff awards will be presented at the University Welcome on January 9.

IX. Board Items for Approval*

- **Policies 1, 2, 9**
 - On motion by Erikka Storch and seconded by Robert Kreisberg, it was unanimously adopted by the West Liberty University Board of Governors to approve updates to Policies 1, 2, and 9 as presented.
- **FY 24 Audit**
 - On motion by Jenna Maguire and seconded by Robert Kreisberg, it was unanimously adopted by the West Liberty University Board of Governors to approve the Fiscal Year 2024 Audit Results as presented.
- **Campus Master Plan Development Strategy**
 - Dr. Borchers noted that we must update our Master Plan this year and we need to have a Development Strategy in place. This is an important process, and we plan to hire an architect of record for assistance. He shared a handout which included principles and goals for the strategy.
 - On motion by Rich Lucas and seconded by Katie Kacmarik, it was unanimously adopted by the West Liberty University Board of Governors to approve the Campus Master Plan Development Strategy as presented.
- **Closure of Psychology 3+3 Bachelor of Science/Master of Clinical Psychology**
 - Discussion took place about discontinuing the Master of Clinical Psychology Program which is a high-cost program. It was noted that there will be a focus on creating an online program. Faculty are supportive of this decision.
 - On motion by Mike Baker and seconded by Jenna Maguire, it was unanimously adopted by the West Liberty University Board of Governors to approve the closure as presented.
- **Easement Agreement**
 - Utica East Ohio Midstream Services, LLC approached WLU with a request to install a pipeline on the university's western wooded property. The company specifically requested a signature from the BOG. We're currently trying to negotiate a higher rate and proposing additional terms. BOG approval is being requested to allow us to continue to negotiate with the company and to allow Board Chair, David McKinley to sign off on the agreement prior to the next BOG Meeting.
 - On motion by Katie Kacmarik and seconded by Robert Kreisberg, it was unanimously adopted by the West Liberty University Board of Governors to approve continued negotiations and Chair McKinley's authority to sign the agreement prior to the next BOG Meeting as discussed.
- **Metro Tuition Rate Expansion**
 - Dr. Borchers provided some background information on why we're requesting this expansion. To be competitive in the market, we're proposing to expand our metro rate to all of PA and OH. We'll be able to hit high population areas and hope to gain access to larger markets.
 - On motion by Jenna Maguire and seconded by Robert Kreisberg, it was unanimously adopted by the West Liberty University Board of Governors to approve the Metro Tuition Rate Expansion as presented.
- **Presidential Evaluation Committee and Process**
 - As Dr. Borchers approaches the conclusion of his second year in the role the Presidential Evaluation Committee and Process is set to begin with the

appointment of the committee. A campus visit should be scheduled near the week of February 18, during which the committee will engage in two days of meetings and open sessions. Following this visit, a 30-day reporting period will take place and then an oral report to be delivered by Dr. Borchers in April. The final evaluation is expected to be completed in June.

Discussions took place regarding the composition of the committee. David suggested the inclusion of a representative from the WLUF to serve as an external member, bringing additional perspective to the evaluation process.

After discussion it was decided that the BOG would vote today to authorize David McKinley to appoint a committee consisting of the BOG Faculty, Staff, and Student Representatives (Robert Kreisberg, Lou Karas, Jenna Maguire) and BOG Executive Committee members (Mike Baker, Tom Cervone, David McKinley), along with a representative from the West Liberty University Foundation.

- On motion by Robert Kreisberg and seconded by Katie Kacmarik, it was unanimously adopted by the West Liberty University Board of Governors to authorize Chair, David McKinley, to appoint a committee as discussed

X. Discussion Items

Strategic Plan Metrics

Dr. Borchers presented a draft document outlining the review of strategic plan metrics. This document is also available in the Team account for Board of Governors (BOG) members and was briefly reviewed during the meeting.

Additionally, Dr. Borchers expressed his intention to develop a BOG reporting calendar to track agenda items and ensure organized reporting throughout the year.

XI. Information Gathering: None.

XII. Adjournment

On motion by Robert Kreisberg & seconded by Erikka Storch, the meeting adjourned at 5:32 p.m.

David McKinley _____
Chair

Tom Cervone _____
Secretary

Minutes submitted by: Cyndi Galloway