

**West Liberty University
Board of Governors**

**Executive Committee
Minutes
May 29, 2025**

In Attendance: Rich Lucas, Mike Baker, David McKinley, Tom Cervone

Others in Attendance: Tim Borchers, Cyndi Galloway, Jacob Manning

Unable to Attend: None.

**The meeting was called to order at 10:05 AM
A quorum was established.**

- 1. Approval of Minutes-January 30, 2025 and April 3, 2025**
***On a motion by Rich Lucas and seconded by Mike Baker the minutes of 1/30/25 and 4/3/25 were approved.**

- 2. Agenda Items for June 11 BOG Meeting**

The **Election of Officers** will take place at the June 11 Board of Governors (BOG) meeting. David has expressed interest in continuing as Chair, Tom would like to continue serving as Secretary, and Mike would like to remain Vice Chair.

The **2025–2026 Meeting Schedule** was discussed. Tim proposed a meeting on August 13 at 2:00 p.m., which would include a retreat and a possible presentation by EAB to help facilitate strategic discussions. Rich Lucas made a motion to bring this schedule to the full board, which was seconded by David McKinley.

Presidential Contract Approval has been submitted to the Higher Education Policy Commission (HEPC). Although HEPC approval is still pending, we are requesting to move forward with BOG approval in June. The contract is expected to be approved at the June 27 meeting. If HEPC requests any changes, those would need to be addressed and reapproved at a future meeting. A motion to move this forward to the full board was made by McKinley and seconded by Baker. The motion was approved.

Regarding the **Annual Graduate Degree Report**, it was noted that this report may not be required this year. Cathay is expected to cover some of this information during her report.

An **update to the Master Plan** was discussed during the Finance Committee meeting. All members were in favor of advancing the update to the full board. A motion was made by Rich and seconded by Cervone.

IT Annual Report – Becky McCullough has been appointed as the new IT Director and will present this year’s IT report at the upcoming meeting.

Strategic Plan Update – Tim provided an overview of the updated Strategic Plan, highlighting several initiatives for 2025–2026. Notably, Outcome 4.d has been added to the Aspire 2030

framework. A motion to advance the Strategic Plan update to the BOG for approval was made by Baker and seconded by Lucas. The motion passed.

Committee Membership – Some structural changes are under consideration. Due to the fact that faculty, staff, and student representatives are non-voting members and do not count toward a quorum, the Executive Committee discussed the possibility of combining the Academic Affairs and Student Life Committees. If changes are made to committee structures, corresponding updates to the bylaws will also be necessary. It was also noted that the Governance Committee may not need to meet during all six regularly scheduled meetings. Executive members agreed that combining AA and SL makes sense. A proposed list of new committee structures will be presented at the June meeting, with the goal of ratifying the updated bylaws in October following a 30-day campus comment period.

- 3. The Board entered executive session at 10:27 a.m. on a motion by Lucas, seconded by Baker. The session ended at 10:38 a.m. on a motion by Baker, seconded by Lucas.**

Following executive session, the President's goals were presented. A motion to accept the goals was made by Cervone and seconded by Lucas. The motion passed. These goals will also need to be approved by the full board.

- 4. Other Business – Bylaws** – Jacob provided an update on potential bylaw revisions in response to recent guidance from HEPC regarding faculty, staff, and student representatives, based on the passage of recent legislation. HEPC is asking institutions to align with their recommended changes. Jacob drafted a revised version of the bylaws reflecting HEPC's proposed updates. The draft will be included on the August agenda, and a Notice of Intent (NOI) will be issued indicating the intention to revise the bylaws. Following the August meeting, the proposed changes will be shared with the campus community for a 30-day comment period. Pending feedback, the institution will begin operating under the revised bylaws.
- 5. Adjournment**
Rich Lucas motioned to adjourn the meeting with a second from Tom Cervone. The meeting adjourned at 10:48AM.

Minutes submitted by: Cyndi Galloway