

**West Liberty University
Board of Governors**

**Minutes
June 11, 2025**

Attendance: David McKinley, Mike Baker, Tom Cervone, Rich Lucas, Katie Kacmarik, Will Turani, Lou Karas, Robert Kreisberg, Erikka Storch

Unable to Attend: Jenna Maguire, Jamie Evick

Administration/Faculty/Staff/Guests: Tim Borchers, Cathy Monteroso, Lori Hudson, Betsy Delk, Cyndi Galloway, Jacob Manning, Brad Forshey, Katie Cooper, Luke Sweat, Sylvia Berman, Becky McCullough, Ann Saurbier, Sherri Theaker, Doug McCall

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

David McKinley called the meeting to order at 4:00 p.m. and a quorum was established.

II. Introductions

Brief introductions, with Luke Sweat introduced as the incoming student representative sitting in for Jenna Maguire.

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 April 16, 2025*

On motion by Will Turani and seconded by Mike Baker, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of April 16, 2025.

VI. President's Report

Dr. Tim Borchers provided updates on several strategic initiatives. Following a comprehensive software review, Zoom will be phased out in favor of Microsoft Teams. A new university website will launch this fall, including targeted program landing pages designed to attract prospective students.

The Employee Leadership Development Program hosted its group project event and raised over \$1,100 for the West Liberty Lions Club Family Support Center.

Dr. Borchers recently attended an EAB workshop for Presidents focused on Artificial Intelligence, hosted at ChatGPT headquarters in New York.

The RISE (Re-shaping Impact for Students and Employers) group continues its work, with the next meeting scheduled for Friday, June 25 from 8:30–10:00 a.m., covering “Assisting Students in the Job Search, Part II.”

Three external funding proposals have been submitted for consideration: police upgrades, classroom enhancements, and completion of the 4th floor of Campbell Hall.

With Joe Rodella's resignation, Dr. Borchers outlined cabinet-level personnel changes: Joe Mills and Facilities now report to Lori Hudson; Ron Fox and Bob Wise to Katie Cooper; and Becky

McCullough and IT now report to Dr. Borchers. A search is underway for a new Marketing and Communications Coordinator.

An update was provided on the Strategic Plan, including a proposed addition to Outcome 4-d: Expand funding for the University through intentional and strategic funding requests.

Master Plan Update

The updated Master Plan has been shared in the Teams folder. Dr. Borchers reviewed key accomplishments since 2020 and discussed current and future campus investments.

Annual IT Report – Becky McCullough

Becky reported that the 2025 IT assessment is underway and currently meeting all requirements. Final results are expected soon. She detailed progress on the building access project, with estimated completion by October 1. Teams training is ongoing, with email integration planned for Fall 2026.

IT support for aviation includes AV technology at the airport and simulator setup, along with support for the AACC. Numerous support tickets have been resolved with high satisfaction ratings.

VII. Board Reports

A. Academic Affairs (Monteroso)

Cathy shared that students studied in France during May, and others are currently in Japan. The annual faculty activities report was submitted, including awards, grants, and service accomplishments. All faculty annual reviews are complete.

Student evaluations were largely positive, with one noting that their professor did everything possible to support learning.

Certain academic programs will undergo focused review based on factors like size, enrollment trends, and financial contribution. Action plans will be required for these programs. Jim Temple has started as the new Director of Graduate Studies.

The transition to Canvas as the new LMS is in progress.

Advisory Council of Faculty (ACF)

Doug McCall, newly formed ACF Representative, and Sylvia Berman, current ACF Representative, attended. Doug gave an overview of ACF responsibilities.

B. Student Affairs/Enrollment (Cooper)

Enrollment headcount is currently 1,546, prior to adding dual enrollment (anticipated to bring in possibly 400 more). UG FTE stands at 1,296, with a budget projection of 1,357. Housing projections are positive, with 876 students compared to a target of 829. Summer melt is expected to be minimal, and orientation registrations are steady, though slightly down.

Marketing and Recruitment

The AG's office approved the university's selected student search firm. The university will proceed with EAB per the RFP. A kickoff meeting with the marketing firm is scheduled this week, with expected results beginning Fall 2026. This initiative is focused on improving the student journey. Data governance improvements are also underway.

Student Affairs

Health Services recorded 1,593 encounters during the academic year, staffed by one full-time and one part-time nurse. Counseling Services had 643 in-person sessions and

103 virtual sessions via BetterMynd. Katie Cooper confirmed that orientation sessions were held every Wednesday through June and July.

C. Athletics (Forshey)

Brad announced the hiring of Mike Lamberti as the new Head Men's Basketball Coach. Brad noted that the Athletic Department Spring 2025 GPA was 3.18 overall with 292 students at a 3.0 or higher and 98 students earned a perfect 4.0.

To maintain engagement, Athletics will run "Throwback Thursdays" and "Facility Fridays" as part of a summer social media campaign. Athletics has gained roughly 2,800 new followers since November. Social media continues to be a key recruitment tool.

D. Fiscal Affairs (Hudson)

Lori presented the budget status through May 2025, noting alignment with projections. Spending is within acceptable ranges, though requests will be closely monitored. FY26 operating and capital budgets were reviewed. The Graduate program is projecting 5,284 billable credits. Housing and meal plan revenue was discussed, with a slight increase in appropriation. However, PEIA increases continue to be a financial strain. Projected revenue is \$44.1 million. Staffing reductions and position holds helped balance the budget, but tight management will be necessary moving forward.

Lori also presented the capital budget, which includes projects fully funded per HEPC requirements. Facilities updates included state-funded deferred maintenance, with roof projects complete and HVAC and door/window projects ongoing. AACC is nearly complete, with remaining updates (e.g., painting) to be handled in-house. Updates were also given on Arnett Hall, Main Hall, and the Aviation Center.

E. Foundation (Delk)

Betsy shared that the Foundation had a strong fiscal year. Major gifts included a scholarship from the Kimple Family for Financial Planning and a grant from the JB Chambers Memorial Foundation to support the Hilltop Summer Music Camp. Upcoming events were shared and Jeremy West will assume the role of Foundation Board Chair in July.

The Foundation has worked with the Tri-State Tax Institute for several years, and the Institute has endowed a scholarship for Accounting and Financial Planning students.

F. Faculty Representative (Kreisberg)

Robert expressed disappointment regarding the removal of faculty voting rights on the Board of Governors.

G. Incoming SGA Representative (Sweat)

Luke, SGA President, stated his priorities include enhancing the social media presence and collaborating with Dr. Borchers to build an SGA website. He also represents ACS and seeks greater student representation in legislative matters. Luke emphasized his desire to support new students and strengthen the reputation of the SGA.

H. Staff Representative (Karas)

Lou echoed disappointment among staff over the loss of voting rights on the Board, with some calling it disrespectful. Concerns were also raised about rising PEIA costs without accompanying pay increases. The next Staff Council meeting will include elections, with each category now having two representatives to ensure consistent coverage. Lou recognized the most recent Employees of the Month: Zach Rhodes and Lisa Witzberger.

VIII. Board Items for Approval*

A. FY26 Budget

On motion by Mike Baker and seconded by Katie Kacmarik, it was unanimously adopted by the West Liberty University Board of Governors to approve the FY26 Budget as presented.

B. Election of Officers

On motion by Katie Kacmarik and seconded by Will Turani, it was unanimously adopted by the West Liberty University Board of Governors to approve the 2025-2026 officers as discussed—Chair: David McKinley, Vice-Chair: Mike Baker, Secretary: Tom Cervone.

C. 2025-2026 Meeting Schedule

On motion by Will Turani and seconded by Erikka Storch, it was unanimously adopted by the West Liberty University Board of Governors to approve the 2025-2026 Meeting Schedule.

D. Master Plan Update

On motion by Katie Kacmarik and seconded by Mike Baker, it was unanimously adopted by the West Liberty University Board of Governors to approve the Master Plan Update as presented.

E. IT Annual Report

On motion by Stephanie Shaw and seconded by Tom Cervone, it was unanimously adopted by the West Liberty University Board of Governors to approve the IT Annual Report as presented.

F. Strategic Plan Annual Report & Revisions

On motion by Erikka Storch and seconded by Katie Kacmarik, it was unanimously adopted by the West Liberty University Board of Governors to approve the Strategic Plan Revisions as presented.

G. Capital Projects Report

On motion by Will Turani and seconded by Erikka Storch, it was unanimously adopted by the West Liberty University Board of Governors to approve the Capital Projects Report as presented.

H. Committee Membership

Tim Borchers led a discussion on maintaining at least four voting board members per committee. Faculty, Staff, and Student representatives will still serve on committees, just not have voting rights as they did previously.

There was also support for merging the Academic Affairs and Student Life committees due to overlapping responsibilities. However, a bylaws change will be required before merging can occur.

Current committee membership was reaffirmed as follows:

Academic – Tom, Katie, Will

Finance – Mike, Tom, Rich, Erikka, David

Governance – Erikka, Rich, Stephanie, Will

Student Life – Stephanie, Jamie, Tom, Katie

Motion by Katie Kacmarik with a second from Mike Baker to approve retaining the current committee structure until the bylaws are revised.

I. Focused Program Reviews

On motion by Mike Baker and seconded by Will Turani, it was unanimously adopted by the West Liberty University Board of Governors to approve focused program reviews as presented.

J. BOG Bylaws Notice of Intent

On motion by Mike Baker and seconded by Katie Kacmarik, it was unanimously adopted by the West Liberty University Board of Governors to provide notice that its bylaws will be modified. Full revisions will be provided at the next BOG meeting on August 13th for BOG approval and then submitted for a 30-day comment period before a final request for approval at the October BOG meeting.

Executive Session

Pursuant to WV Code § 6-9A-4, at 5:19 PM, a motion to retire to executive session was made by Katie Kacmarik to consider the President's Contract and 2025-2026 Goals. The motion was seconded by Stephanie Shaw; motion passed unanimously.

A motion to rise from executive session at 5:44 PM was made by Mike Baker and seconded by Katie Kacmarik; motion passed unanimously.
No action was taken in executive session.

K. President's Contract

On motion by Erikka Storch and seconded by Katie Kacmarik, it was unanimously adopted by the West Liberty University Board of Governors to approve the presidential contract as presented.

L. President's 2025-2026 Goals

On motion by Tom Cervone and seconded by Mike Baker, it was unanimously adopted by the West Liberty University Board of Governors to approve the 2025-2026 presidential goals with a slight revision to the opening statement as discussed.

IX. Information Gathering:

None.

X. Adjournment

On motion by Katie Kacmarik & seconded by Will Turani, the meeting adjourned at 5:45 p.m.

David McKinley _____
Chair

Tom Cervone _____
Secretary

Minutes submitted by: Cyndi Galloway