

WLU Board of Governors

Regular Meeting

Wednesday, August 13, 2025 - 4:00 p.m.

Location: Shaw Hall Board Room

[Join Microsoft Teams Meeting](#)

ID: 2279178923347

Passcode: BB2MZ3Mh

- 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 Cyndi Galloway 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 June 11, 2025* (pgs. 3-7)
- VI. Oath of Office-Swearing in New Board Member, Luke Sweat-Student Representative**
- VII. President's Report** (pg. 8)
- VIII. Reports**
 - A.** Academic Affairs (Monteroso, pg. 9)
 - B.** Student Affairs/Enrollment (Cooper, pg. 10)
 - C.** Fiscal Affairs/Facilities (Hudson, pg. 11)
 - D.** Athletics (Forshey, pg. 12)
 - E.** Foundation (Borchers, pg. 13)
 - F.** Faculty (Kreisberg)
 - G.** SGA (Maguire/Sweat)
 - H.** Staff (Karas)
- IX. Board Items for Approval***
 - A.** Revisions to BOG Bylaws (pg. 14)
 - B.** Fall 2025 Commencement Speaker & Honorary Degree (pg. 15)
- X. Discussion Items**
 - A.** Zoom vs. Teams for BOG meetings
- XI. Information Gathering** (Members may ask questions or gather information to prepare for future agenda items without general discussion or action at this meeting.)
- XII. Next Meeting Date – Wednesday, October 15, 2025**
- XIII. Adjournment**

**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

President's Report to Board of Governors
August 13, 2025

1. Key Updates Since June 11 Meeting

- External funding: Proposal for upgrades to campus security is included in a U.S. Senate appropriation bill. Other proposals did not make a bill.
- Received HLC approval for our Quality Initiative, focused on preparing students for career options. A Task Force is being appointed to design the program.
- Met with Deans and Provost in Wheeling to meet with local leaders and businesses to identify programming and other opportunities.

2. Other Activities and Accomplishments

- Led AI workshops over the summer.
- Planned Homecoming activities for October. We will be inviting alums with milestone reunions back to campus for special events. Homecoming weekend is October 24-25.
- We are finalizing some work on the campus trails to open them for use this fall. We received several grants to support the work and are using a student designer for signage.

3. Personnel Items at the Cabinet Level

- We are searching for a replacement for the Marketing and Communications Coordinator position.

Respectfully submitted by: Tim Borchers, President

Academic Affairs Report to Board of Governors August 13, 2025

Faculty Updates: New Faculty Orientation August 11 and 12

- Alexander Franke, Physician Assistant (January 2025)
- Sara Henry, Nursing (January 2025)
- Edward Shephard, Education (January 2025)
- Sameera Hewage, Data Science
- Christopher Rees, Theater
- Trey Ankrom, Nursing

Strategic Planning

- Academic Affairs Leadership Team Meeting, August 20, to review planning for the academic year.
- University Welcome and Professional Development Day August 21, 2025
- University committee appointments by the first week of September

Learning Management System

- Canvas implementation in the Doctoral and PA program, Summer 2025
- Full implementation in Fall 2025

Retention software: Student Success and Engagement (SS&E) – Watermark Product

The retention software focuses on proactive advising and retention with early alert systems and predictive analytics, identifying students' needs and providing timely academic support. It will provide enhance coordination between the faculty advisors and the Student Success Center. SS&E integrates with Canvas.

- Pilot with department chairs and COLL 101 instructors in the Fall of 2026
- Full implementation in the Spring of 2026

Assessment Data: Student Learning and Licensure (SLL) – Watermark Product

This platform serves as a comprehensive solution to support the assessment of student learning, accreditation reporting, and licensure tracking. This tool was piloted in 2024-25 and will be implemented campus-wide in the fall of 2025. It replaces the LiveText data tracking system, which Watermark is no longer supporting. SLL integrates with Canvas.

Dual Enrollment

Level Up Pilot is continuing again this year, and we will be working with Ohio County Schools, Marshall County Schools, and Brooke County Schools.

Micro-Credential

A framework and approval process have been finalized to support the launch of credit- and non-credit-bearing micro-credentials. The task force will continue to work on developing Micro-Credentials with a Goal of four credentials developed this year.

Action Items

Approval of December Honorary Degree and Commencement Speaker.

Respectfully submitted by: Cathy Monteroso, Provost & VP for Academic Affairs

**Student Affairs & Enrollment Management Report to Board of Governors
August 13, 2025**

1. Enrollment

- a. Current Fall 2025
 - i. TOTAL Headcount – 1715
 - 1. Prior to any Dual enrollment registration (Estimate 400 students)
 - ii. Undergraduate FTE – 1422
 - iii. Graduate Hours – 2307 for Fall semester
 - iv. Housing – 1012 projected to live in housing for Fall semester

2. FY26 Budget Projection

- a. Total Undergraduate Headcount – 1385
- b. Undergraduate FTE – 1357
- c. Graduate Hours – 5284 Full Year projections
 - i. Does not include Physician Assistant hours.
- d. Housing – 829 for full year projection.

3. Fall 2026

- a. We already have 123 applications for the Fall 2026.
- b. We are continuing to add personalized open house events for students that we want to hear about our programs more in-depth. For instance, we'll be hosting a Health Sciences Open House in Campbell for students interested in the Health Sciences. We are adding a one for Education, Business, Creative and Liberal Arts as well as Transfers.

4. Marketing and Strategic Enrollment Management Plan Updates

- a. RFP – Student Search - EAB
 - i. We are currently working through first drafts of emails, print pieces, SMS, social media, landing pages—all fully branded and personalized for seniors and parents.
 - ii. EAB will be coming to campus on August 15th to finalize first year marketing plans.
- b. Orientation
 - i. We hosted over 450 new students and their families on campus throughout the summer during our Orientation events where students received their schedules, see their rooms, finalize any other needs and meet other incoming students.

5. Student Affairs

- a. Student Activities
 - i. Topperfest schedule is being finalized. We are offering additional events opening weekend to incoming students to ensure a connection with academic advisors and College 101 professors to offer even more support. – westliberty.edu/student-life/topperfest/
 - ii. Some of the favorites during Topperfest for our students.
 - 1. Topper Wars
 - 2. Build a Topper Bear
 - 3. Dessert at the President's House

6. Staffing

- a. Vacant Positions
 - i. Two Campus Police Officers

Respectfully submitted by: Katie Cooper, Vice President of Student Affairs and Enrollment Management

**WLU Fiscal Affairs & Facilities Report to Board of Governors
August 13, 2025**

Update on Budget Status Report through June 30, 2025

Revenue

- Undergraduate Tuition & Fee Revenue exceeded projection
- Graduate Tuition & Fee Revenue did not meet projection
- Housing & Meal Plan Revenue did not meet projection
- Appropriation received in total
- Other Revenue exceeded projection

Expenses

- Salaries and benefits ended under budget
- Debt included a loan payment from last fiscal year
- Utilities under budget
- Contractual Services and Other over budget

Days of Cash (preliminary) - 90 days

Cash Position at June 30, 2025 – Unrestricted cash approximately \$4M

State-funded Deferred Maintenance

- Roof project is completed
- Doors and Windows project in various buildings in progress
- HVAC in various buildings in progress

Respectfully submitted by: Lori Hudson, VP of Fiscal Affairs

Athletics Report to Board of Governors August 13, 2025

Athletic Updates:

- Women's Basketball ranked 19th in the WBCA Academic Top 25 for the 2nd Consecutive Year – 3.71 GPA
- Baseball received the ABCA Team Academic Excellence Award – 3.14GPA
- Men's and Women's Track received All-Academic Team Honors from the USTFCCCA. MTR: 3.01 WTR: 3.42
- Volleyball was named to the AVCA Team Academic Honor Roll for the 11th Straight Year. Given to the Top 20% of GPA by Division – 3.74 GPA
- Men's Soccer earned the United Soccer Coaches Team Academic Award - 3.31GPA
- Winter/Spring sports had 134 student athletes recognized for earning MEC Academic Honor Roll.
 - 85 – Academic All-MEC (3.7–4.00)
 - 49 – Commissioners Honor Roll (3.25–3.69)
 - Yearly Total: 135 Academic All MEC 96 Commissioner's Honor Roll
- Ty McGeary earned his 3rd Consecutive CSC Academic All-American honor.
 - 3-time NCAA National Champion
 - 2nd Straight MEC Male Athlete of the Year
- WLU finished 5th in the MEC Commissioner's Cup. 5th straight year ranked in the top 5 in the MEC.
- Athletics is proud to announce an exciting new partnership with Chick-fil-A at The Highlands to serve as the exclusive concessions provider at Hilltopper athletic events for the 2025-26 season. Beginning this fall, fans attending home games across most sports will enjoy Chick-fil-A's fan-favorite menu items at every West Liberty concession stand, including basketball, wrestling, volleyball, baseball, softball, acrobatics and tumbling, track and cross country, and soccer. The partnership reflects a shared commitment to quality, community, and an elevated game-day experience.
- "Facility Friday", the athletic social media series showcasing athletic venues, has been a hit. Averaging nearly 4,000 views in its opening week. We appreciate Dr. Borchers for hosting the series.
- The newest athletic social media series is "Timeless Toppers". The series will spotlight a different WLU alum every two weeks and showcase their memories on the Hilltop.
- The 2025 Fall Season Coach's Kickoff Show will be on campus on August 27th. Panhandle Cleaning and Restoration will have their tailgate truck located outside the Panhandle Performance Zone. We hope for a pep rally type theme, including cheerleaders and the band. We have coordinated the event through Kate Billings and student life and the event has been added to the Topperfest Schedule.
- The MEC welcomed Shawnee State University as the conference's 12th member. They're located in Portsmouth, OH. They have 19 sports and are looking to add football in the future. They have an enrollment of nearly 3500.

Respectfully submitted by: Brad Forshey, Athletic Director

**WLU Foundation Report to Board of Governors
August 13, 2025**

- **July 1, 2024 – June 30, 2025**
Total Revenue FY25 = \$3,620,039.96
Annual Fund (Unrestricted)= \$146,209.61
Hilltopper Athletic Club= \$68,109.00
- **Grants Awarded:**
 - J.B. Chambers Foundation - \$5000 to support Hilltop Youth Music Camp
 - Warwood Tool in-kind grant of 50 Axes, Hoes, Rock Bars and Picks to support trails project
 - Rosemary Front Charitable Trust – grant of \$4,000 for braille signage in Main Hall
- **Upcoming Events & Activities:**
 - Quarterly Board Meeting: WLU Campus, Friday, October 24, 2025 at 2:30 pm
 - President's Recognition Dinner – Friday, October 24, 2025
 - Homecoming – Saturday, October 25, 2025
 - Tri-State Tax Institute – Tuesday, October 28

Respectfully submitted by: Betsy Delk, Executive Director WLUF

West Liberty University Board of Governors
August 13, 2025

NOTICE OF INTENT, BOG BYLAWS REVISIONS

WEST LIBERTY UNIVERSITY

Action Item

A Notice of Intent to Review and Amend the Board's Bylaws. The proposed amendments are tracked in the attached document, and notice is provided that the Board will consider the proposed amendments at its next regular meeting.

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors provides the proposed amendments to the Board of Governors' bylaws for final consideration at its October 15, 2025 meeting.

Fall 2025 COMMENCEMENT SPEAKER AND HONORARY DEGREE

WEST LIBERTY UNIVERSITY

Pursuant to WLU Procedure 238: Guidelines for Honorary Degrees and Recognition, the Honorary Degrees and Recognition Committee and the President of the University recommend that the West Liberty University Board of Governors authorizes the conferral of an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the December 2025 commencement to Tom Cervone and approve the following resolution:

WHEREAS, Tom Cervone is a proud alumna of our university and has distinguished himself as a leader in the field of theatre and currently serves as the Managing Director of the Clarence Brown Theatre at the University of Tennessee, and

WHEREAS, he has faithfully served his current university through service on boards, committees, and as the Exempt Staff Council chair. He has also served on community-wide boards promoting arts and cultural events and as the executive director for Dogwood Arts and the Historic Tennessee Theatre Foundation, and

WHEREAS, he has served the University as a member of the West Liberty University Board of Governors and has been inducted into the University's Wall of Honor, and

WHEREAS, he has demonstrated his support for the University through the Tom Cervone and Susan Creswell Scholarship in Theatre.

THEREFORE, BE IT RESOLVED THAT the West Liberty University Board of Governors hereby confers upon Tom Cervone the degree of Doctor of Humane Letters, with all the rights and privileges pertaining thereto, on this 13th day of December, 2025.

Action Item: Approve the preceding resolution and authorize the President of the University to confer the Doctor of Humane Letters degree to Tom Cervone at its December 13, 2025, Commencement ceremony.