

**West Liberty University  
Board of Governors**

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**Minutes  
December 17, 2025**

Attendance: David McKinley, Rich Lucas, Lou Karas, Robert Kreisberg, Mike Baker, Will Turani, Katie Kacmarik, Tom Cervone, Luke Sweat, Jamie Evick, Stephanie Shaw, Erikka Storch

Unable to Attend: None.

Administration/Faculty/Staff/Guests: Tim Borchers, Cyndi Galloway, Jacob Manning, Brad Forshey, Andrew Lewis, Katie Cooper, Cathy Monteroso, Lori Hudson, Sherri Theaker, Betsy Delk, Jared Clark

**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**

**1. Jared Clark-CLA**

For the year ending June 30, 2025, the audit resulted in an unmodified (clean) opinion. No internal control deficiencies were identified or reported. Required governance communications, including updates to auditing policies, were reviewed as part of the audit process. The auditors noted that there were no difficulties or disagreements with WLU management. CLA also shared that its Higher Education Virtual Conference will be held on February 18 and 25, with free registration available online. Mike Baker congratulated Lori and her team on achieving a positive audit outcome.

**2. Andrew Lewis**

Andrew presented a new Watermark-based system, Student Success and Engagement, that is being piloted this fall, with full implementation planned for the spring semester. The platform is designed to improve student retention and degree completion by centralizing student information and enabling proactive outreach. It allows faculty and staff to submit academic alerts and add internal notes that are not visible to students, giving the Student Success Team a single, reliable place to monitor and support students. During the pilot semester, 234 staff-initiated alerts were submitted—significantly more than under the previous system—helping the team connect with students more consistently. All messaging within the system is trackable and recordable, including direct text communication. Students will also have access to a mobile app launching in the fall. There are no third-party communications; all interactions occur directly between university faculty, staff, and students. The system integrates with Canvas, includes all students automatically (with text messaging as an opt-in feature and email required), and provides access for coaches to support their athletes. Over time, the data collected is expected to inform stronger, campus-wide, data-driven decisions.

**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 15, 2025\***

1. On motion by Rich Lucas 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 October 15, 2025.

**B. Minutes of the Full Board Special Meeting November 10, 2025\***

1. On motion by Will Turani and seconded by Katie Kacmarik, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Full Board Special Meeting of November 10, 2025.

## **VI. President's Report**

Dr. Borchers shared updates on student community engagement efforts, including ongoing service projects and outreach initiatives. Moving forward, meetings will begin with a review of three high-level indicators to keep priorities clear and focused: revenue, which is currently on target and will be discussed in more detail by Lori; expenses, also to be covered in Lori's report; and key performance indicators related to admissions, which Katie will address.

An Impact Report was distributed to all attendees, outlining how the organization is delivering value to stakeholders and making a measurable difference in the community. This report will be shared broadly with community leaders, donors, and the campus community. In addition, meetings with state legislators have begun to communicate these outcomes and outline priorities for the year ahead.

## **VII. Board Reports**

### **A. Academic Affairs (Monteroso)**

Cathy Monteroso reported that the Education Program received full accreditation from CAEP, earning a seven-year term—an important achievement that reflects the program's strength and quality. Student Success and Engagement recorded 157 alerts this fall, with numbers expected to increase in the spring as all faculty and staff are fully onboarded into the system. The platform has also proven useful for the Business Office, particularly in streamlining payment processing. Two new microcredentials were approved: one in Psychology focused on Canine Cognition, and another in MAED emphasizing Collaborative and Inclusive Teaching. In addition, a Workforce Connection meeting with HEPC was hosted on campus on November 18. The current student retention rate stands at 69%, with a goal of reaching 72% through continued use and expansion of the Student Success and Engagement software.

### **B. Student Affairs/Enrollment (Cooper)**

Katie Cooper shared enrollment data. Undergraduate and graduate enrollment currently stands at a total headcount of 1,545, with an additional 400 dually enrolled students anticipated. Undergraduate FTE is 1,233, graduate credit hours total 2,083, and campus housing occupancy is 814. For Fall 2026, there are 981 undergraduate applications to date, with 801 acceptances. A new process allowing students to upload their own transcripts—while still verified—has streamlined application review and improved turnaround times.

Student engagement efforts included Winterfest, Posing with Ponies (yoga), multiple food-centered events, and a late-night breakfast during finals week that drew over 400 students. Marketing efforts continue to show positive momentum, with increased website traffic and stronger performance across EAB and digital/DOM campaigns. Additionally, the admissions office is undergoing reorganization to improve efficiency, combining operations and recruitment, adding one recruitment counselor, and introducing a director role to better streamline the department.

### **C. Fiscal Affairs (Hudson)**

Lori Hudson presented the budget status report through November 4. Overall, both revenue and expenses remain on target, with tuition-related revenue meeting projections and all expenses tracking within acceptable ranges. An update was provided on deferred maintenance funding, noting that the institution is wrapping up projects supported by the \$12 million allocation and was among the first to have projects fully invoiced, completed, and paid, leaving only minimal funds remaining with plans already identified for their use. Of the original allocation, 18% was initially held back; since the institution has completed its portion, an application is underway to access these remaining funds, estimated at approximately \$2 million, along with plans for how they will be spent.

Facilities updates included plans to host a ribbon-cutting event for Arnett and Campbell Hall on February 11, installation of the aviation simulator, and the start of the Blatnik flooring replacement project on December 18.

**D. Athletics (Forshey)**

Brad Forshey provided an overview of recent athletic achievements and highlights across the department. He also shared that the new head football coach, Coach Salisberry, was officially announced yesterday. Additionally, representatives from WLU attended the NCAA Impact Forum, where the institution was selected as one of only 26 Division II schools invited to participate in the enhanced portion of the event. As a result of ideas generated at the forum, the group is planning to launch a leadership development program in Fall 2026 that will bring together six student-athletes and six non-athletes. The program will focus on strengthening leadership skills through peer engagement activities and tools such as CliftonStrengths, among other planned experiences.

**E. Foundation (Delk)**

Betsy Delk reported that several significant gifts and endowment additions have been received. A \$15,000 gift from the Jackson Family Foundation was designated for the Jackson Family Retention Scholarship. Additions to the endowment included \$20,194.32 from the estate of Edwin B. VanLynn to support a general endowed scholarship and \$620,000 from the estate of Jack E. Cisney to establish an endowed business scholarship. Additional contributions were made to permanently endow the Bravo Zulu Veterans Scholarship (Denise and Karl Penz) and the Todd and Joyce Kimpel Family Financial Planning Scholarship.

Recent activities included Scholarship Day, with participation from over 170 students, a Washington, PA alumni gathering, and the Tri-State Tax Institute held on October 28, with the next institute scheduled for October 27, 2026. It was also noted that some NIP tax credits remain available. Upcoming events include the WLUF Quarterly Board Meeting on Friday, January 16 at 2:30 p.m., a DMV Alumni Gathering/Watch Party on Saturday, February 7, and the Day of Giving on Wednesday, March 25, 2026.

**F. Faculty Representative (Kreisberg)**

Robert shared that WLU currently offers an early acceptance program with Lewisburg, and Nordic has expressed interest in establishing a similar program through the Biology Department. This possibility is currently under review. In biomedical research, equipment is being relocated into the laboratory to support ongoing projects.

Robert reported receiving two emails from alumni concerning the removal of their WLU email addresses. He noted that the "Hilltopper Forever" fee had previously indicated that graduates would retain their email accounts. Dr. Borchers requested that Robert forward the details so the matter can be investigated further. Additionally, Robert has been in communication with Cathy regarding recurring issues in classrooms, and they are actively addressing these concerns.

**G. SGA Representative (Sweat)**

Homecoming and Winterfest were both successful events, with Winterfest seeing particularly strong participation in Bingo and the late-night breakfast. Overall, student engagement on campus has noticeably increased. Looking ahead, Spring Fling is planned for the upcoming semester. The SGA is currently reorganizing with a new office and has refreshed its social media presence. Additionally, students will participate in a Hilltopper Day at the Capitol and will have another DC trip organized with the SGA.

**H. Staff Representative (Karas)**

Melissa Carroll, HR Officer, serves on the Staff Council as the representative for classified employees. The council is a state-wide group that meets monthly. Members plan to engage with state legislators to advocate for the restoration of voting rights for staff, faculty, and

student Board of Governors members. They also intend to discuss key issues with legislators, including the state funding formula and ongoing concerns related to PEIA.

**VIII. Board Items for Approval\***

**A. FY 2025 Audit**

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 FY25 Audit Report as presented.

**IX. Executive Session**

Pursuant to WV Code § 6-9A-4 (b)(10), at 5:09PM, a request for a motion to retire to executive session was made by David McKinley. The motion was made by Mike Baker and seconded by Jamie Evick; motion passed unanimously.

Executive Session began at 5:10PM

A motion to rise from executive session at 5:21PM was made by Mike Baker and seconded by Katie Kacmarik; motion passed unanimously.

Executive Session ended at 5:21PM

There was discussion in executive session about the speaker and honorary degree for the Spring 2026 Commencement. The board will allow Dr. Borchers to make an offer to a particular individual, pending that individual's availability.

**Gift-West Cabins**

Flip West has gifted WLU the cabins and acreage that adjoins the new conservation center.

David McKinley requests a motion to accept a gift from West Rentals/Cabins and authorize BOG or Dr. Borchers to accept the conveyance. Dr. Borchers will be authorized to sign. Rich Lucas motions, Will Turani seconds the motion. Motion passes unanimously.

**X. Information Gathering:**

Jamie Evick shared that she is currently reviewing college options with her daughter. Her daughter found West Virginia University overwhelming and was not impressed, so they decided to visit WLU. Their tour at WLU was excellent, with Dr. Horzempa spending one-on-one time with them, which Jamie greatly appreciated. She emphasized the importance of communicating the quality of WLU's programs to local schools to improve their perception of the university. Overall, she found the student ambassador, Emily, and the admissions representative, Hannah, to be wonderful.

**XI. Adjournment**

On motion by Mike Baker & seconded by Stephanie Shaw, the meeting adjourned at 5:30PM

David McKinley \_\_\_\_\_ Tom Cervone \_\_\_\_\_  
Chair \_\_\_\_\_ Secretary \_\_\_\_\_

Minutes submitted by: Cyndi Galloway