

**West Liberty University
Board of Governors**

**Minutes
August 13, 2025**

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

Unable to Attend: Jamie Evick, Luke Sweat

Administration/Faculty/Staff/Guests: Tim Borchers, Cathy Monteroso, Lori Hudson, Cyndi Galloway, Jacob Manning, Brad Forshey, Katie Cooper

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

None.

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 June 11, 2025*

On motion by Rich Lucas and seconded by Erikka Storch, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of June 11, 2025.

VI. Oath of Office-Swearing in new board member, student representative, Luke Sweat

Luke Sweat read and signed the Oath of Office.

VII. President's Report

Dr. Borchers provided an update on several key initiatives. An appropriation bill was recently passed that includes \$436,000 in external funding to support upgrades to police and campus security. The Higher Learning Commission has approved the institution's Quality Initiative, marking an important step forward for academic and institutional goals. Homecoming preparations are underway, with ribbon-cutting ceremonies scheduled for the afternoon of Thursday, October 23. In addition, plans for the Campus Woods Trails were discussed, highlighting continued investment in campus amenities and community spaces.

Dr. Borchers also shared some financial updates for the West Liberty University Foundation along with grants recently awarded. WLUF has a quarterly board meeting coming up on October 24th and the President's Recognition Dinner will also be held that evening. The Tri-State Tax Institute will take place on October 28th.

VIII. Board Reports

A. Academic Affairs (Monteroso)

Six new faculty members will be joining the university this fall. Canvas, the new Learning Management System, will be fully implemented this semester. The Student Success and Engagement Retention software is currently in its pilot phase with department chairs testing the system this fall, and full implementation planned for Spring 2026. Student

Learning and Licensure (SLL), which supports assessment of student learning, accreditation reporting, and licensure tracking, has been adopted and replaces LiveText. The Nearby Data Project Grant, awarded in partnership with CMU by the Benedum Foundation, totals \$35,200 with an additional \$3,000 supporting micro credentials. In addition, a student submitted a design for Wheeling's City of Lights graphic, which was featured in a recent news article.

B. Student Affairs/Enrollment (Cooper)

Katie reported that headcount currently stands at 770, with approximately 400 dual-enrolled students yet to be entered. Undergraduate FTE is 1,446, exceeding the budgeted projection of 1,357. Graduate hours (excluding PA) total 2,035 for the fall semester. Housing projections stand at 1,012, well above the projected 829. Katie noted that the university will be able to better track ROI using EAB. For Fall 2026, 132 applications have already been received. EAB representatives will be visiting campus Friday to meet with the admissions team and assist with a new marketing campaign. Over the summer, the university hosted 450 families during orientation sessions. Katie also shared the TopperFest schedule, highlighting events such as Topper Wars, Build a Topper, and Dessert at the President's House, all designed to foster early student engagement and retention.

C. Athletics (Forshey)

Athletics announced a new partnership with Chick-fil-A at The Highlands, which will provide concessions at all athletic events except football. Students have responded positively to this addition. Social media efforts have shifted from "Throwback Thursday" to "Timeless Toppers," highlighting prominent WLU athletes every two weeks, with the first feature on Lance LaFollette. Facilities Friday posts have also gained traction. On August 27, a fall season coach's kickoff event will be held on campus, featuring Panhandle Cleaning and Restoration's tailgate truck, live interviews by Scott Nolte, and a pep rally-style atmosphere. Athletics has also purchased a custom WLU wrestling belt and chain necklace to serve as fun media props for students during events.

D. Fiscal Affairs (Hudson)

Lori provided a budget status update through June 30, 2025. Undergraduate tuition revenue exceeded projections, while graduate tuition, housing, and meals fell short, resulting in a \$361K tuition shortfall, which was ultimately covered. Expenses remained within budget, though HEPC loan payments, Bettermynd, Canvas implementation, and the EFK website rebuild contributed to an overall overage of \$289K. Cash on hand as of June 30 was estimated at 90 days, consistent with prior years (85–110 days). After accounting for restricted funds, \$4.2 million remains in unrestricted usable funds. Revenue goals are progressing: undergraduate tuition billing is at 52% (target 50%), graduate tuition at 35%, and housing/meals at 59%. The first allotment of the state appropriation has been received.

On the physical plant side, grant dollars and deferred maintenance funding have supported numerous projects. Roof replacements have been completed on ASRC, Krise, Myers, and part of Fine Arts. Replacement doors and windows were installed across 12 buildings, and HVAC replacements are underway in ASRC, Fine Arts, Student Union, Bonar, and Curtis. Additional projects include campus beautification, near-completion of AACC renovations (flooring, lighting, card access), and nearing completion of Arnett Hall upgrades. Architects are finalizing details for the Aviation Center, with furniture orders forthcoming.

E. Faculty Representative (Kreisberg)

Robert noted that the Arnett Hall lab renovation is nearly complete and looks excellent. Additionally, faculty member Holly Racine received a two-year grant from WV IMBRE. Of the four grants awarded statewide, three have been secured by WLU faculty.

F. SGA Representative (Sweat)

Student government is working to bring inflatables back to the quad during TopperFest and continues planning discussions for Homecoming events.

G. Staff Representative (Karas)

Staff Council has welcomed new members and officers. The group did not meet this month due to the University Welcome event. Lauren Ames was recognized as June Employee of the Month, and Cory Bougher was recognized as July Employee of the Month. The Employee Engagement Committee hosted a summer picnic, which was well-attended by faculty and staff. Donations were also collected to assist those impacted by recent local flooding.

IX. Board Items for Approval*

A. Revisions to BOG Bylaws-Notice of Intent

Revisions will be shared with campus for a 30-day comment period.

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 Notice of Intent as presented.

B. Fall 2025 Commencement Speaker and Honorary Degree

President Borchers read the proclamation

On motion by Erikka Storch and seconded by Will Turani, it was unanimously adopted by the West Liberty University Board of Governors to approve the resolution as presented 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. Tom Cervone abstains from this vote.

C. Discussion Items

1. Zoom vs. Teams for BOG Meetings

The group agreed to continue using Microsoft Teams instead of Zoom.

X. Executive Session

Pursuant to WV Code § 6-9A-4, at 4:55PM, a motion to retire to executive session was made by Mike Baker. The motion was seconded by Tom Cervone; motion passed unanimously.

Executive Session began at 4:55PM

A motion to rise from executive session at 5:44PM was made by Rich Lucas and seconded by Mike Baker; motion passed unanimously.

Executive Session ended at 5:10PM

No action was taken in executive session.

XI. Information Gathering:

None.

XII. Adjournment

On motion by Katie Kacmarik & seconded by Erikka Storch, the meeting adjourned at 5:11PM

David McKinley

Chair

Tom Cervone

Secretary

Minutes submitted by: Cyndi Galloway