

**April 22, 2009
5:00 p.m.
R. Emmett Boyle Conference Center
WLS C**

1.	Call to Order	Ms. Exley
2.	Chairperson Comments.....	Ms. Exley
3.	Approval of Minutes* Full Board 02/11/09.....5 Min.....	Ms. Exley
	Executive Committee 02/04/09	
4.	Approval of Reports*	5 Min..... Ms. Exley
5.	Ethics Policy*	10 Min..... Mr. Davis
	Review of Comments Received	
6.	Informational Item	5 Min..... Ms. Exley
	Minor Policy Revisions	
7.	Program Reviews*	10 Min..... Dr. Lukich
		Mr. Stultz
8.	Low-Productivity Program Exemption*	10 Min..... Dr. Lukich
		Mr. Stultz
9.	Renaming Academic Schools*	5 Min..... Dr. Lukich
10.	Establishment of School of Professional Studies*	10 Min..... Mr. Turrentine
		President Capehart
11.	Non-Classified Positions*	10 Min..... Mr. Warmuth
		President Capehart
		Reid Amos
12.	Approval of FY 2010 Budget/Tuition & Fees*	30 Min..... Mr. Wright
13.	Honorary Degree*	5 Min..... Dr. Lukich
14.	Establish Office of Communications*	5 Min..... President Capehart
15.	President's Report	10 Min..... President Capehart
16.	Adjournment	

*Action Items

**West Liberty State College
Board of Governors**

**Executive Summary
February 11, 2009**

Attendance:

Beverly Burke, Richard Carter, Lynne Exley, Roseanna Keller, John Larch, Paul Limbert, Larry Miller, Shane Stack, Mike Turrentine, Jim Stultz

Unable to Attend:

Brian Joseph, Mike Stolarczyk

Administration/Faculty/Staff:

Reid Amos, Robin Capehart, J. D. Carpenter, Scott Cook, John Davis, Mary Ann Edwards, Pat Henry, Susan Herrick, Jeff Knierim, Donna Lukich, John McCullough, Tammi Secrist, Phil Stahl, Brian Warmuth, Jim Watson, Ron Witt, Jack Wright

1. Call to Order:

Chair Exley called the meeting to order at 5:00 p.m.

2. Chairperson Comments:

Chair Exley gave an update on events coming up on campus and other information as presented in full text on the BOG web site and in the WLSC Elbin Library.

3. University Week Events:

Mr. Witt gave an update on University Week events coming up on campus and other information as presented in full text on the BOG web site and in the WLSC Elbin Library.

Chair Exley then introduced Reid Amos, who is now head of the West Liberty Office of Communications and sitting on President's Council. Ms. Exley welcomed Reid and looks forward to working with him.

4. Approval of Minutes*:

Chair Exley asked for a motion to approve the minutes of the full Board of December 10, 2008.

Full Board
12/10/08

L. Miller, J. Stultz, PASSED, that the listed minutes be approved by the Board of Governors as presented in full text on the BOG web site and in the WLSC Elbin Library.

5. Approval of Reports*:

R. Keller, B. Burke, PASSED, that the reports be approved as presented in full text on the BOG web site and in the WLSC Elbin Library.

6. Outside Legal Counsel Resolution*:

B. Burke, R. Keller, PASSED, that outside legal counsel be approved as presented in full text on the BOG web site and in the WLSC Elbin Library.

7. Policy Revision Approval - Ethics*:

M. Turrentine, J. Stultz, PASSED, that the dissemination of the draft revised policy "Ethics" be approved for 30-day comment as presented in full text on the BOG web site and in the WLSC Elbin Library.

8. Campus Bookstore Policy*:

R. Keller, R. Carter, PASSED, that the policy entitled "Campus Bookstore" be approved as presented in full text on the BOG web site and in the WLSC Elbin Library.

9. Student Privileges and Responsibilities Policy*:

R. Carter, J. Stultz, PASSED, that the policy entitled "Student Privileges and Responsibilities" be approved as presented in full text on the BOG web site and in the WLSC Elbin Library.

10. West Virginia Route 2 Resolution*:

J. Stultz, R. Keller, PASSED, that the West Virginia Route 2 Resolution be approved as presented in full text on the BOG web site and in the WLSC Elbin Library.

11. President's Report:

President Capehart gave an update on various campus events and activities as presented in full text on the BOG web site and in the WLSC Elbin Library.

12. Adjournment:

The meeting adjourned at 5:50 p.m.

Lynne Exley

Chair

Mike Stolarczyk

Secretary

**West Liberty State College
Board of Governors**

**Minutes
February 11, 2009**

Attendance:

Beverly Burke, Richard Carter, Lynne Exley, Roseanna Keller, John Larch, Paul Limbert, Larry Miller, Shane Stack, Mike Turrentine, Jim Stultz

Unable to Attend:

Brian Joseph, Mike Stolarczyk

Administration/Faculty/Staff:

Reid Amos, Robin Capehart, J. D. Carpenter, Scott Cook, John Davis, Mary Ann Edwards, Pat Henry, Susan Herrick, Jeff Knierim, Donna Lukich, John McCullough, Tammi Secrist, Phil Stahl, Brian Warmuth, Jim Watson, Ron Witt, Jack Wright

1. Call to Order:

Chair Exley called the meeting to order at 5:00 p.m.

2. Chairperson Comments:

Chair Exley thanked Sodexo for the great meal and Mary Ann for her work on the meeting minutes. Ms. Exley noted that Board member Larry Miller will be retiring after many years of service with the Ohio County Schools system. She wished him well in his retirement.

Please mark your calendars for May 9 to attend commencement. This will be a very special commencement since it will be the first graduating class from West Liberty University. It would be wonderful if all Board members were able to attend this celebration.

Chair Exley has mentioned previously that Board members do have a fiduciary responsibility to support the College. Please make a donation before June 30th. Last year we had 100% participation from Board members. It doesn't matter how much you're able to contribute, but you should contribute. Please consider a contribution to the College.

The upcoming University Week is a very exciting time. Ron Witt has been coordinating activities for this week and will now take a few minutes to talk about the many events that will be held.

3. University Week Events:

Mr. Witt thanked Chair Exley for the opportunity to speak and distributed a tentative schedule of university week events. It is truly an honor to be a part of this historic occasion, as it should be for anyone affiliated with West Liberty State College, soon to be University. The transition from College to University is arguably the greatest achievement in West Liberty's 172-year existence. Mr. Witt stated he has the opportunity to head the Steering Committee to help facilitate the week long celebration, April 27 through May 3. As can be seen by the schedule, the Committee has worked diligently to make this week one people will remember and talk about for years to come. Mr. Witt noted the many upcoming events, some of which have not been celebrated or observed for many years.

Mr. Witt will keep the Board posted on any changes to the schedule, which will be sent out periodically, along with additional items added to the list. People such as Dr. Javersak, Bob Schramm, Norman Moyes, and Clyde Campbell, folks who have a knowledge and appreciation for West Liberty history, will share this knowledge with the community. Dr. Javersak is working on an updated West Liberty history book which will be published and printed and available for sale that week.

There will be a West Liberty history photo display, most likely set-up in the Library, and a drive-in movie night on the quad has also been discussed. The Committee is not short on ideas, and it looks to be a momentous occasion and milestone in the history of West Liberty State College.

Chair Exley stated she had no idea when she asked Ron to give an update on University Week there was so much going on. Ron has done a great job. At the April Board meeting these events should be

nailed down and Mr. Witt will let us know the finalized plans. Chair Exley congratulated the Committee on their efforts.

Chair Exley then introduced Reid Amos, who is now head of the West Liberty Office of Communications and sitting on President's Council. Ms. Exley welcomed Reid and looks forward to working with him.

4. Approval of Minutes*:

Chair Exley asked for a motion to approve the minutes of the full Board of December 10, 2008.

Full Board
12/10/08

A motion to approve the minutes of the full Board of December 10, 2008 was then made by Larry Miller and seconded by Jim Stultz; motion passed unanimously.

5. Approval of Reports*:

Chair Exley noted the reports from Enrollment Services, Provost, Division of Student Affairs, Office of Development, and budget and financial information contained in the Board packet. She asked if there was a request to move any of these reports into the regular agenda to discuss or for further clarification. With no request to move any of the reports to the regular agenda, Chair Exley asked for a motion to approve the reports.

A motion to approve the reports submitted by Enrollment Services, Provost, Division of Student Affairs, Office of Development, and budget and financial information was then made by Roseanna Keller and seconded by Beverly Burke; motion passed unanimously.

6. Outside Legal Counsel Resolution*:

President Capehart stated that the possibility of outside legal counsel has been talked about in prior meetings. This counsel would be used to investigate the possibility of forming a non-profit organization which would allow for control of that organization to be used to develop real estate on campus. This is something that has become very prominent at most colleges and universities. Glenville and Marshall have both hired legal counsel to do their investigations into developing real estate. In order to follow State Code we have contacted the Attorney General's office. They have stated that the Board's approval of legal counsel would help smooth the way for these matters. The fact of the matter is we cannot use College funds and this is the organized first step. The services of Fred Williams, of Steptoe & Johnson, have also been used by WVU, Marshall, Glenville, and some work with Shepherd. West Liberty has used the services of Fred in the past. President Capehart then asked if there were any questions.

Mr. Turrentine asked if these services would be for six months or was this an open-ended contract. President Capehart stated that these services would be on an hourly basis and a not-to-exceed basis. Most fees would be paid out of the bond proceeds. What we would do is form a non-profit 501C3 organization which basically sells bonds, not on the open market. Three or four big contributors give 401 money, then apply this to the construction of revenue producing dormitories. The money that's raised from the room and board is used to payoff the proceeds and basically you have a contractor that comes in and does the work. By handling it this way it's much quicker than the usual State process. This allows bigger contributors to help out by putting money in and getting a quicker return on their dollar. After the organization is established it will dissipate over time. Mr. Williams' job is to set up the organization, the selling of the bonds, and then he's done.

Chair Exley asked for other questions, which there were none. She then asked for a motion to approve this resolution.

A motion to authorize the president to enter into a short-term, reasonable fee contract with attorney L. Frederick Williams, Jr. for the sole purpose of providing advice and preparing documents in regard to a public-private venture, i.e., construction of student housing was then made by Beverly Burke and seconded by Roseanna Keller; motion passed unanimously.

7. Policy Revision Approval - Ethics*:

Mr. Davis thanked Madam Chair. He then stated that last summer President Capehart tasked a number of President's Council members with reviewing Board policies, specifically wanting us to make

sure that everything was current. A number of Board policies generally reference West Virginia Code, which in some cases has been repealed. In a nutshell, this process will take a long time to review. One policy called "Ethics" has a resolution to simply ask the Board to put this policy out for 30-day review.

A motion to approve the dissemination of the draft revised policy "Ethics" to constituent groups for 30-day review and comment was then made by Mike Turrentine and seconded by Jim Stultz; motion passed unanimously.

8. Campus Bookstore Policy*:

Mr. Davis stated that this is a new policy that at the December meeting of the Board was authorized for 30-day review. During these 30-days not a single comment was received. Since there have been no comments received to the draft, Mr. Davis respectfully asked that the Board adopt the Campus Bookstore Policy.

A motion to adopt the new policy entitled "Campus Bookstore" was then made by Roseanna Keller and seconded by Richard Carter; motion passed unanimously.

9. Student Privileges and Responsibilities Policy*:

Dr. Carpenter thanked Madam Chair and stated that this is another policy approved at the December Board meeting to be distributed for 30-day comment. During that period of time there was little interest and comments submitted by one person, that being Mr. Davis. Mr. Davis and Dr. Carpenter went back and forth on several items in the intermediate time. Dr. Carpenter believes, as does Mr. Davis, that they have been able to address the thoughts and concerns that Mr. Davis had. Most of this, if you refer to Mr. Davis' comment page, comes from the first three paragraphs, and one sentence was really non-substantive. The remainder was a non-issue on further reflection that the entire part of Section 7 belonged solely in the Student Code as a procedure and not a Board policy. Section 7 has been removed and now exists as an institutional procedure in Student Code. The only other change of note that wasn't sheer verbage was whether it should be "rights" or "privileges;" now it's both. That being said, everyone feels we have addressed all issues needed and ask that the Board consider passing this policy.

A motion to approve the new policy entitled Student Privileges, Rights and Responsibilities was then made by Richard Carter and seconded by Jim Stultz; motion passed unanimously.

Mr. Turrentine asked if, in referring to the current JUD Board, do these changes have any connection to the JUD Board and our existing procedure, and is he comfortable as far as the initial review by the Board and the process. Dr. Carpenter stated that as it exists right now, what West Liberty does is based on the work of Ed Stoner who has drafted the model student code. His document is used at more institutions in West Virginia than not. It is a very popular document, and colleges and universities across the country use most of it word-for-word and it does fit within the scope of this policy.

10. West Virginia Route 2 Resolution*:

President Capehart stated he has been approached by representatives of the West Virginia Route 2 and Interstate 68 Authorities, along with a number of government entities in the area looking for support to encourage local legislators to commit resources to the finishing of the West Virginia Route 2 widening project, which would obviously be a concern to West Liberty. He stated that he would bring a resolution to the Board for their approval to submit to our local legislative delegation.

Ms. Keller asked if this is an endorsement for all of Route 2 or just certain parts, to which President Capehart stated that it was for the completion of all of West Virginia Route 2.

A motion to approve the resolution that the Board of Governors of West Liberty State College requests and urges that the State of West Virginia place a high priority on the upgrading of West Virginia Route 2 to a modern four-lane highway to serve the Ohio Valley was then made by Jim Stultz and seconded by Roseanna Keller; motion passed unanimously.

11. President's Report:

President Capehart stated that today was the first campus update report of the new semester. The Board will recall the President stating that one of the things he wanted to improve was campus

communication. The best way to do this has been through a monthly campus report. He will also update Student Government and Classified Staff Council in separate meetings.

President Capehart then presented an update on various campus items, including spring enrollment which is 2,297. This is a 5.5% increase over spring 2008 enrollment and is the largest spring enrollment since 2002. Fall 2010 enrollment is currently 2,600, a 3.5% increase over Fall 2009.

The budget planning process for fiscal year 2009-2010 is in process and on target with no surprises.

Various studies will be taking place in the future, those being a marginal cost study conducted by Dr. Serkan Catma, and a library and parking study both conducted by Mr. Jack Wright.

West Liberty is in receipt of an internal financial controls report on Bluefield College. Most likely, all of the colleges and universities in the State will receive a financial controls audit and report, and WLSC will be sure to have all of the proper procedures in place.

Mr. Watson stated that we are 99% sure that College Sports TV (CSTV) through CBS will allow WLSC to air a live basketball game on Channel 14. Reid Amos stated that he received confirmation this evening that the men's basketball game with Wheeling Jesuit University at 3:00 p.m. on February 28 will be televised. The game will be made available to 20 million cable homes nationwide and WLSC's channel 14. We will have the rights to replay the game until March 24.

Chair Exley thanked those in attendance and noted that we only have two more meetings this fiscal year. We will need to get some of the committees together to report what has been accomplished this year. Governance Committee will need to get together to prepare for upcoming officer elections. The Finance Committee meets before every Board meeting, but a more intensive meeting will be coming up in preparation to approve the budget for next year. Chair Exley again welcomed new members, along with Reid Amos, Executive Director of Communications, and entertained a motion to adjourn.

A motion to adjourn the West Liberty State College Board of Governors meeting was then made by Mike Turrentine and seconded by Beverly Burke; motion passed unanimously.

12. Adjournment:

The meeting adjourned at 5:50 p.m.

Lynne Exley _____
Chair

Mike Stolarczyk _____
Secretary

**West Liberty State College
Board of Governors**

**Executive Committee
Minutes
February 4, 2009**

Executive Committee Members: Lynne Exley, John Larch, Michael Stolarczyk, John Gompers
WLSC Administrators: Robin Capehart, John McCullough

1. Chair Exley called the meeting to order at 8:20 a.m.
2. President's Report – President Capehart provided an update on a number of activities including (1) the events/activities planned for "University Week," including the proposed Academy of Honor, (2) preliminary work on a possible largely on-line MBA program, (3) search for a Program Director for a possible Physician Assistant program, (4) market research – conducted by Chick O'Data and a consultant – related to a possible degree-completion program, (5) the proposed School for Professional Studies, (6) the cost-of-instruction/marginal-cost-per-student reported prepared by Serkan Catma, (7) expanded activities within the Student life program.
3. BOG Committee Appointments – Chair Exley made the following appointments, with the approval of the Executive Committee:
 - Paul Limbert – Finance Committee
 - Richard Carter – Finance Committee
 - Jim Stultz – Campus Affairs Committee
4. Budget – President Capehart discussed the process being utilized in developing the FY '10 budget and in reviewing the FY '09 budget. The FY '10 budget probably will be presented at the April 22 Board of Governors meeting.
5. Executive Session – The Executive Committee entered into executive session to discuss a personnel matter.
6. Meeting adjourned at 9:35 a.m.

Lynne Exley

Chair

Michael Stolarczyk

Secretary

Provost Report for BOG
4/22/09

1. An update on Accreditations:
 - a. A Report to NASM for the Music Program is nearly complete. It is due in May 2009. Several curricular changes have been made and work will begin to address some of the maintenance problems related to acoustics in the practice facilities.
 - b. Exercise Physiology's initial accreditation site visit will likely take place in 2010-11. Our two new faculty members are updating the self study document and verifying our compliance with the accreditation standards.
 - c. Our Teacher Education Program has received approval to delay the site visit until 2010. This delay was requested because the WV Department of Education has revised its standards and our Program must realign with these new standards prior to the visit.
2. Faculty positions:
 - a. Two faculty positions have been filled for fall 2009:
 - i. Dr. Shannon Halicki Foreign Languages, French and Spanish
 - ii. Dr. Dongsoo Kim Political Science
 - b. Fourteen faculty positions remain open for fall 2009. Interviews are in process.
 - i. Broadcast/Journalism
 - ii. Communications
 - iii. Chemistry
 - iv. Biology
 - v. CIS
 - vi. Dental Hygiene
 - vii. Education - 2
 - viii. Math
 - ix. Management
 - x. Graphic Design
 - xi. Theatre
 - xii. Nursing Program Director
 - xiii. Physician Assistant Program Director
3. Interviews were completed for Dean, SBA. An offer will be made soon. Interviews are continuing for Dean, School of Education, and Dean, School of Professional Studies. The candidates are strong and we anticipate making our recommendations to the President in early May.
4. A reception to honor our academic retirees (faculty and deans) is planned for May 5 at 3 PM in Boyle. The honorees include: Dr. Beth Musser (34 years), John Reilly (28 years), Elizabeth Robinson (30 years), Dr. Michael Strada (40 years). A total of 132 years of service. Please join us if you are available.
5. A post tenure review policy has been drafted. It was given to the Faculty Senate Personnel Committee for consideration and review.
6. We continue to anticipate opening The Highlands in August and understand that work is progressing on schedule at this time.

BOARD OF GOVERNORS
ENROLLMENT SERVICES REPORT
April 15, 2009

- 1) As of the April 1 Admission's report, applications and accepted students are up slightly over 2008.
- 2) Pre-registration for the fall 2009 semester is currently taking place. The number of pre-registered students is also exceeding the spring 2008 numbers.
- 3) 264 students are scheduled to complete graduation requirements during the spring 2009 semester. Commencement is scheduled for Saturday, May 9, at 11:00 a.m. Mr. David Tyson, Chairperson, WV Higher Education Policy Commission, will deliver the Commencement Address. This will be the first graduating class from West Liberty University.

Submitted by Scott Cook.

Division of Student Affairs
April 2009 Report to the Board of Governors
J.D. Carpenter, Ed.D., Vice President for Student Affairs

- Within the last month, there have been some changes in leadership with the National Association of Student Personnel Administrators (NASPA). This is the group that West Liberty was hosting the regional conference in 2010 and I was going to be chair of the conference committee. The individual who was selected to serve as the Regional Vice President and board member for the national organization stepped down and I was asked to assume that position. It represents 230 institutions and 2,000 members in NY, PA, NJ, DE, DC, MD, and WV. Marcella Snyder, West Liberty's Director of Housing and Residence Life, will now be serving as the conference chair. My term is for two years through 2011 (with two additional years as Past-VP). My hope is that this will serve West Liberty well in terms of visibility and reputation in the region and on a national level.
- We have completed a grant application through the US Department of Justice for the COPS Recovery Program. If awarded, this Federal stimulus money would fund the salary and benefits of a full time police officer for three years as long as the institution agrees to fund the position for a fourth year. It would be the equivalent of getting a four-year police officer for 75% off.
- The response to the new activities initiatives and the number of events on campus has been extremely positive. The best way to judge what we have been able to accomplish is to give you a picture. On the following page is a comparison of two Februarys – 2008 and 2009. As you can see, with the addition of a staff position and increase in resources, the difference is striking.
- The Critical Incident Response Team has been meeting and working to update the College's Emergency Response Plan. Plans are to have the document updated by early summer, conduct a table-top exercise in late summer, and then a campus-wide drill at some point in the fall semester. Within the last few weeks, I was able to attend a day-long session on threat assessment at a national conference and a group of us attended another conference on campus safety sponsored by the Policy Commission in Charleston.
- Several personnel changes have occurred in Campus Police. Wilbur Shultz, a longtime employee, has announced his retirement effective May 1st. We were in the process of hiring an additional full time officer as well. The new position has been filled and we hope to fill the vacancy left by Wilbur's retirement soon.
- University Week is here (well, almost...). The responsibilities that Student Affairs has for that week are coming together nicely. The time leading up to that, as well as that week, will prove to be extraordinarily busy.
- Housing numbers continue to trend nicely, with an increase of 46 applications with deposits over April 1, 2008. Returning numbers seem to be increasing; however, due to the dates on which returning students signed up for rooms, it would not be appropriate to compare benchmark numbers as of April 1st. We should have a clearer picture of that by May 1st.
- We are pleased to announce that Christina Koren joined our staff to replace Andrew Lewis in Housing and Residence Life. Crissy is a graduate of St. Vincent's College and was working at Waynesburg University prior to joining us as our Area Coordinator for Residential Enrollment.

FEBRUARY 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Interested in becoming more involved campus activities and bringing your favorite events to our campus? Join the Student Activities Committee!! Meetings are held at 8pm on Tuesday evenings, in the Union Basement. Come join us and bring your ideas!!!</p> <p>NBA Madness - Tuesdays, 10:00 pm, Arnett Hall</p>					<p>1</p>	<p>2</p> <p>Wrestling VS Cannon, 7pm</p> 
<p>3</p> <p>Super Bowl Sunday</p> <p>Catholic Mass 8pm Chapel</p>	<p>4</p> <p>Women's Basketball VS WV State, 2:00pm</p> <p>Worship Service 7:24pm, Chapel</p>	<p>5</p> <p>Survivor Bible Study sponsored by Protestant Campus Ministry 4pm Chapel Lounge</p> <p>Student Activities Committee Meeting 8pm, Union Basement</p>	<p>6</p> <p>Talent Show</p> <p>8:00pm, College Hall</p> <p>Ash Wednesday</p> <p>W.E.A. C.E.A.S.E.</p>	<p>7</p> <p>Men's Basketball VS Salem, 10:00pm</p> <p>Women's Basketball VS Salem International, 6:00pm</p> <p>10am-9pm, Union</p> 	<p>8</p>	<p>9</p> <p>Skating To Seven Springs</p> 
<p>10</p> <p>Catholic Mass 8pm Chapel</p>	<p>11</p> <p>2008 Thank You's</p> <p>Variable Math's and Candy Bars, 10-12, Union</p> <p>Bible Study to St. Quentin</p> <p>Valentine Show Hall at 4pm</p> <p>Worship Service 7:24pm, Chapel</p>	<p>12</p> <p>2008 Thank You's</p> <p>Variable Math's and Candy Bars, 10-12, Union</p> <p>Survivor Bible Study</p> <p>Survivor Bible Study</p> <p>Lincoln's Birthday</p> 	<p>13</p> <p>Billtop Players Present</p> <p>Book of Days, 7:30pm, Union</p> <p>Staff-A-Save 7:30-10:00pm</p> <p>Open Mic Night 7:30pm, Union</p> <p>Book of Days, 7:30pm, Union</p> <p>W.E.A. C.E.A.S.E.</p>	<p>14</p> <p>Billtop Players Present</p> <p>Book of Days, 7:30pm, Union</p> <p>Men's Basketball VS Fairmont, 10:00pm</p> <p>Women's Basketball VS Fairmont State, 6:00pm</p> <p>Valentine's Day Dance 8pm-10:00pm, Union</p>	<p>15</p> <p>Billtop Players Present</p> <p>"Book of Days", 8pm, Kelly Theatre</p>	<p>16</p> <p>Billtop Players Present</p> <p>"Book of Days", 8pm, Kelly Theatre</p>
<p>17</p> <p>Billtop Players Present</p> <p>"Book of Days", 8pm, Kelly Theatre</p> <p>Catholic Mass 8pm Chapel</p>	<p>18</p> <p>Valentine's Day</p> <p>Variable Math's and Candy Bars, 10-12, Union</p> <p>Worship Service 7:24pm, Chapel</p> <p>President's Day</p>	<p>19</p> <p>Survivor Bible Study sponsored by Protestant Campus Ministry 4pm Chapel Lounge</p> <p>Chocolate Mimi Day</p>	<p>20</p> <p>W.E.A. C.E.A.S.E.</p>	<p>21</p> <p>Men's Basketball VS Ohio Valley, 7:30pm</p> <p>Women's Basketball VS Ohio Valley, 5:30pm</p>	<p>22</p> <p>Washington's Birthday</p>	<p>23</p>
<p>24</p> <p>Catholic Mass 8pm Chapel</p>	<p>25</p> <p>Worship Service 7:24pm, Chapel</p>	<p>26</p> <p>Survivor Bible Study sponsored by Protestant Campus Ministry 4pm Chapel Lounge</p>	<p>27</p> <p>Open Mic Night 7:10pm Union</p> <p>W.E.A. C.E.A.S.E.</p>	<p>28</p> <p>Shopping Trip to the Highlands</p> <p>Valentine Show Hall at 4pm</p>	<p>29</p> <p>Leap Day</p>	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>1</p> <p>Worship Service, 10am Chapel/Bible Discussion Group, 7:00pm-8:00pm</p> <p>Catholic Mass, 8pm Chapel</p> <p>Super Bowl Party!</p> <p>Union Ballroom, 6:00pm</p> <p>Come enjoy the game and snacks!</p>	<p>2</p>	<p>3</p> <p>Aerobics Class 4:30-5:30pm, Dance Studio, Cost: \$3</p> <p>Worship Service 6:30pm Chapel</p> <p>SGA Meeting 8pm, 202 Arnett</p> <p>Casino Night 9-11pm, Union</p>	<p>4</p> <p>Speakeasy 11:30pm Chapel Social Room</p> <p>SAB Meeting - Noon</p> <p>Commuter Lounge</p> <p>Open Mic Night 7:30pm, Union</p> <p>Open Mic Night 8-10pm, Union (7pm sign up)</p>	<p>5</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NICK AND NORAH'S INFINITE PLAYLIST"</p>	<p>6</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NICK AND NORAH'S INFINITE PLAYLIST"</p>	<p>7</p> <p>Solo and Ensemble Festival</p> <p>Wrestling vs. Cannon Mountain and Shogunberg 1pm</p> <p>Skating Trip</p> <p>To Seven Springs</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NICK AND NORAH'S INFINITE PLAYLIST"</p>
<p>8</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NICK AND NORAH'S INFINITE PLAYLIST"</p> <p>BINGO!</p> <p>Open Mic Night 7:30pm, Union</p> <p>Worship Service, 10am Chapel</p> <p>Bible Discussion Group, 7:00pm Chapel Conf. Room</p> <p>Catholic Mass, 8pm Chapel</p>	<p>9</p> <p>Women's Basketball vs. Davis & Elkins 5:30pm</p> <p>Men's Basketball vs. Davis & Elkins 7:30pm</p>	<p>10</p> <p>POSTER SALE 10-11am</p> <p>Aerobics Class 4:30-5:30pm, Dance Studio, Cost: \$3</p> <p>Worship Service 6:30pm Chapel</p> <p>SGA Meeting 8pm, 202 Arnett</p>	<p>11</p> <p>Speakeasy 11:30pm Chapel Social Room</p> <p>SAB Meeting - Noon</p> <p>Commuter Lounge</p> <p>Open Mic Night 7:30pm, Union</p> <p>Open Mic Night 8-10pm, Union (7pm sign up)</p>	<p>12</p> <p>Women's Basketball vs. Pitt-Johnstown 5:30pm</p> <p>Men's Basketball vs. Pitt-Johnstown 7:30pm</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NICK AND NORAH'S INFINITE PLAYLIST"</p>	<p>13</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NICK AND NORAH'S INFINITE PLAYLIST"</p>	<p>14</p> <p>Solo and Ensemble Festival</p> <p>Wrestling vs. Cannon Mountain and Shogunberg 1pm</p> <p>Skating Trip</p> <p>To Seven Springs</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NICK AND NORAH'S INFINITE PLAYLIST"</p>
<p>15</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NICK AND NORAH'S INFINITE PLAYLIST"</p> <p>Worship Service, 10am Chapel</p> <p>Bible Discussion Group, 7:00pm Chapel Conf. Room</p> <p>Catholic Mass, 8pm Chapel</p>	<p>16</p> <p>CRAFT NIGHT!!!</p> <p>Make your own picture frame - FREE!</p> <p>7pm, Alumni Room</p>	<p>17</p> <p>Aerobics Class 4:30-5:30pm, Dance Studio, Cost: \$3</p> <p>Worship Service 6:30pm Chapel</p> <p>SGA Meeting 8pm, 202 Arnett</p>	<p>18</p> <p>Speakeasy 11:30pm Chapel Social Room</p> <p>SAB Meeting - Noon</p> <p>Commuter Lounge</p> <p>Open Mic Night 7:30pm, Union</p> <p>Open Mic Night 8-10pm, Union (7pm sign up)</p>	<p>19</p> <p>Billtop Players Present</p> <p>"Book of Days" 8pm, Kelly Theatre</p> <p>Faculty Karaoke Dr. Christopher Barrios, saxophone 8:00pm-9:00pm</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NIGHTS IN RODANTHE"</p>	<p>20</p> <p>Billtop Players Present</p> <p>"Book of Days" 8pm, Kelly Theatre</p> <p>Ice Skating</p> <p>Ice Skating at Seven Springs</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NIGHTS IN RODANTHE"</p>	<p>21</p> <p>Women's Basketball vs. Seton Hall 2pm</p> <p>Men's Basketball vs. Seton Hall 7pm</p> <p>Billtop Players Present</p> <p>"Book of Days" 8pm, Kelly Theatre</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NIGHTS IN RODANTHE"</p>
<p>22</p> <p>Worship Service, 10am Chapel</p> <p>Bible Discussion Group, 7:00pm Chapel Conf. Room</p> <p>Billtop Players Present</p> <p>"Book of Days" 8pm, Kelly Theatre</p> <p>Faculty Karaoke Dr. Christopher Barrios, saxophone 8:00pm-9:00pm</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NIGHTS IN RODANTHE"</p>	<p>23</p> <p>Shopping Trip</p> <p>To the Highlands</p> <p>Valentine Show Hall at 4pm</p>	<p>24</p> <p>Aerobics Class 4:30-5:30pm, Dance Studio, Cost: \$3</p> <p>Worship Service 6:30pm Chapel</p> <p>SGA Meeting 8pm, 202 Arnett</p>	<p>25</p> <p>Speakeasy 11:30pm Chapel Social Room</p> <p>SAB Meeting - Noon</p> <p>Commuter Lounge</p> <p>Open Mic Night 7:30pm, Union</p> <p>Open Mic Night 8-10pm, Union (7pm sign up)</p>	<p>26</p> <p>Chamber Music Program, Patricia van der Meer, violin and Catherine Crony, piano</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"QUARANTINE"</p> <p>Spring Break Pool Party</p>	<p>27</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"QUARANTINE"</p>	<p>28</p> <p>Women's Basketball vs. Wheeling Jesuit 2pm</p> <p>Men's Basketball vs. Wheeling Jesuit 7pm</p> <p>Billtop Players Present</p> <p>"Book of Days" 8pm, Kelly Theatre</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"QUARANTINE"</p> <p>CRAFT NIGHT!!!</p> <p>Make your own picture frame - FREE!</p> <p>7pm, Alumni Room</p>
<p>29</p> <p>Movie Night 8pm, Union Ballroom</p> <p>"NIGHTS IN RODANTHE"</p>	<p>Library Hours:</p> <p>Mon-Thurs: 8am-9pm</p> <p>Fri: 8am-4pm</p> <p>Sat: 9am-12pm</p> <p>Sun: 5pm-9pm</p>	<p>February 19-March 6: Dan Gerdeman, pianist, "How Loud Can You Scream", Nutting Gallery</p> <p>Times: Mon-Fri 9am-3pm, Opening Reception, Feb. 18, 5:30-7pm</p> <p>Feb. 26: ATF Spring Break Pool Party, 8pm-11pm, Biatnik Pool. Come enjoy food and games, and the pool!!!</p> <p>Free Shuttle to Wheeling Park Ice Skating Rink - Cost: \$5.50 admission fee and \$3.25 for skate rentals. Hours: 7:30-10pm. The free shuttle will leave from Shaw Hall at 7pm. Please sign up in the Campus Life Office!</p>				

OFFICE OF DEVELOPMENT REPORT

4/22/09

Total Gifts Received: As of March 31, 2009, the West Liberty State College Foundation has received \$707,309 in contributions since July 1, 2008. This compares to \$632,537 for the same period last year. The total contributions received to date represent 1,885 gifts compared to 1,327 gifts for the same period last year.

Department News:

As part of University week, the inaugural Foundation Scholarship Dinner and Academy of Honor induction will be held the evening of Friday, May 1. This will be a fund raising event with the proceeds benefiting the West Liberty State College Foundation Endowed Scholarship Fund. The Academy of Honor is being established to recognize alumni, friends and former employees of WLSC who have consistently demonstrated extraordinary commitment, dedication and service to the advancement of WLSC. The honorees who will be inducted are Joseph A. Bartell, Paul N. Elbin, Raymond G. Hughes, Nelle M. Krise, John C. Shaw and Nathan Shotwell.

Development officers Jeff Knierim, Jason Kogler and Ron Witt attended the CASE (Council for Advancement and Support of Education) District II Conference in Baltimore, March 22-24. The conference featured programs that addressed the most important issues facing advancement professionals in these difficult economic times.

Submitted by:

Jeff Knierim

West Liberty State College Board of Governors
April 22, 2009

**ETHICS RESOLUTION
WEST LIBERTY STATE COLLEGE**

Action Item

The Board of Governors is asked to adopt a revision to its Policy 48, retitled "Ethics". At the Board's February 11 meeting, it resolved to disseminate the draft revision for 30-day commend period. Two comments were received during that period. Both have been addressed in the revision's final form.

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors adopts the revision to Policy 48, "Ethics".

WEST LIBERTY STATE COLLEGE BOARD OF GOVERNORS

POLICY 48: ETHICS

Section 1. General

Scope: This policy establishes guidelines in accordance with the West Virginia Governmental Ethics Act for all employees of West Liberty State College. It requires all employees to avoid conflicts between their personal interests and their public responsibilities. This policy is not intended as a comprehensive treatment on the subject of ethics. It only highlights key elements of the Ethics Act and supplements Higher Education Policy Commission regulations.

Authority: W.Va. Code sections 18B-1-6 and 6B-2-5

History: The Higher Education Policy Commission has delegated general ethics policy responsibility to its member institutions while retaining control over the specific content of such policies (reference HEPC Series 31). Persons serving on institutional governing boards are subject to the conflict of interest standards in the Ethics Act, just as state college and university employees are.

Filing Date: February 11, 2009

Effective Date:

Section 2. Approval of Activity

- 2.1 Institutional approval of any activity pursuant to this policy shall be deemed to be part of the employee's employment contract or similar documentation and shall be in writing.
- 2.2 Any institutional approval granted pursuant to this policy may be revoked upon reasonable notice to the employee.
- 2.3 Approval of any activity under this policy may be given only by the president or the president's designee. Such delegation of authority by the president shall be in writing and shall be in accordance with the needs of the College, but in no case shall such delegation be at an authority level lower than vice president or an academic dean.
- 2.4 Approval for any activity may be granted on a case-by-case basis, or when such activities are common within the College, a department, or other category or grouping of employees, to all employees or any sub-grouping thereof.
- 2.5 The College shall establish appropriate administrative procedures for the review and approval of those employee activities covered by this policy.
- 2.6 Disclosures required by this policy are personal in nature and shall be kept confidential, as permitted by law.

Section 3. Solicitation of Gifts

- 3.1 An employee may solicit gifts only for charitable purposes from which the employee or immediate family members derive no direct personal benefit. An employee may not solicit a gift from a subordinate even for a charitable purpose.
- 3.2 An employee may not accept a gift from a lobbyist or from an "interested person" (an individual who seeks to do business with the College or who does business with the

College or is otherwise financially interested in the activities of the College) unless the gift fits one of the exceptions identified in the Ethics Act, e.g. meals and beverages, unsolicited gifts of a value of \$25 or less, or free tickets to political, charitable, or cultural events customarily given as a courtesy to the office.

- 3.3 Unless otherwise restricted by one's supervisor, employees shall be permitted to solicit gifts which directly benefit the College. Solicitations on behalf of a particular department, on behalf of the College's supporting foundation, or on behalf of an affiliated corporation shall, for the purposes of this policy, be deemed to be a solicitation on behalf of or for the benefit of the College.
- 3.4 Permissible solicitations shall include but not be limited to the following even though the soliciting employee may work in a position which will be directly or indirectly supported thereby: grants or donations from, and contracts with, individuals or entities to support College activities enumerated in the Ethics Act, e.g. teaching, research, publication, and service activities.
- 3.5 Support for teaching, research, publication, and service activities shall include but not be limited to such normal and regular institutional needs as support for salaries, scholarships, capital improvements or repairs, and classroom, laboratory, athletic, medical, scientific, and other similar equipment supplies.
- 3.6 External funds or in-kind items (or services) of value solicited or otherwise received in consideration of advertising, promotion, etc. shall not be acknowledged, reported, or otherwise treated as gifts.

Section 4. Misuse of Public Office

- 4.1 An employee may not work on personal projects or activities for private gain – including but not limited to, other employment – during hours for which the employee is being paid by the College.
- 4.2 An employee may not use the College's computers or other equipment, vehicles (including vehicles rented or leased by the College), facilities, supplies, etc. for personal projects or for activities that result in private gain – including but not limited to, other employment – to the employee or to another individual.
- 4.3 An employee may not use subordinate employees to work on personal projects or activities during work hours or compel them to do so on their own time.
- 4.4 A supervisor may not authorize or permit employee projects or activities described above. Moreover, every supervisor shall have an affirmative duty to explain the provisions of this section to his/her subordinates.

Section 5. Interest in Public Contracts

- 5.1 Each employee shall be required to disclose any interest the employee or any member of the employee's immediate family may have in the profits or benefits of a contract which the employee may have direct authority to enter into or direct others to enter into or over which the employee may have control (including via participation in preparation of contract specifications and/or participation in the quote/bid and award process) unless such interest is limited within the meaning of W.Va. Code Section 6B-2-5(d)(2). The term "contract" shall include purchase orders and other procurement documents.

- 5.2 The College may review any interest an employee or any member of the employee's immediate family may have and determine what, if any, restrictions or limitation should be placed on the employee's activities.
- 5.3 Without limitation, the following represent examples of interests in public contracts which may be permitted:
 - 5.3.1 The employee is the author and copyright holder of a leading textbook in the employee's teaching field and may wish to require the use of the textbook by his/her students;
 - 5.3.2 The employee is the inventor and patent owner of a scientific tool necessary for research in the employee's field; and
 - 5.3.3 The employee is an expert in the region in a particular field and such consulting expertise is being sought by the College or another governmental agency and the providing of such consulting services is not a part of the employee's duties to the College.

Section 6. Copyright

- 6.1 The Board of Governors and the College respect the copyright protections given by federal law (Title 17, U.S. Code) to the authors of original works of authorship, including literary, dramatic, musical, artistic, and certain other intellectual works whether published or unpublished. In particular, copyrights of textbooks and licensed software shall not be violated.
- 6.2 Members of the campus community are expected to become as knowledgeable as possible regarding copyright and its impact on their responsibilities. Supervisors in academic and administrative departments have an affirmative duty to inform subordinate employees concerning the provisions of this section. Students shall be informed regarding copyright via the Student Handbook.
- 6.3 Faculty, staff, administrators, and students who willfully disregard the law and this policy do so at their own risk and may be subject to personal liability. Any violation of this policy shall be treated as a serious matter and shall be subject to disciplinary action up to and including termination in the case of employees and expulsion in the case of students.

Section 7. Reporting Violations of the Ethics Act

- 7.1 Employees are encouraged to report to their supervisor and/or to the West Virginia Ethics Commission any acts or activities believed to be unethical.
- 7.2 The West Virginia Public Employees Whistle-blower Law, W.Va. Code 6C-1-1 et seq. describes protections available to individuals who report such wrongdoing.

PROGRAM REVIEW

B.S. in Clinical Laboratory Science

Action Item

The B.S. in Clinical Laboratory Science program is up for five-year program review approval before the West Liberty State College Board of Governors.

The Academic Affairs Committee has made institutional recommendations and the rationale for these recommendations for this program.

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approves the program review recommendation for the B.S. in Clinical Laboratory Science for continuation of the program at the current level of activity.

West Liberty State College
Board of Governors Program Review
Summary Report

Academic Program: Bachelor of Science in Clinical Laboratory Science

Date: March 23, 2009

Recommendation: Continuation of the program at the current level of activity

Rationale for the recommendation is based upon the following:

Strengths of the Program:

1. A comprehensive assessment program which reflects curricular changes as warranted by assessment findings.
2. Excellent clinical laboratory opportunities in area hospitals.
3. Accreditation by NAACLS in 2006 for the full seven years, the maximum number of years awarded.
4. Continual review and revision of curriculum as indicated by changes in the profession and assessment findings.

Weaknesses of the Program:

1. While the number of freshmen students is increased this year, numbers of graduates and degrees awarded remain very low.
2. No scholarships are dedicated to CLS students.

PROGRAM REVIEW

B.S. in Criminal Justice

Action Item

The B.S. in Criminal Justice program is up for five-year program review approval before the West Liberty State College Board of Governors.

The Academic Affairs Committee has made institutional recommendations and the rationale for these recommendations for this program.

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approves the program review recommendation for the B.S. in Criminal Justice for continuation of the program at the current level of activity with corrective action. A follow-up assessment report is required in 2009-10. Further, it is recommended that the program be conditionally approved based upon the development of an assessment plan. Completion of an Assessment Follow-Up Progress Report is required to ensure appropriate steps are being taken to initiate an assessment plan. Additionally, it is recommended the Report continue on an annual basis until a productive assessment plan is established.

West Liberty State College
Board of Governors Program Review
Summary Report

Academic Program: Bachelors of Science in Criminal Justice

Date: March 23, 2009

Recommendation: Continuation of the program at the current level of activity with corrective action. A follow-up assessment report is required in 2009-10. Further, it is recommend that the program be conditionally approved based upon the development of an assessment plan. Completion of an Assessment Follow-Up Progress Report is required to ensure appropriate steps are being taken to initiate an assessment plan. Additionally, it is recommended the Report continue on an annual basis until a productive assessment plan is established.

Rationale for the recommendation is based upon the following:

Strengths of the Program:

1. Outstanding job placement record for graduates
2. Lowest credit hour cost of any WL program
3. Internship opportunities for all CJ majors
4. Student internship placement with the Washington Center

Weaknesses of the Program:

1. Significant lack of cumulative assessment data to measure program effectiveness, including placement of graduates
 - a. The assessment plan for Criminal Justice should include the following:
 - i. The establishment of three to five clearly stated student learning outcomes which describe the intended student outcome, not the subject matter (i.e. the student will solve, identify, construct, or demonstrate)
 - ii. The establishment of assessment measures (student diagnostic) which will provide data on student learning and identify program strengths and weaknesses
 - iii. Senior surveys and/or exit interviews to provide data on student satisfaction
 - iv. Data on graduates, employment statistics and/or graduate school
 - v. The reestablishment of a community advisory board
 - b. Recommend that one or both faculty members should attend a national higher education assessment conference such as the IUPUI Assessment Institute.
2. Lack of a professor with an earned doctorate in criminal justice
3. Limited funding, especially for technology needs in the classrooms

PROGRAM REVIEW

B.S. in Exercise Physiology

Action Item

The B.S. in Exercise Physiology program is up for five-year program review approval before the West Liberty State College Board of Governors.

The Academic Affairs Committee has made institutional recommendations and the rationale for these recommendations for this program.

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approves the program review recommendation for the B.S. in Exercise Physiology for continuation of the program at the current level of activity with corrective action. A follow-up assessment report is required in 2009-10. Further, it is recommended that the program be conditionally approved based upon the development of an assessment plan. Completion of an Assessment Follow-Up Progress Report is required to ensure appropriate steps are being taken to initiate an assessment plan. Additionally, it is recommended the Report continue on an annual basis until a productive assessment plan is established.

West Liberty State College
Board of Governors Program Review
Summary Report

Academic Program: Bachelor of Science in Exercise Physiology

Date: March 23, 2009

Recommendation: Continuation of the program at the current level of activity with corrective action. A follow-up assessment report is required in 2009-10. Further, it is recommend that the program be conditionally approved based upon the development of an assessment plan. Completion of an Assessment Follow-Up Progress Report is required to ensure appropriate steps are being taken to initiate an assessment plan. Additionally, it is recommended the Report continue on an annual basis until a productive assessment plan is established.

Rationale for the recommendation is based upon the following:

Strengths of the Program:

1. Each student is required to have a minor, which enhances their professional/career opportunities
2. Excellent laboratory opportunities in the Human Performance Laboratory and Wellness Center on campus
3. The addition of a second full time faculty member to better serve the program, particularly advising and frequency of course offerings
4. This major has expanded career/professional school opportunities and has experienced rapid growth in the past five years

Weaknesses of the Program:

1. Lack of cumulative assessment data to measure program effectiveness, including placement of graduates
 - a. The assessment plan for Exercise Physiology should include the following:
 - i. The establishment of three to five clearly stated student learning outcomes which describe the intended student outcome, not the subject matter (i.e. the student will solve, identify, construct, or demonstrate)
 - ii. The establishment of a senior capstone course
 - iii. The establishment of assessment measures (student diagnostic) which will provide data on student learning and identify program strengths and weaknesses
 - iv. Senior surveys and/or exit interviews to provide data on student satisfaction
 - v. Data on graduates, employment statistics and/or graduate school
 - vi. The development of a community advisory board
 - b. Two new faculty were hired for the program in 2008-09
 - i. Recommend that one or both faculty members should attend a national higher education assessment conference such as the IUPUI Assessment Institute.
2. This year, students are becoming accustomed to two new faculty members

PROGRAM REVIEW

B.S./B.A. in Interdisciplinary Studies Degree

Action Item

The B.S./B.A. in Interdisciplinary Study Degree program is up for five-year program review approval before the West Liberty State College Board of Governors.

The Academic Affairs Committee has made institutional recommendations and the rationale for these recommendations for this program.

Proposed Resolution: *Resolved*, That the West Liberty State College Board of Governors approves the program review recommendation for the B.S./B.A. in Interdisciplinary Studies Degree for continuation of the program at the current level of activity.

West Liberty State College
Board of Governors Program Review
Summary Report

Academic Program: Interdisciplinary Studies Bachelors of Arts/Bachelor of Science Degree

Date: March 23, 2009

Recommendation: Continuation of the program at the current level of activity

Rationale for the recommendation is based upon the following:

Strengths of the Program:

1. Provides the opportunity to earn a degree to students who wish to combine 2 or 3 academic disciplines.
2. The program continues to remain highly flexible and allows students to design their curriculum based on their areas of experience and expertise, along with oversight from appropriate academic administrators

Weakness of the Program:

1. The nature of the degree program does not provide for cumulative assessment data to measure program effectiveness

PROGRAM REVIEW

Regents' Bachelor of Arts Degree

Action Item

The Regents' Bachelor of Arts Degree program is up for five-year program review approval before the West Liberty State College Board of Governors.

The Academic Affairs Committee has made institutional recommendations and the rationale for these recommendations for this program.

Proposed Resolution: *Resolved*, That the West Liberty State College Board of Governors approves the program review recommendation for the Regents' Bachelor of Arts Degree for continuation of the program at the current level of activity.

West Liberty State College
Board of Governors Program Review
Summary Report

Academic Program: Regents Bachelors of Arts Degree

Date: March 23, 2009

Recommendation: Continuation of the program at the current level of activity

Rationale for the recommendation is based upon the following:

Strengths of the Program:

1. Provides the opportunity to earn a degree to non-traditional students by affording recognition and acknowledgement of their extensive life experiences combined with earned academic credit.
2. The program continues to remain highly flexible and allows students to design their curriculum based on their areas of experience and expertise, along with oversight from appropriate academic administrators

Weakness of the Program:

1. The nature of the degree program does not provide for cumulative assessment data to measure program effectiveness

PROGRAM REVIEW – FOLLOW-UP REPORT

B.S./B.A. in Social Sciences

Action Item

The B.S./B.A. in Social Sciences program was required to submit a follow-up report to its five-year program review.

The Academic Affairs Committee has made institutional recommendations and the rationale for these recommendations for this program.

Proposed Resolution: *Resolved*, That the West Liberty State College Board of Governors approves the follow-up report recommendation for the B.S./B.A. in Social Sciences for continuation of the program with further corrective action focused on continued enhancement of student outcomes assessment, with a required follow-up report in 2009-10 AY.

West Liberty State College
Board of Governors Program Review
Summary Report

Academic Program: Follow-up Report for Social Sciences—Bachelors of Science and
Bachelors of Arts

Date: March 23, 2009

Focus on Assessment in the Follow-up Report:

The Social Science Assessment Committee has accomplished the following activities in the past year:

1. Development of a new set of Program Goals, including a listing of essential skills for graduates
2. Standardization of assessment measurements across the various concentrations in social science, i.e., embedding measurements methods in capstone courses
3. Curricular changes to include the provision of quantitative and qualitative research within social science and the inclusion of a capstone course in each concentration

Implementation of these changes will require a few years for the results to be demonstrated. Continued monitoring is suggested at this time.

Recommendation: Continuation of the program with corrective action—a follow-up assessment report in AY 2009-10

RETENTION OF B.S. IN CHEMISTRY AND B.A./B.S. IN MATHEMATICS

ACTION ITEM

The Board of Governors is asked to approve the retention and continuation of the B.S. in Chemistry and the B.A./B.S. in Mathematics programs as part of the College's degree offerings. While cognizant of the fact that these are considered to be "low enrollment" programs, both of these programs effectively complement the degree offerings in the School of Sciences, and their elimination would not produce any significant cost savings because the respective courses and faculty are needed within the College's General Studies program and/or subject-area teacher education programs.

***Proposed Resolution:* Resolved, that the West Liberty State College Board of Directors approves the retention and continuation of the B.S. in Chemistry and the B.A./B.S. in Mathematics programs as part of the College's degree offerings.**

West Liberty State College
Board of Governors
Position on Low Enrollment Programs

In response to the “Productivity Review: 2003-2008 for West Liberty State College” provided by the West Virginia Higher Education Policy Commission, the WL Board of Governors respectfully requests that the following two programs--BS/BA Mathematics and BS Chemistry--be exempt from further review. These programs are critical to the WV HEPC statewide initiative to increase students/graduates in STEM fields. The WLSC COMPACT addresses strategies to enhance the enrollment in both of these programs and, subsequently, increase the number of degrees awarded.

More specifically, the Chemistry program has 7 students graduating in spring 2009. Of this group, 3 are accepted to doctoral programs. Over the past three years, WL has participated in the WV INBRE funding opportunities and has engaged our Chemistry students in significant undergraduate research as a part of this program. Approximately \$1,000,000 has been dedicated to the Chemistry Program.

Because upper-level Mathematics is critical to an overall strong Science program, it is further requested that Mathematics be allowed additional time to achieve an increased enrollment and number of degrees awarded. Significant faculty turnover has occurred in Mathematics in the past three years, and the belief is that with more students engaged in Chemistry, an increase in Mathematics majors is also likely.

Finally, the elimination of either or both of these programs will not result in any financial savings for WL. The Teacher Education Program and General Studies courses require that we retain our present faculty size in both programs.

West Liberty State College Board of Governors
April 22, 2009

RENAMING ACADEMIC SCHOOLS

Action Item

Concurrent with the name change to West Liberty University on May 3, 2009, the Board of Governors is asked to approve the name change of the four major academic units from "School" to "College" (i.e., School of Education becomes College of Education). This nomenclature is consistent with that of many other universities.

Proposed Resolution, *Resolved*, that the West Liberty State College Board of Governors approves the name change of the four major academic units from School to College, effective May 3, 2009.

**APPROVAL OF ESTABLISHMENT OF THE
SCHOOL OF PROFESSIONAL STUDIES**

Action Item

In alignment with the Higher Education Policy Commission's "Charting the Future: A Master Plan for West Virginia Higher Education" and West Liberty's Institutional Master Plan and Compact, the Board of Governors is asked to approve the establishment of the School of Professional Studies, which will develop, market, and offer non-academic-credit workshops, seminars, conferences, and training programs through its Centers for Leadership and Ethics, Continuing Education, Professional Development, and Entrepreneurship. The School will be primarily located at The Highlands Center and will commence operations on or about July 1, 2009.

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approves the establishment of the School of Professional Studies, effective July 1, 2009.

APPROVAL OF NON-CLASSIFIED CRITICAL POSITION

Action Item

The creation of a non-classified critical employee position is necessary to service needs in the School of Professional Studies that will be titled as "Dean, School of Professional Studies."

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approve the creation of a non-classified critical position titled "*Dean, School of Professional Studies*."

APPROVAL OF NON-CLASSIFIED POSITION

Action Item

The creation of a non-classified employee position is necessary to service needs in the Office of Communications that will be titled as “Web Communications Manager.”

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approve the creation of a non-classified position titled “*Web Communications Manager.*”

Fiscal Year 2010 Tuition and Fees

Action Item

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors sets the FY 10 (academic year 2009-10) in-state tuition rates at 6.6% greater than FY 09, Metro Rates at 6.1%, out-of-state tuition rates at 8.5% greater than FY 09, capital fee at 5.0% greater than FY 09, double-room rates at 5.0% greater than FY 09, and board rates at 5.9% greater than FY 09. Further, all lab fees except Natural Science are repealed, Roadways and Walkways Fee is repealed, new Student Parking Permit and Cable and Internet Fees are accepted.

West Liberty State College Board of Governors
April 22, 2009

FY 2010 Budget

Action Item

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approves the submission of the Fiscal Year 2010 budget.

Financial Information
B.O.G. Meeting – April 22, 2009

Page

1. Budget Assumptions – Students, Institutional Waivers, and Scholarships
2. Highlights of FY 10 Budget
3. FY 09 Lab Fees
4. FY 10 Budget Investments
5. FY 10 Open Positions in Budget
- 6-9. FY 10 Proposed Tuition and Fees
10. FY 09 vs. FY 10 Major Revenue Sources
11. FY 09 vs. FY 10 Budget Comparison
- 12-20. FY 10 Proposed Budget Detail

**FY 2009 Actual Full-Time Students
Vs.
FY 2010 Projected Full-Time Students**

	<u>Fall Term</u>			<u>Spring Term</u>			<u>Average</u>
	<u>2009</u>	<u>2010</u>	<u>Change</u>	<u>2009</u>	<u>2010</u>	<u>Change</u>	<u>Change</u>
Full-Time In-State	1411	1441	+30	1293	1319	+26	+28
Full-Time Metro	436	466	+30	392	420	+28	+29 (+1)*
Full-Time Out-of-State	<u>318</u>	<u>310</u>	<u>- 8</u>	<u>273</u>	<u>260</u>	<u>- 13</u>	<u>- 10.5</u>
Total Full-Time (+18.5)*	2165	2217	+52	1958	1999	+41	46.5

*28 New metro students required to offset 25% out-of-state tuition.

**FY 2010 Projected Full-Time Student Increase
Effect on Tuition and Fees**

	<u>FY 2009 vs. FY 2010 Change</u>	<u>Projected 2010 Fee & Tuition</u>	<u>Revenue Change</u>
Full-Time In-State	+ 28	\$ 4,880	+ \$136,640
Full-Time Metro	+ 1	9,560	+ 9,560
Full-Time Out-of-State	<u>-10.5</u>	11,950	<u>- 125,475</u>
Total Added Revenue	+18.5		+ \$ 20,725

**FY 2009 Actual Institutional Waivers & Scholarships
Vs.
FY 2010 Projected Institutional Waivers & Scholarships**

	<u>2009</u>	<u>2010</u>	<u>Cost Change</u>
Waivers	\$1,809,951	\$1,936,648	+ \$ 126,697
Scholarships	188,548	530,548	+ 342,000
Band	<u>0</u>	<u>40,000</u>	<u>+ 40,000</u>
	\$1,998,499	\$2,507,196	+ \$508,697

Highlights of FY 10 Budget

1. 5% reduction in FY 09 State appropriation.
2. \$700,000 of future investments (see detail) with no corresponding revenue increase.
3. Elimination of all lab fees except Natural Science.
4. Addition of new cable and internet fee to offset Comcast cost.
5. \$280,000 of HEPC Capital Grants (50% matching) for projects to be completed by June 30, 2010.
6. Elimination of Roads and Walkways fee and addition of parking permit charge.
7. Overall average \$220/semester (+ 6.9%) increase in tuition and fees over FY 09.
8. \$375,000 in salary and benefits included for an average 3% increase in FY 10.
9. One time revenue included in FY 09 - \$800,000 State appropriation for Highlands and \$320,000 Foundation Grant for athletic facilities – none in FY 10.
10. \$250,000 reduction in freshman computer program in FY 10.
11. Building and land improvements in FY 09 - \$1,800,000 in FY 10 \$1,160,000.

**LAB FEES
2008-2009
ACTUAL**

(Finance Committee Meeting 04-08-09)

Lab	ORG	2009	90%* 2009	Dean Budget Allocation 2010
Fine Arts	812H	\$103,189	\$ 92,870	**\$ 43,000
Dental Hygiene	8122	11,520		
CLS	8123	1,012		
Nursing	8124	15,727		
Natural Science	8126	145,926		
Dental Hygiene CEU	8125	21,300		
HPE Field Force	8128	<u>5,000</u>		
		200,485	180,436	180,000
Education	812K	26,102		
Health & PE	812Q	<u>4,590</u>		
		30,692	27,623	28,000
Accounting	812N	14,418		
CIS	812P	24,178		
Management	812R	<u>6,007</u>		
		44,603	40,143	40,000
Total		\$378,969	\$341,072	\$291,000

* Current distribution of "lab" fees is 80% department, 10% dean, and 10% Business Office.

**Fine Arts has been using "lab" fees to cover two employees salary and benefits totaling \$49,993.

**Future Investments
In FY 10
Proposed Budget**

I. Physicians Assistant Program (Includes \$275,000 in salaries and benefits and \$25,000 in miscellaneous)	\$ 300,000
II. On-Line Course Development (Includes \$70,000 in Coordinator salary and benefits and \$30,000 in software)	\$ 100,000
III. Highlands Academic (Includes \$65,000 Dean of Professional Studies salary and benefits and \$55,000 in program development)	\$ 120,000
IV. Highlands Physical Plant (Furniture and technical equipment – latter may be offset with Mollohan grant)	\$ 180,000
V. Total	\$ 700,000

**Open Positions Included
In FY 10 Budget**

	<u>Estimated Salary</u>
I. School of Liberal Arts	
A. Oral Communications	\$ 40,000
B. Graphic Design	50,000
C. Foreign Language	40,000
II. School of Sciences	
A. Nursing Director	60,000
B. Chemistry	40,000
C. Biology	40,000
D. Dental Hygiene	40,000
III. School of Business Administration	
A. Computer Information	40,000
B. Management	40,000
IV. School of Education	
A. Education	40,000
V. Highlands	
A. Administrator	40,000
B. Part-Time Secretary	10,000
C. Dean Professional Studies	50,000
VI. Physicians Assistant Program	
A. Director	120,000
B. Physicians Assistant (Jan. 2010)	37,500
C. Physicians Assistant (Jan. 2010)	37,500
D. Secretary (Jan. 2010)	10,000
VII. Total	\$735,000

Proposed Tuition & Fees
Per Semester
FY 10

	Under Graduate Tuition and Fees	In-State FY 2009	Metro FY 2009	Out-of-State FY 2009	In-State FY 2010	Metro FY 2010	Out-of-State FY 2010
1	Tuition	\$ 200	\$ 475	\$ 475	\$ 210	\$ 495	\$ 495
2	Registration Fee	50	250	250	55	260	260
3	Higher Education Resource Fee	350	825	825	375	870	870
4	Faculty Improvement Fee	45	130	130	50	145	145
5	Institutional Activity Fee	135	135	135	145	145	145
6	Athletic Fee	185	185	185	195	195	195
7	Special Equity Fee	70	70	70	75	75	75
8	Student Union Fee	65	65	65	70	70	70
9	Student Union Capital Fee	40	40	40	45	45	45
10	General Operation Fee	912	2093	3093	1040	2300	3495
11	Technology Enhancement Fee	80	80	80	80	80	80
12	Institutional Capital Fee	100	100	100	100	100	100
13	Lab Fee Adjustment	57	57	57	-	-	-
14	Total Per Semester	2289	4505	5505	2440	4780	5975
15	\$ Change FY 2009 to FY 2010				+151	+275	+470
16	% Change FY 2009 to FY 2010				+ 6.6	+ 6.1	+8.5
17	Average % Change					+ 6.9	
18	\$ Average Change FY 2009 to FY 2010					+220	

Proposed Residence Hall & Dining Charges
Per Semester
FY 10

	FY 2009	FY 2010	Change	
			\$	%
Residence Hall Capital Fee	\$ 395	\$ 415	+ 20	+5.1
On-Campus Double Room	1400	1470	+ 70	+5.0
On-Campus Single Room	2100	2205	+105	+5.0
University Place	2377	2495	+118	+5.0
Regular Meal Plan	1346	1425	+ 79	+5.9
5 Meal Plan	470	500	+ 30	+6.4
Cable & Internet Fee	-	125	+125	-

04-17-09

Proposed Graduate Tuition

Per Credit Hour FY 10

		<u>In-State 2009</u>	<u>Out-of-State 2009</u>	<u>In-State 2010</u>	<u>Out-of-State 2010</u>
1.	Graduate Tuition	\$200	\$250	\$210	\$265

Proposed Special Fees **FY 10**

		<u>FY 2009</u>	<u>FY 2010</u>	<u>Unit</u>
1.	Graduation	\$100	\$110	Occurrence
2.	Freshman Orientation	75	100	Occurrence
3.	Regents BA Degree *	300	325	Occurrence
4.	Work Life Credit*	350	375	Occurrence
5.	Scuba Diving	125	150	Occurrence
6.	Natural Science Lab	75	75	Occurrence
7.	Electronic On-Line	100	100	Occurrence
8.	Student Teaching	125	150	Occurrence
9.	Private Music Lessons	100	100	Semester
10.	Regional Practical/Internship	75	100	Occurrence
11.	Parking Permit - Student	**	75	Year
	- Full-Time Employee	50	50	Year

* Plus \$10.00/Work Life Credit

**FY 09 – Roadways and Walkways Fee \$35/Semester

Proposed Service Fees

FY 10

	<u>Service Fees</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>Unit</u>
1.	Late Registration	\$75	\$ 80	Occurrence
2.	Transcript	6	7	Occurrence
3.	Priority Transcript	20	25	Occurrence
4.	Return Check Charge	25	25	Occurrence
5.	Diploma Replacement	20	25	Occurrence
6.	Security Card Replacement	15	15	Occurrence
7.	Late Graduation	100	110	Occurrence
8.	Tuition Payment Plan	30	30	Occurrence
9.	Registration Reinstatement	25	25	Occurrence
10.	Credit Card Processing	20	20	Occurrence
11.	FY 09 Free Laptop Service	75	75	Semester
12.	FY 10 Free Laptop Service	-	25	Semester
13.	Outside Laptop Service	-	75	Occurrence

FY 09 vs. FY 10
MAJOR REVENUE SOURCES

	<u>FY 09</u>		<u>FY 10</u>	
<u>Category</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
State Appropriations	9,125,000	26.5	8,668,750	25.3
Highlands Appropriation	<u>800,000</u>	<u>2.3</u>	<u>0</u>	<u>-</u>
	\$ 9,925,000	28.8	\$ 8,668,750	25.3
Tuition	1,280,000	3.7	1,345,000	3.9
Registration Fee	510,000	1.5	545,000	1.6
Higher Education Resource Fee	2,250,000	6.6	2,370,000	6.9
Faculty Improvement Fee	320,000	.9	360,000	1.0
Activities Fee	580,000	1.7	630,000	1.8
Athletics Fee	800,000	2.3	850,000	2.5
Special Equity Fee	300,000	.9	330,000	1.0
Student Union Fee	280,000	.8	305,000	.9
Operations Fee	6,400,000	18.6	7,095,000	20.7
Technology Enhancement Fee	345,000	1.0	350,000	1.0
Student Union Capital Fee	175,000	.5	195,000	.6
Institutional Capital Fee	430,000	1.3	435,000	1.3
Residence Hall	3,500,000	10.2	3,730,000	10.9
Dining Receipts	3,180,000	9.2	3,300,000	9.6
Resident Hall Capital Fee	910,000	2.7	985,000	2.9
Lab Fees	380,000	1.1	150,000	.4
Cable & Internet Fee	<u>-</u>	<u>-</u>	<u>290,000</u>	<u>.8</u>
	\$ 21,640,000	63.0	\$23,265,000	67.8
All Others (68 items)	<u>\$ 2,823,000</u>	<u>8.2</u>	<u>2,371,250</u>	<u>6.9</u>
	\$34,388,000	100.0	\$34,305,000	100.0

FY 09 vs. FY 10
BUDGET COMPARISON

	<u>FY 09</u>	<u>FY 10</u>	<u>Variance</u>
Revenue	\$34,388,000	\$34,305,000	\$ - 83,000
Salaries & Benefits	16,007,000	17,181,000	- 1,174,000
Expenses	<u>18,302,000</u>	<u>17,097,000</u>	<u>+ 1,205,000</u>
	\$ + 79,000	\$ + 27,000	\$ - 52,000

04-17-09

Account	Type	Title	Adjusted Budget	YTD Activity	Commitments	Available Balance
505121	R	BOR Degree Program Fees	\$ 1,600.00	\$ -	\$ -	\$ 1,600.00
505122	R	Graduation Fees	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00
505125	R	College's Fees	\$ 95,000.00	\$ -	\$ -	\$ 95,000.00
505129	R	Dental Hygiene CEU Fees	\$ 32,000.00	\$ -	\$ -	\$ 32,000.00
50512A	R	General Operations Fees	\$ 7,095,000.00	\$ -	\$ -	\$ 7,095,000.00
50512C	R	Health and PE Fieldcourse Fee	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
50512D	R	Smart Center Registration Fees	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
50512G	R	Technology Enhancement Fees	\$ 350,000.00	\$ -	\$ -	\$ 350,000.00
50512H	R	Freshman Orientation Fees	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00
50512K	R	Work Life Credit Fee - Nursing	\$ 350.00	\$ -	\$ -	\$ 350.00
50512L	R	Graduate Tuition Fee	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
50512Q	R	Health and PE Lab Fee	\$ -	\$ -	\$ -	\$ -
505780	R	Institutional Activity Fees	\$ 630,000.00	\$ -	\$ -	\$ 630,000.00
505781	R	Dental Hygiene Lab Fees	\$ -	\$ -	\$ -	\$ -
505782	R	CLS Lab Fees	\$ -	\$ -	\$ -	\$ -
505783	R	Nursing Lab Fees	\$ -	\$ -	\$ -	\$ -
505785	R	Music Organization Fee	\$ -	\$ -	\$ -	\$ -
505788	R	Natural Science Lab Fees	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
505789	R	Liberal Arts Lab Fees	\$ -	\$ -	\$ -	\$ -
50578C	R	Private Music Lessons Fee	\$ 16,000.00	\$ -	\$ -	\$ 16,000.00
50578D	R	Practicum/Internship Fee	\$ 11,000.00	\$ -	\$ -	\$ 11,000.00
50578Q	R	Laptop Lab Fee	\$ -	\$ -	\$ -	\$ -
50578T	R	Cable & Internet Fee	\$ 290,000.00	\$ -	\$ -	\$ 290,000.00
505800	R	Higher Education Resource Fees	\$ 2,370,000.00	\$ -	\$ -	\$ 2,370,000.00
505802	R	Faculty Improvement Fees	\$ 360,000.00	\$ -	\$ -	\$ 360,000.00
505806	R	Tuition Fees	\$ 1,345,000.00	\$ -	\$ -	\$ 1,345,000.00
505807	R	Registration Fees	\$ 545,000.00	\$ -	\$ -	\$ 545,000.00
505809	R	Institutional Capital Fee	\$ 435,000.00	\$ -	\$ -	\$ 435,000.00
513010	R	Not a Revenue - State	\$ 8,668,750.00	\$ -	\$ -	\$ 8,668,750.00
527030	R	CWS Federal Funds	\$ 110,000.00	\$ -	\$ -	\$ 110,000.00
535319	R	Miscellaneous State Grants	\$ 280,000.00	\$ -	\$ -	\$ 280,000.00

555318	R	Private Grants	\$	50,000.00	\$	-	\$	-	\$	50,000.00
565330	R	Investment Earnings Special Revenue	\$	150,000.00	\$	-	\$	-	\$	150,000.00
57501F	R	Dorm Property Damage Charge	\$	6,000.00	\$	-	\$	-	\$	6,000.00
57501N	R	Topper Card System Sales	\$	300,000.00	\$	-	\$	-	\$	300,000.00
575070	R	Guarantee for Athletic Events	\$	4,000.00	\$	-	\$	-	\$	4,000.00
575126	R	Student Union Fees	\$	305,000.00	\$	-	\$	-	\$	305,000.00
575127	R	ATM Fees	\$	10,000.00	\$	-	\$	-	\$	10,000.00
575190	R	Faculty Housing Rent	\$	90,000.00	\$	-	\$	-	\$	90,000.00
575192	R	Credit Union Rent	\$	1,800.00	\$	-	\$	-	\$	1,800.00
575194	R	Guest Room Rent	\$	2,000.00	\$	-	\$	-	\$	2,000.00
575197	R	Subway Rent	\$	10,000.00	\$	-	\$	-	\$	10,000.00
57519C	R	Chapel Rental	\$	200.00	\$	-	\$	-	\$	200.00
575442	R	NCAA WVIAC Profits	\$	12,000.00	\$	-	\$	-	\$	12,000.00
575450	R	Food Court Commissions	\$	55,000.00	\$	-	\$	-	\$	55,000.00
575451	R	Laundry Commissions	\$	25,000.00	\$	-	\$	-	\$	25,000.00
575458	R	Marketplace Commissions	\$	15,000.00	\$	-	\$	-	\$	15,000.00
575459	R	Bookstore Sales Comm	\$	80,000.00	\$	-	\$	-	\$	80,000.00
57545A	R	Coca Cola Commissions	\$	30,000.00	\$	-	\$	-	\$	30,000.00
575770	R	Athletic Fees	\$	850,000.00	\$	-	\$	-	\$	850,000.00
575771	R	Special Equity (Title IX)	\$	330,000.00	\$	-	\$	-	\$	330,000.00
575790	R	Housing Receipts	\$	3,730,000.00	\$	-	\$	-	\$	3,730,000.00
575791	R	Dining Receipts	\$	3,300,000.00	\$	-	\$	-	\$	3,300,000.00
575793	R	Summer Conference Housing Receipts	\$	45,000.00	\$	-	\$	-	\$	45,000.00
575794	R	Summer Conference Dining Receipts	\$	50,000.00	\$	-	\$	-	\$	50,000.00
575798	R	Residence Hall Capital Fee	\$	985,000.00	\$	-	\$	-	\$	985,000.00
575812	R	Checking Cashing Revenue	\$	200.00	\$	-	\$	-	\$	200.00
575894	R	Topper Card Fines	\$	6,500.00	\$	-	\$	-	\$	6,500.00
575895	R	Student Union Capital Fee	\$	195,000.00	\$	-	\$	-	\$	195,000.00
575930	R	Football Gate Receipts	\$	14,000.00	\$	-	\$	-	\$	14,000.00
575931	R	Mens Basketball Gate Receipts	\$	6,000.00	\$	-	\$	-	\$	6,000.00
575932	R	Wrestling Gate Receipts	\$	1,000.00	\$	-	\$	-	\$	1,000.00
575934	R	Womens Basketball Gate Receipts	\$	3,000.00	\$	-	\$	-	\$	3,000.00
595009	R	Telephone Service Charges	\$	7,200.00	\$	-	\$	-	\$	7,200.00
595010	R	Dental Hygiene Clinic Charges	\$	19,000.00	\$	-	\$	-	\$	19,000.00

595012	R	Transcript Charges	\$	15,000.00	\$	-	\$	-	\$	15,000.00
595013	R	Trumpet Advertising Charges	\$	3,000.00	\$	-	\$	-	\$	3,000.00
595014	R	Student Programming Receipts	\$	5,000.00	\$	-	\$	-	\$	5,000.00
595016	R	Library Coping Charges	\$	3,000.00	\$	-	\$	-	\$	3,000.00
595017	R	Student TRB Penalty Charges	\$	(10,000.00)	\$	-	\$	-	\$	(10,000.00)
595018	R	Liberty Oaks Bed & Breakfast Receipt	\$	20,000.00	\$	-	\$	-	\$	20,000.00
595019	R	Roads & Walkways	\$	170,000.00	\$	-	\$	-	\$	170,000.00
59501B	R	Theater Box Receipts	\$	20,000.00	\$	-	\$	-	\$	20,000.00
59501C	R	21st Century Fee I	\$	50,000.00	\$	-	\$	-	\$	50,000.00
59501E	R	Misc Receipts	\$	14,800.00	\$	-	\$	-	\$	14,800.00
59501J	R	Perkins Letter Penalty Charges	\$	7,500.00	\$	-	\$	-	\$	7,500.00
59501M	R	Tuition Payment Plan Fee	\$	9,000.00	\$	-	\$	-	\$	9,000.00
59501N	R	Credit Card Processing Charge	\$	5,000.00	\$	-	\$	-	\$	5,000.00
59501P	R	NSF Cost Share Receipts	\$	52,000.00	\$	-	\$	-	\$	52,000.00
59501T	R	Math Asset Testing Fees	\$	200.00	\$	-	\$	-	\$	200.00
59501V	R	Miller Analogy Testing Fee	\$	1,000.00	\$	-	\$	-	\$	1,000.00
59501X	R	DH Instrument Kits Receipts	\$	70,000.00	\$	-	\$	-	\$	70,000.00
59501Y	R	Radio Advertising Receipts	\$	5,000.00	\$	-	\$	-	\$	5,000.00
59501Z	R	Health Service Injections	\$	1,000.00	\$	-	\$	-	\$	1,000.00
59503A	R	Repurchase of Computers	\$	10,000.00	\$	-	\$	-	\$	10,000.00
59511C	R	21st Century Fee II	\$	20,000.00	\$	-	\$	-	\$	20,000.00
59512C	R	Outside Service Fee	\$	2,000.00	\$	-	\$	-	\$	2,000.00
595196	R	Day Care Rental - Warwood Center	\$	2,000.00	\$	-	\$	-	\$	2,000.00
595199	R	Misc Space Rental - Warwood Center	\$	425.00	\$	-	\$	-	\$	425.00
59519E	R	Alltel Tower Rental	\$	10,000.00	\$	-	\$	-	\$	10,000.00
595554	R	Sale of Surplus Supplies	\$	2,000.00	\$	-	\$	-	\$	2,000.00
595890	R	Parking Fines	\$	30,000.00	\$	-	\$	-	\$	30,000.00
595891	R	Library Fines	\$	700.00	\$	-	\$	-	\$	700.00
595892	R	Dishonored Check Charges	\$	300.00	\$	-	\$	-	\$	300.00
595893	R	Late Registration Fees	\$	68,000.00	\$	-	\$	-	\$	68,000.00
			\$	34,304,525.00	\$	-	\$	-	\$	34,304,525.00

610050	L	Non-Classified Salaries	\$ 2,664,345.00	\$ -	\$ -	\$ 2,664,345.00
610051	L	Classified Salaries	\$ 4,005,950.00	\$ -	\$ -	\$ 4,005,950.00
610052	L	Instr Salaries - Regular Term	\$ 5,727,986.00	\$ -	\$ -	\$ 5,727,986.00
610053	L	Instr Salaries - Summer Term	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00
610054	L	Student Personal Services	\$ 353,200.00	\$ -	\$ -	\$ 353,200.00
610055	L	College Work Study	\$ 80,000.00	\$ -	\$ -	\$ 80,000.00
610056	L	Extra Help Wages	\$ 304,250.00	\$ -	\$ -	\$ 304,250.00
610058	L	Adjunct Instructors	\$ 314,000.00	\$ -	\$ -	\$ 314,000.00
610060	L	Faculty Overload Wages	\$ 27,000.00	\$ -	\$ -	\$ 27,000.00
610061	L	Classified Staff Overtime	\$ 51,000.00	\$ -	\$ -	\$ 51,000.00
610065	L	Supplemental Wages	\$ 71,400.00	\$ -	\$ -	\$ 71,400.00
610066	L	Annual Increment	\$ 171,190.00	\$ -	\$ -	\$ 171,190.00
610067	L	Summer College Work Study	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00
619035	L	Foundation Salary Reimbursement	\$ (88,000.00)	\$ -	\$ -	\$ (88,000.00)
620100	L	PEIA Insurance Fees	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
620110	L	Social Security Matching	\$ 1,008,914.00	\$ -	\$ -	\$ 1,008,914.00
620120	L	Public Employees Insurance	\$ 1,507,225.00	\$ -	\$ -	\$ 1,507,225.00
620140	L	Workers' Compensation	\$ 70,000.00	\$ -	\$ -	\$ 70,000.00
620150	L	Unemployment Compensation	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
620160	L	TIAA Matching	\$ 716,348.00	\$ -	\$ -	\$ 716,348.00
620161	L	State Teachers' Retirement	\$ 89,970.00	\$ -	\$ -	\$ 89,970.00
629111	L	Foundation FICA Reimbursement	\$ (6,732.00)	\$ -	\$ -	\$ (6,732.00)
629120	L	Foundation PEIA Reimbursement	\$ (6,884.00)	\$ -	\$ -	\$ (6,884.00)
629161	L	Foundation TIAA Reimbursement	\$ (5,280.00)	\$ -	\$ -	\$ (5,280.00)
			<hr/>			
			\$ 17,180,882.00	\$ -	\$ -	\$ 17,180,882.00

710200	E	Office Supplies	\$	89,535.00	\$	-	\$	-	\$	89,535.00
710203	E	Photocopying Charges	\$	50.00	\$	-	\$	-	\$	50.00
710204	E	OCLC Subscription	\$	85,300.00	\$	-	\$	-	\$	85,300.00
710210	E	Printing	\$	123,090.00	\$	-	\$	-	\$	123,090.00
710220	E	Rental Expense	\$	390,020.00	\$	-	\$	-	\$	390,020.00
710230	E	Gas	\$	410,000.00	\$	-	\$	-	\$	410,000.00
710231	E	Electric	\$	813,500.00	\$	-	\$	-	\$	813,500.00
710232	E	Water	\$	78,000.00	\$	-	\$	-	\$	78,000.00
710233	E	Fire Service Contract	\$	38,200.00	\$	-	\$	-	\$	38,200.00
710234	E	TV Cable Fees	\$	100,600.00	\$	-	\$	-	\$	100,600.00
710236	E	Sewage	\$	165,000.00	\$	-	\$	-	\$	165,000.00
710240	E	Telephone Service	\$	140,050.00	\$	-	\$	-	\$	140,050.00
710241	E	Internet Connection Fee	\$	230,400.00	\$	-	\$	-	\$	230,400.00
710242	E	Long Distance Charges	\$	100.00	\$	-	\$	-	\$	100.00
710250	E	Food Service	\$	2,507,800.00	\$	-	\$	-	\$	2,507,800.00
710251	E	Trash Garbage Disposal	\$	64,000.00	\$	-	\$	-	\$	64,000.00
710252	E	Entertainment Contracts	\$	52,400.00	\$	-	\$	-	\$	52,400.00
710254	E	Rug Carpet Uniform Cleaning	\$	5,900.00	\$	-	\$	-	\$	5,900.00
710255	E	Guest Speakers and Lecturers	\$	8,000.00	\$	-	\$	-	\$	8,000.00
710257	E	Concert Series Contracts	\$	24,000.00	\$	-	\$	-	\$	24,000.00
710259	E	Other Contractual Services	\$	864,425.00	\$	-	\$	-	\$	864,425.00
71025A	E	Pest Control Service	\$	7,350.00	\$	-	\$	-	\$	7,350.00
71025B	E	Custodial Services	\$	535,700.00	\$	-	\$	-	\$	535,700.00
71025C	E	Athletic Home Game Expenses	\$	59,950.00	\$	-	\$	-	\$	59,950.00
71025D	E	Consultants	\$	64,400.00	\$	-	\$	-	\$	64,400.00
71025E	E	Security Services	\$	13,275.00	\$	-	\$	-	\$	13,275.00
71025F	E	Financial Audit Services	\$	70,500.00	\$	-	\$	-	\$	70,500.00
71025G	E	Billing Agency Services	\$	25,000.00	\$	-	\$	-	\$	25,000.00
71025H	E	Medical Waste Disposal	\$	5,700.00	\$	-	\$	-	\$	5,700.00
71025T	E	Topper Reimbursement	\$	300,000.00	\$	-	\$	-	\$	300,000.00
710260	E	Faculty Travel	\$	32,300.00	\$	-	\$	-	\$	32,300.00
710262	E	Class Field Trips Travel	\$	15,500.00	\$	-	\$	-	\$	15,500.00
710263	E	Required Travel	\$	130,730.00	\$	-	\$	-	\$	130,730.00
710264	E	Athletic Away Game Expenses	\$	118,650.00	\$	-	\$	-	\$	118,650.00

710265	E	Supervising Nursing Travel	\$	4,500.00	\$	-	\$	-	\$	4,500.00
710267	E	Athletic Post Season Travel	\$	18,000.00	\$	-	\$	-	\$	18,000.00
710268	E	Accreditation Travel	\$	7,350.00	\$	-	\$	-	\$	7,350.00
710269	E	State Representative Travel	\$	2,600.00	\$	-	\$	-	\$	2,600.00
71026A	E	Recruiting Travel	\$	42,100.00	\$	-	\$	-	\$	42,100.00
71026B	E	Interview Travel	\$	3,600.00	\$	-	\$	-	\$	3,600.00
710270	E	Computer Services	\$	121,825.00	\$	-	\$	-	\$	121,825.00
710290	E	Vehicle Rental	\$	63,025.00	\$	-	\$	-	\$	63,025.00
710300	E	Maintenance Equip Rental	\$	12,500.00	\$	-	\$	-	\$	12,500.00
710301	E	Office Equip Rental	\$	17,200.00	\$	-	\$	-	\$	17,200.00
710302	E	Student Programming Film Rental	\$	4,250.00	\$	-	\$	-	\$	4,250.00
710303	E	Misc Rental	\$	27,350.00	\$	-	\$	-	\$	27,350.00
710310	E	Association Dues	\$	58,015.00	\$	-	\$	-	\$	58,015.00
710311	E	Employee Professional Licensing Fee	\$	250.00	\$	-	\$	-	\$	250.00
710321	E	State Liability Property Insurance	\$	124,000.00	\$	-	\$	-	\$	124,000.00
710330	E	Food Products	\$	1,240.00	\$	-	\$	-	\$	1,240.00
710340	E	Household and Custodial Supplies	\$	50,120.00	\$	-	\$	-	\$	50,120.00
710341	E	Athletic and Recreational Supplies	\$	54,150.00	\$	-	\$	-	\$	54,150.00
710342	E	Clothing	\$	162,300.00	\$	-	\$	-	\$	162,300.00
710350	E	Employment Advertising	\$	17,500.00	\$	-	\$	-	\$	17,500.00
710351	E	Procurement Advertising	\$	4,850.00	\$	-	\$	-	\$	4,850.00
710352	E	Publicity Advertising	\$	331,325.00	\$	-	\$	-	\$	331,325.00
710354	E	Promotional Items	\$	14,800.00	\$	-	\$	-	\$	14,800.00
710360	E	Credit Card Gasoline	\$	21,870.00	\$	-	\$	-	\$	21,870.00
710361	E	Contract Gasoline Purchases	\$	40,000.00	\$	-	\$	-	\$	40,000.00
710362	E	Vehicle Maintenance Expense	\$	24,000.00	\$	-	\$	-	\$	24,000.00
710370	E	Instructional Supplies	\$	93,200.00	\$	-	\$	-	\$	93,200.00
710371	E	Medical Supplies	\$	21,500.00	\$	-	\$	-	\$	21,500.00
710374	E	Clinical and Laboratory Supplies	\$	87,950.00	\$	-	\$	-	\$	87,950.00
710382	E	Office Equip Maintenance	\$	8,420.00	\$	-	\$	-	\$	8,420.00
710383	E	Elevator Maintenance	\$	650.00	\$	-	\$	-	\$	650.00
710385	E	Photocopier Maintenance	\$	30,780.00	\$	-	\$	-	\$	30,780.00
710387	E	Telephone System Maint	\$	14,100.00	\$	-	\$	-	\$	14,100.00
710400	E	Merchandise for Resale	\$	65,000.00	\$	-	\$	-	\$	65,000.00

710410	E	Cellular Charges	\$	32,770.00	\$	-	\$	-	\$	32,770.00
710420	E	Hospitality Expense	\$	127,150.00	\$	-	\$	-	\$	127,150.00
710430	E	Educational Training Stipends	\$	10,000.00	\$	-	\$	-	\$	10,000.00
710510	E	Miscellaneous Expense	\$	314,935.00	\$	-	\$	-	\$	314,935.00
710520	E	Training and Development	\$	32,455.00	\$	-	\$	-	\$	32,455.00
710530	E	Postage	\$	92,060.00	\$	-	\$	-	\$	92,060.00
710531	E	Freight and UPS Charges	\$	1,400.00	\$	-	\$	-	\$	1,400.00
710541	E	Computer Software <\$1000	\$	92,400.00	\$	-	\$	-	\$	92,400.00
710542	E	Computer Supplies	\$	44,985.00	\$	-	\$	-	\$	44,985.00
710548	E	Instruction Computr Hardware <\$1000	\$	168,125.00	\$	-	\$	-	\$	168,125.00
71054L	E	Office Computer Hardware <\$1000	\$	39,200.00	\$	-	\$	-	\$	39,200.00
710560	E	Attorney Legal Service Payments	\$	15,000.00	\$	-	\$	-	\$	15,000.00
710580	E	Office and Comm Equip <\$1000	\$	9,485.00	\$	-	\$	-	\$	9,485.00
710581	E	Lib Books and Periodicals <\$1000	\$	300.00	\$	-	\$	-	\$	300.00
710582	E	Medical Equip <\$1000	\$	1,800.00	\$	-	\$	-	\$	1,800.00
710583	E	Instr Equip <\$1000	\$	24,810.00	\$	-	\$	-	\$	24,810.00
710585	E	Clinical and Lab Equip <\$1000	\$	3,000.00	\$	-	\$	-	\$	3,000.00
710586	E	Household Equip and Furnish <\$1000	\$	82,850.00	\$	-	\$	-	\$	82,850.00
710587	E	Carpeting <\$1000	\$	1,000.00	\$	-	\$	-	\$	1,000.00
710589	E	Bldg Equip <\$1000	\$	1,500.00	\$	-	\$	-	\$	1,500.00
71058F	E	Recreational and Athl Equip <\$1000	\$	24,430.00	\$	-	\$	-	\$	24,430.00
71058I	E	Grounds Equip <\$1000	\$	2,800.00	\$	-	\$	-	\$	2,800.00
71058J	E	Power Hand Tools <\$1000	\$	6,200.00	\$	-	\$	-	\$	6,200.00
71058K	E	Other Equip <\$1000	\$	8,660.00	\$	-	\$	-	\$	8,660.00
710590	E	Student Activities	\$	70,625.00	\$	-	\$	-	\$	70,625.00
720541	E	Computer Software>\$1000 <\$5000	\$	12,100.00	\$	-	\$	-	\$	12,100.00
720548	E	Instr Comp Hardware>\$1000 <\$5000	\$	5,800.00	\$	-	\$	-	\$	5,800.00
72054L	E	Office Comp Hardware>\$1000 <\$5000	\$	5,000.00	\$	-	\$	-	\$	5,000.00
720580	E	Office and Comm Equip >\$1000 <\$5000	\$	13,500.00	\$	-	\$	-	\$	13,500.00
720581	E	Lib Books - Periodicals>\$1000<\$5000	\$	800.00	\$	-	\$	-	\$	800.00
720582	E	Medical Equip >\$1000 < \$5000	\$	2,500.00	\$	-	\$	-	\$	2,500.00
720583	E	Instr Equip >\$1000 <\$5000	\$	50,000.00	\$	-	\$	-	\$	50,000.00
720584	E	Instr Computer Hardware>\$1000<\$5000	\$	140,000.00	\$	-	\$	-	\$	140,000.00
720585	E	Clinical and Lab Equip >\$1000<\$5000	\$	5,000.00	\$	-	\$	-	\$	5,000.00

720586	E	Hshld Equip and Furnish>\$1000<\$5000	\$	5,000.00	\$	-	\$	-	\$	5,000.00
720587	E	Carpeting >\$1000 < \$5000	\$	9,200.00	\$	-	\$	-	\$	9,200.00
720589	E	Bldg Equip >\$1000 <\$5000	\$	2,500.00	\$	-	\$	-	\$	2,500.00
72058F	E	Recreational-Ath Equip>\$1000<\$5000	\$	5,000.00	\$	-	\$	-	\$	5,000.00
72058I	E	Grounds Equip >\$1000 <\$5000	\$	4,200.00	\$	-	\$	-	\$	4,200.00
72058K	E	Other Equip >\$1000 <\$5000	\$	11,000.00	\$	-	\$	-	\$	11,000.00
720700	E	Office and Comm Equip >\$5000	\$	10,850.00	\$	-	\$	-	\$	10,850.00
720720	E	Instr Equip >\$5000	\$	35,000.00	\$	-	\$	-	\$	35,000.00
720722	E	Clinical and Lab Equip >\$5000	\$	10,000.00	\$	-	\$	-	\$	10,000.00
720740	E	Building Equip >\$5000	\$	34,000.00	\$	-	\$	-	\$	34,000.00
720750	E	Vehicles >\$5000	\$	48,000.00	\$	-	\$	-	\$	48,000.00
720760	E	Heavy Outdoor Equip >\$5000	\$	15,000.00	\$	-	\$	-	\$	15,000.00
721710	E	Office Computer Software >\$5000	\$	63,900.00	\$	-	\$	-	\$	63,900.00
730610	E	Office Equip Repairs	\$	1,200.00	\$	-	\$	-	\$	1,200.00
730611	E	Telephone Commun Equip Repairs	\$	2,200.00	\$	-	\$	-	\$	2,200.00
730620	E	Instruction Equip Repairs	\$	26,650.00	\$	-	\$	-	\$	26,650.00
730621	E	Clinical Lab Equip Repairs	\$	3,500.00	\$	-	\$	-	\$	3,500.00
730630	E	HVAC System Repairs	\$	88,000.00	\$	-	\$	-	\$	88,000.00
730633	E	Food Service Appliance Repairs	\$	25,200.00	\$	-	\$	-	\$	25,200.00
730640	E	Routine Maintenance of Buildings	\$	207,200.00	\$	-	\$	-	\$	207,200.00
730643	E	Fire Alarm and Emergency Ltg Repair	\$	6,000.00	\$	-	\$	-	\$	6,000.00
730650	E	Vehicle Repairs	\$	16,000.00	\$	-	\$	-	\$	16,000.00
730660	E	Routine Maintenance of Grounds	\$	40,700.00	\$	-	\$	-	\$	40,700.00
730670	E	Heavy Outdoor Equipment Repairs	\$	3,150.00	\$	-	\$	-	\$	3,150.00
730680	E	Other Repairs and Alterations	\$	5,400.00	\$	-	\$	-	\$	5,400.00
741210	E	Purchase of Material and Supplies	\$	1,000.00	\$	-	\$	-	\$	1,000.00
741430	E	Building Improvements	\$	360,000.00	\$	-	\$	-	\$	360,000.00
741480	E	Land Improvements	\$	803,000.00	\$	-	\$	-	\$	803,000.00
741570	E	Leasehold Improvements	\$	6,000.00	\$	-	\$	-	\$	6,000.00
750861	E	Institutional Scholarships	\$	420,000.00	\$	-	\$	-	\$	420,000.00
750862	E	Institutional Waivers	\$	2,140,000.00	\$	-	\$	-	\$	2,140,000.00
750890	E	Bank Service Charges	\$	22,250.00	\$	-	\$	-	\$	22,250.00
751510	E	Debt Service Bonded - Principal	\$	420,000.00	\$	-	\$	-	\$	420,000.00
751520	E	Debt Service Bonded - Interest	\$	679,010.00	\$	-	\$	-	\$	679,010.00

751530	E	Debt Service Leases - Principal	\$	54,300.00	\$	-	\$	-	\$	54,300.00
751540	E	Debt Service Leases - Interest	\$	6,280.00	\$	-	\$	-	\$	6,280.00
751600	E	WV OPEB Contributions Retirees	\$	153,000.00	\$	-	\$	-	\$	153,000.00
811004	T	Transfer of Tuition Fees to HEPC	\$	421,200.00	\$	-	\$	-	\$	421,200.00
811007	T	Transfer Registration Fees to HEPC	\$	191,025.00	\$	-	\$	-	\$	191,025.00
811008	T	Transfer 10 Pct HERF Fees to HEPC	\$	179,000.00	\$	-	\$	-	\$	179,000.00
			\$	17,097,300.00	\$	-	\$	-	\$	17,097,300.00

West Liberty State College Board of Governors
April 22, 2009

HONORARY DEGREE

Action Item

Proposed Resolution: *Resolved*, that in affirmation of the recommendation of the Honorary Degrees and Recognition Committee and the President of the College, the West Liberty State College Board of Governors authorizes the conferral of an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the May 2009 commencement to David R. Tyson.

West Liberty State College Board of Governors
April 22, 2009

ESTABLISHMENT OF OFFICE OF COMMUNICATIONS

Action Item

The establishment of the Office of Communications is necessary for the coordination of Marketing, Media Arts, the web site, and Media Relations.

Proposed Resolution: *Resolved*, that the West Liberty State College Board of Governors approve the establishment of the “*Office of Communications*.”