

WLU Board of Governors

Regular Meeting

Wednesday, June 8, 2016 – 4:00 p.m.

Location: Shaw Hall Board Room

- I. Call to Order/Roll Call/Quorum and Mission Statement**
- II. Introductions**
- III. Public Comment** Description: Up to 10 individuals may sign in (name, address and a brief description of their chosen topic) to speak in open session for three minutes each. The sign-in sheet will be available from Executive Secretary Mary Ann Edwards fifteen minutes prior to the meeting until the noticed start time.
- IV. Approval of Minutes**
 - A. Minutes of the Full Board 04/13/16
 - B. Minutes of the Executive Committee 05/13/16, 05/25/16
- V. Agenda Order (Board may move to change order of consideration)**
- VI. Rules (“Rule” means any regulation, guideline, directive, standard, statement of policy or interpretation of generation application and future effect that also has institution-wide effect or affects the rights, privileges or interests of employees, students or citizens.) If approved, the following policies shall be presented for a 30-day comment period and if no comments are received forwarded directly to the Chancellor/WVHEPC for approval.**
 - A. Proposed Change to BOG Policy 32 Sexual Harassment, Sexual Discrimination, and Other Unlawful Conduct
- VII. Reports**
 - A. Chair of the Board of Governors (Couch)
 - B. Enrollment Update (Cook)
- VIII. President’s Report**
- IX. Finance Report**
- X. Board Items**
 - A. Election of Officers *
 - B. Tentative Schedule of Meetings July 2016-June 2017*
 - C. RN to BSN Program Tuition*
 - D. MAEd Grant Sponsored Graduate Tuition*
 - E. Roadworthy Cabins*
 - F. Annual Graduate Degree Report*
 - G. Revised Organizational Structure*
 - H. Major Closures and Additions*

*Action Items
- XI. Information Gathering (Members may ask questions or gather information to prepare for future agenda items without general discussion or action at this meeting.)**
- XII. Possible Executive Session**
- XIII. Actions Emanating From Executive Session**
- XIV. Next Meeting Date – Wednesday, August 10, 2016**
- XV. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
April 13, 2016**

Attendance:

Jack Adams, Allyson Ashworth, Richard Carter, Sandra Chapman, George Couch, Les DeFelice, Patrick Ford, Jim Haizlett, Jim Stultz, Rhonda Tysk

Unable to Attend:

Joe Carey

Administration/Faculty/Staff:

Sheli Bernstein-Goff, Reid Boden, Greg Chase, Scott Cook, Linda Cowan, Brian Crawford, David Cullinan, Mary Ann Edwards, Brian Fencl, Steve Greiner, Matt Harder, Aaron Harper, Diana Harto, Susan Herrick, Stephanie Hooper, Melissa Hudson, Jason Koepler, Tammy McClain, John McCullough, Corey Reigel, Sylvia Hawranick Senften, Ron Witt

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

Chair Couch called the meeting to order at 4:33 p.m. and a quorum was established.

II. Introductions

A. New Board Appointees

Chair Couch introduced two new board members; Jim Stultz, who succeeds Ann Thomas, and Jack Adams, who is replacing Patrick Kelly. Also recognized were SGA President Elect Reid Boden and Vice President Elect David Cullinan.

Chair Couch recognized long-time Board member Ann Thomas for her service with the presentation of a plaque and Resolution.

III. Public Comment

Chair Couch recognized Susan Herrick, Matthew Harder, Tammy McClain, Brian Fencl, and Melissa Hudson to speak in open session, and thanked them for their comments.

IV. Approval of Minutes

A. Minutes of the full Board of February 10, 2016*

B. Minutes of the Executive Committee of March 30, 2016*

On motion by Jim Stultz and seconded by Jim Haizlett, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of February 10, 2016, and the Executive Committee of March 30, 2016.

V. Agenda Order

Chair Couch asked that the Faculty Senate update be the first order of business on the agenda.

On motion by Sandra Chapman and seconded by Rhonda Tysk, it was unanimously adopted by the West Liberty University Board of Governors to approve the change in the agenda order as stated.

A. Faculty Senate

Faculty Senate Chair Dr. Linda Cowan discussed the Faculty Senate's involvement on campus, noting that all Board members are welcome to attend their meetings held in Arnett Hall #202 at 3:30 p.m. the 3rd Tuesday of the month. The Executive Committee of Faculty Senate meets two weeks prior. With upcoming elections there will be new officers who serve a two-year term. A brief discussion followed with regard to issues with Policies 202 and 210 and the response received by Faculty Senate.

VI. Rules

A. Proposed BOG Policy 55: Freedom of Information Act Requests*

Policy 55, Freedom of Information Act Requests, was disseminated for 30-day comment period on February 15, 2016. No comments were received.

On motion by Richard Carter and seconded by Rhonda Tysk, it was unanimously adopted by the West Liberty University Board of Governors to approve Policy 55, Freedom of Information Act Requests.

VII. Reports

Dr. Crawford stated that the HEPC approved the Compact update at their April 1st meeting. They also approved the new major leading to certification in Early Intervention Education and a Reading Specialist Certification as part of the MAEd program. They will both now go to the State Department of Education Review Board for final approval.

The Intent to Plan for the MA in Clinical Psychology was submitted to the HEPC today. This program will prepare students to take the Examination for Professional Practice of Psychology (EPPP).

By unanimous vote of the screening committee, Professor Mike Turrentine was selected for and accepted the position of Dean of the Gary E. West College of Business. The appointment will begin July 1st.

Dr. Joe Greathouse, Director of the new Zoo Science Major, has become Director of the Good Zoo. With the cooperative arrangement between the University and Oglebay, he remains a full-time employee with a reduced teaching load.

VIII. President's Report

President Greiner stated that at this time applications for freshmen and transfers are up 6% ahead of a year ago for Fall 2016. Housing applications are also up, running approximately 20% ahead of the prior year-to-date numbers. There were 225 attendees at the recent Spring Open House held April 2nd.

President Greiner thanked the Deans and Cabinet members; it's been a tough year. The Governor proposed a 4% budget cut, but we are hearing from legislators that there may be an additional 8.5% cut; we have no idea what's going to happen. We have to plan for the worst case scenario and hope for better. West Virginia ranks last in support for higher education and it's getting worse.

Two new masters programs will begin in the fall; the Master of Business Administration and the Master of Science in Criminology. President Greiner was also able to speak at a Community University event at The Highlands Center, with 50/60 adults in attendance.

Athletically, it's been another great year for both the men and women's basketball teams, with honors going to many of the players. The Great Gala will be held April 30th with a Kentucky Derby theme and tickets are still available.

IX. Finance Report

A. Approval of FY 2017 Budget/Tuition & Fees*

Board members have the content of the FY17 tuition and fees, operating, and capital budgets in front of them. The University has approximately a week to turn around and submit a budget once we are told what the cuts will be from the State. A lengthy discussion followed with regard to much of the financial information contained in the Board packet. With regard to a tuition increase, WLU is still near the bottom in terms of affordability for in-state students.

This information is the University's best attempt to minimize any negative impact on the bottom line. A discussion followed with regard to a process being put in place where constituent groups could take information back to their groups, receive input, and bring this information back to the Board.

Chair Couch stated that he understands the concerns with regard to the budget process. This being said he asked for a motion to approve the FY 2017 budget/tuition and fees.

On motion by Les DeFelice and seconded by Jim Stultz, it was adopted by the West Liberty University Board of Governors to approve the Fiscal Year 2017 Budget/Tuition and fees as presented, with one vote against.

X. Board Items

A. Honorary Degree Approval*

On motion by Les DeFelice and seconded by Jim Stultz, it was unanimously adopted by the West Liberty University Board of Governors to confer an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the May 2016 commencement to Dianna Vargo.

B. Approval of Program Reviews*

The Board is asked to approve the five-year program review for the following degree programs and recommend **continuation of the program at the current level of activity.**

- Chemistry
- Psychology

The Board is asked to approve the five-year program review and recommend **continuation of the programs at the initial teacher preparation level and granted at the advanced preparation level.**

- Elementary Education
- Secondary Education

On motion by Pat Ford and seconded by Jim Stultz, it was unanimously adopted by the West Liberty University Board of Governors to approve the program review recommendations.

C. Math BA/BS Program Closure Approval*

The Board of Governors is asked to approve the discontinuance of the Bachelor of Arts and Bachelor of Science degrees in Mathematics program housed within the College of Sciences. In accordance with West Liberty University policy and West Virginia Higher Education Policy Commission guidelines, the removal of the degree program was approved by the West Liberty University Curriculum Committee on February 9, 2016. Reason for discontinuance is continuing and long-term low enrollment. Any student within the degree program will complete their degree as written, but no new students will be admitted. There will be no impact on support in terms of math for general studies.

On motion by Les DeFelice and seconded by Jim Stultz, it was unanimously adopted by the West Liberty University Board of Governors to approve the discontinuance of the Bachelor of Arts and Bachelor of Science degrees in Mathematics program within the College of Sciences.

D. Proposal to Add MA/MS in Biology Approval*

The Board is asked to support our request for approval to offer a Master of Arts (MA) and Master of Science (MS) in Biology as outlined in Title 133 Procedural Rule of the West Virginia Higher Education Policy Commission, Series 11. Approval of our Intent to Plan was documented in a letter from Paul L. Hill, Chancellor, on June 22, 2015. Both the MA and MS are 30 credit hour master's degrees that provide a high quality, affordable and accessible graduate program for qualified students in the northern panhandle, state of West Virginia, and surrounding areas.

Due to relatively few opportunities for graduate education and the locational challenges facing the northern panhandle, the program is intended to enhance educational and employment opportunities and enhance professional and academic growth in the state of West Virginia through effective training and education.

On motion by Jack Adams and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve the proposal to add the new degree program Master of Arts in Biology/Master of Science in Biology to be offered within the College of Sciences, Department of Natural Sciences and Mathematics.

E. Renewal of University Place I & II Lease*

On motion by Les DeFelice and seconded by Jim Stultz, it was unanimously adopted by the West Liberty University Board of Governors to approve authorization for the President of West Liberty University, in accordance with the laws of the State of West Virginia and the rules and regulations of the Higher Education Policy Commission, to enter into a lease renewal of the apartment building located at 140-142 Van Meter Way and 551 Van Meter Way (nee Chatham Street), West Liberty, West Virginia, effective July 1, 2016.

F. Nominating Committee*

Chair Couch had stated in the Executive Committee meeting that the Nominating Committee was to consist of Mr. Carter, Ms. Thomas, and Mr. Haizlett. With a replacement to the Board being named for Ms. Thomas, Mr. Stultz will serve on the Committee. Nominees for the positions of Chair, Vice Chair, and Secretary to the WLU Board of Governors will be put forward at the June meeting.

On motion by Les DeFelice and seconded by Rhonda Tysk, it was unanimously adopted by the West Liberty University Board of Governors to approve the Nominating Committee membership as stated.

XI. Information Gathering

Mr. Haizlett noted information in member's packets with regard to the capital campaign held at West Virginia State University. With an original fundraising goal of \$12.5 million, the campaign has raised \$19.6 million, with the following campaign goals:

- Academic Program & Faculty Support - \$6.5 Million
- Student Success - \$500,000
- Capital Improvements - \$6 Million
- Information & Technology - \$1 Million
- Scholarships - \$3 Million
- WVSU Fund - \$1 Million

XII. Possible Executive Session

Mr. Carter asked for a motion to move to executive session, asking that Dr. Crawford and Dr. McCullough remain for the session.

On motion by Richard Carter and seconded by Les DeFelice, pursuant to WV Code §6-9A-4, it was unanimously adopted by the West Liberty University Board of Governors to move to executive session at 6:45 p.m.

The Board exited executive session at 7:45 p.m. and reconvened. Chair Couch reported that no action was taken during the Executive Session.

XIII. Actions Emanating From Executive Session

None.

XIV. Next Meeting Date – Wednesday, June 8, 2016

XV. Adjournment

On motion made, seconded and unanimously carried, meeting adjourned at 7:50 p.m.

George Couch _____
Chair

Patrick Ford _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
May 13, 2016**

Executive Committee Members Present: George Couch, Les DeFelice, Richard Carter, Patrick Ford

WLU Administrators: Scott Cook, Brian Crawford, Stephen Greiner, Stephanie Hooper

Others: Jack Adams, John Gompers, Jim Haizlett, Jim Stultz, Rhonda Tysk

1. Chair Couch called the meeting to order at 8:05 a.m.
2. Chair Couch announced that the single item on the agenda for this meeting would be the consideration of a proposal put forth by the President's Cabinet to purchase real estate at 409 Van Meter Way in West Liberty, WV using funding provided by the WLU Foundation. Detailed information regarding the property, proposed purchase and subsequent use of the property were sent to all Board members via email. Chair Couch then turned over the floor to President Greiner for presentation of the proposal.
3. President Greiner described the proposed purchase as having several positive outcomes. It would; 1) prevent an absentee landlord from renting to students while allowing the condition and appearance of the property to decline, 2) provide the University with land that it may want and need in the future, 3) provide housing for current and future students who are looking for alternatives to existing on-campus housing, 4) provide a positive revenue stream. The WLU Foundation is ready to provide a loan for this purchase. With some renovations, the house will be able to provide housing for six students initially and up to eight in the future.
4. Ms. Hooper spoke in support of the proposal, commenting on the location of the property relative to campus, the demand for alternate student housing, and the generation of revenue. She added that paying interest to the Foundation, which would ultimately come back to the University in support of other activities, is an investment in the future. She continued that the property would be a relatively liquid investment, as there is always a market for such properties and that the projected net revenue generation would be approximately \$8,000/year. She indicated that if the Foundation simply purchased the property, the University would not be able to renovate or maintain it, as it would not be state property. Also, the Foundation Board has indicated that they are not interested in owning property at this time.
5. Mr. Adams expressed his support as a former member of the Foundation Board.
6. Mr. Ford also expressed support for the purchase and suggested that several other possible sources of support, including the Northern West Virginia Brownfields Assistance Authority and the West Virginia Housing Development Fund, be investigated for future purchases of other similar properties in the area surrounding campus.
7. Mr. Adams suggested that a particular house across the road from campus be investigated for possible purchase even though it is not currently for sale.
8. Mr. Cook relayed that he has had numerous comments from parents of students regarding the rental property directly across from campus that is known for public parties, especially during move-in weekend. The impressions of the surrounding neighborhood do have an impact on prospective students and parents.

9. Mr. Stultz expressed some reservations about the purchase, indicating that he is skeptical of the viability and necessity of changing the appearance of the area surrounding campus as well as its long-term financial sustainability. He suggested that the renovation costs seem high and asked if the Foundation could purchase the property and give it to the University.
10. Ms. Hooper responded that the Foundation is not in a position to make the purchase, but would provide the loan as an investment. She again made the point that the purchase will result in positive revenue generation.
11. Mr. Stultz commented on the excess square footage currently owned by the University and suggested that a long-term plan is needed to address this issue.
12. Mr. Ford concurred that a long-term plan is needed and again referenced possible alternative funding sources.
13. Mr. DeFelice suggested that the excess space currently owned is a separate issue and expressed his support for this purchase and for the purchase of any similar properties adjacent to campus that may become available.
14. Ms. Tysk related questions she has had from prospective students and their parents regarding alternative student housing options and said she was certain that WLU has lost students because of this issue.
15. Mr. Cook expressed his agreement with Ms. Tysk and indicated that the poor state of student housing at WLU has been highlighted on social media and used against the University by other institutions competing for the same students.
16. Ms. Hooper reiterated that this purchase would be positive in several ways.
17. President Greiner indicated that he has already identified the need for a Physical Facilities Master Plan and that work is underway to create this document.
18. Chair Couch asked for any further comments.
19. Mr. Gompers directed several questions to Ms. Hooper:
 - a. Are there any Realtors involved in the proposed purchase? A: No. A broker is being used.
 - b. Is the current owner definitely prepared to sell for the price of \$128,000? A: Yes.
 - c. Has there been discussion of oil and gas rights? A: No. Ms. Hooper will investigate this.
 - d. Will there be any contingencies in the contract? A: No.
 - e. Are the owner and WLU in agreement with the appraisal? A: Yes.
 - f. Has a timeline been proposed for the closing? A: No.
20. Mr. Ford asked if there were any liens or back tax issues with the property. A: None have been identified. This would be part of the closing.
21. Mr. Gompers was asked by Chair Couch if he would prepare the necessary legal documents if the purchase was approved. Mr. Gompers indicated that he would.
22. Chair Couch listed three possible actions for the Executive Committee:
 - a. Approve the proposal
 - b. Send the proposal to the full Board
 - c. Reject the proposal
23. Mr. Carter moved that the Executive Committee authorize the President, CFO, and/or Board Chair to negotiate and execute a Contract on behalf of the Board of Governors of West Liberty University for the purchase of 409 Van Meter Way, West Liberty, WV, for the purchase price of \$128,000.00 and that they also be authorized to negotiate and execute loan documents for a loan from the West Liberty University Foundation for the purchase and renovation of said real estate. Motion seconded by Mr. Ford and carried by unanimous vote.

24. Motion to adjourn was made by Mr. Carter and seconded by Mr. Ford. The meeting adjourned at 8:43 a.m.

Chair, George Couch

Secretary, Patrick Ford

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
May 25, 2016**

Executive Committee Members Present: George Couch, Les DeFelice, Richard Carter

WLU Administrators: Scott Cook, Brian Crawford, Stephen Greiner, Stephanie Hooper, John McCullough

Others: John Gompers, Jim Haizlett, Jim Stultz

1. Chair Couch called the meeting to order at 8:03 a.m.
2. President Greiner provided updates on several items:
 - a. The proposed tobacco tax increase was defeated in the House yesterday. Indications are that this will mean increased cuts to higher education for FY17. The Legislature still has some time to act, however, so the state appropriation amount is still unknown.
 - b. The HEPC has approved purchase of the property at 409 Van Meter Way, West Liberty, WV using funding provided by the WLU Foundation. The process of obtaining this approval would have been smoother if WLU had a more comprehensive Facilities Master Plan. Dr. McCullough has been asked to spearhead an effort to develop such a plan over the next year.
 - c. The President's recent trip to Florida to visit with alumni was a success from a development standpoint. Institutional Advancement has actually exceeded their fundraising goal for FY16. There has been a significant increase in the number of donors and gifts this year, including a donation of approximately \$500,000 worth of fabric to support the Theater Program from a new donor.
 - d. Chris Carder will be retiring as Director of the WLU Foundation at the end of June. The Foundation Board has approved her replacement, whose name will be released after June 18th.
3. Mr. Carter reported that the Nominating Committee is recommending that the current officers (Mr. George Couch, Chair; Mr. Les DeFelice, Vice Chair; and Mr. Pat Ford, Secretary) be recommended to the full Board for re-election to their current positions. They have all agreed to serve if elected.
4. The schedule of Board meetings for 2016-17 was reviewed. A motion to recommend the schedule as presented to the full Board was made by Mr. DeFelice and seconded by Mr. Carter. Motion passed.
5. Ms. Hooper presented several proposals for action:
 - a. A modification to the RN to BSN program tuition, creating a single tuition rate for all students in the program at \$287/credit hour. Motion to approve pending approval by the full Board was made by Mr. DeFelice and seconded by Mr. Carter. Motion passed.
 - b. Approval for a reduced graduate tuition rate of \$60 per credit hour for specific Special Topics courses in the MAEd program was requested. These courses are grant-funded, with no cost to the University. Students can apply one such course toward the MAEd degree. Student must have been accepted into the MAEd program. Motion to approve pending approval by the full Board was made by Mr. DeFelice and seconded by Mr. Carter. Motion passed.
 - c. A request was made to approve leasing the six cabins near the Gary E. West Event Center. These would be used for student housing, with rates set at the same level as those currently in place at University Place I and II. If the lease is approved, it is expected that four of the cabins would be rented immediately by students on the waiting list for University Place. Revenue generated by the rentals would yield a net profit for the University. This would be a one-year

agreement. Motion to recommend approval to the full Board was made by Mr. DeFelice and seconded by Mr. Carter. Motion passed.

6. Dr. Crawford presented the 2015-16 Annual Graduate Degree Report.
7. Dr. Crawford presented a proposed modification to BOG Policy 32: Sexual-Harassment-and-Other-Unlawful-Discrimination. The change would add the words “coaches, athletic trainers...” to section 6.1.1. Motion to approve was made by Mr. DeFelice and seconded by Mr. Carter. Motion passed.
8. President Greiner presented the WLU Organizational Chart that will be in effect beginning July 1st. There was some discussion of staffing levels and reporting structure.
9. Dr. Crawford requested that an action item be added to the Board agenda for approval of several major closures and one addition. In conjunction with this, he will provide a comprehensive listing of programs and majors with enrollment for the past five years.
10. Mr. Haizlett made a suggestion that the University revise its vision statement and work to re-brand itself. He drew comparisons between the quality of instruction at some small, elite, private institutions and that at West Liberty. There was some discussion of the idea. The President and Chair Couch indicated that the Institutional Master Plan, including the Vision Statement, would be reviewed in the near future.
11. Dr. Crawford reported that responses to a possible weapons policy had been received from campus groups. Few faculty members had commented, but most that did were in favor of adopting a policy. The Campus Safety Committee and Classified Staff Council are in favor of a policy and recommending adopting the version presented to them. The SGA did not provide any comment. Chair Couch asked that the President’s Cabinet provide a recommendation to the Board.
12. Mr. Cook asked about putting an enrollment update on the Board agenda as a regular item. There was discussion of creating a regular dashboard that would show key performance indicators.
13. The meeting was adjourned at 9:24 a.m.

Chair, George Couch

Secretary, Patrick Ford

**Policy 32 – Sexual Harassment, Sexual Discrimination, and
Other Unlawful Conduct**

ACTION ITEM

A proposed change to BOG Policy 32 (Sexual Harassment, Sexual Discrimination, and Other Unlawful Conduct) from the West Virginia Assistant Attorney General's Office is a simple wording change to section 6.1.1, as follows:

From: relationships between students or applicants for admission and administrators, faculty, or any other West Liberty University employee where a direct power differential exists between the student or applicant for admission and the employee;

To: relationships between students or applicants for admission and administrators, faculty, coaches, athletic trainers, or any other West Liberty University employee where a direct power differential exists between the student or applicant for admission and the employee;

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the change to BOG Policy 32 Sexual Harassment, Sexual Discrimination, and Other Unlawful Conduct as stated above.

(ii) West Liberty University will not tolerate discriminatory harassment against any employee, student, visitor, or guest on the basis of his or her actual or perceived membership in a protected category.

4.2.2 Sexual Harassment

Sexual Harassment, which applies to employer and employees and students, is a form of sex/gender discrimination, is an unlawful discriminatory practice, and is a violation of this policy.

Section 5. Additional Misconduct Offenses.

5.1 Threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of any person on the basis of their *actual or perceived membership* in a protected category;

5.2 Intimidation, i.e. any administrator, faculty, or staff not authorized by this policy contacting or attempting to contact a complainant directly or indirectly in regard to allegations made, e.g. a coach contacting a female student who has alleged sexual assault by a male athlete;

5.3 Hazing (see West Liberty University's student handbook policy on hazing);

5.4 Bullying (including cyber-bullying);

5.5 Domestic Violence/Intimate Partner Violence;

5.6 Stalking (including cyber-stalking); and

5.7 Failure to comply with restrictions or sanctions during or after the investigation, including but not limited to no contact orders as defined in Section 11.

5.8 Violating any other West Liberty University policies or procedures when such violation is motivated by the actual or perceived membership of the victim in a protected category.

Section 6. Consensual Relationships.

6.1 There are inherent risks in any romantic or intimate relationship between individuals in unequal positions. Thus, except as otherwise provided in Section 6.2, any romantic or intimate relationships in which power differentials are inherent are prohibited, which include, but are not limited to, the following:

6.1.1 relationships between students or applicants for admission and administrators, faculty, coaches, athletic trainers, or any other West Liberty University employee where a direct power differential exists between the student or applicant for admission and the employee;

6.1.2 relationships between a West Liberty University employee holding a direct or indirect supervisory and/or evaluative role over the other person in the relationship; or

PRESIDENT'S REPORT TO WLU BOARD OF GOVERNORS

A Condensed Summary of Accomplishments and Activities

June 8, 2016

- As of June 1, applications for 2016 Fall admission for freshmen and transfers are running approximately 8% ahead of one year ago. Applications from in-state first-year students have increased by approximately 20% as compared to last year when in-state applications declined. This increase in applications has continued for each of the past six months. Still, total enrollment for the 2016 Fall Semester is anticipated to be less than that in 2015, in significant part due to the large December and May graduating classes.
- Four of the five academic colleges continue to see increases over year-ago numbers in their total applications (freshmen and transfers) for the 2016 Fall Semester.
- Housing applications for the residence halls are tracking positively in terms of new students, with an increase of approximately 9%. However, applications from returning students are down about 9%. Overall, housing applications are down approximately 3% from 2015.
- The designated pre-registration period for the 2016 Fall Semester concluded recently, and while it was highly active, the numbers are running approximately 100+ behind those of last year. Pre-registration actively continues throughout the summer months.
- A large graduating class of 378 students was honored at the May Commencement, which was attended by a standing-room-only crowd approximately 2,000 friends and family members. Many positive comments were received regarding the Commencement and the reception following the ceremony.
- The inaugural graduating class of students in the Community Education program participated in the May Commencement. Within the College of Education, Dr. Miriam Douglas directs the program which offers students a pathway into a wide range of community, non-profit, or non-formal education careers, such as community outreach coordinators, parks/recreation leaders, grant writers, transition specialists, and related areas.

- In addition to continuing to meet with business and community leaders in the Northern Panhandle and with prospective students and their parents, President Greiner is participating in the first-ever Community Fitness Challenge for Executives, created by McKinley Carter Wealth Services of Wheeling. The President is leading in the categories of workout and nutrition class attendance, commitment to a daily food log, and overall progress. If he wins the prize money, Dr. Greiner will direct it toward student scholarships.
- Dr. Greiner and his President's Cabinet have maintained their diligence in continuing to review and refine the University's 2017 budget and all the facets, including staffing levels, that comprise this important process. Finalization and submission of the budget are pending the outcome of the Legislature's special session.
- A thorough review of the University's physical facilities' needs will be undertaken this fall with campus-wide involvement in reviewing the Physical Facilities Master Plan and in working to develop a contemporary and comprehensive Plan. All campus constituencies will be represented in this review and planning process which will extend throughout the year.
- The annual Honors Convocation individually recognized over fifty students who, during the 2015-16 school year, excelled in the areas of scholastic achievement, service, professionalism, and ethical standards. The Convocation is also attended by parents and grandparents.
- All 22 members of the 2016 graduating class of the Dental Hygiene program passed the clinical portion of the Dental Hygienist Board Exam. A perfect 100% clinical board passage rate has not happened for some time, according to Program Director Stephanie Meredith, and it is reflective of the motivation and hard work of this year's DH senior class and of the overall quality of one of WLU's premier programs.

- In one of many recruiting activities conducted by the University, 33 juniors from John Marshall High School visited campus recently to discover a "Taste of CoLA." However, it wasn't the soft drink they sipped; it was a hands-on introduction to the College of Liberal Arts, interaction with various professors, and exploration of the wide range of academic-program offerings. Interim Dean of the College, Dr. Tammy McClain, and her fellow faculty members shared program information with the JM students, as well as discussing the broad array of associated career opportunities.
- The new baccalaureate program in Zoo Science continues to create a high level of interest and inquiries, with a flow of applications that should bode well for the success of the program.
- Active work continues on the development of two new graduate programs in the College of Sciences: a Master's degree in Biology and a Master's degree in Dental Hygiene. The DH degree would be completely online and would represent a terminal degree in that field.
- A graduating senior from the College of Sciences, Adam Kenney has received a University Fellowship in excess of \$30,000 to continue his studies at Ohio State University's College of Medicine. He will be enrolled in the Biomedical Sciences doctoral program in June. Adam credits his extensive research work in biology at WLU as one of the primary factors in his earning the Fellowship.
- Dr. Mike Turrentine, Professor of Business Law and a 17-year faculty member, has been named Dean of the Gary E. West College of Business. He succeeds Prof. Jean Bailey, who served effectively as Interim Dean for the past three years.
- Sara Sweeney, Campus Manager of The Highlands Center, also will be assuming the responsibilities of Coordinator of Graduate Studies, which will include work with all five existing graduate programs. This position will help to provide consistency, continuity, and operational efficiency in the coordination of WLU's expanding graduate offerings, as well as providing a much-needed type of "central office" for the programs.

- Dr. Joe Greathouse, Assistant Professor of Biology and Co-Director of the new Zoo Science Program, has been named Director of Oglebay Park's Good Zoo. He will continue to serve on the WLU faculty, and his new dual role should help to solidify the important relationship between the Zoo and WLU in building the new academic program.
- Selected by West Liberty students as the 2015-16 "Professor of the Year" was Dr. Joseph Horzempa, Assistant Professor of Biology. A faculty member since 2011, he maintains an active lab that offers students ongoing research experiences, which most recently resulted in a professional publication. Prof. Horzempa has received over \$1.7 million in grants to fuel the activities of his biology laboratory.
- WLU students rewarded one of the most public figures on campus with the title of "Staff of the Year" for 2015-16 as they selected Sodexo employee Ethel Scherich for the honor. As the cashier in The Marketplace, the main dining room, Ethel pleasantly greets hundreds of students as they move through the food line. She has been at WLU since 1989 and has been with Sodexo since 2001.
- President Greiner hosted a reception for the 2016 retirees, which included the following employees: JoAnn Angius, a 40-year Senior Administrative Secretary; Mary Blair, a 44-year Administrative Secretary; David Blowers, a 7-year Assistant Professor of Physician Assistant Studies; Jennifer Cross, a 37-year Staff Librarian; Sandy Czernek, an 8-year Instructor of History; Michele DeRita, a 30-year Senior Human Resources Representative; Susan Herrick, a 21-year Professor of Sociology; Earl Nicodemus, a 40-year Associate Professor of Education; and Richard Price, a 17-year Instructor of Physical Education and Assistant Wrestling Coach.
- West Liberty University's student-athletes once again ranked among the Mountain East Conference leaders when the league revealed the MEC All-Academic Team and Commissioner's Honor Role for the 2015-16 spring semester. WLU placed 24 student-athletes with grade point averages of 3.70 or greater and 29 student-athletes with GPAs between 3.25 and 3.69 during their season of competition.

- After winning the javelin event at the Mountain East Conference Outdoor Championships, Alexis Montes, WLU's fifth-year senior All-American from Glen Dale, WV, finished seventh at the NCAA DII Outdoor National Championship Meet in Bradenton, Florida, earning All-American status for the second consecutive year.
- WLU Men's Golf standouts Matt Icton and Cory Hoshor have once again been named to the NCAA Division II PING All-Atlantic Region Team. It marks the third straight All-Region laurel for Icton, a junior from Ontario, Canada, while it represents back-to-back honors for Hoshor, a sophomore from Buffalo, WV.
- Mike Ricci's Men's Golf Team posted yet another Top Ten finish in the NCAA DII Atlantic Region rankings and earned an invitation to their third consecutive NCAA Division II Atlantic/East Regional Tournament.
- Evan French won the "Elite 90" Award at the Men's Basketball "Elite Eight" NCAA national tournament in Texas. The award honors the participant with the highest grade point average at every NCAA championship event.
- Sam McCullough's Men's Tennis Team captured another Mountain East Conference Tourney Championship and secured another trip to the NCAA Regional Tournament.
- Eric Burkle's Baseball Team concluded the season with another winning record, while making a solid run toward the MEC Tournament Championship, after finishing in third place in the Conference's tough Northern Division.
- WLU Hall of Famer Herb Minch has agreed to return to the helm of the Softball program. Having already led the Lady Hilltoppers to nearly 400 victories during his previous 17-year run while serving double duty as the school's Head Athletic Trainer, Minch replaces Jim Bacca, who resigned as head coach following the 2016 season.

Disclaimer: This condensed summary report is intended to provide a relatively comprehensive overview of the contemporary accomplishments and activities associated with WLU; it is not intended to include each and every one of the multiple achievements and events that are part of the University.

West Liberty University Board of Governors
June 8, 2016

SCHEDULE OF MEETINGS

ACTION ITEM

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the Schedule of Meetings for July 2016 – June 2017.

West Liberty University

Board of Governors

Schedule of Meetings **July 2016—June 2017**

Wednesday, August 10, 2016	4:00 p.m.
Wednesday, July 27, 2016 – Executive Committee – 8:00 a.m.	
Wednesday, October 12, 2016.....	4:00 p.m.
Wednesday, September 28, 2016 – Executive Committee – 8:00 a.m.	
Wednesday, December 7, 2016.....	4:00 p.m.
Wednesday, November 23, 2016 – Executive Committee – 8:00 a.m.	
Wednesday, February 8, 2017	4:00 p.m.
Wednesday, January 25, 2017 – Executive Committee – 8:00 a.m.	
Wednesday, April 12, 2017	4:00 p.m.
Wednesday, March 29, 2017 – Executive Committee – 8:00 a.m.	
Wednesday, June 7, 2017	4:00 p.m.
Wednesday, May 24, 2017 – Executive Committee – 8:00 a.m.	

Unless otherwise specified, all meetings will be held in the Shaw Hall Board room. We may schedule additional meetings to allow for discussion of unforeseen issues.

NOTE:

- Fall 2016 Commencement – Saturday, December 10, 2016
- Spring 2017 Commencement – Saturday, May 13, 2017

West Liberty University Board of Governors
June 8, 2016

RN to BSN SPECIAL PROGRAM RATE

ACTION ITEM

The Board of Governors is asked to approve a special rate for the Nursing to RN's who wish to earn a BSN. A special rate was approved by the Board of Governors and the HEPC in 2011 for this program. An hourly rate is charged to each student, regardless of residency status.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve a special rate for the Nursing to RN's to earn a BSN.



WEST LIBERTY UNIVERSITY

West Liberty University began offering an accelerated program for studying Nursing to RNs who wish to earn a BSN in 2011. The Board of Governors and HEPC approved a special rate for this program. Courses are offered completely on-line and the sequencing of the courses allows students to complete the program in three semesters if enrolled full-time.

An hourly rate is charged to each student, regardless of residency status.

<u>Year</u>	<u>Enrollment Headcount</u>	<u>Tuition*</u>	<u>UG In State Tuition</u>
FY12	16	\$203/hr.	\$213/hr.
FY13	21	\$220/hr.	\$241/hr.
FY14	26	\$220/hr.	\$253/hr.
FY15	31	\$241/hr.	\$261/hr.
FY16	15	\$253/hr.	\$273/hr.
FY17	6**	\$287/hr.	\$287/hr.

* FT students are also required to pay the \$75 Special Equity Fee

** Registered for Fall 2016

No Online Course Fees are charged for this program

MAEd GRANT SPONSORED GRADUATE TUITION

ACTION ITEM

The Board of Governors is asked to approve a reduced graduate tuition rate of \$60 per credit hour for specific Special Topics courses in the Master of Arts in Education Program. These courses are externally funded and offered at no cost to WLU. They can be counted only as free electives toward the MAEd program and only one such course may be counted toward the degree. Students must have been accepted into the MAEd program.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve a reduced graduate tuition rate of \$60 per credit hour for specific Special Topics courses in the Master of Arts in Education Program.



WEST LIBERTY UNIVERSITY

On occasion, special topic graduate courses are offered at a reduced rate/fee. This occurs when a grant award or school/community-based organization pays for the cost of the graduate course instructor. When the course instructor is paid via private funds, the institution does not incur personnel costs. As a result, students are not charged full tuition/fee amounts. There is a flat rate applied (for both in-state and out-of-state) based on the number of course credits:

1 graduate credit \$60.00

2 graduate credits \$120.00

3 graduate credits \$180.00

All of the income generated from the flat fee is revenue for the institution. Special topic graduate courses are typically framed around specialized instruction for area educators, coaches, and administrators.

Between Summer 2013 and Spring 2016, the College of Education offered 12 special topic courses; all courses were three credit hours. Eighty-nine graduate students participated for combined revenue of \$16,020.00. Please see the attached spreadsheet for specific classes, semesters, and course instructors.

It is anticipated between Summer 2016 and Summer 2017, an additional 6 special topic graduate classes will be offered in the College of Education. The College of Education has partnered with RESA VI on a State Literacy grant proposal to support special topic courses in Reading for area elementary teachers during the 2016-17 school year.

All of these courses have corresponding syllabi with grading expectations, assignments, attendance policies, etc. These special topic courses are typically not offered as part of the regular graduate course sequencing or graduate program. Most students who participate in these courses are not enrolled in the MA Ed graduate program; they complete an application for admission as a non-degree seeking student. In some tracks of the MA Ed., students may use one or two of the special topic courses as an elective towards their degree.

A special reduced tuition rate at West Liberty University is incredibly beneficial for attracting teachers and administrators to West Liberty University sponsored professional development and workshop opportunities. In turn, students in special topic courses may elect to stay to complete a degree or additional certification. The institutional support and approval of this flat rate is an important component of grant proposals and professional development initiatives, particularly in the area of math, science, reading, and the arts. Additionally, being able to offer this rate provides important partnership opportunities, not only with area school districts, but also with non-profit educational and community organizations.

Majors of Enrolled Students

CRN	SUBJECT	COURSE	SECT	TITLE	INST NAME	SCHED	Term	ENRLD	MAEd	Special Non-degree seeking	Other Majors	List of other majors taking the course outside of MAEd
2103	EDUC	578	1	Special Topics in Education	Karas Lourdes	IND	Sum I 2013	10	1	0	9	Elementary Ed, Art Ed, Interdis, Graphic Design, RBA
4074	EDUC	578	1	Special Topics in Education	Karas Lourdes	IND	Sum III 2013	1	1	0	0	
9100	EDUC	578	1	Special Topics in Education	Karas Lourdes	LEC	Fall 2013	9	1	7	1	Undeclared
2072	EDUC	578	1	Special Topics in Education	Shay Jojo	LEC	Spring 2014	16	0	16	0	
4094	EDUC	578	2	Special Topics in Education	Karas Lourdes	LEC	Sum III 2014	10	2	4	4	Elementary Ed and Art Education
4093	EDUC	578	1	Special Topics in Education	Karas Lourdes	LEC	Sum III 2014	3	2	0	1	Elementary Ed
4095	EDUC	578	3	Special Topics in Education	Karas Lourdes	LEC	Sum III 2014	15	5	8	2	Elementary Ed
9082	EDUC	578	1	Special Topics in Education	Karas Lourdes	LEC	Fall 2014	12	0	10	2	Elementary Ed
9090	EDUC	578	4	Special Topics in Education	Karas Lourdes	LEC	Fall 2015	6	0	6	0	
9091	EDUC	578	5	Special Topics in Education	Karas Lourdes	LEC	Fall 2015	2	0	2	0	
9042	EDUC	578	1	Special Topics in Education	Glysson	LEC	Fall 2015	3	0	3	0	
1770	EDUC	578	1	Special Topics in Education	Glysson	LEC	Spring 2016	2	0	2	0	

ROADWORTHY CABINS

ACTION ITEM

Gary West currently owns six cabins near the Gary E. West Event Center. The University would lease the cabins and rent to our students. Housing currently has a need for this type of housing with waiting lists for University Place I and II. The Board of Governors is asked to approve the lease terms, which must also be approved by the Attorney General's Office.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve leasing the cabins from Gary West to rent to our students, following approval of the Attorney General's Office.

Roadworthy Cabins

Gary West currently owns six cabins near the Gary E. West Event Center. The University would lease the cabins and rent to our students. Housing currently has a need for this type of housing with waiting lists for University Place I and II. The Board of Governors and the Attorney General's Office must approve any lease.

Lease Terms:

\$350/bed; \$5600/mo.; \$67,200/yr.

(4) Cabins with 3 beds	\$4200
(2) Cabins with 2 beds	\$1400

Students pay 12 month lease:

	Room	
(2)	2 bedroom	\$4300/semester
(4)	3 bedroom	\$4000/semester

University Revenue Generation Full Capacity:	\$130,400
Lease	(\$67,200)
Utilities (Water/Sewage \$8,000, WFF \$5,000, Electric \$10,000, Trash \$5,000)	(\$28,000)
General Maintenance, Roads, Grass, Misc. etc.	<u>(\$10,000)</u>
	\$ 25,200

West Liberty University Board of Governors
June 8, 2016

ANNUAL GRADUATE DEGREE REPORT

Action Item

Proposed Resolution: Resolved that the West Liberty University Board of Governors approve the Annual Graduate Degree Report for Academic Year 2015-16.



Provost
Brian L. Crawford, PhD
Office: 304-336-8004
brian.crawford@westliberty.edu

208 University Drive
CUB 100
West Liberty, WV 26074

To: WLU Board of Governors

From: Brian L. Crawford, Provost

Re: Annual Graduate Degree Report

Date: May 19, 2016

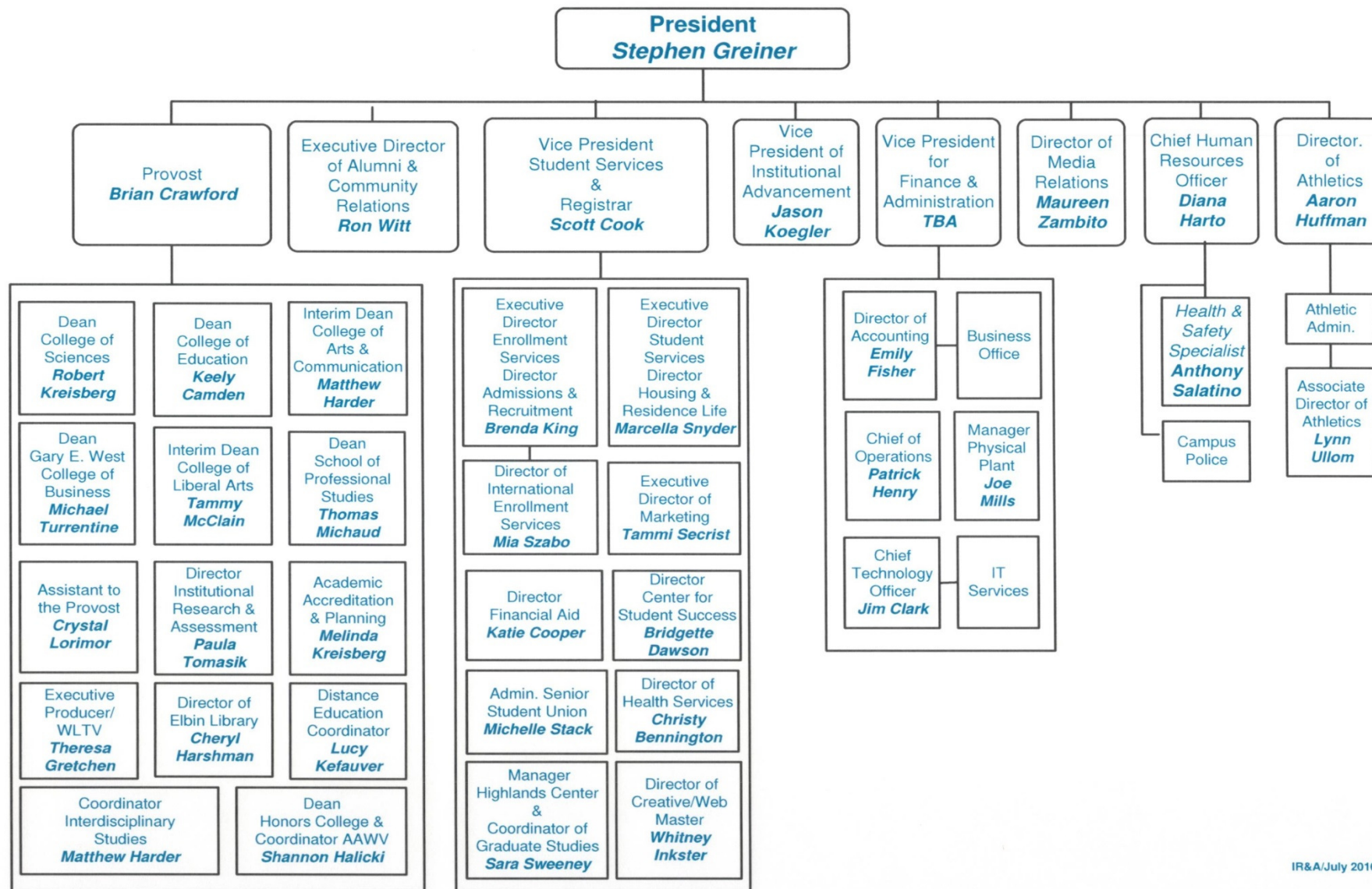
1. The number of programs being offered and the courses offered within each program:
 - a. Master of Arts in Education (MAEd) with Areas of Emphasis in:
 - i. Advanced Teaching
 - ii. Community Education: Research & Leadership
 - iii. Entrepreneurship for Teaching
 - iv. Leadership Studies
 - v. Advanced Special Education
 - vi. Multi-Categorical Special Education
 - vii. Reading Specialist
 - viii. Sports Leadership and Coaching
 - ix. Technology Integration
 - x. Master Teacher
 - b. Master of Science in Physician Assistant Studies (MSPAS)
 - c. Master of Professional Studies (MPS) with Areas of Emphasis in:
 - i. Organizational Leadership
 - ii. Justice Leadership
2. The disciplines in which programs are being offered:
 - a. MAEd:
 - i. College of Education
 1. Department of Professional Education
 2. Department of Health and Human Performance
 - b. MSPAS:
 - i. College of Sciences
 1. Department of Graduate Health Sciences
 - c. MPS:
 - i. School of Professional Studies
3. The locations and times at which courses are offered:
 - a. MAEd:
 - i. Monday through Thursday, 5:00 PM – 8:50 PM at the WLU Highlands Center or online.
 - b. MSPAS:
 - i. Monday through Friday, 8:00 AM – 4:00 PM on the WLU Main Campus

- c. MPS:
- i. Friday 5:00 PM – 9:00 PM, Saturday 8:00 AM – 5:00 PM at the WLU Highlands Center or online.
4. The number of students enrolled in the programs for 2015-16:
- a. MAEd: 88
 - b. MSPAS: 37
 - c. MPS: 45
5. The number of students who have obtained master's degrees through each program since May 2015:
- a. MAEd: 28
 - b. MSPAS: 19
 - c. MPS: 23

WLU Administrative Organization--Operational/Functional

Board of Governors

*Jack Adams; Joseph Carey; Richard Carter; Sandra Chapman;
George Couch, Chair; Les Defelice, Vice Chair; Patrick Ford, Secretary; James Stultz
Reed Boden, Student; James Haizlett, Faculty; Rhonda Tysk, Classified Staff*



ADDITION OF MAJOR to CEP

ACTION ITEM

The Board of Governors is asked to approve the addition of the Teaching English and Global Education major in the BA Community Education Program. This will be the seventh major in the program.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the addition of Teaching English and Global Education as a major in the BA Community Education Program.

**CLOSURE OF PRE-PROFESSIONAL AT MAJOR
ACTION ITEM**

The Board of Governors is asked to approve the closure of the Pre-Professional major in the BS Athletic Training Program. This closure makes possible more efficient use of available resources. Students have other available options for pre-professional preparation.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the closure of the Pre-Professional major in the BS Athletic Training Program.

CLOSURE OF MAEd TRACKS

ACTION ITEM

The Board of Governors is asked to approve the closure of the Master Teacher and Entrepreneurship tracks in the MA Education Program. With the inception of alternative certification for teachers, the Master Teacher track is no longer viable. The Entrepreneurship track has not been populated with students for several years and was started with grant funding that is no longer available.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the closure of the Master Teacher and Entrepreneurship Tracks in the MA Education Program.