

WLU Board of Governors

Regular Meeting

Wednesday, June 1, 2022 – 4:00 p.m.

Location: Shaw Hall Board Room

Meeting ID: 996 3065 2686

Passcode: 875288

- 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 March 30, 2022*, May 6, 2022* (pgs. 3-9)
 - B. Minutes of the Executive Committee March 30, 2022* (pgs. 10-12)
- V. Agenda Order (Board may move to change order of consideration)**
- VI. Board Items**
 - A. Election of Officers* (pg. 13)
 - B. Schedule of Meetings July 2022 – June 2023* (pgs. 14-15)
 - C. Annual Graduate Degree Report* (pgs. 16-19)
 - D. Program Approvals*
 - Data Science Program (pg. 20)
 - Marine and Aquarium Science Track-Bachelors of Zoo Science (pg. 21)
 - Minor: Inclusion, Diversity, Engagement, and Awareness (IDEA) Cross-Disciplinary (pg. 22)
 - Medical Laboratory Science Certificate (pg. 23)
 - E. Program Removals* (pgs. 24)
 - Bachelors of Science Digital Media Design: Video & Film
 - Bachelors of Science Digital Media Design: Audio Productions
 - Bachelors of Science Digital Media Design: Multimedia
 - F. Governors Salary Enhancements* (pg. 25)
 - G. Final Draft Academic Integrity Plagiarism Policy - Discussion

*Action Items
- VII. President's Report**
- VIII. Reports**
 - A. Interim Provost (Monteroso)
 - B. Enrollment (Cook)
 - C. Staff (Glanville)
 - D. Faculty (Metz)
 - E. SGA (Burkle)
- IX. Finance Report** (pgs. 35-37)
- X. Information Gathering (Members may ask questions or gather information to prepare for future agenda items without general discussion or action at this meeting.)**
- XI. Next Meeting Date – Wednesday, August 17, 2022**
- XII. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
March 30, 2022**

Attendance:

Jack Adams, Michael Baker, Alexandria Black, Arlene Brantley, Richard Carter, Thomas Cervone, Jamie Evick, Ryan Glanville, Richard Lucas, David McKinley, Jason Metz, Stephanie Shaw

Unable to Attend:

Administration/Faculty/Staff:

Monique Akassi, Amanda Bennett, Scott Cook, Mary Ann Edwards, W. Franklin Evans, Diana Harto, Angie Hill, Stephanie Hooper, Lori Hudson, Jason Koegler, Cathy Monteroso, Joe Rodella, Sean Ryan, Lynn Ullom

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

Chair Lucas called the meeting to order at 4:02 p.m.

II. Introductions

Mr. Koegler noted that as a part of the new office of External Affairs, and in cooperation with the Foundation, we need to tell the story of West Liberty off the hill. There has been a void in the area of alumni engagement for a number of years, and it's one of Dr. Evans' top priorities. There are a lot of threats to higher education, and we need all the help we can get. We need people who can donate, connect with our students with internships, mentorships, job placements, and fit into our student entered culture. As an example, we have 11,000 alums in a 30-mile square radius but no Wheeling, WV alumni chapter. The other area we need to address in alumni engagement is the younger demographic. We know from previous history there are many ways to engage, and chapters are still worthy, especially with technology to connect on all levels and through affinity. The SGA needs mentorships or guidance; why not lean on an SGA affinity chapter and the current organization can rely on people who served in the past and are successful in the world. This is the direction in which we want to head. The biggest challenge was finding the right person with our new Director of Alumni Affairs, Amanda Bennett. Ms. Bennett is an alum, earning her undergraduate degree at WLU in 2013 and her MBA in 2018. She comes to WLU from the Highlands Athletic Complex as their former Director of Marketing. Mr. Koegler also recognized our partner in education, Glenville State University for their first ever national championship on any level in the State of West Virginia; congratulations to their Women's Basketball team.

III. Public Comment

None.

IV. Agenda Order

No change to the agenda order.

V. Approval of Minutes*

A. Minutes of the Full Board February 2, 2022*

On motion by Michael Baker and seconded by Richard Carter, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of February 2, 2022.

B. Minutes of the Executive Committee February 2, 2022*

On motion by Richard Carter and seconded by Ryan Glanville, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the Executive Committee of February 2, 2022.

VI. Board Items for Approval*

A. Honorary Degree

Dr. Evans stated that the spring commencement speaker, Dr. James Denova, was unanimously selected by the Honorary Degree and Recognition Committee. Dr. Denova has been a champion for education in West Virginia as well as Pennsylvania, and an advocate for West Liberty University. He is a retired VP of the Benedum Foundation, has been good to WLU, having received over \$2.5 million from that foundation in support of this institution since 2002. The Center for Arts and Education is a result of those funds. He is now an independent contractor, having held a variety of positions, including with the Forbes Fund, Jewish Health Care, United Way of Southwest PA, and a variety of boards. He holds a doctorate in social research and is not only a great educator but a great philanthropist.

On motion by Jack Adams and seconded by Jason Metz, it was unanimously adopted by the West Liberty University Board of Governors to authorize the conferral of an honorary Doctor of Humane Letters (DHL) degree from West Liberty University at the May 2022 commencement to James V. Denova.

B. Program Reviews*

Dr. Evans stated that the programs up for review have been discussed with the Academic Affairs Committee, and the programs include: Master of Arts in Education, Social Work, Athletic Training, Community Education, Communications, and Theater. We are looking forward to continuing five of the six programs. Athletic Training, although a review is being provided, is officially being phased out at the end of this semester and students will enter into our master's program, which starts in the Fall 2022. The recommendation is for the continuation of all of these programs.

On motion by David McKinley and seconded by Tom Cervone, it was unanimously adopted by the West Liberty University Board of Governors to approve the five-year program reviews as stated.

C. Post-Degree Audits*

Dr. Evans stated that the programs in the post-degree audit were all given extensions, those being the M.A. in Clinical Psychology, M.A./M.S. in Biology, and the Master of Science in Dental Hygiene. These are all in housed our masters/graduate programs and are asking for approval so they can move on to the HEPC.

On motion by David McKinley and seconded by Ryan Glanville, it was unanimously adopted by the West Liberty University Board of Governors to approve the post-degree audits as stated.

D. Early Childhood Education Minor Non-Certification*

Dr. Evans stated that the Early Childhood Education Minor is a non-education major to work in a health care facility, in conjunction with a major in another field. Students take 12 hours and receive a minor in Early Childhood Education. These students are not trying to get licensed or to be certified, but it provides a skill set and believe that this will be a benefit to the College of Education. The courses involved already exist with no new costs or additional faculty.

On motion by David McKinley and seconded by Tom Cervone, it was unanimously adopted by the West Liberty University Board of Governors to approve the Early Childhood Education Non-Certification.

VII. President's Report

Dr. Evans noted that today is Founder's Day, West Liberty University's 185th year. April 6th is the Day of Giving; if you haven't already given, we want to have 100% BOG participation.

Spring updates include MS in Speech-Language Pathology receiving candidacy status from accreditors and a Nursing Expansion grant was received in the amount of \$924,000. This grant will add 20 new students to the field for those in the BA/BS to BSN program who wish to become a nurse. The HLC Assurance report is due in May, and we have been made aware of the five-

member review team, none of which are affiliated with WLU. Dr. Monteroso, Dr. Saurbier, and Dr. Evans will head to Chicago this weekend for the annual HLC conference. Men's wrestling and basketball were both in the Mountain East championships. Although they didn't bring home the top prize, we are pleased with what each team accomplished. Ms. Hudson will talk later about residence life buildings leased, including the apartments across the street. They have not been a financial benefit for WLU these last few years and are actually running at a loss. She did an assessment of the buildings and will discuss having to make a shift with residence life in regard to those leased properties. WLU is not making any money off of these properties, paying out several thousand dollars these last three years. The West Event Center, another facility we have, has been dormant for quite a while. Three attempts have been made for a restaurant/bar and all have failed. It has been opened to the students to hold events, but we are only estimating maybe \$15,000 in income. We are looking at being creative and may have an idea to optimize the use of that building that will be a great benefit to the University. March is Women's History month and we have had a variety of activities celebrating women. A new food service vendor has been selected, the process completed, and recommended to the president was Aladdin Food Service. Aladdin was on campus about 20 years ago. They are working with Sodexo as this transition takes place. The bookstore contract runs out as well and the current vendor, Barnes & Noble, will remain and has provided some additional incentives that far outweigh what the competitor was offering. Mr. Cook will talk about the good news in enrollment projections. We are holding black and gold days and are underway with signing days. We have had quite a few students and families here and an increase in applications. We are looking at having to provide increases in tuition and some fees which Ms. Hudson will talk to specifically. The Finance Committee and Executive Committee have discussed some increases and we are looking to bring this information forward for the next academic year. We have been informed by the Chancellor that the HEPC Funding Formula bill did pass and is now on the Governor's desk for approval. This is the model that gives money for those special programs, workforce programs in the State of West Virginia. We have some programs on our campus, and depending on the benchmark and achievement, you are afforded extra dollars. The Chancellor also talked about BOG training, advising us that mandated BOG training is every other year. There will be lunch and learn sessions offered this summer that will only be an hour long, beneficial, timely, and informative. Information will be going out to members for these Zoom sessions.

The 2019-2024 Strategic Plan review process has been under way. We have put together an institutional profile, the draft of which was sent to you, that gives you an overview of WLU. Back in December the board quickly and efficiently approved a new mission statement as part of the Strategic Plan. The team has looked at the Vision, and "WLU aspires to be a model of innovative, inclusive, and transformational education, accessible to all and that positively impacts society," becomes the Vision Statement. In addition, there are some building principles: Stakeholder inclusiveness; transparency and communication; data-driven decisions; synchronized stated goals; action-oriented outcomes; and institutional accountability. Coupled with the core values of affordability; caring; diversity; excellence; innovation; and respect, will allow us to focus very carefully on the goals and objectives in this Strategic Plan. After the review process of our strategic goals, they will now include student experience; demonstrating academic excellence; cultivating diversity, equity, and inclusion; fostering an innovative student experience; enhancing community engagement; and strengthening operational and financial excellence. In the draft plan, for each goal, strategic objectives aligned with each goal. In the plan we did not put who was responsible but believe that these goals will apply to all units across campus. An electronic draft copy of the strategic plan has been sent to the board members. Dr. Evans noted his appreciation of the committee, led by Dr. Konchar Farr and Dr. Akassi, for enhancing the plan to make it much more user friendly and relevant for what WLU needs to accomplish.

Dr. Evans reviewed the Board of Governors Self-Assessment, noting that 12 members out of 11 completed the survey. Using the KEY for percentages each item was reviewed. The narrative responses covered the board's greatest strengths, major accomplishments of the past year, areas in which the board could improve, and what members would like to see.

A brief discussion followed regarding the draft Strategic Plan. A response to the plan is not being asked for at this time. Also, the assessment information was brought before the Academic Affairs committee, something that did not happen in the past because there was no other committee. This is a significant improvement as opposed to coming to the full board for the first time for

review. Going forward there will be a yearly review to have information readily available at the five-year mark.

VIII. Reports

A. Provost (Monteroso)

Dr. Monteroso appreciated the comments on the program reviews, noting that they will be done on a yearly basis to prevent some of the recent issues. Recommendations will be followed up yearly for easy compilation of materials at the five-year mark. She reiterated congratulations to the Nursing program for the extension grant, which will enhance all of our programs with technology and other extras we will get from the grant. Quality Matters has approved WLU's Psychology 101 program for general education for students as an online course. WLU uses Quality Matters as a gauge for all online courses. Honors Convocation will be held April 27th and is coming back in person with Dr. Shannon Halicki running the program. Dr. Monteroso is working with Mr. Cook to improve the dual credit programs in Ohio and Marshall County Schools. This enables high school students to take college courses and receive credit at WLU. They work with our faculty and faculty members of record with those institutions. Pre-registration will start on April 4, 2022 for summer and fall 2022 courses. Part of the new funding model is looking at FTE. We need to get streamlined so that in three years we will hit the necessary benchmarks. We will begin work on that process, which will help with our financial success as well. The HLC update was submitted on March 28th.

B. Enrollment Update (Cook)

Mr. Cook noted that after the first year of COVID we were in good shape, but not so much this year. We were unable to hold campus visits, high school visits, no admissions programs for a year, accounting for the drop in enrollment this year. As we move forward, we hope there will be no more COVID restrictions. Things are turning around with undergraduate applications up for the fifth month in a row with a significant increase. Applications are up 10% and accepted applications are up 16%. We are ahead of where we were last year on May 1st. At the Enrollment Planning Committee meeting, Dr. Mumford noted that graduate applications are up 60% and accepted applications are up 40%. Housing applications are up 19% over last year as of March 1st. Ms. Hudson has done a great job preparing the budget, looked at all populations, and we are projecting an increase in enrollment and housing numbers for next fall.

C. Staff (Glanville)

Mr. Glanville stated that Staff Council had not met this month since a quorum could not be established. Terrific Topper Award nominations are continuing to come in, and the Staff Council meat freezer fundraiser brought in over \$2,000.00 for the scholarship fund. Staff Council distributed a survey similar to that of Faculty Senate's follow-up survey. The purpose of the survey was to provide guidance in completing the president's evaluation with staff opinions and comments in mind. The survey results had just been gathered and Staff Council has not yet had the opportunity to meet and discuss the findings. Staff Council will provide the results of their survey as they deem appropriate upon request of the BOG.

D. Faculty (Metz)

Dr. Metz stated that new faculty senators should be in place on July 1st. April 19, 2022 is the last Faculty Senate meeting for the school year. The Promotion and Tenure Committee is analyzing data, but Dr. Metz wasn't sure of the status at this time. ART 342 was voted on and added to the general education options. Faculty Senate sent out a follow-up survey, but the data has not been collected to share with the board.

E. Student Government (Black)

Ms. Black stated that the SGA elections will be held on April 6, 2022. Any assistance with getting the word out would be appreciated. Ms. Black would have attended in person but didn't know where the meeting was located.

IX. Finance Report

A. Approval of FY 2023 Budget/Tuition & Fees*

Ms. Hudson reviewed the budget status report, actual through 02/28/22, eight months or 67% through the FY. Important columns are FY22 Adjusted Budget, showing the \$2.7 million deficit, and February 28, 2022 YTD Actual, showing where we are currently, which will be addressed. Ms. Hudson will review the revenue and expenses sources as an update. We have used CARES funds through lost tuition and fees and lost revenue from discharging debt from student account balances. Additional royalties received through the end of June will also help with this deficit for this fiscal year.

The tuition and fees were discussed and approved by the Finance Committee and will be presented to the HEPC by May 13, 2022. We are proposing an increase in tuition and room and board of 2% for residents and non-residents, but the metro rate will remain the same. We are working to clean-up the differentials in certain colleges by rolling in various fees for each area. The increase in undergraduate tuition will generate an additional \$255,00. The BLA degree, which is outside the normal fee structure, will see a 3% increase, bringing it to the current residential rate of \$4,273. Meetings were held with deans, chairs, program directors, dean of graduate studies, and the provost to work to make rates more consistent and easier to understand. Proposed increases range between 1% and 4%, with the exception of the MS in Art Therapy. Three new graduate programs, Speech Language Pathology, Exercise Physiology, and Athletic Training, are expected to generate \$271,000 in additional revenue. A 2% increase is proposed for on-campus housing. An analysis of our leased buildings, including Topper Village, the Towers, and University Place I and II, found that we have been carrying a loss for several years on those buildings. An increased lease by 10%, with maximum occupancy, is needed just to break even. These leases are renewed every year and negotiation will be key as to whether we can move forward with those buildings. Aladdin Campus Dining was chosen as the new campus vendor, and we are going to propose a 2% increase on all board plans. Campus housing should generate \$328,000; even with a 10% increase, and we will still be in line with WVU, Shepherd, and Fairmont. Total revenue, based on projected enrollment, should be \$970,000. Keep in mind this proposal is based on conservative estimates of projected enrollment in order to remain competitive. Those are the proposed increases and service and event fees remain the same. The Highlands Center is still being developed with rates for different types of events. Mr. Koegler is working with Mr. Carl to develop those rates. We are also working to get the Gary E. West Event Center rates approved, such as rental and cleaning fees, and rentals internal and external to WLU, with or without alcohol. A brief discussion followed with regard to residence halls and open beds, and whether the 10% increase is comparable to the same type of housing at the mentioned colleges/universities.

Ms. Hudson stated that several meetings have been held to discuss this budget, dating back to December 2021. We started the process early to try to get a handle on where we knew we were going to land with the deficit this year, which could be the same way or worse next year. The revenue budgeted, based on projected enrollment, undergraduate, graduate, room and board, state, and other revenue, such as royalty income, sales commissions, summer conferences, etc., are the components for all revenue sources currently, for a proposed FY23 budget of \$43.3 million. Expenses will be at or under this amount, we will have a balanced budget which we are working on daily. We will have to make changes to get there and adjustments across every category that you can imagine, but at the end of the day we will have a balanced budget to present. A brief discussion followed on the possible shift of private dollars.

On motion by David McKinley and seconded by Ryan Glanville, it was unanimously adopted by the West Liberty University Board of Governors to approve the Fiscal Year 2023 Budget/Tuition and Fees as presented.

X. Information Gathering

None.

XI. Next Meeting Date – Wednesday, June 1, 2022

XII. Adjournment

On motion by David McKinley and seconded by Ryan Glanville, the meeting adjourned at 5:14 p.m.

Richard Lucas _____
Chair

Jamie Evick _____
Secretary

**West Liberty University
Board of Governors**

**Minutes
May 6, 2022**

Attendance:

Jack Adams, Michael Baker, Arlene Brantley, Richard Carter, Thomas Cervone, Ryan Glanville, Richard Lucas, Jason Metz, Stephanie Shaw

Unable to Attend:

Jamie Evick, David McKinley

Administration/Faculty/Staff:

Mary Ann Edwards, W. Franklin Evans, Angie Hill, Stephanie Hooper, Jeff Jenkins, Jason Koegler, Taylor Long, Liz McCormick, Alan Olson, Ryan Quinn, Sean Ryan, Maureen Zambito

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

Chair Lucas called the meeting to order at 10:00 a.m. with a roll call and a quorum established.

2. Executive Session

A. Presidential Assessment

Chair Lucas, pursuant to WV Code § 6-9A-4, requested a motion to retire to executive session.

Pursuant to WV Code § 6-9A-4, at 10:02 a.m., a motion to retire to executive session was made by Jack Adams and seconded by Richard Carter; motion passed unanimously.

A motion to rise from executive session at 12:02 p.m. was made by Ryan Glanville and seconded by Sydney Burkle; by unanimous approval, the Board rose from executive session.

3. Actions Emanating from Executive Session

Chair Lucas gave the following statement:

"The Board of Governors would like to just remind everyone who works here that we are a public university committed to providing students with a comprehensive education from undergraduate to advanced degrees while serving as the region's leading advocate for the arts, education, research, and economic opportunity.

As we move forward, we expect our faculty and staff to be professional, unified and work together to achieve our mission. We also expect our President to lead us and unify the campus. The Board of Governors is solely responsible for the President's performance and while we value the feedback from all constituents, that input is only a portion of the President's assessment.

The Board of Governors is confident we will conclude our first-year assessment of President Dr. Evans by the middle of this June. We had a very productive Executive Session today and we appreciate everyone's patience and time."

4. Adjournment

On motion by Jason Metz and seconded by Richard Carter, the meeting adjourned at 12:04 p.m.

Richard Lucas _____
Chair

Jamie Evick _____
Secretary

**WEST LIBERTY UNIVERSITY
BOARD OF GOVERNORS**

**Executive Committee
Minutes
March 30, 2022**

Executive Committee Members Present: Jack Adams, Richard Carter, Rich Lucas, David McKinley, Stephanie Shaw

WLU Administrators: W. Franklin Evans, Monique Akassi, Stephanie Hooper, Lori Hudson

1. Call to Order/Roll Call

The meeting was called to order at 3:06 p.m.

2. President's Update

- West Liberty University received a grant from the Governor for \$924,000. The grant will be for four semesters and go towards nursing majors. The grant will be divided and distributed to nursing majors, which will receive \$25,000 each.
- Lori Hudson stated that she conducted an analysis of West Liberty University's leased properties and there is evidence that WLU is losing money, including from the Highlands and the Gary West Event Center. Students are allowed to use the facilities now, for it was sitting dormant previously.

3. Honorary Degree

- Dr. Jim Denova, former Vice President of the Claude Worthington Benedum Foundation. He has given \$2.5 million in Benedum Foundation programmatic grants since 2002. A vote was taken unanimously to grant him an Honorary degree.

4. Board of Governor's Self-Evaluation Outcome

- The BOG Self Evaluation is in the packet. The President will go through and highlight, including strengths, areas of improvement, and what areas of improvement are needed, moving forward.

5. Program Reviews

- There are six programs needed to be reviewed; reports have been done and submitted.

6. Post-Degree Audits

- Post degree audits have been completed and received along with extensions.
- The MA in Clinical Psychology, Art, Science, and Dental Hygiene have been submitted for approval to the Board of Governors.
- Trustee David McKinley asked what did we do wrong?
- President Evans stated that the staff made presentations about reviews every five years. President Evans further stated that we need to do a review each year so that we do an internal review now but previously it was not done.
- An extension was given, and so now West Liberty University is doing what they previously should have been doing.

7. Early Childhood Education Minor Non-Certification

- The Early Childhood education offers a minor to those who want skills to open up a day care or start up a business, but it does not lead to licensure, but one can still acquire a skill set. The minor will only take 12 credit hours to complete.
- Trustee David McKinley asked is there a study review and does this involve hiring new staff?
- President Evans reassured that the minor will not require new staff. In addition, previously the minor was only available for Education majors; however, it will now be available to non-majors as well.

8. **FY 2023 Budget/Tuition & Fees**

- VP Lori Hudson shared that there is a \$2.7 million deficit. Requests this year came even higher, involving many hours of meeting with the Cabinet.
- Based on conversations with Mr. Cook, the Interim Dean and Interim Provost project enrollment, state appropriation, royalty income are looking at \$44.3 million dollars, trying to balance and come under or balanced. This upcoming 2023-2024 academic year we are expected to have a \$43.4 million.
- Enrollment applications are up so we are looking to increase the numbers.
- There is \$845,000 greater next year and \$43.3 revenue.
- There are \$46 million expenses, and the CARE fund helped balance the budget previously. However, the CARE fund will not be an option soon.
- Trustee Richard Carter stated that \$2.3 million deferred cost before looking for \$1.8 million, which is not provided by state and governor.
- VP Hudson explained that there is a need for roof repairing in Main Hall. Furthermore, we always have a revised budget, no revisions of revised budget. We have a revised budget.
- VP Hudson and President Evans are not to blame because the debt happened on an annual basis prior to their arrival.
- VP Hudson shared that once we have enrollment firmed up, we will have a clearer picture.
- Trustee McKinley stated that there is a need to be more intentional, for there has been very little in the governance. There is also a need for more transparency in the budget.
- President Evans shared that the Deans have been upset because the charge has not been compliant. Every year previously there were discussions about cuts, but it did not happen in the past.
- President Evans further stated that it is unlikely for tenured faculty to be terminated because there is a lack of due process afforded; we do not evaluate, record, or put things in writing. Deans and Chairs have to be more pro-active. Furthermore, according to Interim Provost Monteroso, if a faculty is tenured, they do not currently evaluate faculty post tenure.
- President Evans suggested that we focus on those non-tenured faculty first in regard to layoffs.
- President Evans stated there are new guidelines, including increasing the minimum class size to hold a class. Moving forward, there should be a minimum of 10 students for undergraduate classes and five for graduate courses.
- President Evans said there has to be a reason for tenured faculty to be let go.
- The West Virginia's Higher Education Policy says reviews are a process that need to be submitted on an ongoing basis by the deadlines.
- President Evans said we need to evolve and put everything in writing. People have not been held accountable.
- President Evans said a student to faculty ration at 11:1, which is currently what WLU has—is not good. Instead, we should aim for a 15:1 student to faculty ratio.
- Trustee Adams concurred, stating there is no need to have a class with only three students in class.
- President Evans stated that Dr. Monteroso is currently eliminating duplicate courses.
- Currently the student to faculty ratio is 11:1 because we have too many faculty. We hire adjuncts in advance before we even schedule classes for full time faculty; this must end. Full time faculty should be assigned courses first before adjuncts.
- Currently we have 151 full time faculty, and we are spending \$680,000 per year on adjuncts.
- VP Hudson stated the 2023 Fiscal year has been discussed with the Finance Subcommittee.
- The HEPC needs to be submitted by May 13, 2022.
- By increasing tuition and keep the metro rate as is, we can bring in \$970,000. Analyses are being conducted on leasing facilities and losses with an increase by 10% and negotiate rewards.
- Projected enrollment for 2023 will bring in revenue and keep the metro rate as is with no increase. By doing this, we can bring in an extra \$970,000.
- Currently the analyses on leased facilities and losses, VP Hudson would like to decrease with rates instead of an increase.
- President Evans stated with tuition and fees, there are fees and additional fees.
- VP Hudson also shared a differential created and amount established. Fees on top of that; fees need to be absorbed through differentials.

- Trustee Stephanie Shaw gave kudos to VP Hudson for ushering change.
- VP Hudson stated that she was very conservative with the numbers.

9. Adjournment

The meeting adjourned at 3:47 p.m.

Richard Lucas

Chair

Jamie Evick

Secretary

Respectfully submitted,

Dr. Monique L. Akassi

ELECTION OF OFFICERS

ACTION ITEM

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approves the slate of officers as stated.

**SCHEDULE OF MEETINGS
July 2022 – June 2023**

ACTION ITEM

Proposed Resolution: Resolved, that the West Liberty University Board of Governors adopts the attached meeting schedule for July 2022 through June 2023.

**West Liberty University
Board of Governors**

**Schedule of Meetings
July 2022—June 2023**

Sub-Committees: Student Life – Monday, August 1, 2022 9:00 a.m.
Academic Affairs – Tuesday, August 2, 2022 9:00 a.m.
Finance – Wednesday, August 3, 2022 9:00 a.m.
Governance – Thursday, August 4, 2022..... 9:00 a.m.

Wednesday, August 17, 2022

- Executive Committee 3:00 p.m.
- Board of Governors..... 4:00 p.m.

Sub-Committees: Student Life – Monday, September 26, 2022..... 9:00 a.m.
Academic Affairs – Tuesday, September 27, 2022 9:00 a.m.
Finance – Wednesday, September 28, 2022 9:00 a.m.
Governance – Thursday, September 29, 2022 9:00 a.m.

Wednesday, October 12, 2022

- Executive Committee 3:00 p.m.
- Board of Governors..... 4:00 p.m.

Sub-Committees: Student Life – Monday, November 28, 2022..... 9:00 a.m.
Academic Affairs – Tuesday, November 29, 2022..... 9:00 a.m.
Finance – Wednesday, November 30, 2022 9:00 a.m.
Governance – Thursday, December 1, 2022 9:00 a.m.

Wednesday, December 14, 2022

- Executive Committee 3:00 p.m.
- Board of Governors..... 4:00 p.m.

Sub-Committees: Student Life – Tuesday, January 17, 2023..... 9:00 a.m.
Academic Affairs – Wednesday, January 18, 2023 9:00 a.m.
Finance – Thursday, January 19, 2023..... 9:00 a.m.
Governance – Friday, January 20, 2023 9:00 a.m.

Wednesday, February 1, 2023

- Executive Committee 3:00 p.m.
- Board of Governors..... 4:00 p.m.

Sub-Committees: Student Life – Monday, March 13, 2023 9:00 a.m.
Academic Affairs – Tuesday, March 14, 2023..... 9:00 a.m.
Finance– Wednesday, March 15, 2023..... 9:00 a.m.
Governance – Thursday, March 16, 2023..... 9:00 a.m.

Wednesday, March 29, 2023

- Executive Committee 3:00 p.m.
- Board of Governors..... 4:00 p.m.

Sub-Committees: Student Life – Monday, May 22, 2023..... 9:00 a.m.
Academic Affairs – Tuesday, May 23, 2023..... 9:00 a.m.
Finance – Wednesday, May 24, 2023..... 9:00 a.m.
Governance – Thursday, May 25, 2023 9:00 a.m.

Wednesday, June 7, 2023

- Executive Committee 3:00 p.m.
- Board of Governors..... 4:00 p.m.

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 2021-22.



Annual Graduate Enrollment Report (as of 5.24.2022)

Table I. Fall 2022 Admission and Enrollment Totals – Includes All Programs as of 5.24.2022

	<u>Submitted Applications</u>	<u>Accepted Applications</u>	<u>First-time Graduate Students Enrolled</u>	<u>Continuing Graduate Students Enrolled</u>	<u>Total Enrolled Graduate Students</u>
Fall 2022	262	163	78	171	249

Table II. Submitted Applications by Program – Historical

All past year totals, 2018-2021, are from previous June Enrollment reports

Does not include MSPAS Program

<u>Submitted Applications per Program</u>					
<u>Program</u>	<u>Fall 2022</u>	<u>Fall 2021</u>	<u>Fall 2020</u>	<u>Fall 2019</u>	<u>Fall 2018</u>
MA Art Therapy & Counseling	11	0			
MA/MS Biology	41	42	52	52	42
MBA	98	89	49	55	53
MA Clinical Psychology	21	10	5	11	
MS Criminology	8	14	11	8	5
MS Dental Hygiene	5	7	6	9	
MA Education	35	29	30	26	26
MS Exercise Physiology	17				
MPS – Professional Studies			16	15	17
MS Speech-Language Pathology	16				
Non-Degree Graduate Students	7	0	0	0	0
TOTALS:	262	191	169	176	143

Table III. Accepted Applications by Program - Historical

All past year totals, 2018-2021, are from previous June Enrollment reports

Does not include MSPAS Program

Accepted Applications per Program					
Program	Fall 2022	Fall 2021	Fall 2020	Fall 2019	Fall 2018
MA Art Therapy & Counseling	10	0			
MA/MS Biology	24	28	28	40	24
MBA	53	51	32	43	47
MA Clinical Psychology	11	8	3	9	
MS Criminology	8	12	8	6	4
MS Dental Hygiene	5	6	6	6	
MA Education	23	19	25	20	21
MS Exercise Physiology	11				
MPS – Professional Studies			13	11	8
MS Speech-Language Pathology	13				
Non-Degree Graduate Students	3	0	0	0	0
TOTALS:	163	124	115	135	104

Table IV. Total Degrees Awarded – Per Academic Year

	Summer	Fall	Spring	Total Graduate Degrees Granted
Academic Year 2021-2022	12	53	82	147
Academic Year 2020-2021	21	38	52	111
Academic Year 2019-2020	9	37	80	126
Academic Year 2018-2019	21	37	54	112
Academic Year 2017-2018	4	50	61	115

Table V. Five Year Admission and Enrollment Totals All Programs

	Submitted Applications	Accepted Applications	First-time Graduate Students Enrolled	Continuing Graduate Students Enrolled	Total Enrolled Graduate Students
Fall 2022***	262	163	78	171	249
Fall 2021	303	271	188	214	402
Fall 2020	210	183	153	203	356
Fall 2019	220	191	157	154	311
Fall 2018	188	123	150	149	299

***as of 5.24.2022, cycle still in progress.

Chart I: Total Enrolled Graduate Students - 2018-2021

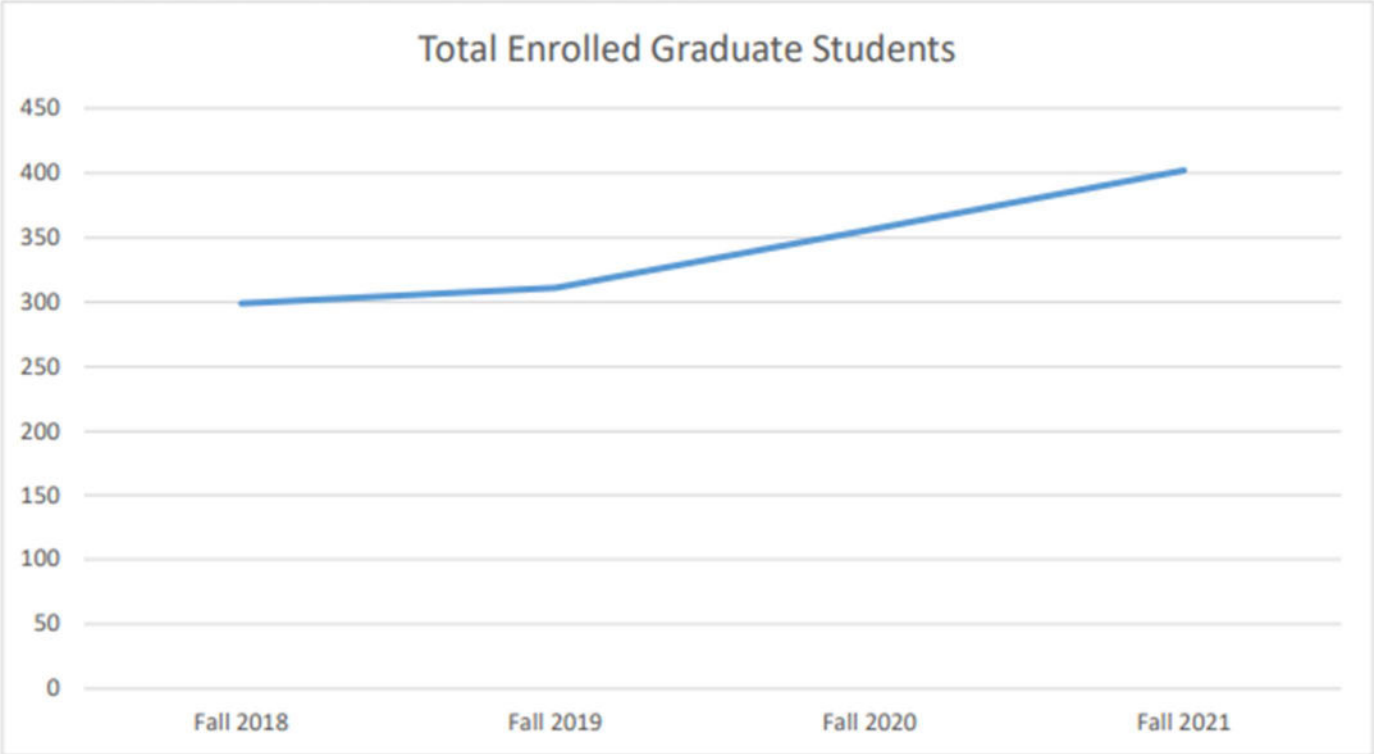
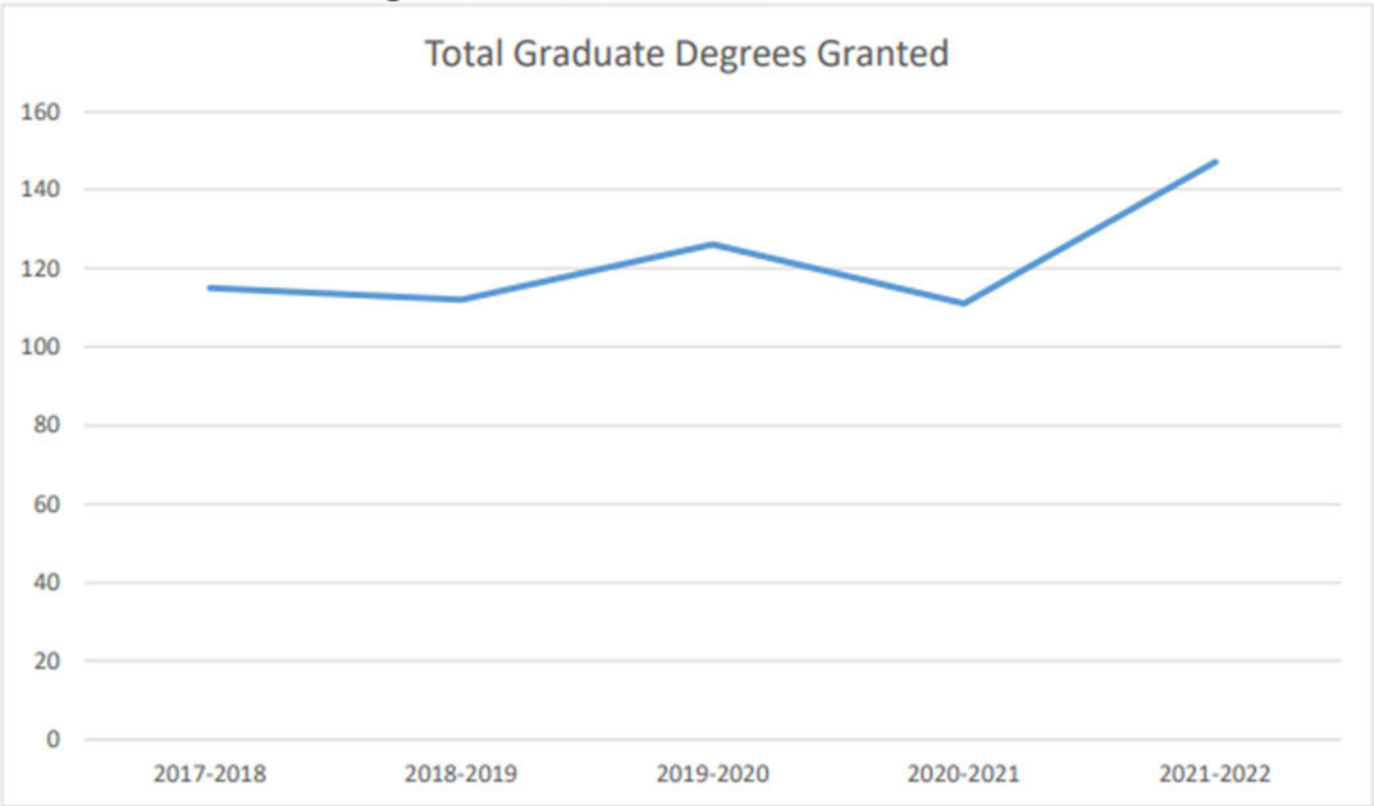


Chart II. Total Graduate Degrees Granted - 2017-2022



Bachelor of Science in Data Science

ACTION ITEM

The Board of Governors is asked to approve the Bachelor of Science in Data Science, housed in the College of Sciences. Proposed is the creation of a new program titled “Applied Mathematics.” This program will initially consist of a single baccalaureate degree titled “Bachelor of Science in Data Science.” In accordance with WV HEPC guidelines, in October 2021 the HEPC approved the Intent to Plan.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the proposed Bachelor of Science in Data Science.

Marine and Aquarium Science Track – Bachelors of Zoo Science

ACTION ITEM

The Board of Governors is asked to approve the Marine and Aquarium Science Track within the Bachelors of Zoo Science degree program to majors. This designation is consistent with nomenclature at other institutions of higher education and West Virginia Higher Education Policy Commission guidelines. In accordance with WV HEPC guidelines, the addition of this track has been approved by the West Liberty University Curriculum Committee on February 10, 2022.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the Marine and Aquarium Science Track within the Bachelors of Zoo Science degree program to majors.

Inclusion, Diversity, Engagement, and Awareness (IDEA) Minor

ACTION ITEM

The Board of Governors is asked to approve the Inclusion, Diversity, Engagement, and Awareness (IDEA) Minor cross disciplinary. This designation is consistent with nomenclature at other institutions of higher education and West Virginia Higher Education Policy Commission guidelines. In accordance with WV HEPC guidelines, the addition of this minor has been approved by the West Liberty University Curriculum Committee on May 14, 2022.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the Inclusion, Diversity, Engagement, and Awareness (IDEA) Minor.

Medical Laboratory Science Certificate

ACTION ITEM

The Board of Governors is asked to approve the Medical Laboratory Science Certificate within the Bachelors of Science in Medical Laboratory Science degree program. This designation is consistent with nomenclature at other institutions of higher education and West Virginia Higher Education Policy Commission guidelines. In accordance with WV HEPC guidelines, the addition of this certificate has been approved by the West Liberty University Curriculum Committee on March 17, 2022, and will allow students to sit for the Medical Laboratory Science Board of Registry exam.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the Medical Laboratory Science Certificate within the Bachelors of Science in Medical Laboratory Science degree program.

Discontinuance of Degree Programs

ACTION ITEM

Bachelors of Science Digital Media Design: Video & Film
Bachelors of Science Digital Media Design: Audio Productions
Bachelors of Science Digital Media Design: Multimedia

The Board of Governors is asked to approve the discontinuance of the Bachelors of Science Digital Media Design: Video & Film, Bachelors of Science Digital Media Design: Audio Productions, and Bachelors of Science Digital Media Design: Multimedia housed within the College of Liberal and Creative Arts.

In accordance with West Liberty University policy and West Virginia Higher Education Policy Commission guidelines, the removal of the degree programs were approved by the West Liberty University Curriculum Committee on April 14, 2022. Reason for discontinuance is low enrollment. Any student within the degree programs will complete their degree as written, but no new students will be admitted.

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the discontinuance of the Bachelors of Science Digital Media Design: Video & Film, Bachelors of Science Digital Media Design: Audio Productions, and Bachelors of Science Digital Media Design: Multimedia.

SALARY ENHANCEMENT

Action Item

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve salary enhancements effective October 8, 2022 as follows:

- **Faculty – a total of \$186,455 to be distributed based upon merit and external competitiveness (equity) tiers as established by WLU Policy 245 and Procedure 240 to those who were on payroll prior to July 1, 2022.**
- **Staff – a total of \$201,983 to be distributed based upon merit, and/or equity, and/or fixed dollars in accordance with WLU Compensation Guidelines to staff at least .53 FTE who were on payroll prior to July 1, 2022.**



Board Report

WLU Board of Governors

June 1, 2022

• Office of the President	Pgs. 27-29
• Academic Affairs	Pgs. 30-31
• Student Affairs and Enrollment Management	Pgs. 32
• Legal Counsel	Pgs. 33-34
• Fiscal Affairs	Pgs. 35-37
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• IT/Physical Plant	Pgs. 44-45
• WLU Foundation	Pgs. 46-47
• Diversity	Pgs. 48-55

I. 2021-2022 Strategic Priorities for the University

- A. Priority #1 Academic Success
- B. Priority #2 Branding
- C. Priority #3 Community Engagement
- D. Priority #4 Operational Excellence
- E. Priority #5 Student Experience

II. Update on Specific Strategic Objectives**A. Priority #1: Academic Success.**

The Spring 2022 Commencement took place on May 7, 2022, with over 340 students walking across the stage in recognition of graduation. The University celebrated its first cohort of students receiving the Master of Arts in Clinical Psychology (MACP). The summer term commenced on May 9, and two summer sessions are scheduled to occur.

West Liberty University submitted its *Notice to Plan for the Doctor of Education Program* to the Chancellor and has received approval to move forward with initiating and developing a new program. The University's Assurance Report was submitted to the Higher Learning Commission (HLC) on May 23, 2022. Collaborations and conversations have begun with the University, the Wheeling Chamber of Commerce, the Regional Economic Development Partnership (RED), and Marshall University to "re-establish" an aviation program at West Liberty University. Such a program existed many years ago, but the possibility of developing a degree program and partnership with the Wheeling – Ohio County Airport is being considered. Marshall University currently has an aviation program and has expressed its willingness to assist WLU with this initiative.

Through the generous contribution of alumnus Gary West, the apartment building adjacent to the West Events Center is being donated to the University. It is now the plan to use grant funding to convert the West Events Center to the Conservation Aquatic Center.

B. Priority #2: Branding.

Special attention has been directed to marketing our Nursing Expansion Grant initiative. The Nursing Department was awarded \$924,000 from the state of West Virginia to increase its enrollment by 20 additional students who will be a part of its accelerated BA/BS to BSN track program.

New signage for the Highlands Center has been designed to not only increase its branding but also its visibility. The University has been trying to get the WLU logo trademarked, but has encountered difficulties with Liberty University cooperating with us in this regard. There still exists confusion that West Liberty University and Liberty University are the same entity, just in two different states/locations. Liberty University has objected to our having such a trademark and has been unwilling to freely let us move forward with the plan. The University has sought the counsel of the Webb Law Firm out of Pittsburgh to assist.

C. Priority #3: Community Engagement.

Several recent partnerships and MOUs have been established to include the following: United States Marine Corp, Kisner McGraw Hand to Shoulder Rehabilitation Center, St. Mary's Medical

Center, Life Works Professional Counseling, Sanford Medical Center, WVU Ruby, WVU Jefferson Medical Center, WVU Berkeley Medical Center, WVU Reynolds, WVU Uniontown Hospital, and Wheeling University.

D. Priority #4: Operational Excellence.

The Division of Fiscal Affairs has led the process to renegotiate the terms of our leased properties for students in Residence Life. Reductions (of approximately 3% of the monthly rate) in price will occur for students residing in Topper Towers, Topper Village, and University Place.

The new food service vendor, Aladdin, will transition to the campus on July 1, 2022. The company has selected the general manager for the campus, and meetings with potential staff have begun. The renovations to the Main Hall roof have started, and HVAC issues in the ASRC and Library are being handled. There are major issues with the water infrastructure throughout the campus. The underground pipes have been in existence for decades, and it is apparent that leaks are occurring. The estimated cost for improvement is \$1 million.

The Governor has provided a “raise initiative” across the state. Recommendations from both the faculty and staff are being considered in determining how the funds will be allocated in regard to equity and merit. Annual evaluations are being finalized for all employees. According to the Office of Human Resources, there are 330 individuals currently employed full-time: 185 staff and 145 faculty. A policy update is being made to syllabi that include inclement weather procedures and a DEI statement.

Dollar General Corporation has expressed interest in securing a portion of land owned by the University. The potential exists for establishing another business in the town that is in close proximity to the University and its students. Lastly, the administration is exploring the idea of establishing an office of sponsored programs to assist with identifying potential grants, writing proposals for funding, and managing grant funding that is received and secured.

E. Priority #5: Student Experience.

According to the Division of Student Affairs and Enrollment Management, the number of applications and accepted students is much higher than this time last year. Summer orientations are scheduled throughout the summer. Athletics reports that for the spring semester, our student athletes earned a 3.17 GPA, with over 200 of our 500 plus athletes earning a 3.5 or higher for the term. Cole Laya became a two-time 125-pound national wrestling champion, and he was named Super Region 3 Wrestler of the Year. The Office of DEI assisted in spearheading the Multicultural and Lavender ceremonies to recognize students who were graduating. The DEI Newsletter is created and distributed monthly to provide highlights and information on various activities, events, and recognitions.

III. Recent Activities and Accomplishments

- West Liberty University Foundation held its strategic retreat on April 21-22 and updated its mission statement and strategic plan.

IV. Personnel Items at the Cabinet Level

- N/A

V. Action Items

- N/A

Respectfully submitted,

A handwritten signature in cursive script that reads "W. Franklin Evans".

W. Franklin Evans, Ph.D.
President

OFFICE OF THE PRESIDENT

- I. **Update on the five strategic priorities, objectives, or strategic actions of the Division/Area Academic Success**
 - A. **Strategic Objective: 1.1 Develop high-impact practices for all learners**
 - a. **Action 2:** Facilitate federal and local grant opportunities
 - i. Teacher Education is submitting a WVDE fluency grant to support teacher candidates in their residency.
 - ii. Youth Literacy Grant Application to the Dollar General Literacy Foundation.
 - B. **Strategic Objective: 1.2 Develop innovative and relevant undergraduate and graduate programs**
 - a. **Action 2**
 - i. Data Science Program
 - ii. Marine and Aquarium Science Track – Bachelors of Zoo Science
 - iii. Minor Inclusion, Diversity, Engagement, and Awareness (IDEA) Cross-Disciplinary
 - iv. Doctor of Education intent to plan approved by HEPC
 - C. **Strategic Objective 3.1 Expand the university's commitment to being leading advocates for arts, education, entrepreneurship, health care, public history, and community needs.**
 - a. **Action 2** Offer programs and resources for local entrepreneurs and businesses.
 - i. Behavior Health Clinic and Speech Pathology and Audiology will be providing service throughout the summer.
 - b. **Action 3** Provide training, resources, and continuing education for local schools and academic organizations.
 - i. Connected Classroom Series provided by the College of Education and Human Performance 50 participants 25 who have enrolled in the continuing education course.
 - ii. WVDE Grow Your Own Teacher Education Program – beginning Fall 2022 with Ohio County
 - D. **Strategic Objective 4.4 Encourage effectiveness, efficiency, and innovation through training and workshops.**
 - a. **Action 1:** Facilitate departmental and program-related strategic planning processes
 - i. Strategic Planning committee reviewee and updated strategic plan
 - ii. Colleges are completing strategic plans
 - b. **Action 2:** Expand faculty and staff professional development opportunities.
 - E. **4.5 Ensure a performance-based culture driven by data and best practices.**
 - a. **Action 2:** Refine faculty performance review process
 - i. Faculty annual evaluation submitted in Faculty success
 - ii. Chairs training May 19, focus on documentation of performance
 - F. **Strategic Objective 5 .1 Create new strategies to reduce the burden of non-tuition-related expenses.**
 - a. **Action 3:** Review, improve, and expand dual enrollment and placement opportunities

Dual-credit programs are enhanced with Ohio County Schools and Marshall County Schools.

COEHP administration attended the "Grow Your Own" initiative roll-out conference with the administration from OCS to begin a pathway to teacher education starting the junior year of High School.

II. Significant Accomplishments

Doctor of Education intent to plan approved by HEPC

Series 11 Submission of Proposals for Academic Programs will be submitted for internal review in the fall of 2022.

Doctor of Education in Instructional Leadership, Management, and Instruction.

III. Other Matters of Focus

- a. HLC assurance document sent May 23.
- b. Completing Faculty Reviews – Notice of Appointment will be sent by June 15.

IV. New (Essential) Personnel

- c. Dr. Douglas McCall, Assistant Professor – Choral Director and music education
- d. Jessica Davis Instructor Nursing
- e. Dr. Natasha Godkin, Assistant Professor of Psychology
- f. Michelle Yadrick Instructor of Psychology

VI. Information Requested by Committee

- a. Faculty Handbook- Faculty Senate indicated it should be generated from the Provost Office, not the faculty senate; Deans and Provost will work on the project this summer.
- b. Five-Year program review and Post degree audit were submitted to the HEPC for review.
- c. Board of governors Policy on Academic Integrity and Plagiarism submitted by Faculty Senate.

VII. Action Items

- a. Program Approval
 - Data Science Program
 - Marine and Aquarium Science Track – Bachelors of Zoo Science
 - Minor: Inclusion, Diversity, Engagement, and Awareness (IDEA) Cross-Disciplinary
- b. Program removal
 - Bachelors of Science Digital Media Design: Video & Film
 - Bachelors of Science Digital Media Design: Audio Productions
 - Bachelors of Science Digital Media Design: Multimedia
- c. Program on Hold
 - Master of Science in Athletic Training

Respectfully submitted,

Dr. Catherine Monteroso

ACADEMIC AFFAIRS

I. Update on the 5 strategic priorities, objectives, or strategic actions of the Division/Area

- Increase enrollment - Fall 2022 New Students
 - As of May 12, New student Orientation registration is up 18% over 2021
 - As of May 1, new students housing applications up 13%
 - As of May 1, new student accepted applications up 10%
 - Purchased 10,000 prospective student names (2023 graduates) to add to our communication database in CRM.
- Increase enrollment -Early Entrance/Dual Credit Courses at local high schools
 - MATH 130, BIO 105-106, EDUC 100, EDUC 207 added at Wheeling Park HS
 - ENG 101-102, POL 101, BIO 216, SPAN 101 added at John Marshall HS
- Improve Student Experience-Spring Semester
 - Spring Fling & Dance held at River City during the last week of classes.
 - Casino Night held on campus for students
 - Student organizations had 16 events at the Gary West Center during the spring semester.

II. Significant Accomplishments

- Returned to one spring Commencement Ceremony-385 students completed requirements. 336 degrees were able to be awarded prior to the Commencement Ceremony, allowing for those diplomas to be distributed to students at the ceremony.
- Campus Clean-up Day was reinstated. Over 60 volunteers helped with this project on April 26.
- Katie Cooper has led the Banner Document Management Project, which will eventually eliminate the need to store paper documents in Enrollment Services.
- Attendance by prospective students at on campus admission events increased by 51% in 2021-22.

III. Other Matters of Focus

- Declining demographics and increased costs impacting enrollment
- COVID-19 continued impact on enrollment
- WVU Medicine Facilities-dependents of employees receiving tuition waivers to attend WVU and it's campuses.

IV. New (Essential) Personnel

- N/A

V. Information Requested by Committee

- As of May 19, Spring 2022 enrollment was 2077 (9% decrease from 2021)
- As of May 19, Summer 2022 enrollment was 531(20% decrease from 2021)
- Fall 2022 enrollment update will be presented during BOG meeting. We will have comparable numbers on June 1.

VI. Action Items

- N/A

Respectfully submitted,

Scott A. Cook

STUDENT AFFAIRS AND ENROLLMENT MGT.

I. Update on the 5 strategic priorities, objectives, or strategic actions of the Division/Area

- **Strategic Initiative III. Community Engagement-Goal 3.2 Facilitate community-based learning opportunities for students.**
 - We continue to develop and maintain Agreements with our local partners creating internships, externships, clinical and field experiences, and articulation opportunities.
 - **Recent Agreements: United States Marine Corp, Kisner McGraw Hand to Shoulder Rehabilitation Center, St. Mary's Medical Center, Life Works Professional Counseling, Sanford Medical Center, WVU Ruby, WVU Jefferson Medical Center, WVU Berkeley Medical Center, WVU Reynolds, WVU Uniontown Hospital, Wheeling University**
- **Strategic Initiative II. Branding- Goal 2: Reinforce and expand the university's reputation as the premiere institute of higher learning in the region.**
 - **II.2C. Establish brand uniformity by developing and implementing guidelines that include branded, copyrighted, and trademarked materials. Updated brand uniformity guidelines**

In 2019, the Executive Director of Marketing worked with outside counsel to get our WLU logo trademarked. Liberty University objected to the filing of West Liberty University as a trademark. The TPO claims examiner agreed with our position but with the objection filed by Liberty University claiming that the proposed WLU trademark is confusingly similar to their previously registered mark and prevailing case law, his hands were tied, and he was not able to allow the registration.

WLU and outside counsel attempted to negotiate an agreement with Liberty University. However, they demanded monetary compensation in exchange for this concession and negotiations came to a halt. No further action was taken.

Update 02/02/22: WLU has contracted with The Webb Law Firm in Pittsburgh to assist with this initiative.

Update 06/01/22: Initiative in process.

II. Significant Accomplishments

- WLU filed its first US and International Patent application on August 6, 2021, related to an antimicrobial therapy-using a specific compound for the treatment of bacterial infections. The inventors on the patent application include Dr. Horzempa (WLU Faculty), Mr. Elliott Collins (Former WLU Graduate Student), and Dr. Leon Francisco (Former Faculty of University of Mississippi). An examiner will review the application and the claims made within. It could take several months for a final determination on whether the patent is granted.
- 11/29/21: No update
- 02/02/22: International and US prosecution is underway.
 - 03/30/22: On February 10, 2022, WLU received notification from the United States Patent and Trade Office advising us of publication of our US Patent Application under publication number US-2022-0040146-A1 and our PCT International Application was

LEGAL COUNSEL

published by the International Bureau of the World Intellectual Property Organization on February 10, 2022, under No. WO 2022/032134. This is a standard step in the process while the applications are being examined.

- **06/01/22: Patent prosecution still in progress.**

III. Other Matters of Focus

d. **All University Policies and Procedures will be going through a high-level review over the next several months.**

- **Cabinet Members and other appropriate personnel are currently reviewing University Procedures and University Policies.**
- GC and HR are working on a new HR Governance BOG Policy. Notice of Intent was already given to the BOG. Similar to the IT Governance, this Policy will be high level and appropriately delegate authority to the President, or designee, to implement and effectuate internal HR Policies and Procedures.

IV. New (Essential) Personnel

- NA

V. Information Requested by Committee

- NA

VI. Action Items

- NA

Respectfully submitted,

Stephanie Hooper

LEGAL COUNSEL

I. Update on the 5 strategic priorities, objectives, or strategic actions of the Division/Area

- IV Operational Excellence
 - FY 23 Balanced Budget – Working closely with each Cabinet member, the necessary adjustments are being made prior to June 30, 2022, allowing WLU to operate under a balanced budget for FY23.
 - FY 23 Tuition & Fee Packet and Budget Forms were submitted to the HEPC on May 12.

II. Other Matters of Focus

- Leased Facilities
 - Topper Towers – RCC has agreed to accept a rate per occupied bed instead of a flat monthly fee which equates to both a 3% decrease and only paying for the beds that are occupied as that facility is harder to fill to max occupancy.
 - Topper Village and University Place I & II – R&D Holdings has agreed to a 3% decrease in the monthly rate. We currently have applications for the Fall of 2022 for max occupancy.
- Aladdin Food Service Contract
 - AG's office for final approval – Renovations to begin over the summer

III. Information Requested by Finance Committee and BOG

- FY22 Budget Status Report for month ended 04/30/2022 (attached)
- FY23 Operating Budget (attached)

IV. Action Items

- None

Respectfully submitted,

Lori Hudson

West Liberty University
FY22 Operating Budget Status (through 4/30/22)

<u>Sources:</u>	<u>FY22 Original Budget</u>	<u>FY22 Adjusted Budget</u>	<u>4/30/2022 YTD Actual</u>	<u>FY22 Adjusted Budget Less Actual</u>	<u>% of Budget</u>	<u>6/30/2022 (PROJECTION)</u>
Undergraduate Tuition and Fees:	19,290,012	19,290,012	19,565,700	(275,688)	101.43%	20,037,700
<i>Related Discounts:</i>	<i>(3,827,603)</i>	<i>(4,422,973)</i>	<i>(4,208,792)</i>	<i>(214,181)</i>		<i>(4,208,792)</i>
<i>Net:</i>	15,462,409	14,867,039	15,356,908	(489,869)	103.29%	15,828,908
Graduate Tuition:	3,873,695	3,873,695	3,112,769	760,926	80.36%	3,479,369
<i>Related Discounts:</i>	<i>(479,824)</i>	<i>(479,824)</i>	<i>(525,221)</i>	<i>45,397</i>		<i>(525,221)</i>
<i>Net:</i>	3,393,871	3,393,871	2,587,548	806,323	76.24%	2,954,148
Room and Board:	10,195,618	9,713,289	9,503,473	209,816	97.84%	9,503,473
<i>Related Discounts:</i>	<i>(1,797,203)</i>	<i>(1,797,203)</i>	<i>(2,047,957)</i>	<i>250,754</i>		<i>(2,047,957)</i>
<i>Net:</i>	8,398,415	7,916,086	7,455,516	460,570	94.18%	7,455,516
State Appropriation	8,966,122	9,102,662	9,102,662	0	100.00%	9,102,662
Other	1,562,324	1,505,804	1,920,999	(415,195)	127.57%	3,569,463
	37,783,141	36,785,462	36,423,632	361,830	99.02%	38,910,696
<u>Uses:</u>						
Personal Services*	19,248,519	19,583,249	16,273,635	3,309,614	83.10%	19,248,902
Fringe Benefits	4,623,729	4,726,348	3,899,990	826,358	82.52%	4,623,945
Utilities	2,206,829	2,206,829	2,266,276	(59,447)	102.69%	2,456,829
Debt	2,792,013	2,692,013	2,232,966	459,047	82.95%	2,692,013
Rent	1,473,791	1,441,789	1,210,429	231,360	83.95%	1,441,789
Contractual Services	3,394,858	3,474,658	3,103,101	371,557	89.31%	3,474,658
Other	4,043,402	5,423,208	3,821,633	1,601,575	70.47%	4,933,208
	37,783,141	39,548,094	32,808,029	6,740,065	82.96%	38,871,344
<u>Net Income (+)/Loss (-):</u>	0	(2,762,632)	3,615,603			39,352
 <i>Total Tuition / Room and Board Revenue</i>	33,359,325	32,876,996	32,181,941		96.47%	
<i>Total Discount</i>	(6,104,630)	(6,700,000)	(6,781,970)		111.10%	
<i>Total Net Tuition / Room and Board Revenue</i>	27,254,695	26,176,996	25,399,972		93.19%	

* Personal Services/Fringe Benefits (includes 22 out of 26 pays + increment)
 All Other Expenses (10/12 months)

0.85

0.83

FISCAL AFFAIRS

West Liberty University FY23 Operating Budget

	Comparison		
	FY23	FY22	
<u>Sources:</u>	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Difference</u>
Undergraduate Tuition and Fees:	20,021,752	19,290,012	731,740
<i>Related Discounts:</i>	<i>(4,888,176)</i>	<i>(4,422,973)</i>	<i>(465,203)</i>
Net:	15,133,576	14,867,039	266,537
Graduate Tuition:	4,452,619	3,873,695	578,924
<i>Related Discounts:</i>	<i>(525,661)</i>	<i>(479,824)</i>	<i>(45,837)</i>
Net:	3,926,958	3,393,871	533,087
Room and Board:	9,812,817	9,713,289	99,528
<i>Related Discounts:</i>	<i>(1,553,163)</i>	<i>(1,797,203)</i>	<i>244,040</i>
Net:	8,259,654	7,916,086	343,568
State Appropriation	9,552,600	9,102,662	449,938
Other	1,583,678	1,505,804	77,874
	38,456,466	36,785,462	1,671,004
<i>Discounts:</i>	<i>6,967,000</i>	<i>6,700,000</i>	<i>267,000</i>
Total Revenue	45,423,466	43,485,462	1,938,004
<u>Uses:</u>			
Personal Services*	19,426,786	19,583,249	(156,463)
Fringe Benefits	4,979,613	4,726,348	253,265
Utilities	2,356,055	2,206,829	149,226
Debt	2,659,121	2,692,013	(32,892)
Rent	1,394,778	1,441,789	(47,011)
Contractual Services	3,293,834	3,474,658	(180,824)
Other	4,271,100	5,423,208	(1,152,108)
	38,381,287	39,548,094	(1,166,807)
<i>Discounts</i>	<i>6,967,000</i>	<i>6,700,000</i>	<i>267,000</i>
Total Expenses	45,348,287	46,248,094	(899,807)
<u>Net Income (+)/Loss (-):</u>	75,179	(2,762,632)	2,837,811
Total Tuition / Room and Board Revenue	34,287,188	32,876,996	1,410,192
Total Discount	<u>(6,967,000)</u>	<u>(6,700,000)</u>	<u>(267,000)</u>
Total Net Tuition / Room and Board Revenue	27,320,188	26,176,996	1,143,192

FISCAL AFFAIRS

I. Update on the 5 strategic priorities, objectives, or strategic actions of the Division/Area**Priority #2 Branding**

- Successful attainment of WLU Trademark.
- Federal Infrastructure Bill Earmark request submitted for the following:
 - *New room, office signage for all rooms on campus.*
 - *New Website*
 - *New signage for ASRC and Highlands Center*

Priority #3 Community Engagement***Highlands Center***

- Engaged with The Thrasher Group cost-out/analysis/rendering will be ready by 5/31 for funding request for new HC elements through WLU Foundation charitable gifts.
- Requested funding supports the following elements:
 - Behavioral Health Satellite Clinic
 - Audiology and Speech Pathology Satellite Clinic
 - Topper Station Remote Studio
 - Certified Testing Center
 - Virtual Classroom

Alumni Affairs

- Alumni Affairs reported delivered to the WLU Foundation Board of Directors (report attached to BOG meeting email).
- Professional Development for DOAA Amanda Bennett in June, CASE Conference for new directors in Alumni Relations, Homecoming for beginners.
- Homecoming set for October 22 with partnership with new partnership with Oglebay Park

Priority #4 Operational Excellence***Communication Initiative***

- Constant Contact Initiative up and running, training set for this summer.

Respectfully submitted,

Jason Koegler

I. Update on the 5 strategic priorities, objectives, or strategic actions of the Division/Area**• Priority #1: ACADEMIC SUCCESS**

- West Liberty student-athletes continued to excel in the classroom, posting a combined 3.12 GPA for the 2021-22 spring semester. It is the 8th consecutive semester our student-athletes have achieved a combined GPA of 3.00 or higher! In addition, nearly 200 student-athletes finished the spring semester with GPAs of 3.50 or better and every one of our 18 sports had at least one student-athlete with a perfect 4.00 GPA.
- A record 74 WLU student-athletes have earned spots on the Mountain East Conference's Spring Sports All-Academic Team (3.70 GPA or higher) with 55 more qualifying for the MEC Commissioner's Honor Roll (3.25-3.69 GPA). The 74 All-Academic Team members and 129 total honorees once again ranked No. 1 among all public universities in the conference.
- Graduate student Kenzie Kyle earned one of the eight spots on the NCATA's prestigious National All-Academic Team and was joined by 18 of her West Liberty Acro teammates on the 2022 NCATA National Academic Honor Roll.
- Eight members of Coach Danny Irwin's nationally-ranked West Liberty University wrestling team were honored as 2022 National Scholar All-Americans when the National Wrestling Coaches Association (NWCA) released its annual NCAA Division II All-Academic Team in April.

• Priority #2: BRANDING

- The athletic department continues to move forward with its branding initiative for the West Family Athletic Complex. Power and wireless capability have now been extended to the facility and a new electronic scoreboard is currently being installed. Branded windscreens were added to the facility in late April.
- An order is currently being processed to add branded logos to a number of doors at the Academic, Sports and Recreation Complex.
- Upgraded our wrestling GameDay experience with two brand-new wrestling mats featuring our "Topper the Bear" athletics logo.

• Priority #3 COMMUNITY ENGAGEMENT

- Several of our sports teams will be utilizing our athletic facilities to conduct youth instructional camps over the summer, greatly expanding our outreach and engagement impact with potential future students and their families.
- Our women's tennis team conducted a clinic for visually-impaired youth at the Highland Park Tennis Club in Pittsburgh.

• Priority #4: OPERATIONAL EXCELLENCE

- In an effort to control travel costs and provide a home course advantage, our men's and women's golf teams each hosted invitational tournaments on the Palmer Course at Oglebay Resort.
- The men's and women's track teams welcomed several schools and a large number of spectators to the Tim Weaver Memorial Track at the West Family Athletic Complex for the Tim Weaver Track and Field Invitational.
- The athletic department is actively investigating the possibility of creating additional hosting opportunities for those sports during the 2022-23 academic year.

- **Priority #5: STUDENT EXPERIENCE**

- More than 75 student-athletes and athletic staff volunteered to participate in West Liberty's "Campus Cleanup" Day.
- The WLU Foundation and Hilltopper Athletic Club hosted post-season meals for the student-athletes and coaches from teams that captured Mountain East Conference championships.
- Our spring sports teams honored their senior players and their families with special Senior Day ceremonies prior to the final home games on campus.

II. **SIGNIFICANT ACCOMPLISHMENTS**

- Sophomore guard Bryce Butler was honored as a NCAA Division II All-American by the Division II Conference Commissioners Association (D2CCA). This marks the 10th straight season that West Liberty basketball has produced at least one NCAA All-American.
- Two-time 125-pound national champion Cole Laya was named Super Region 3 Wrestler of the Year and was one of six finalists for the NCAA D2 National Wrestler of the Year Award
- Laya was a repeat selection as the MEC Wrestler of the Year and Danny Irwin won his second, straight MEC Coach of the Year Award in voting by the Mountain East Conference coaches.
- The West Liberty women's track team finished second in the Mountain East Conference Outdoor Track Championships. Senior Kelsi Hult swept the shot and discus events for the women while Adam O'Donnell won the men's decathlon and was honored as the MEC Outdoor Field Athlete of the Year – three months after being named MEC Indoor Field Athlete of the Year.
- Hult became the first Hilltopper student-athlete to qualify for the NCAA Division II National Outdoor Championships since Alexis Montes won back-to-back NCAA D2 All-America honors in 2015 and 2016. Hult will be one of the discus competitors at next week's national championship meet in Allendale, Mich.
- Graduate student pitcher Makenzie Amend hurled a no-hitter in the final regular season game to clinch a third straight Mountain East Conference North Division title for the West Liberty softball team.
- Amend and senior utility player Annie Paterson were repeat honorees on the All-MEC Team and were also named to the NCAA Division II Academic All-District Team.
- Coach Ron Hulewicz's regionally-ranked men's tennis team made it to the finals of the MEC Tournament after placing second during the regular season. The Hilltoppers lost a tough match to nationally-ranked Charleston in the MEC championship final.
- With a semifinal win over Mercyhurst (Pa.), the men's tennis team also advanced to the championship match of the NCAA Division II Atlantic Regional. West Liberty finished as Atlantic Region runner-up after losing to Charleston in the regional final.
- The regionally-ranked women's tennis team won a Mountain East Conference championship, sharing the regular season title with W.Va. State and Charleston. The women's team also earned an at-large bid to the NCAA Division II Atlantic Regional Tournament, falling to Slippery Rock (Pa.) in the semifinal round.
- The regionally-ranked men's golf team earned its eighth consecutive NCAA Division II Regional Tournament bid and was one of 20 teams competing in the combined Atlantic/East Regional earlier this month in Victor, N.Y.
- Two-time Mountain East Conference Golfer of the Year Alex Easthom was named to the PING/Golf Coaches Association of America (GCAA) All-Atlantic Region Team for the fourth consecutive year.
- Four members of the West Liberty Acrobatics & Tumbling team earned All-Mountain East Conference honors with freshman Abbey Horvath also receiving the MEC Freshman of the Year Award in voting by the league coaches.

ATHLETICS

VIII. OTHER MATTERS OF FOCUS

- n/a

IX. NEW (ESSENTIAL) PERSONNEL

- n/a

X. INFORMATION REQUESTED BY COMMITTEE

- n/a

XI. ACTION ITEMS

- n/a

Respectfully submitted,

Lynn Ullom

I. 2021-2022 Strategic Priorities for the University

- A. Priority #1 Academic Success**
- B. Priority #2 Branding**
- C. Priority #3 Community Engagement**
- D. Priority #4 Operational Excellence**
- E. Priority #5 Student Experience**

II. Update on Specific Strategic Objectives

- Strategic Priority #4 Operational Excellence
 - 4.1 *Assess existing and potential positions for necessity and efficiency.*
Continuing position assessment and possible reductions with Division Heads due to budget.
 - 4.4 *Encourage effectiveness, efficiency, and innovation through training and workshops.*
 - Professional Development Task Force survey went to campus community and results shared with the Task Force. Efforts will continue in the Fall Semester when faculty return. Eleven faculty/staff volunteered to participate in a focus group. Seven faculty/staff volunteered to lead a professional development opportunity.

III. Significant Accomplishments

- 2022-2023 Benefit Open Enrollment Complete
- 2022 Staff Performance Reviews in progress at 84% complete. Due date June 17.
- 90% of faculty and staff completed 2022 training including: Building Supportive Communities: Clery Act/Title IX, Data Security, and Drugs/Alcohol in the Workplace
- 82% faculty and staff completed newly launched DEI training: Diversity, Inclusion and Belonging
- Fifty-four (54) participants in Health and Safety Training this period:
 - Blood borne Pathogen: 10
 - Eye Protection: 3
 - Driver's Safety: 31
 - Golf Car: 1
 - Lab Safety: 2
 - Ladder Safety: 2
 - Back Training: 2
 - Waste Awareness: 3

IV. Other Matters of Focus

- New HRIS tool – BambooHR
- Grievance hearing
- Grievance conference

- Pay increases to faculty/staff for recommendation to Board. Governor provided a small budget increase based on the number of employees paid from the General Fund, which only represents a fraction of our total employee headcount. Recommendation for an October increase which is after final student enrollment numbers.
- Employee Separations (March 16 through May 13): 7 Staff; 0 Faculty*
 - *3 Faculty leaving May 20, 2022 when contracts expire for other positions
 - 3 Faculty retiring**Total Headcount is 330:** 185 Staff and 145 Faculty

V. New Personnel (March 15 through May 13, 2022)

- Dean, Graduate Studies
- 6 Staff positions

VI. Governance Committee

- Presidential Annual Review discussion
- Chair Carter requested a status update to the Board of Governors, June 1, 2022, on the proposed Academic Integrity policy led by Dr. Barber Dr. Ryan. Dr. Evans facilitated a meeting in November 2021 with Faculty Senate Chair, Dr. Ryan, Dr. Diana Barber, Dr. Suderman, Interim Provost at the time, and Diana Harto, CHRO.

Respectfully submitted,

Diana Harto

I. Update on the strategic priorities, objectives, or strategic actions of the Division/Area

- Building Access and Surveillance Upgrades
 - Project to replace Building Access System Campus Wide
 - Approximately 100 additional Surveillance Cameras.
 - Building Access is initial focus – Due July 22
 - Surveillance follows building access
- Master Plan Review – In Progress
- Cash Register System
 - Current System End of Life
 - Replacement In Progress
 - Working with vendor and new Food Service vendor
- Document Management Project (COVID Funding)
 - System in Testing Phase
 - Digital storage and attachment of source documentation to records (Student, Financial, Procurement, etc.)
- Housing Management Software Integration
 - Initiative to increase productivity in Housing integrating Adirondack (Housing) to Banner (Finance System)
 - Testing In Progress – Completion due 5/20.
- Highlands Renovations
 - Testing Center – Revenue Generation from 3rd Party Online Testing companies
 - Floor Plan Complete
 - Discussing Funding w/Ohio County Commissioners
- CARES Act Funding
 - Work has been completed to allocate the Federal Funding
 - Projects include
 - HVAC renovations - Library
 - Hybrid Classroom Upgrades
 - Remote Workforce Upgrades
 - Firewall Replacement – Installation Complete 5/11
- Campus Water Stations – Replacing Campus Water Fountains w/Bottle Filling Stations – Complete
- Campus Generators repairs underway – Main Hall/Boyd/Beta
- GLBA Audit / IT Risk Assessment – In Progress
- Fleet Management Audit – Audit Complete. Awaiting Report

II. Other Matters of Focus

- Main Hall Roof
 - Work began 5/9/22 – Completion in July
 - Cost = \$860,000
- Campus Water Infrastructure
 - Campus water main piping evaluation
 - Study shows 3 AM (lowest usage point) water usage at 20 gal/minute
 - Each 10 gal/min = \$120,000 annually
 - Conclusion – Our mains have substantial leaks based in the old sections of iron piping and isolation valves are failing
 - Rough estimates for replacement = \$1,000,000

IT/PHYSICAL PLANT

- HVAC
 - ASRC Air Conditioning requires Fan Replacement – Procurement Pending
 - Campbell requires new chiller barrels
- Campus Roof(s) under Evaluation
 - Fine Arts
 - ASRC
 - Krise Hall
- ADA Compliance Needs
 - There is an existing listing of required ADA needs.
 - Evaluation and inclusion in the Facilities Master Plan underway.
 - ADA sidewalk and paving issues in planning for Spring/Summer execution
- Aquatic Conservation Center- New Facility
 - Alternative Site – West Events Center – Need Approval from Dept. of Env. Resources
 - Architect review complete
- Soccer Field – Power and Wi-Fi complete. Scoreboard erection pending
- Energy Conservation Contract – Renewal under investigation
- Student Housing Entertainment Project
 - Investigating wireless and streaming entertainment upgrades for students
 - Cost Estimates in house and under evaluation
- Data Center Security Upgrades
 - Structural Upgrades complete
 - Access Upgrades – Part of the Building Access Project

III. Personnel

- IT is seeking an entry level Help Desk Technician
- Housekeeping continues to fill openings – Applications are limited

Respectfully submitted,

Joe Rodella

I. Update on the 5 strategic priorities, objectives, or strategic actions of the Division/Area: WLU Foundation

The WLU Foundation held a Strategic Planning Retreat involving the Board of Directors, staff, and other stakeholders on April 21 and 22, 2022. Guided by the work of the WLUF Strategic Planning Committee (including member representatives from all stakeholder segments) and SWOT analysis data collected as a result of a survey (sent to all stakeholder groups), the following strategic directions were approved.

Direction 1: The WLU Foundation will continue to work closely with WLU and its Alumni Office to create a sustainable structure to support the growing needs of WLU, plan for succession and continuity across joint organizations, and increase alumni giving.

Direction 2: The WLU Foundation will improve the organization's brand awareness and enhance donor confidence by promoting the good work of the Foundation, its Board of Directors and staff, and by focusing donors on our mission to support WLU students.

Direction 3: The WLU Foundation will increase its private support of WLU by expanding the donor base to include donors of all levels.

The WLU Foundation Strategic Priorities are supportive of the following WLU Strategic Priorities: Organizational Excellence Goal 3: Develop resource management strategies to support the university's mission.

II. Significant Accomplishments for FY22 Q3 & some of Q4 (July 1, 2021-May 12, 2022):

- \$2,107,000 revenue from fundraising; surpassed minimum goal of \$1.8M, surpassed target goal of \$2M
- 25% ahead of last fiscal year during the same period
- Raised over \$281,000 on Day of Giving and saw the following highlights:
Total Number of Donors: 1,163 (1,272 total gifts)
 - New Donors: 574
 - Alumni Donors: 295
 - New Alumni Donors: 77
 - Student Donors: 34
- \$372,000 in Annual Fund
- \$330,170 in Endowment including 4 new scholarship endowments
- 906 new donors 15% ahead of total for last fiscal year *due to special focus to attract new donors on the Day of Giving
- WLUF Strategic Planning Retreat held on April 21 & 22
- Wrote and will receiving a \$50,000 grant for new Speech and Hearing and Behavioral Health Clinics in June

III. Other Matters of Focus

- Continued work with the WLU CFO to shift the way private funds are used to impact the WLU budget. As a result the WLUF is planning to fund \$500,000 of budgetary expenses during FY23 in addition to the scholarships (approximately \$600k-\$700k) and other projects already planned.

- Development Planning process for FY23 will be wrapping up in the next few weeks.
- Working with Gary West to transfer property still owned by him on the West Events Center grounds (former Roadworthy) to make best use of that property for an exciting new university initiative.
- Lary Loew Golf Scramble planned for June 17, 2022

IV. New (Essential) Personnel
N/A

V. Information Requested by Committee
N/A

VI. Action Items
N/A

Respectfully submitted,

Angie Hill

I. 2021-2022 Strategic Priorities for the University

- A. Priority #1 Academic Success
- B. Priority #2 Branding
- C. Priority #3 Community Engagement
- D. Priority #4 Operational Excellence
- E. Priority #5 Student Experience

II. Update on Specific Strategic Objectives

- **Priority #1: Academic Success**

- **Objective 1.5: Offer Students a wide array of co-curricular activities and programs.**

- An official Diversity, Equity, and Inclusion statement has been adopted in collaboration with faculty to provide an official DEI Statement in Sakai and an optional DEI statement in their syllabi. The following statement will appear in Sakai:

Why a DEI Statement?

"Including a diversity statement on your syllabus can set the tone for your classroom environment. It shows students that you value and respect differences in intellectual exchange and are aware of current campus conversations surrounding diversity." (Adapted from Cornell's Center for Teaching Excellence resource, POD Network conference, 2011.)

DEI Statement

West Liberty University is committed to fostering, cultivating, and preserving a culture of diversity, equity and inclusion.

You are the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities, and talent that you invest in your work represents a significant part of not only our culture, but our mission, reputation and achievement as well.

We embrace and encourage our students' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our students unique.

West Liberty University is committed to the ongoing development of a nurturing environment built on the premise of diversity, equity, inclusion belonging, which encourages and enforces:

- Respectful communication and cooperation between all students, faculty, and staff.
- Teamwork and student participation, permitting the representation of all groups and pupils' perspectives without judgement.
- Student support through the Office of Diversity, Equity, and Inclusion to accommodate students' varying needs.
- Students, faculty, and staff's contributions to the communities we serve to promote a greater understanding and respect for diversity.


All students of West Liberty University have a responsibility to treat others with dignity and respect at all times. All students are expected to exhibit conduct that reflects inclusion in the classroom, social media, at WLU functions on or off campus, and at all other university sponsored and participative events.

Any students found to have exhibited any inappropriate conduct or behavior against others may be subject to disciplinary action.


Students who believe they have been subjected to any kind of discrimination that conflicts with WLU's diversity policy and initiatives should seek assistance from Dr. Monique L. Akassi in The Office of Diversity, Equity, and Inclusion at officeofdei@westliberty.edu. (This template has been adopted and permitted to be used and customized for WLU by SHRM, 2022).

Inaugural Multicultural Ceremony and Lavender Ceremony


On April 26, 2022 the Office of DEI launched two inaugural ceremonies, the Multicultural and Lavender Ceremonies—which will be held every year at West Liberty University, moving forward. Both ceremonies were a success and featured in the local news.



From L-R: Dr. Monique L. Akassi, Interim Special Assistant to the President for DEI and Strategic Initiatives; International Students; and Dr. Eveldora Wheeler, Coordinator for the Multicultural Ceremony.




Center: Dr. Felipe Rojas, Coordinator for the Lavender Ceremony, cutting the Rainbow Cake.




Center: President W. Franklin Evans of West Liberty University, speaking at the historic events.

On April 26, 2022 The Office of Diversity, Equity, and Inclusion's DEI Committee launched two inaugural ceremonies--The Multicultural Ceremony and Lavender Ceremony to recognize minorities and LGBTQIA+ graduating seniors at West Liberty University. Dr. Felipe Rojas coordinated the Lavender Ceremony with his team; and Dr. Eveldora Wheeler coordinated the Multicultural Ceremony.



Both ceremonies were held in Kelly Theatre, and the LGBTQIA+ was held at a nondisclosed time to respect the privacy of students. West Liberty University's Office of Diversity, Equity, and Inclusion plans to host both ceremonies every year to recognize students from marginalized groups who have risen above invisible barriers in life through the support and excellence in a West Liberty University education and overall student experience.



The Intelligencer. Wheeling News-Register

WL U Holds Multicultural Recognition Ceremony

West Liberty University added to the celebrations surrounding commencement with a new multicultural recognition ceremony held Tuesday night. The ceremony, held in Kelly Theatre, was a chance to celebrate, unite, honor, acknowledge and recognize...

Read more
www.theintelligencer.net

The Office of Diversity, Equity and Inclusion will host it's inaugural Book Club to promote awareness in Diversity, Equity, and inclusion to West Liberty University and the global communities at large. The Office will also host its forthcoming International Conference and the release of two forthcoming peer reviewed referee journals to publish and showcase research in DEI by faculty, staff, students, and the scholars worldwide. The Office will finally host town hall lecture series Fall 2022 to provide a platform to discuss, learn, and unite on topics regarding diversity, equity, and inclusion.



WZ WEST LIBERTY UNIVERSITY
OFFICE OF
DIVERSITY, EQUITY & INCLUSION

VIRTUAL BOOK CLUB

Join Our Discussion Live Online Every Week!

Every Tuesday in June at Noon
Live on our Zoom Page:
Meeting ID: 987 8565 5601
Passcode: 359978

The purpose for the Office of DEI's inaugural Summer Virtual Book Club is to provide a safe, judge free zone to unite, read, and openly discuss best selling books within the diversity, equity, and inclusion genre. The book club discussions can be highly insightful towards cultivating awareness and nurturing cross cultural connections.

Email Dr. Monique L. Akassi for more information at officeofdei@westliberty.edu

Free Book & Journal will be Provided



WZ WEST LIBERTY UNIVERSITY
OFFICE OF
DIVERSITY, EQUITY & INCLUSION

Diversity, Equity, and Inclusion International Virtual Conference

01 DECEMBER 2022
FRIDAY
12:00 p.m. - 4:00 p.m. EST

208 University Dr.
West Liberty, WV 26074

Call For Papers For Presenting and Publication Consideration in West Liberty University's Inaugural Journal of Research in Diversity, Equity and Inclusion for Faculty and Staff and Journal of Voices Unheard in Diversity, Equity, and Inclusion for College Students

Paper Topic Proposals Include, but are not limited to, the following:

- * Unconscious and implicit bias in higher education
- * The Meaning of Diversity, Equity and Inclusion in Higher Education
- * The Impact of Discriminating in Higher Education
- * Reducing Prejudice
- * Cultural Awareness and Belonging
- * Addressing Microaggressions
- * Self-empowerment
- * LGBTQIA+ in Higher Education
- * Diversity Equity and Inclusion in Curriculum
- * Gender Promise in Higher Education
- * Racism, Sexism, Classism, Mental Health in Higher Education

Please submit an abstract of your paper proposal topics for panels, individual presentations, and/or round table discussion for presentation and/or publication consideration to officeofdei@westliberty.edu

Made with PosterMyWall.com



WZ WEST LIBERTY UNIVERSITY
OFFICE OF DEI PRESENTS:

"UNITING WEST LIBERTY UNIVERSITY: A TOWNHALL LECTURE SERIES"

August 29, 2022 at noon: (RE)EXAMINATION OF UNCONSCIOUS BIAS / MICROAGGRESSIONS

September 26, 2022 at noon: (RE)THINKING PRIVILEGE

October 31, 2022 at noon: RACE-- THE UNCOMFORTABLE CONVERSATIONS

November 28, 2022 at noon: WEST LIBERTY UNIVERSITY'S PATH TOWARDS LEADING THE WAY IN INCLUSIONARY LEADERSHIP

Meeting ID: 9812953445
Passcode: 357073

For more information, please contact Dr. Monique L. Akassi at officeofdei@westliberty.edu

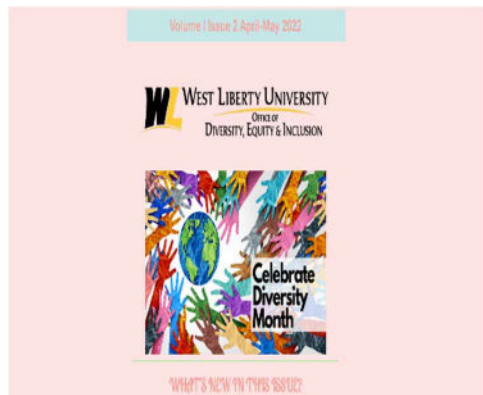
DIVERSITY

- **Priority #2: Branding**
 - **Objective 2.2 Reinforce and expand the university's reputation as a premiere institution in the region.**
 - Continues to seek opportunities that recognizes diversity and inclusion for college campus that will highlight WLU's efforts in this space.

The Office of DEI launched their inaugural Facebook, Twitter, Instagram, You Tube, and TikTok pages in May 2022. The official hashtag is #WLUDEI.



The Office of DEI has a monthly newsletter. <https://myemail.constantcontact.com/WLU-s-Office-of-Diversity--Equity-and-Inclusion-April-May-2022-Newsletter----.html?soid=1138670308532&aid=K2Qg1x28ldc>



Articles Published March 30-2022—present

- Published 33 positive and successful news articles between March 30—May 19, 2022.
- A Crises Communication Media Team was created and several meetings were held , beginning April 29, 2022—to work proactively together to combat negative press regarding West Liberty University in the public. The team successfully resolved negative press this semester and took back control of our narrative and brand by teaming up with external news and working proactively on any current or future crises the university may face. The team will meet several times throughout the academic year and on an as needed basis for future crises.

DIVERSITY

- Priority #3: Community Engagement
 - **Objective 3.2 Facilitate community-based learning opportunities for students**

Title IX Highlights

Transgender Day of Visibility- March 30, 2022- Union Ballroom

Information table of resources, history, and more. Cake and treats to celebrate & draw faculty, staff and students to respective tables.



Title IX And Internships 101- College of Education- Exercise Phys Department- March 30, 2022

- Presentation to Junior & Senior Ex-Phys Students who will be participating in off campus internships. Educate on workplace sexual harassment, tips, recommendations, and processes.

Title IX Case Study Presentations – On April 21, 2022 Kappa Delta Kappa & Theta Xi Fraternities presented and discussed Case studies regarding Title IX policies to learn a better understanding of the processes if accused.

Sexual Assault Awareness Month- During the entire month of April 1- April 29, 2022- Title IX provided a series of events to enlighten WLU's students and employees about Sexual Assault Awareness Month.

Programming included coordination with some clubs and organizations.

Student Lindsay Manor's Senior Exhibition "What You Were Wearing" was a highlight of the month (photos labeled below)

WL WEST LIBERTY UNIVERSITY

SEXUAL ASSAULT AWARENESS MONTH
APRIL 2022

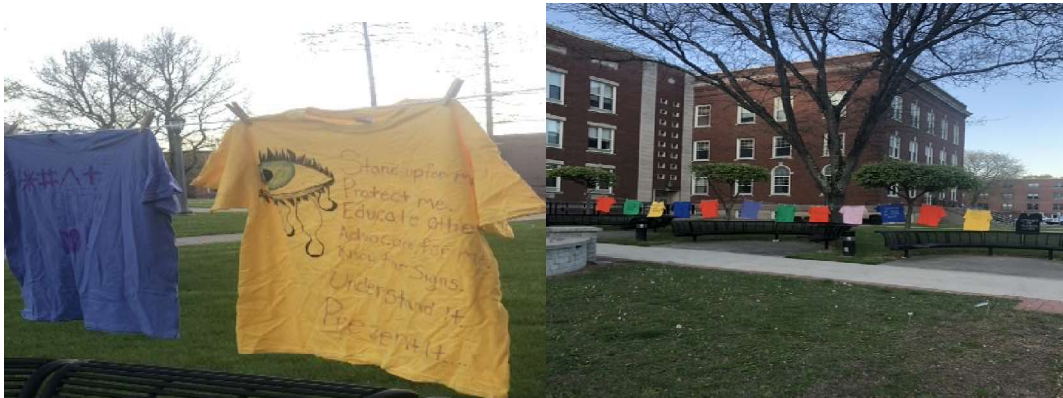
Chalk For Consent with IPC April 6 - Quad 11am-1pm SAAM Trivia Join in for trivia and prizes to learn more about sexual assault and prevention April 6- Union Ballroom 5pm Health Fair YWCA & OVSAC April 7th- Union Ballroom 10am-1pm Paint Campus Teal Wear teal, grab a ribbon and more to show support for sexual assault survivors April 7 All Day Tinder Swindler Viewing April 11- Union Ballroom 7pm Title IX Basics Presentation April 12th- Alumni Room 12pm Ron Scott Guest Speaker Presentation "Men and Rape Culture" Presented by Phi Delta Theta April 15th- Alumni Room 12pm	Internet Safety Table Presented by BPE April 15th- Union Ballroom 11am-1pm Relationship Red Flags in Pop Culture April 15- Union Ballroom 11am-1pm Table for Tech Safety April 20- Union Ballroom 11am-1pm What Were You Wearing? The Art Exhibition by Senior Lindsay Manor April 18-22nd- Union What Were You Wearing? Closing Art Reception April 20- 527 Union 2nd Floor 5:30-7pm Clothes Line Project Presented by Panhellenic Council April 25th 29th- Quad 11am-1pm Additional Programs may be added Questions- email kate.billing@westliberty.edu
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Ron Scott Rape Culture Presentation

On Wednesday, April 13th, 2022, Phi Delta Theta Fraternity hosted Ron Scott, YWCA's Program Director of Cultural Diversity & Community Outreach at 12:00 p.m. in the Alumni Room of the Student Union. Mr. Scott presented on Rape Culture to students in attendance, many of which were part of the Greek Life Community.

West Liberty University has provided Sexual Assault programming on campus for nearly a decade. By the late 1990s, many advocates began coordinating activities and events throughout the month of April, advancing the idea of a nationally recognized month for sexual violence awareness and prevention activities. SAAM was first observed nationally in April 2001.

Panhellenic Clothesline Project- On April 25-29, 2022 students gathered together to hang t-shirts in the quad with poignant messages regarding abuse to raise awareness



- Priority #4: Operational Excellence
 - **Objective 4.5 Ensure a performance-based culture driven by data and best practices.**
Institutional Research

The following table below provides a list of requested data and completions made by Institutional Research 3/30/2022 to present

Faculty	Scholarship purposes	Lists were provided of all declared Chemistry (602) majors and all declared Math Education (218) majors for scholarship purposes.
Staff/Administration	DEI	A list and contact information for all African American women students and men students on campus were compiled for longitudinal data analyses.
Faculty	Evaluate Upcoming scheduling issues	A headcount for each professor in departments were provided.
Alumni	Alumni Outreach	Alumni contact information from 2000-2022 was provided.
Faculty	Committee information	A breakdown of graduate students that have lived on campus for each of the past three years, and how many of those students were GAs.
Staff/Administration	For preparation of a marketing strategy document for the BA/BS to BSN program.	Information provided on students currently enrolled in our BA/BS to BSN program, including demographics.

- Priority #5: Student Experience

International Affairs

- **Objective 5.4 Provide safe, secure, appropriate, and accessible spaces for all students.**
- Organized and hosted the 12th Annual International Food Festival at WLU

HEPC J-1 Grant Proposal – funds have been received to support and further develop the J-1 exchange program with between WLU and Julius-Maximilians-Universität Wuerzburg (JMU).

JMU <https://www.uni-wuerzburg.de/en/universitaet/>, is a major European university and one of the largest German universities that hosts 29.000 students. JMU is also part of the [U15](#) group of research-intensive German universities and a member of the [Coimbra Group](#). In addition, eminent scientists and scholars, including [14 Nobel Laureates](#) have researched and taught in Würzburg. It was an honor to be part of the negotiation and creation of this addendum and opportunities for our students.

Handled paperwork required for WLU to be a host in the Japan Outreach Initiative Program (JOI). WLU is one of the ten institutions in the United States to host a Japan Outreach Coordinator for the next two years. The JOI Coordinator will be working in the Rollie Williams International Center under my supervision during August 2022 – August 2024. With the Coordinator's help we will be able seek partnerships with Japan institutions, offer cultural awareness programs at WLU and Ohio Valley community etc.

The JOI coordinator is funded by the Japanese government (salary, travel and living stipends etc.). WLU provides housing and office space, administrative support and guidance regarding the best application of the Coordinator's efforts in order to achieve the most impact in their work.

<https://www.laurasian.org/joi>

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that WLU will be hosting a student in this program for the 2022- 2023 academic year. We are not working to find a host family to accommodate this student for the duration of the program- this is a requirement of the program for the student to live with a host family.



Manami Kawazoe has been selected to serve as JOI Coordinator for WLU and will be arriving at WLU at end of July.

Submitted application for WLU to be a host institution the Congress-Bundestag Youth Exchange for Young Professionals - Germany. We have been informed

Worked on the Study International Campaign to recruit international students – advertisement and article can be seen [here](#)

https://studyinternational.com/news/choose-a-liberal-arts-degree-achieve-optimum-employability/?google_preview=8ZLP990yuYkYtPCqkgYwtlzgmQalAYCAgOCYkt20wAE&iu=101030411&qdfp_req=1&lineltemId=5970258410&creativeld=138387297658

Processed Optional Practical Training (OPT) and Curricular Practical Training (CPT) benefits for graduating international students and international students pursuing summer internships.

Ryan Glanville in the R.W. International Center served in the Multicultural Celebration Committee and has been helping with the coordination of the Multicultural Celebration Event.

International Affairs hosted an end of the Semester Celebration for international graduates and semester and exchange students.

End of semester maintenance of J-1 records in SEVIS for exchange students – including completed program requirements.



International students cooking



International students cooking



International students end of the year celebration

IV. Other Matters of Focus

Diversity Recruitment – Recently the Office of Diversity, Equity and Inclusion was contacted by the Superintendent of Ohio County Schools to partner together on a training workshop for their teachers to cultivate knowledge and pedagogical approaches to promote diversity, equity, inclusion and eliminate microaggressions. The Office of DEI presented to the Superintendent and committee on May 9, 2022 and will begin working with teachers in preparation for the upcoming academic school year.

- Dr. Monique L. Akassi will be presenting “Best Practices In Diversity, Equity and Inclusion In Higher Education Research” on behalf of the Office of Diversity, Equity and Inclusion at the West Virginia’s Higher Education Policy Commission’s 2022 Inaugural Diversity, Equity, and Inclusion Summit to be held on June 2nd, at the Erma Byrd Higher Education Center.



- Dr. Monique L. Akassi will be presenting on behalf of WLU’s Office of Diversity, Equity, and Inclusion will be presenting research and conduct a workshop on “An Ethnographic Study on Cultivating Diversity, Equity, and Inclusion Conversations in the Classrooms and Beyond” through the Connected Classroom Virtual Learning Series, June 21, 2022.

V. New (Essential) Personnel

- Hired a student worker to manage social media presence for the Office of Diversity, Equity, and Inclusion.

VI. Information Requested by Committee

N/A

VII. Action Items

N/A

Respectfully submitted by:

Monique L. Akassi, Ph.D.
Special Assistant, DEI & Strategic Initiatives

DIVERSITY