

WLU Board of Governors

Regular Meeting

Wednesday, March 29, 2023 – 4:00 p.m.

Location: Shaw Hall Board Room

Meeting ID: 996 8635 5146

Passcode: 191507

- I. Call to Order/Roll Call/Quorum and Mission Statement**
- II. Introductions**
- III. Public Comment** Description: Up to 10 individuals may sign in to speak in open session for three minutes each. The sign-in sheet will be available from Cyndi Galloway fifteen minutes prior to the meeting until the noticed start time.
- IV. Agenda Order (Board may move to change order of consideration)**
- V. Approval of Minutes***
 - A.** Minutes of the Full Board February 1, 2023* (pgs. 3-6)
 - B.** Minutes of the Executive Committee February 1, 2023* (pgs. 7-8)
- VI. Board Items for Approval***
 - A.** Approval of FY24 Tuition & Fees Packet
 - B.** Approval of FY24 High Level Budget
 - C.** Approval of the updated Strategic Plan as stands
 - D.** Approval of the 5-year Academic Program Review
 - E.** Approval to end lease of the Highlands Center Agreement with Ohio County Development Authority ending April 30, 2023
 - F.** Sabbatical Approvals
 - G.** Deferred Maintenance Approval
- VII. President's Report**
- VIII. Reports**
 - A.** Interim Provost (Schulman)
 - B.** Enrollment (Sliwa)
 - C.** Physical Plant/IT (Rodella)
 - D.** Athletics (Ullom)
 - E.** WLU Foundation (Delk)
 - C.** Staff (Glanville)
 - D.** Faculty (Metz)
 - E.** SGA (Burkle)
- IX. Finance Report (pgs. 33-34)**
- X. Possible Executive Session***
 - A.** Presidential Search Update
 - F.** Actions Emanating from Executive Session
- XI. Information Gathering** (Members may ask questions or gather information to prepare for future agenda items without general discussion or action at this meeting.)
- XII. Next Meeting Date – Wednesday, June 7, 2023**
- XIII. Adjournment**

**West Liberty University
Board of Governors**

**Minutes
February 1, 2023**

Attendance: Jack Adams, David McKinley, Ryan Glanville, Rich Lucas, Richard Carter, Jason Metz, Sydney Burkle, Stephanie Shaw, Stephanie Hooper, Michael Baker

Unable to Attend: Jamie Evick, Arlene Brantley

Administration/Faculty/Staff: Cathy Monteroso, Joe Rodella, Lori Hudson, Bill Sliwa, Diana Harto, Katie Cooper, Maureen Zambito, Ann Saurbier, Nicole Ennis, Cecilia Konchar-Farr, Karen Kettler, Phil Carl, Izzy Bennett, Cyndi Galloway

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

Chair Lucas called the meeting to order at 4:01 p.m. and a quorum was established.

II. Introductions

III. Public Comment

None.

IV. Agenda Order (Board may move to change order of consideration)

V. Approval of Minutes*

A. Minutes of the Full Board December 7, 2022* (pgs. 3-6)

On motion by David McKinley 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 December 7, 2022.

B. Minutes of the Executive Committee December 7, 2022*

Executive Committee Minutes are not available for approval.

VI. Board Items for Approval*

No board items for approval.

VII. President's Report

Dr. Monteroso is looking at our mission and priorities, and how those fit into our strategic plan.

Academic Excellence

Spring semester UG head count is at 1,616.

Retention rate 75% from the fall.

Graduate was 349 and the grand total was about 2,009.

Undergrad base tuition freeze. We're committed to the students in this area.
This is an ideal time to freeze tuition.

Doctorate in Education & Instructional Leadership Management Innovation was approved by HEPC on 12/16/22. HLC will be on campus April 24th and 25th for review. We're hoping June for approval and a Fall start.

Peter and the Starcatcher performed in January at the Kennedy Center.
Student athletes had a record high 3.21 average GPA.
Excellence in Teaching-Professor Brian Fencil, Ingrid Loy
Research-Zach Loughman
Service-Felipe Rojas

We currently have 2 faculty members in COEHP that are visiting faculty on campus. This is an area we're trying to move beyond COVID.

DEI Committee has many events coming up. Black history month, Women Empowerment, Second Chance Prom, Safe zone training, Lavender and Multi-Cultural Ceremony.

Creating an Innovating Experience

We're hosting an acro tumbling competition in April. They're also traveling to Bailor. Reviewing Wi-Fi enhancements on campus.

Community Engagement

Women's Basketball team did a "Keep Wheeling Warm" event and raised money for the homeless community in Wheeling. Women's Tennis team did food drives and tennis lessons for the visually impaired.

Strengthening Operations

We're looking into how we can generate revenue
Looking into Solar power to reduce utility costs.
Looking at an aviation program on campus. The Ohio County airport is close by so we're in an ideal location.

Betsy Delk is our new Executive Director of Foundation and Annual DOG is April 5th.

Wrestling is in their 3rd straight MEC title. Record number of 7 hilltoppers won individual championships. 9 wrestlers progressed to the final round. Regionals will be at Findlay University.

VIII. Reports

A. Interim Provost (Monteroso)

120 hours degrees are being worked on.
Retention of Students--we're looking at creating a process of yearlong scheduling. We're also working on better retention plans for our faculty.

B. Enrollment (Sliwa)

Bill Sliwa-Interim VP Student Affairs Enrollment Management (Registry employee)
Mr. Sliwa introduced himself and gave a brief history.

Mr. Sliwa discussed updating the tracking process for key performance indicators. We'll be able to give more detailed reports in the future. Applications are about 2% (27 apps) behind where they were last year at this time. Mr. Sliwa is happy where numbers are now. WVU is actually 13% behind in applications right now. Filed FAFSA's are up, and across the state they're actually down at other universities. Housing applications are ahead by about 12.

Individual colleges-COB, COEHP are ahead. COLCA, COS, and Undeclared are behind, but not significantly.

Historically we receive applications through add/drop. We've probably only received half of our applications so far. We're in the process of looking at "yield by month", and eventually we'll look at yield per week. Data that we're currently gathering will inform us on strategies moving forward in our key performance indicators.

C. Staff (Glanville)

A staff council member, Chris McPherson, accepted a new role on campus. The new role is through HEPC, so he is no longer a WLU employee. He'll no longer be on staff council or a member of our presidential search committee. Marcella Snyder will be the group 1 representative in staff council.

Bylaw revisions have been made and sent to staff for a 30-day comment period.

Drawing for terrific topper was held and this semester's winner was Chasity McConaughy.

Elections are coming up for Spring. Many members will be up for re-election.

D. Faculty (Metz)

In response to an article in the Wheeling Intelligencer, a special meeting of Faculty Senate was held on January 31st. Chair Lucas did attend the meeting and participated in discussions with faculty. At this special meeting faculty reaffirmed confidence in the BOG and Chair Lucas.

Dr. Monteroso also spoke at the meeting on year-long scheduling. It was clarified that this will be a multi-year process.

E. SGA (Burkle)

Pizza with the President event was held and successful.

A Valentine's Day event will be coming up.

Students gave good feedback with AGB sessions.

SGA has organized West Liberty team to volunteer at the Night to Shine prom.

Social media campaign for Black History Month.

Suicide prevention campaign (green bandana)

SGA would like to partner with athletics and recognize all athletic teams at Spring Fling.

Campus carry was discussed, and Ms. Burkle has received feedback that students are against the bill.

Mr. Carter asked Ms. Hooper if we could modify the concealed carry rules. He doesn't think passage of this bill is a good idea. Mrs. Hooper responded that we do have to follow the letter of the law but could possibly be more restrictive in some ways. Some parameters in the current bill could be used to alleviate where guns would be allowed. Discussion continued on student concerns, cost of implementation, and some restrictions in the bill.

IX. Finance Report

Fiscal Affairs report is through the end of December and we're halfway through the academic year. At the time of this report the Spring enrollment numbers weren't yet verified. Tuition & Fees, Room & Board, and Waivers should be close, but may change.

Graduate and Undergraduate tuition revenue and fees projection through the end of the year looks to be down by about 1.2M. Summer billing hasn't been billed yet. Room and board revenue is greater than budgeted by about 726K. We'll also see a decrease in institutional waivers that offset the tuition.

This particular year we've received additional foundation support for students that received waivers. The Foundation agreed to support an additional 200K in the fall this year. The Foundation should focus on students first and link to improving student experience.

Royalty income budgeted 500K and we're already at 538K.

Expenses are on target with personnel service and fringe are slightly below the budgeted amount. Other expenses, utilities, debt, rent, contractual services, etc. are on target at a 48% overall spend.

Ms. Hudson noted an unexpected expenditure is the cost of the presidential search firm. This cost was not budgeted, so we'll be keeping a close eye on this cost.

Dr. Monteroso is taking the lead on any future at the Highlands and has had meetings with Randy Russel and Zach Abraham.

The FY24 budget is now underway. Ms. Hudson met with all deans and program chairs, who were tasked to provide plans to Dr. Theaker by this Friday. Dr. Theaker and Ms. Hudson will meet to review these.

Lori will work with Mr. Sliwa to discuss undergraduate enrollment and awarding of waivers.

Room and board rates are expected to increase due to an increase in food costs.

Each cabinet member has been given a budget template to come up with their expenses for FY24. Cabinet will meet to discuss our mission and institutional priorities when it comes to budgeting the expense dollars this year.

X. Executive Session
None.

XII. Information Gathering
Mr. Cervone provided an update on the presidential search. The listening sessions with AGB went well. The Presidential Search Committee met this past Monday and approved the presidential profile. The search committee will meet with AGB soon for a training session. March 17th is the deadline for applications. Mr. Cervone hopes that by early May a suggestion will be able to be made to the BOG.

XIII. Next Meeting Date - Wednesday, March 29, 2023

XIV. Adjournment

On motion by David McKinley & seconded by Richard Carter, the meeting adjourned at 4:44 p.m.

Richard Lucas _____
Chair

Jamie Evick _____
Secretary

**West Liberty University
Board of Governors**

**Executive Committee
Minutes
February 1, 2023**

In Attendance: Cathy Monteroso, David McKinley, Richard Carter, Rich Lucas, Stephanie Shaw, Stephanie Hooper

Unable to Attend: Arlene Brantley, Jamie Evick, Jack Adams

Meeting called to order at 3:07 PM

President's Update:

Dr. Monteroso has been more encouraged than discouraged in this first month and we have many opportunities moving forward.

Putting a tuition freeze in place to service our students. Typically, we increase tuition by 3%, so we're looking into how we can cover this. Rich Carter is encouraged that we're focusing on costs so that students can have lower tuition and we can remain competitive in the market with tuition. Dr. Monteroso mentioned that we surpassed Marshall's tuition last year. Marshall is recruiting/expanding athletic teams. Acro & Tumbling was added and worked for us.

Current VP of Enrollment Management is Bill Sliwa. We have a fairly significant summer melt (those students lost over summer...usually when they see the bill)

David McKinley asked when we get an indication of what Fall will look like? Dr. Monteroso responded that it should be somewhere in April or May. Students pay a deposit when they reserve a room on campus, but we don't have a deposit of any sort just for acceptance/commitment alone. We need to work on getting a clear number, sooner.

Dr. Monteroso has worked with Cabinet, Deans, and Program Chairs on return on investment. Every student/parent is also looking at their return on investment. Students are looking at a 20-year loan debt. We need to be clear about their 4-year plans.

Rich Carter asked what percentage of students don't have to borrow? Dr. Monteroso responded that Elbin Scholars (for example) haven't been required to complete a FAFSA. If they would be Pell eligible, we're not collecting the grant. We're going to be looking closer at this and it could help to reduce our scholarship funds. We're still using test scores for our scholarships and NCAA did away with all test scores. Some competing states (PA) aren't requiring test scores for scholarships or admission. WLU is test optional right now, but we do require it for scholarships. All scholarships need to be part of the FA package.

David McKinley asked about the 120-hour protocol. HEPC instituted a few years back that all degrees should be 120 hours. If your degree was created before that, you could be grandfathered in with more hours. We are working on creating degree plans and moving to 120 to get students out in 4 years.

David McKinley asked about thoughts on Marshall possibly beginning a focus more on virtual education. Dr. Monteroso has been looking at their aviation program that's located in Charleston. They seem to have a struggle with General Education requirements, students seem to shy away from the virtual options. WLU needs to go after the market of re-training.

Highlands Update

Dr. Monteroso is working on a timeline and has had conversations with the commissioners about the time they would need for an exit. Discussion continued on Highlands cost, need, and exit plan.

Adjournment

David McKinley motions to adjourn, Richard Cater seconds the motion.
Motion to adjourn approved.

Meeting Adjourned at 3:35 PM.

Minutes Submitted by: Cyndi Galloway

Fiscal Year 24 Tuition and Fees Packet

Action Item

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve the Fiscal Year 2024 Tuition and Fees Packet as presented.

West Liberty University

FY24

Tuition and Fees

Finance Committee Approval xx/xx/xx

BOG Approval xx/xx/xx

HEPC Approval xx/xx/xx

West Liberty University
AY 2023 - 2024
Undergraduate Tuition and Fees

	FY23 Resident	FY23 Metro	FY23 Non-Resident		FY24 Resident	FY24 Metro	FY24 Non-Resident
TUITION	\$3,958	\$6,718	\$8,150		\$3,958	\$6,718	\$8,150
CAPITAL FEES	\$400	\$400	\$400		\$400	\$400	\$400
TOTAL BASE UG	\$4,358	\$7,118	\$8,550		\$4,358	\$7,118	\$8,550
				<i>Variance</i>	\$0	\$0	\$0
				<i>% Change</i>	0.00%	0.00%	0.00%
PROGRAM DIFFERENTIALS							
UG - AT, EP, Music	\$300	\$300	\$300		\$325	\$325	\$325
UG - COS	\$325	\$325	\$325		\$325	\$325	\$325
UG - COB, Broadcasting, GD & DMD	\$200	\$200	\$200		\$325	\$325	\$325
UG - Nursing	\$775	\$775	\$775		\$775	\$775	\$775
UG - DH	\$475	\$475	\$475		\$475	\$475	\$475
UG - COE	\$250	\$250	\$250		\$325	\$325	\$325
UG - SPA	\$600	\$600	\$600		\$600	\$600	\$600
TOTAL PROGRAM DIFFERENTIALS							
UG - AT, EP, Music	\$4,658	\$7,418	\$8,850		\$4,683	\$7,443	\$8,875
				<i>Variance</i>	\$25	\$25	\$25
				<i>% Change</i>	1%	0%	0%
UG - COS	\$4,683	\$7,443	\$8,875		\$4,683	\$7,443	\$8,875
				<i>Variance</i>	\$0	\$0	\$0
				<i>% Change</i>	0%	0%	0%
UG - COB, Broadcasting, GD & DMD	\$4,558	\$7,318	\$8,750		\$4,683	\$7,443	\$8,875
				<i>Variance</i>	\$125	\$125	\$125
				<i>% Change</i>	3%	2%	1%
UG - Nursing	\$5,133	\$7,893	\$9,325		\$5,133	\$7,893	\$9,325
				<i>Variance</i>	\$0	\$0	\$0
				<i>% Change</i>	0%	0%	0%
UG - DH	\$4,833	\$7,593	\$9,025		\$4,833	\$7,593	\$9,025
				<i>Variance</i>	\$0	\$0	\$0
				<i>% Change</i>	0%	0%	0%
UG - COE	\$4,608	\$7,368	\$8,800		\$4,683	\$7,443	\$8,875
				<i>Variance</i>	\$75	\$75	\$75
				<i>% Change</i>	2%	1%	1%
UG - SPA	\$4,958	\$7,718	\$9,150		\$4,958	\$7,718	\$9,150
				<i>Variance</i>	\$0	\$0	\$0
				<i>% Change</i>	0%	0%	0%
SPECIAL PROGRAMS							
	FY23 Resident	FY23 Metro	FY23 Non-Resident		FY24 Resident	FY24 Metro	FY24 Non-Resident
BLA (per hour)	\$356				\$356		
RN-BSN	\$4,273				\$4,273		
UG SUMMER 2023 TUITION							
	FY23 Resident	FY23 Metro	FY23 Non-Resident		FY24 Resident	FY24 Metro	FY24 Non-Resident
TUITION	\$3,556	\$6,318	\$7,748		\$3,556	\$6,318	\$7,748
CAPITAL FEES	\$400	\$400	\$400		\$400	\$400	\$400
TOTAL BASE UG	\$3,956	\$6,718	\$8,148		\$3,956	\$6,718	\$8,148
PER HOUR	\$330	\$560	\$679		\$330	\$560	\$679
				<i>Variance</i>	\$0	\$0	\$0
				<i>% Change</i>	0%	0%	0%

West Liberty University
AY 2023 - 2024
Graduate Tuition and Fees

		FY23				FY24		
		Resident	Non-Resident	International		Resident	Non-Resident	International
MAEd, MS Crim, MBA, MS Clin Psych NEW: MS AT, MS EP		\$4,275	\$4,275	\$5,400		\$4,457	\$4,457	\$5,629
	Per Hour	\$475	\$475	\$600		\$495	\$495	\$625
					Variance	\$20	\$20	\$25
					% Change	4%	4%	4%
MA / MS Biology		\$5,310	\$6,210	\$6,210		\$5,358	\$6,253	\$6,253
	Per Hour	\$590	\$690	\$690		\$595	\$695	\$695
					Variance	\$5	\$5	\$5
					% Change	1%	1%	1%
BIOMED FT cohort is 15 hours per term	Per Hour	\$8,640	\$10,350	\$10,350		\$8,925	\$10,425	\$10,425
		\$590	\$690	\$690		\$595	\$695	\$695
					Variance	\$5	\$5	\$5
					% Change	1%	1%	1%
MDH		\$4,995	\$4,995	\$5,400		\$5,175	\$5,175	\$5,629
	Per Hour	\$555	\$555	\$600		\$575	\$575	\$625
					Variance	\$20	\$20	\$25
					% Change	4%	4%	4%
MA Art Therapy		\$4,995	\$4,995	\$5,400		\$4,995	\$4,995	\$5,400
	Per Hour	\$555	\$555	\$600		\$555	\$555	\$600
					Variance	\$0	\$0	\$0
					% Change	0%	0%	0%
MS SLP *SLP FT is 15 hours per term		\$8,325	\$10,350	\$10,350		\$8,325	\$10,350	\$10,350
	Per Hour	\$555	\$690	\$690		\$555	\$690	\$690
	Year 1 (inc Sum term)	\$22,200				\$22,200		
	Year 2	\$13,320				\$13,320		
	Total Program 64 hours	\$35,520				\$35,520		
Physician's Assistant		Class of 2024 (06/2022-06/2024)				Class of 2025 (06/2023-06/2025)		
		Resident	Non-Resident			Resident	Non-Resident	
	Per Semester	\$7,531	\$12,000			\$7,682	\$12,240	
	Annual	\$30,124	\$48,000			\$30,728	\$48,960	
	Total Program	*60,249	*96,001			\$61,456	\$97,920	
		*rounding						
				Variance		\$604	\$960	
				% Change		2%	2%	
								Variance
								\$461
								% Change
								1.50%
								1.50%

**West Liberty University
Room and Board
Per Semester
FY24**

	FY23	FY24	Variance	Percent
Residence Hall Capital Fee	\$415	\$415	\$0	0%
Double / Commons (per person/ semester)	\$2,117	\$2,181	\$64	3%
Single (per person / semester)	\$2,856	\$2,942	\$86	3%
Single Boyd Hall / Rogers Hall	\$2,117	\$2,181	\$64	3%
Single Curtis Hall	\$2,489	\$2,564	\$75	3%
Single Beta Hall	\$2,701	\$2,782	\$81	3%
Topper Towers (9 month lease)	\$3,370	\$3,471	\$101	3%
Topper Towers (12 month lease)	\$4,493	\$4,628	\$135	3%
Topper Village (9 month lease)	\$4,172	\$4,297	\$125	3%
Topper Village (12 month lease)	\$5,563	\$5,730	\$167	3%
University Place I (9 month lease)	\$3,658	\$3,768	\$110	3%
University Place I (12 month)	\$4,877	\$5,023	\$146	3%
University Place II (9month lease)	\$3,938	\$4,056	\$118	3%
University Place II (12 month)	\$5,251	\$5,409	\$158	3%
Regular Meal Plan (12,14,19)	\$2,392	\$2,511	\$120	5%
5 Meal Plan	\$902	\$947	\$45	5%
50 Meal Block Plan	\$465	\$488	\$23	5%
Cable & Internet/Entertainment Fee	\$240	\$240	\$0	0%
Residence Hall Summer Rates (Summer 2023)				
	FY23	FY24	Variance	Percent
On-Campus Single Room (Per Week)	\$125	\$129	\$4	3%
Summer Student / Employee (20+ Hours Wk)	\$55	\$57	\$2	3%
Liberty Oaks Bed & Breakfast				
	FY23	FY24	Variance	Percent
Room Rental				
Per Day	\$89	\$89	\$0	0%
Per Day with Breakfast	\$99	\$99	\$0	0%

West Liberty University
AY 2023 - 2024
Special Fees

	FY23	FY24	Variance	Unit
ADA Eval	\$250	\$250	\$0	
ACT Fee	\$52.50	\$52.50	\$0	
Athletic Training Materials Fee	\$320	\$320	\$0	MSAT Students Annually (Fall??)
Book Fee (B&N First Day Complete Program) per semester	\$0	\$24 per credit hour	\$0	
BOR Degree Program Fees	\$300	\$300	\$0	
CEU Course Fee	\$180	\$180	\$0	
Dental Hygiene Dental Materials Lab	\$30	\$30	\$0	DH 268 Dental Materials (Spring)
Dental Hygiene Instrument Kit Clinic 1	\$1,370	\$1,446	\$76	DH 186 Clinic I Lab (Fall)
Dental Hygiene Supplies Clinic IV	\$115	\$115	\$0	DH 386 Clinic IV Lab (Spring)
Dental Hygiene Loupes and Supplies Clinic III	\$1,365	\$1,365	\$0	DH 381 Clinic III Lab (Fall)
Dental Hygiene Instrument Kits Clinic II	\$1,200	\$1,355	\$155	DH 286 Clinic III Lab (Spring)
Dental Hygiene X-Ray XCP Instruments **	\$225	\$265	\$40	DH 238 Radiography Lab (Fall)
EMS Course Fee	\$140	\$140	\$0	SDE 252
First Aid Course Fee	\$50	\$50	\$0	SDE 232
Graduate Graduation Fees	\$160	\$160	\$0	
Hilltopper Academy Registration	\$50	\$50	\$0	
International Student Fee	\$250	\$250	\$0	
Master in Clinical Psychology Testing Fee	\$525	\$525	\$0	Fall Semester only; each year enrolled.
Master in Clinical Psychology Program Application Fee	\$25	\$25	\$0	
MCAT Preparation Fee	\$1,300	\$1,300	\$0	
Miller Analog Test **	\$75	\$75	\$0	
MS SLP Application Fee	\$40	\$40	\$0	
MS SLP Clinical Software Fee	\$0	\$0	\$350	
MS SLP Commitment Fee (non-refundable)	\$0	\$250	\$250	
New Student Orientation	\$125	\$125	\$0	
PA Program Application Fee	\$25	\$25	\$0	
Parking (Employee per year)	\$50	\$0	-\$50	
Parking Permit (student per semester)	\$40	\$45	\$5	
Private Music Lessons	\$250	250	\$0	
Red Cross Certification	\$50	\$50	\$0	
Study Abroad Fee (per credit hour) 3 months or less	\$100	\$100	\$0	
Study Abroad Fee (per credit hour) > 3 months	\$250	\$250	\$0	
Undergraduate Enrollment Deposit (non-refundable)	\$0	\$50	\$50	
Undergraduate Graduation Fees	\$135	\$135	\$0	
WLU Connect Fee	\$25	\$0	-\$25	Fee eliminated
Work for Life (plus \$15 per work life credit)	\$375	\$375	\$0	
WVSSAC Fee	\$80	\$80	\$0	PE 371
Zoo Science (per course)	\$1,777	\$1,777	\$0	BIO180, BIO280, BIO380, BIO382, BIO384, BIO386, BIO450, BIO452, BIO454, BIO471, BIO545, BIO547, BIO520, BIO543, BIO545, BIO547, BIO549, BIO552, BIO556, BIO558

SERVICE FEES

	FY23	FY24	Variance
Badges - Student Teacher/DH/Nursing	\$5	\$5	\$0
Diploma Replacement	\$25	\$25	\$0
Late Graduation	\$110	\$110	\$0
Late Payment	\$110	\$110	\$0
Late Registration	\$100	\$100	\$0
Registration Reinstatement	\$25	\$25	\$0
Return Check Charge	\$25	\$25	\$0
Topper Card Damaged	\$10	\$10	\$0
Topper Card Replacement	\$15	\$15	\$0
Transcript	\$9	\$9	\$0
Transcript - Priority	\$25	\$25	\$0
Tuition Payment Plan	\$30	\$30	\$0

West Liberty University
AY 2023 - 2024
Regular Season Athletic Ticket Prices

<u>Event</u>		<u>FY23</u>	<u>FY24</u>	<u>Variance</u>	<u>Unit</u>
Acrobatics and Tumbling	Adult	\$5	\$5	\$0	Ticket
	Student	\$2	\$2	\$0	Ticket
Basketball	Adult	\$10	\$10	\$0	Ticket
	Children (12 and under)	\$3	\$3	\$0	Ticket
	Visiting Students with ID	\$3	\$3	\$0	Ticket
	Adult	\$65	\$65	\$0	Season
	Children (12 and under)	\$20	\$20	\$0	Season
	Senior Citizen	\$55	\$55	\$0	Season
Football	Adult	\$10	\$10	\$0	Ticket
	Children (12 and under)	\$3	\$3	\$0	Ticket
	Visiting Students with ID	\$3	\$3	\$0	Ticket
	Adult	\$40	\$40	\$0	Season
	Children (12 and under)	\$10	\$10	\$0	Season
	Senior Citizen	\$35	\$35	\$0	Season
Volleyball	Adult	\$5	\$5	\$0	Ticket
	Student	\$2	\$2	\$0	Ticket
Wrestling	Adult	\$8	\$8	\$0	Ticket
	Children (12 and under)	\$3	\$3	\$0	Ticket
	Visiting Students with ID	\$3	\$3	\$0	Ticket

NOTE: University employees presenting ID card at the event are admitted free of charge.

The NCAA permits institutions to provide four (4) comps to each stu
This is a University option.

West Liberty University
AY 2023 - 2024
Summer Camps and Conferences Fees (Summer 2023)

	Independent Camp Conducted by Full-Time WLU Employee	Independent Camp Conducted by Non WLU Employee
Room		
Double (per day / person)	\$15.00	\$15.00
Single (per day / per person)	\$20.00	\$20.00
UPI (2 bedroom / apartment)	\$40.00	\$40.00
UPI (3 bedroom/ apartment)	\$60.00	\$60.00
Panhandle Building (4 bedrooms / apartment)	\$80.00	\$80.00
UP2 (per apartment)	\$50.00	\$50.00
Cabins (per cabin)	\$55.00	\$55.00
Houses (per house)	\$60.00	\$60.00
Board		
Stay on Campus (per day)	\$26.00	\$26.00
Stay off Campus (per occurrence)		
Breakfast	\$7.50	\$7.50
Lunch	\$8.75	\$8.75
Dinner	\$9.75	\$9.75
Damages		
Excessive Cleaning	\$20.00	\$20.00
Improper Checkout	\$20.00	\$20.00
Lost Key	\$150.00	\$150.00
Lock Change	\$25.00	\$25.00
Extended Stay (per night)	\$15.00	\$15.00
Van Rental (Requires qualified University driver)		
Per Mile	\$1.00	\$1.00
Plus per hour	\$15.00	\$15.00
Pool Rental (Requires qualified lifeguard)		
Per Two (2) hours	\$80.00	\$80.00
Facilities: (per day unless otherwise noted)		
Football Field	\$100.00	\$200.00
Soccer Field	\$100.00	\$200.00
Turf Soccer Field and Track	\$100.00	\$200.00
ASRC BB Court	\$75.00	\$150.00
Blatnik BB Court	\$50.00	\$100.00
Blatnik Wrestling	\$25.00	\$50.00
Band Areas	\$50.00	\$100.00
Baseball Field	\$100.00	\$200.00
Softball Field	\$100.00	\$200.00
Tennis Courts	\$50.00	\$100.00
College Hall	\$50.00	\$100.00
Kelly Theatre	\$50.00	\$100.00
Indoor Practice Facility / hour	\$75.00	\$150.00
Classroom (per hour)		
Not to exceed \$100 / day	\$25.00	
Not to exceed \$150 / day		\$25.00
Meeting Room / day	\$100.00	\$100.00
Paint lining of Band Area or Athletic Area (per occurrence)	\$100.00	\$100.00
Special Event	Cost	Cost plus 10%
Highlands Classroom Rental		
	FY23	FY24
First Hour	\$50	\$0
Each Additional Hour	\$50	\$0
	Variance	Percent
	-\$50	-100%
	-\$50	-100%
Gary West Event Center		
Cleaning Fee \$50 (additional charge if extensive cleaning needed)	\$50	
Rental fees below do not include a cleaning fee		
Rental Fee - Internal without alcohol	FREE	
Rental Fee - Internal with Alcohol	\$150	
Rental Fee - Outside entity without Alcohol	\$200	
Rental Fee- Outside entity with Alcohol	\$300	

The President of the University may waive facility fees for high school events when it is deemed to be in the best interest of the University.

Fiscal Year 2024 High Level Budget

Action Item

Proposed Resolution: Resolved, that the West Liberty University Board of Governors approve the Fiscal Year 2024 High Level Budget as presented.

FY 2023-2024 HIGH LEVEL BUDGET

Revenue Sources:

Undergraduate Tuition	\$ 19,169,223
Graduate Tuition	\$ 3,580,226
Housing and Food	\$ 11,034,299
Appropriation*	\$ 9,552,600
Other Revenue	\$ 1,146,600
Total FY24 Projected Revenue	\$ 44,482,948

Tuition Discount (Institutional Waivers)	\$ 6,521,000
--	--------------

Notes

Undergraduate Tuition & Fees	1,675 students (FY23 projection was 1,699)
Graduate Tuition & Fees	4915 hours (FY23 projection was 5,934 hours)
Housing	1,043 residential students (FY23 projection was 991 residential students)
Food	1,075 meal plans (FY23 projection was 867 meal plans)
*Appropriation	expected to increase due to salary increases proposed by Governor
Other Revenue	projection \$400,000 less than FY23
Total FY24 Projected Revenue	FY23 Revenue Projection was \$45,423,466
Tuition Discount (Institutional Waivers)	FY23 projection was \$6,467,000

Updated Strategic Plan

Action Item

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve the Updated Strategic Plan.

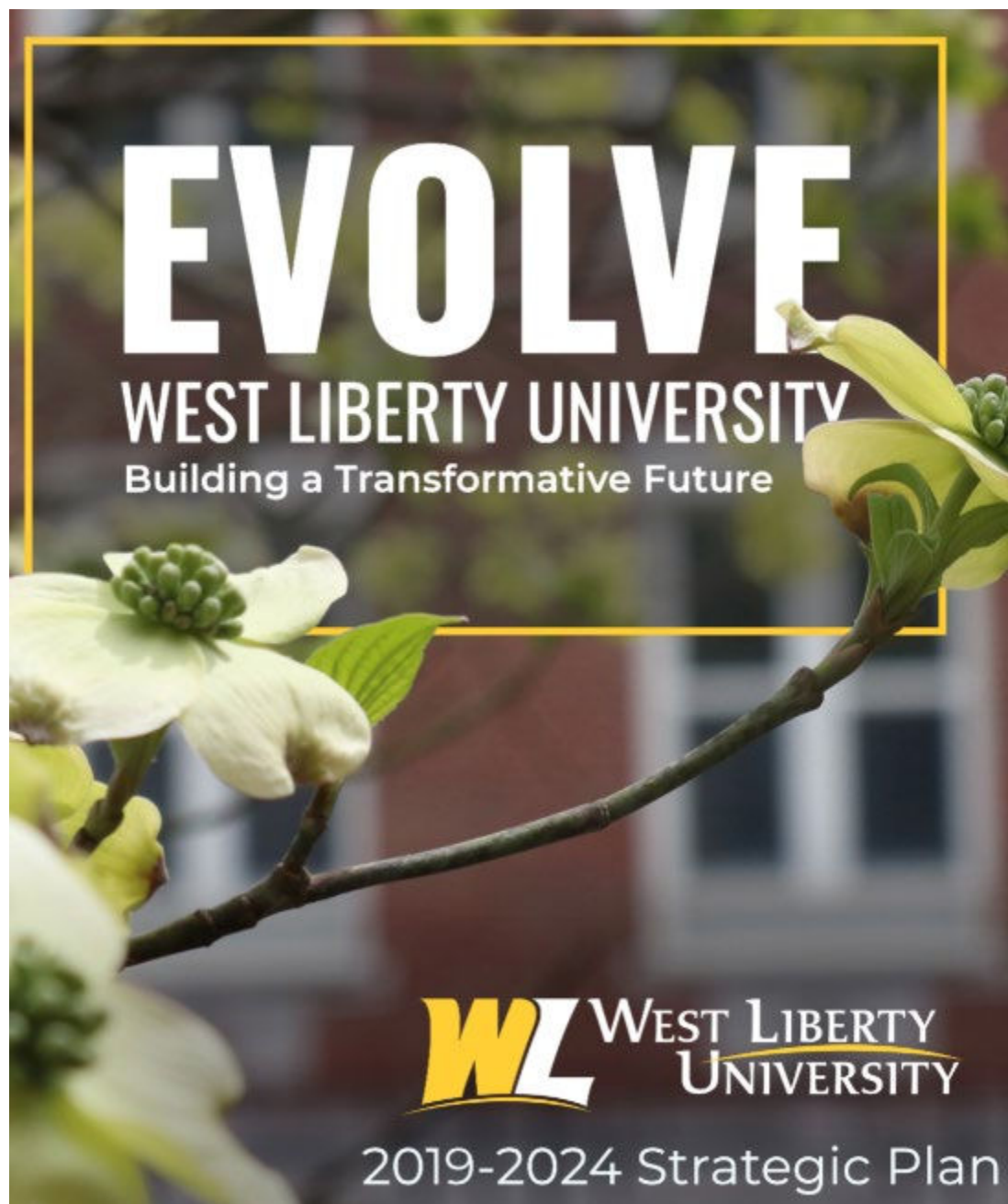


TABLE OF CONTENTS

Institutional Profile 2

Our Mission 3

Our Vision 3

Our Guiding Principles..... 4

Our Core Values..... 5

Strategic Goals for 2019-2024..... 8

Board of Governors 14



INSTITUTIONAL PROFILE

Established in 1837, West Liberty University, the first institution of higher education in the state of West Virginia, is fully accredited by the Higher Learning Commission and by the state of West Virginia. Ranked as #8 among most diverse colleges and universities in the state (NICHE.com), it is one of the most affordable universities nationwide. With a 12:1 student-to-faculty-ratio, West Liberty University provides quality education to a diverse, inclusive, and equitable student body, offering 82 academic majors, leading to baccalaureate and master degrees. West Liberty University's Hilltoppers are proud members of the NCAA Division II Mountain East Conference with more than 400 student athletes involved in 20 intercollegiate sports on campus. As West Virginia's trailblazing rural-serving postsecondary institution, West Liberty University achieves its mission to provide 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.

West Liberty University has graduated more than 30,540 degrees— 27,473 bachelor degrees; 2275 associate degrees; and 792 master degrees since its inception. West Liberty University's Office Alumni Affairs represents diverse alumni, leading the way in leadership roles in politics, healthcare, the arts, professional sports, journalism, and more. West Liberty University is one of the most diverse and largest rural-serving institutions in the state of West Virginia with an incredible spread of over 290 acres of land on the Hilltop. In 1996, two of West Liberty University's public buildings were named to the National Register of Historic Places, Shaw Hall and Shotwell Hall.

West Liberty University is proud to offer rigorous academics under our Academic Affairs Division, which includes the following areas: the College of Education and Human Performance, the College of Liberal and Creative Arts, the College of Sciences, the Gary E. West College of Business, and Graduate Studies.

A background photograph of two students, a young woman with glasses and a young man, sitting at a wooden table in a classroom or library. The woman is leaning her head on her hand and smiling, looking at a laptop. The man is sitting next to her, also looking at the laptop. The laptop has a "World Liberty University" sticker on it. The scene is brightly lit with natural light from a window in the background.

OUR MISSION

MISSION STATEMENT

West Liberty University, established in 1837, was the first institution of higher education in West Virginia. Today, we are a dynamic, inclusive, student-centered community that cultivates scholarly exploration, experiential learning, creative expression and global citizenship.

WLU is 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.

VISION

WLU aspires to be a model of innovative, inclusive, and transformative education, accessible to all, that positively impacts society.

GUIDING PRINCIPLES

In order for West Liberty University to build a strong foundation towards the advancement of the vision, and goals, West Liberty University will adhere to a planning process that ensures standards set for excellence in behavior and attitude at the university. West Liberty University will engage in the following planning process:



DIVERSE STAKEHOLDERS INCLUSIVENESS

WLU planning process is transparent and open to all faculty, staff, student, alumni, and the global community.



ONGOING TRANSPARENCY AND COMMUNICATION

WLU will provide ongoing effective communication, updates, and strategic decisions with all students, faculty, staff, alumni, and the global community through transparency.



DATA DRIVEN DECISIONS

WLU will collect data to inform decisions collectively with all stakeholders involved.



SYNCHRONIZED STATED GOALS

WLU plans will align with the State of West Virginia's Higher Education Agenda.



ACTION ORIENTED OUTCOMES

WLU's realistic operational plans will be action oriented and ignited.



INSTITUTIONAL ACCOUNTABILITY

WLU's plan will hold all stakeholders accountable for expanding initiatives from the past and include ongoing measurable performance metrics on a yearly basis, providing outcomes in alignment with the university's mission and strategic goals, including assurance that the annual budget process (Procedure 10) supports all strategic initiatives.

CORE VALUES

West Liberty University's core values serve as a guide to promote success among students, faculty, and community engagement.

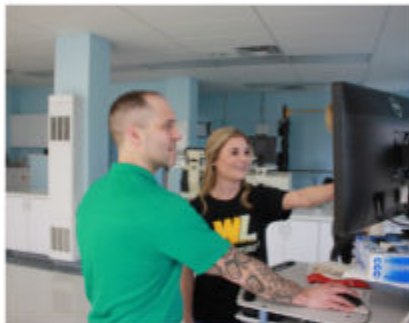


AFFORDABILITY

WLU remains focused on providing excellent education for students at an affordable price.

CARING

WLU is dedicated to exemplifying a caring environment for all students, faculty, staff, and the global community through respect, a sense of belonging, and equity to all.



DIVERSITY

WLU is committed to recruiting a diverse body of students, faculty, and staff where ideas are welcomed and inclusive to provide excellence in a high impact educational and community engaged experience.

EXCELLENCE

To guarantee institutional effectiveness, WLU provides excellence and quality in education, research, service, arts, and humanities.

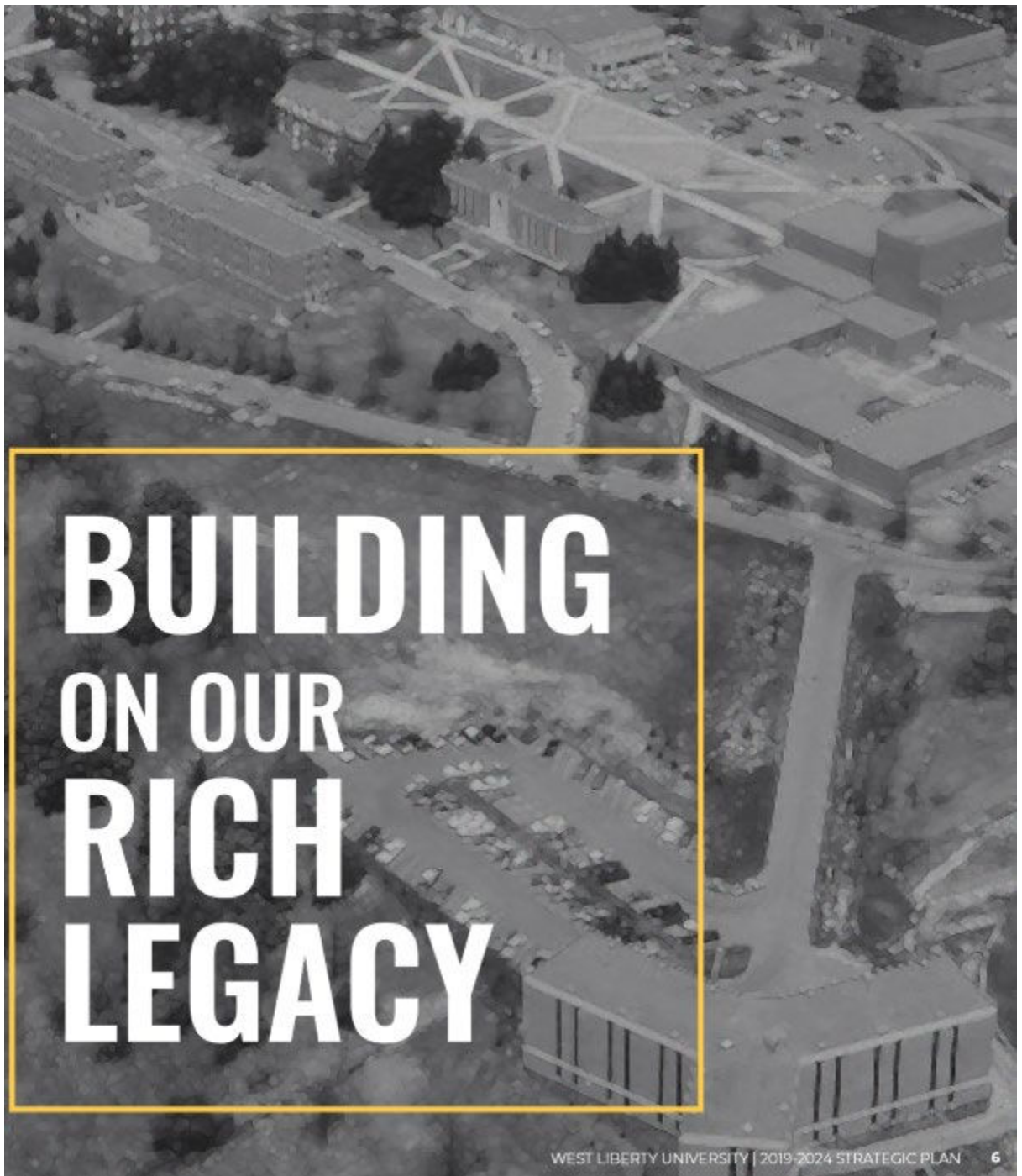


INNOVATION

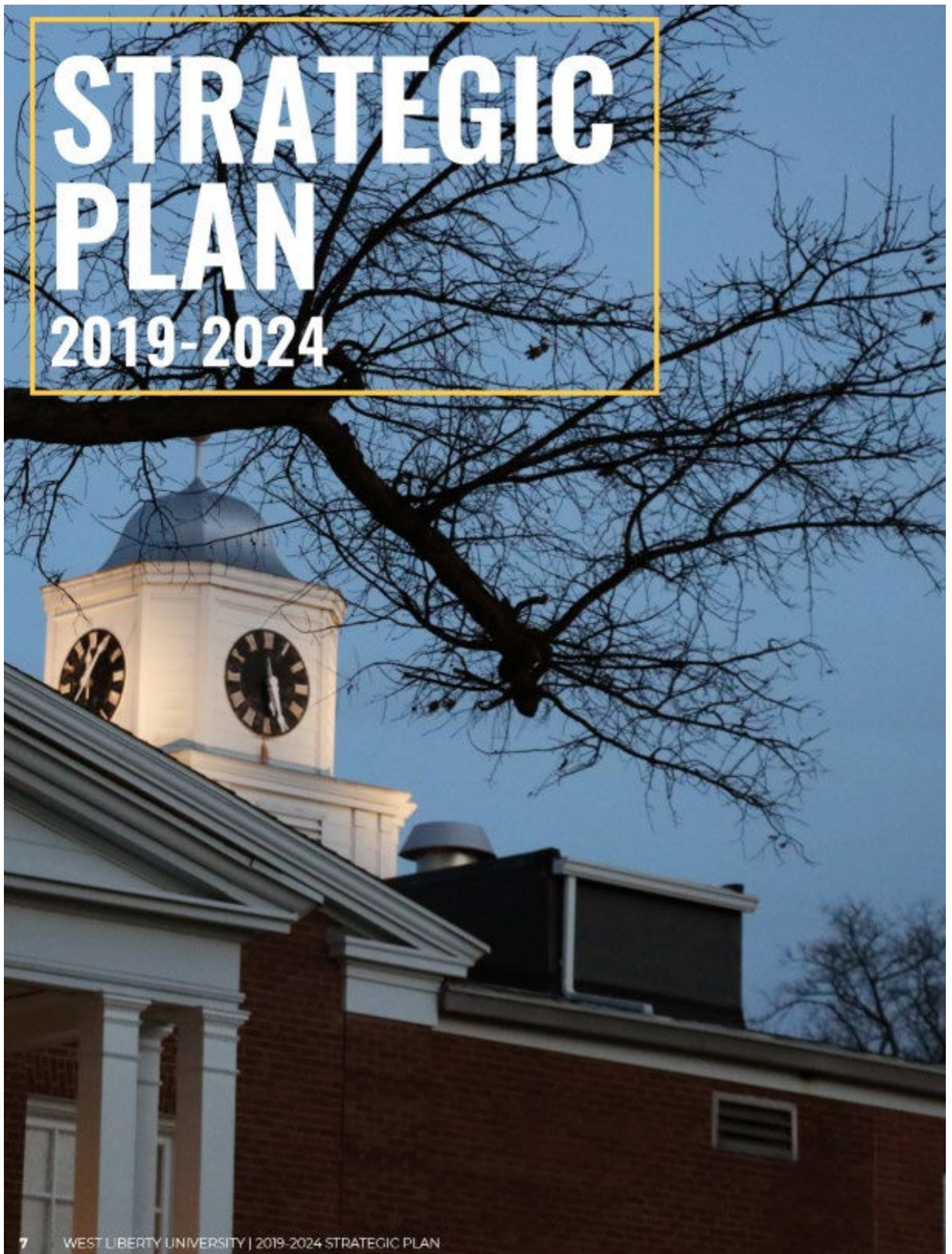
WLU cultivates innovation in teaching, learning, projects, and service among students, faculty, and staff.

RESPECT

WLU will always respect everyone with dignity and professionalism, both on and off campus.



WEST LIBERTY UNIVERSITY | 2019-2024 STRATEGIC PLAN 6





GOAL 1

DEMONSTRATING ACADEMIC EXCELLENCE

We aim for West Liberty University to be nationally recognized as a dynamic destination for academic excellence, an institution that encourages scholarly exploration, experiential learning, creative expression, and global citizenship across degree levels and disciplines.

West Liberty University will demonstrate academic excellence by implementing the following strategic initiatives:

- 1.1 Attract and retain students at every level—traditional age and adult, transfer and first-year, graduate, and non-degree-seeking.
- 1.2 Attract and retain an outstanding and diverse faculty.
- 1.3 Pursue innovative, viable, and relevant program development.
- 1.4 Develop high-impact practices for learners through a range of innovative learning platforms.
- 1.5 Foster a vibrant co-curriculum that addresses the whole student experience.
- 1.6 Increase the number of students exemplifying academic excellence through enrollment, retention, and graduation rates.
- 1.7 Affirm and expand national, regional, and specialized accreditations
- 1.8 Pursue continuous improvement through consistent, data-driven assessment and analyses of student learning.



CULTIVATING DIVERSITY, EQUITY, & INCLUSION

We will cultivate an environment that supports an equitable, inclusive, and diverse population.

West Liberty University will cultivate diversity, equity, and inclusion by implementing the following strategic initiatives:

- 2.1 Develop and implement ongoing D.E.I. workshops.
- 2.2 Establish recruitment initiatives that target diverse student populations.
- 2.3 Create retention strategies that support a diverse student community.
- 2.4 Provide programs that build and strengthen inclusive teamwork.



CREATING AN INNOVATIVE STUDENT EXPERIENCE

We work to create a vibrant and engaged student experience, no matter where or how students attend West Liberty University—undergraduate or graduate, residential or commuter, online or on campus.

West Liberty University will build an innovative student experience by implementing the following strategic initiatives:

- 3.1 Engage students in experiences that extend beyond the classroom.
- 3.2 Develop a student culture that fosters a true sense of belonging.
- 3.3 Provide holistic support for the whole student experience—financial, wellbeing, career, and physical support.
- 3.4 Provide resources that foster an innovative, safe, and nurturing student experience.



ENHANCING COMMUNITY ENGAGEMENT

We envision WLU as a regional, national, and global leader in preparing a diverse student population to be impactful in society.

West Liberty University will enhance community engagement by implementing the following strategic initiatives:

- 4.1 Sustain and grow the university's image as a leader in the region by effectively telling our story.
- 4.2 Provide services and learning opportunities for all on- and off-campus constituencies.
- 4.3 Create, expand, facilitate, and sustain dynamic partnerships and relationships that serve all stakeholders.
- 4.4 Enhance communication practices to strengthen our brand and share information.



STRENGTHENING OPERATIONAL & FINANCIAL EXCELLENCE

We see WLU as a future oriented institution, rooted in a successful past, pursuing continuing excellence with a strong workforce.

West Liberty University will strengthen operational and financial excellence by implementing the following strategic initiatives:

- 5.1 Support the university mission through solid business decisions and ongoing campus maintenance
- 5.2 Provide an outcome-driven culture with accurate data, best practices, and feedback
- 5.3 Develop an efficient business climate of ongoing employee evaluations, while offering learning and professional development opportunities
- 5.4 Continue to enhance technology to meet the changing needs of the University
- 5.5 Work collaboratively with the West Liberty University Foundation to grow private revenue.
- 5.6 Comply with local and state regulations for efficiency in finances



BOARD OF GOVERNORS 2021-2022

JACK ADAMS

BOG Vice Chair
McMurray, PA

MICHAEL J. BAKER

Cast & Baker Corporation, Wheeling, WV

SYDNEY BURKLE

President
WLU Student Government Association and
WLU Student Representative

ARLENE O. BRANTLEY

Enterprise Account Executive at Google
Atlanta, GA

RICHARD H. CARTER

Retired CEO of Wheeling Nisshin
Wheeling, WV

THOMAS A. CERVONE

Managing Director
Clarence Brown Theatre/Department of Theatre
University of Tennessee Knoxville
Knoxville, TN

JAMIE EVICK, D.O.

BOG Secretary
WVU Medicine
Glen Dale, WV

RYAN GLANVILLE

Coordinator of International Programs/Recruiting
WLU Staff Representative

RICHARD A. LUCAS

BOG Chair
President & Chief Executive Officer
Main Street Bank
Wheeling, WV

DAVID H. MCKINLEY, CFP

President and Chief Investment Officer
McKinley Carter Wealth Services
Wheeling, WV

JASON METZ, PH.D.

Assistant Professor of Exercise Physiology
WLU Faculty Representative

STEPHANIE L. SHAW

Vice President-Enterprise Technology
The Wendy's Company
Columbus, OH



Words by Paul and Helen Elbin, Former WLU President and First Lady

***Sing of our college, old West Liberty
High in the hills she stands; higher still her standards
Pride of the young and old; worthy our devotion
Hail to West Liberty!***

***Many thy sons and daughters who have carried
Thy name to greater heights in the fields of service
May we uphold thy cause, as have those before us
Hail to West Liberty!***

***Though we must leave thee, we shall e'er be loyal
True to thy high ideals and the bonds of friendship
Striving to serve thee in thy great endeavor
Dear old West Liberty!***

5-Year Academic Program Review

Action Item

The Board of Governors is asked to approve the 5-Year Academic Program Review as presented in the attachment emailed to board members on 3/22/2023.

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve the 5-Year Academic Program Review as presented.

West Liberty University Board of Governors
March 29, 2023

West Liberty University Highlands Center

Action Item

The Board of Governors is asked to approve ending the lease for the West Liberty University Highlands Center with the Ohio County Development Authority on April 30, 2023.

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve ending the Highlands lease as stated.

2023-2024 Sabbaticals

Action Item

The Board of Governors is asked to approve sabbatical requests as follows:

- Jeremy Larance, beginning January 2024 and ending May 2024
- Ryan McCullough, beginning August 2023 and ending May 2024
- Anna Stephan-Robinson, beginning August 2023 and ending December 2023

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve sabbatical requests as stated.

BOARD OF GOVERNORS
SABBATICAL LEAVE REQUEST

Summary Sheet

NAME: _____ Jeremy Larence _____ INSTITUTION: _____ West Liberty University _____

DEGREES HELD/ _____
FIELD OF STUDY: _____ PhD in English Literature _____

PRESENT POSITION/ _____ DEPARTMENT DIVISION/ _____
ACADEMIC RANK: _____ Professor _____ ADMINISTRATIVE UNIT: English & Modern Languages

DATES OF FULL-TIME EMPLOYMENT
AT INSTITUTION: FROM _____ 8/2007 _____ TO _____ present _____ TOTAL YEARS: _____ 15 _____

CURRENT SALARY: _____ \$67,050.32 _____ DATE TENURED: _____ 2014 _____

DATE OF LAST SABBATICAL: _____ N/A _____ SUPERVISOR: _____ Dr. Angela Rehbein _____

HOW WILL TEACHING, ADVISING AND OTHER SUCH DUTIES BE MET DURING ABSENCE:

The upper-level courses that the English program will offer in Spring 2023 are already assigned to other faculty members, so there is no need to reassign any of my regular specialist courses. With adequate advance notice and some shuffling of the number of sections offered, the program can adequately staff the general studies composition and literature courses that I would teach that semester.

COST TO INSTITUTION: _____ \$0 _____

DATES OF SABBATICAL LEAVE:

FROM _____ Jan 2023 _____ TO _____ May 2023 _____ NO. OF SEMESTERS: _____ 1 _____

BRIEF SUMMARY OF PLAN OF ACTIVITY/PURPOSE OF SABBATICAL:

The primary purpose of my sabbatical will be to produce and publish free textbooks (open educational resources) on British literature.

Describe specific objectives of your proposed sabbatical leave. (Attach additional sheets if needed)

My primary objective will be to create *free open-source textbooks* for British literature courses on works from the Romantic period to the early twentieth-century (approximately 1790-1920). To achieve this goal, another primary objective will be to create a template for a living document that can be expanded over time to include American, British, and world literature from all periods.

A secondary objective will be to explore multiple means of publication and dissemination (cloud access, web-based documents, on-demand printing, etc.) to help me determine with method(s) will work best for future editions. I have already used a \$5000 grant from the West Virginia Higher Education Policy Commission (HEPC) to create an early prototype of such a textbook (see attachment) that I am currently piloting in ENG 214: British Literature II. As I create these resources, an additional secondary objective will be to use this OER textbook to create online OER courses for West Liberty University and the West Virginia Remote Online Collaborative Knowledge System (WVROCKS).

After my sabbatical, I will be able to use my work to help other WLU faculty members create their own OER textbooks.

SUMMARY OF BENEFIT TO INSTITUTION:

Aside from the obvious fact that our students will save hundreds of dollars a year, creating and using OER textbooks have been proven to have a positive effect on student success. According to research conducted by the OER Research Hub (Open University):

- Use of OER leads to improvement in student performance and satisfaction;
 - The open aspect of OER creates different usage and adoption patterns than other online resources.
 - Open education models lead to more equitable access to education, serving a broader base of learners than traditional education;
 - Use of OER is an effective method for improving retention for at-risk students;
 - Use of OER leads to critical reflection by educators, with evidence of improvement in their practice;
 - OER adoption at an institutional level leads to financial benefits for students and/or institutions;
 - Open education acts as a bridge to formal education, and is complementary, not competitive, with it;
 - Participation in OER pilots and programs leads to policy change at institutional level;
- Informal means of assessment are motivators to learning with OER. (<https://openedreader.org/chapter/oer-research-hub/>)

BOARD OF GOVERNORS
SABBATICAL LEAVE REQUEST

Summary Sheet

NAME: Ryan McCullough

INSTITUTION: West Liberty University

DEGREES HELD/

FIELD OF STUDY: B.A. Communication Studies/Political Science, M.A. Communication Studies, Ph.D
(Graduated) Rhetoric / Media and Communication

PRESENT POSITION/

ACADEMIC RANK: Associate Professor of
Communication

DEPARTMENT DIVISION/

ADMINISTRATIVE UNIT: CoLCA, Dept. of Media and
Visual Arts

DATES OF FULL-TIME EMPLOYMENT

AT INSTITUTION: FROM August 2009 TO Present TOTAL YEARS: 13 ½

CURRENT SALARY: \$61,953.12

DATE TENURED: Application pending this AY

DATE OF LAST SABBATICAL: N/A

SUPERVISOR:

HOW WILL TEACHING, ADVISING AND OTHER SUCH DUTIES BE MET DURING ABSENCE: My letter of appointment indicates that I am required to teach COM courses that are part of the WLU general education program. These courses include COM 101 and COM 203. These course can be taught by any faculty member in the department. In addition, my letter of appointment indicates that I am to teach COM core classes. Traditionally, this includes COM 401 and COM 410. My Letter of Appointment indicates that all other course assignments come at the behest of the department as a whole. We will be hiring a new faculty member, and my assignments can be given to the new faculty member. We may simply have to offer fewer sections of COM 101, but we will still offer enough sections of COM 101 to allow students to graduate in a timely manner. At most, we will lose 4 out of 13 total sections offered.

COST TO INSTITUTION: \$30,976.12

DATES OF SABBATICAL LEAVE:

FROM August 2023 TO May 2024

NO. OF SEMESTERS:

BRIEF SUMMARY OF PLAN OF ACTIVITY/PURPOSE OF SABBATICAL:

A. Convert my recently completed dissertation, *Neil Postman's Loving Resistance Fighter: A Philosophy of Communication in the Age of Technopoly*, into a book. I am currently working on a book proposal for Farleigh-Dickinson University Press.

B. Convert my award winning conference presentation, "Crisis Communication and Technology: A Media Ecology Perspective", into a journal article for *Explorations in Media Ecology*

C. Convert my conference presentation, "The Negative Space: Kenneth Burke, Cartography, and Appalachia", into a journal article for *Rhetoric and Public Affairs*, *KB Journal: The Journal for the Kenneth Burke Society*, or *The Journal of Appalachian Studies*.

D. Convert my conference presentation, "Marketing in an Age of Precarity: Integrated Marketing Communication as Strategic Rhetoric", into a journal article for *Journal of Public Relations Research* or *Communication Quarterly*.

E. Put together a book proposal on the history of media in Wheeling, WV. I intend to submit this proposal to WVU Press.

SUMMARY OF BENEFIT TO INSTITUTION:

By moving these projects into publication, it will increase my scholarly profile and the scholarly profile of West Liberty University. Currently, I am the only non-visiting communications faculty with a terminal degree, and through publications, I hope to increase the scholarly profile of our Media Communications program. In addition, the additional research into media ecology and public relations will enhance my ability to teach in those areas of our Media Communication Program. Publishing book on the history of Wheeling media will increase the profile of our university in the community.

BOARD OF GOVERNORS
SABBATICAL LEAVE REQUEST

Summary Sheet

NAME: Anna Stephan-Robinson INSTITUTION: West Liberty University

DEGREES HELD/FIELD OF STUDY:

Ph.D., Music Theory
M.A., Music Theory
M.M., Horn performance
B.A., Music Education
A.A.S., Music

PRESENT POSITION/
ACADEMIC RANK: Professor

DEPARTMENT DIVISION/
ADMINISTRATIVE UNIT: CoLCA: Music and Theater

DATES OF FULL-TIME EMPLOYMENT

AT INSTITUTION: FROM August 2011 TO Present TOTAL YEARS: 11.5

CURRENT SALARY: \$67000 DATE TENURED: 2017

DATE OF LAST SABBATICAL: n/a SUPERVISOR: Dr. Matthew Harder, Interim Chair of Music and Theater

HOW WILL TEACHING, ADVISING AND OTHER SUCH DUTIES BE MET DURING ABSENCE:

See attached letter from Dr. Harder, chair of Music and Theater.

COST TO INSTITUTION: _____

DATES OF SABBATICAL LEAVE:

FROM August 2023 TO December 2023 NO. OF SEMESTERS: 1

BRIEF SUMMARY OF PLAN OF ACTIVITY/PURPOSE OF SABBATICAL:

The specific objective of my proposed sabbatical leave is to research music by underrepresented musicians with a goal of incorporating this repertoire into my teaching. I plan to create my own anthology for all four semesters of Music Theory, supplemented by playlists of recordings. This anthology will contain music by a variety of musicians in a variety of styles, including strong representation by music creators who are non-white and who are not cisgender, heterosexual men.

SUMMARY OF BENEFIT TO INSTITUTION:

Pedagogical benefits: students will receive a more equitable music education. All music majors will better understand issues of diversity and equity in music. There may be some additional benefit in increased retention.

Deferred Maintenance

Action Item

The Board of Governors is asked to approve the revised AR8 list, pending state funds for deferred maintenance.

Proposed Resolution: *Resolved*, that the West Liberty University Board of Governors approve the revised AR8 list, based on state funding for deferred maintenance.

Row	West Virginia Higher Education Policy Commission TOTAL Institutional Capital Projects Request FY 2024							
Labels								
Project Name	Category	Project Class	Funding status	Project States	Master Plan	Sum of Request Amount	Comments on Potential Revenue Generation or Cost to Institution if not Done	
WEST LIBERTY UNIVERSITY								
1	Campus Wide Water Main Replacement	Campus utility and major infrastructure	Reliability	new request	preliminary planning stage	N	550,000 Cost to University	
2	HVAC - Library	Library, computer, communications and other academic if	Reliability	supplemental funding request	preliminary planning stage	Y	1,900,000 Cost to University	
3	Fine Arts Roof	Instructional Space	Asset Preservation	new request	preliminary planning stage	Y	2,010,000 Cost to University	
4	Krise Hall Roof	Administrative support services and physical plant improv	Asset Preservation	new request	preliminary planning stage	N	590,000 Cost to University	
5	ASRC ROOF	Auxiliary, parking, athletic and recreation facilities	Asset Preservation	supplemental funding request	preliminary planning stage	Y	1,240,000 Cost to University	
6	Life Safety Upgrades - Academic buildings - ADA Needs	Auxiliary, parking, athletic and recreation facilities	Safety/code	supplemental funding request	preliminary planning stage	Y	1,850,000 Safety	
20	Aquatic Conservation Center	Instructional Space	New Construction	supplemental funding request	project under design by Architect/Engineer	Y	1,300,000 Revenue Generating	
7	LIBRARY WINDOW REPLACEMENT	Administrative support services and physical plant improv	Economic Operations	supplemental funding request	preliminary planning stage	Y	700,000 Cost to University	
8	Chapel HVAC/Plumbing	Auxiliary, parking, athletic and recreation facilities	Asset Preservation	new request	preliminary planning stage	N	750,000 Cost to University	
9	Fine Arts HVAC	Campus utility and major infrastructure	Economic Operations	new request	preliminary planning stage	Y	870,000 Cost to University	
10	Student Union HVAC	Auxiliary, parking, athletic and recreation facilities	Economic Operations	new request	preliminary planning stage	Y	1,400,000 Cost to University	
11	Arnett Classroom Re-Heat	Campus utility and major infrastructure	Economic Operations	new request	preliminary planning stage	Y	900,000 Cost to University	
12	Door Access/Surveillance	Campus utility and major infrastructure	Safety/code	funded and underway	out to bid or under construction	N	1,400,000 Safety	
33	MAIN HALL RENOVATIONS	Instructional Space	Program Improvement	funded and underway	project under design by Architect/Engineer	Y	1,500,000 Complete	
14	FINE ARTS WINDOWS DOORS	Instructional Space	Asset Preservation	supplemental funding request	preliminary planning stage	Y	650,000 Cost to University	
16	ARNETT WINDOWS DOORS	#N/A	#N/A	#N/A	preliminary planning stage	(blank)	75,000 Cost to University	
17	MYERS MAINTENANCE BUILDING ROOF	Administrative support services and physical plant improv	Asset Preservation	supplemental funding request	preliminary planning stage	Y	200,000 Cost to University	
18	BLATNIK HALL WINDOW REPLACEMENTS	Administrative support services and physical plant improv	Economic Operations	supplemental funding request	preliminary planning stage	Y	100,000 Cost to University	
19	KRISE HALL WINDOW REPLACEMENT	Administrative support services and physical plant improv	Economic Operations	supplemental funding request	preliminary planning stage	Y	164,000 Cost to University	
21	LIBRARY SEWER PUMP	Instructional Space	Safety/code	supplemental funding request	preliminary planning stage	N	50,000 Cost to University	
22	HUGHES HALL WINDOW REPLACEMENT	Administrative support services and physical plant improv	Economic Operations	supplemental funding request	preliminary planning stage	Y	156,000 Cost to University	
23	MARKETPLACE GENERATOR	Auxiliary, parking, athletic and recreation facilities	Reliability	supplemental funding request	preliminary planning stage	Y	150,000 Safety	
24	LIBRARY PARKING LOT	Auxiliary, parking, athletic and recreation facilities	Asset Preservation	supplemental funding request	preliminary planning stage	Y	200,000 Cost to University	
25	COLLEGE HALL	Instructional Space	Asset Preservation	supplemental funding request	preliminary planning stage	Y	1,000,000 Revenue Generating	
26	STUDENT UNION RENOVATION	Auxiliary, parking, athletic and recreation facilities	Program Improvement	supplemental funding request	preliminary planning stage	Y	2,000,000 Cost to University	
27	SHOWELL HALL RENOVATIONS	Administrative support services and physical plant improv	Asset Preservation	supplemental funding request	preliminary planning stage	Y	200,000 Cost to University	
28	STUDENT RECREATION CENTER & DINING FACILITY	Auxiliary, parking, athletic and recreation facilities	Program Improvement	supplemental funding request	preliminary planning stage	Y	3,000,000 Cost to University	
29	ARNETT HALL RENOVATION	Instructional Space	Reliability	supplemental funding request	preliminary planning stage	Y	800,000 Safety	
30	CAMPBELL HALL FOURTH FLOOR BUILDOUT	Auxiliary, parking, athletic and recreation facilities	#N/A	#N/A	#N/A	(blank)	2,500,000 Revenue Generating	
31	HVAC MULTIPLE BUILDINGS	Auxiliary, parking, athletic and recreation facilities	#N/A	#N/A	#N/A	(blank)	4,000,000 Cost to University	
LIFE SAFETY UPGRADES ACADEMIC BUILDINGS								
Auxiliary, parking, athletic and recreation facilities						(blank)	250,000 Safety	



Board Report

WLU Board of Governors

March 29, 2023

• Office of the President	Pgs. 44-46
• Academic Affairs	Pgs. 47-48
• Student Affairs and Enrollment Management	Pgs. 49-50
• Legal Counsel	Pgs. 51-52
• Fiscal Affairs	Pgs. 53-54
• External Affairs	Pgs. 55
• Athletics	Pgs. 56-57
• Human Resources	Pgs. 58-59
• IT/Physical Plant	Pgs. 60-61
• WLU Foundation	Pgs. 62

I. West Liberty University 2019-2024 Strategic Plan

- Goal #1 Demonstrating Academic Excellence
- Goal #2 Cultivating Diversity, Equity, and Inclusion
- Goal #3 Creating an Innovative Student Experience
- Goal #4 Enhancing Community Engagement
- Goal #5 Strengthening Operational and Financial Excellence

II. Update on Specific Strategic Objectives**A. Goal #1: Demonstrating Academic Excellence.****1.1 *Attract and retain students.***

March 17 and 24 Accepted students day. Anticipated attendance for both events 200 students and their families.

Applications are down five students compared to this time last year.

RFP issued for University marketing, branding, and communications.

1.2 *Attract and retain an outstanding and diverse faculty.*

Dr. Deanna Schmitt Faculty Merit Foundation of West Virginia Faculty of the Year Finalist.

New Faculty Members

Megan Eckleberry, Instructor of Nursing

Mary Railing, Visiting Faculty, Chemistry

Margaret Sims, Assistant Professor of Physician Assistant

Alvin Simpson, Assistant Professor of Music, Band Director

Chris Vopal, Instructor of Biostatistics

1.3 *Pursue innovative and relevant program development.* The Doctor of Education Degree in Instructional Leadership, Management, and Innovation site Higher Learning Commission site visit April 24-25, 2023.

Annual Program Review Template Developed - Pilot Program Report attached.

We are exploring Aviation Program by partnering with Marshall University for course delivery.

1.4 *Foster a vibrant co-curriculum that addresses the whole student experience.* Professor Lavender and Multicultural Recognition Ceremonies schedule for the end of the Spring semester. Second Chance Prom March 31, Blatnik Gym. SafeZone Training April 5. Black History keynote speaker David Fryson. Activates for Women's Empowerment month are continuing in March. Bike Grant \$5,000 from BeActive WV for the *BikeWestLib Project***1.6 *Increase the number of students exemplifying academic excellence through enrollment, retention, and graduation Rates.***

Men's basketball player Bryce Butler honored as First-Team NCAA Division II Academic All-American by the CSC. Butler, Ben Sarson, Zach Rasile, and Steve Cannady honored as First-Team Academic All-District selections by the CSC.

Women's basketball players Anna Lucarelli, Grace Faulk, and Jen Riccardo honored as First-Team NCAA Division II Academic All-District selections by the CSC.

Retention plan, including year-long planning to provide more information on student schedules. Financial-Aid name change to Student Financial Services. Student Success Center evaluation of how to better provide learning resources. Dr. Richard Whitehead has been leading the ADA elements of the Student Success Center, streamlining services for efficiency.

1.7 *Affirm and expand national, regional, and specialized accreditation.*

The College of Business has begun working on its self-study for IACBE accreditation.

B. Goal #2: Cultivating Diversity, Equity, and Inclusion.

2.3 *Create retention strategies that support a diverse student community—developing plans for a student success center.*

2.4 *Provide programs that build and strengthen inclusive teamwork.*

Diversity Committee initiatives for the Spring Semester: Sub-committees supported activities for Women's Empowerment (March). Lavender and Multicultural Recognition Ceremonies for Spring 2023 Commencement are planned. The committee will coordinate with PRIDE on the 2nd Annual Second Chance Prom on March 31. SafeZone Training is scheduled for April 5, 2023, and will be offered to Students, Faculty & Staff.

C. Goal #3: Creating an Innovative Student Experience.

3.1 *Engage students in experiences that extend beyond the classroom.*

WLU was selected to host the April 2023 Acrobatics & Tumbling (NCATA) Championships. The WLU Alumni Association and the WLU Foundation provided three charter buses for students and alumni to attend the men's basketball NCAA Division II Atlantic Region championship game at Indiana (Pa.)

3.2 *Develop a student culture that fosters sense of belonging.*

The hiring process for selecting graduate assistants has been evaluated.

3.3 *Provide holistic support for the whole student experience.*

We are evaluating the Student Success Center, including the replacement of Chris McPherson and Dr. Richard Whitehead, covering ADA.
Implementing Barnes and Noble Books First Day program

3.4 *Provide resources that foster a safe and nurturing student experience.*

The University is reviewing the WiFi and entertainment needs and desires of Residence Life students to provide increased enhancements.

D. Goal #4: Enhancing Community Engagement.

4.1 Sustain and grow the University's image as a leader by effectively telling our story. Hilltop Minute showcases Students, Faculty, and Staff. CC the President series highlighting students' academic programs and campus activities.

4.3 *Create, expand, and facilitate dynamic partnerships and relationships that serve all stakeholders.*
Several MOUs have been signed to include partnerships. External Affairs has established a Chamber team and has partnered with WLUF to grow business partnerships.

OFFICE OF THE PRESIDENT

E. Goal #5: Strengthening Operational and Financial Excellence.

5.1 *Support the University mission through sound business decisions and ongoing campus maintenance.*

The high-level balanced budget presented for FY24. The three-year budget planning process will include members of the President's cabinet, faculty, and staff.

Discussions have commenced investigating solar generation to reduce utility costs on campus. Update the Building Access System campus-wide and enhance campus surveillance.

5.2 *Provide an outcome-driven culture with accurate data, best practices, and feedback. We are developing a dashboard with institutional data.*

Five-year program reviews have been submitted and reviewed for the Board of Governors' Approval. Once approved, they will be submitted to WVHEPC due May 31.

5.3 *Develop an efficient business culture of ongoing employee evaluations.*

The Office of Human Resources reports several trainings have occurred across the campus over the past few weeks.

Staff listening sessions were conducted by Mr. Bill Sliwa and Dr. Mark Schulman to understand the culture on campus better. Faculty Senate will vote if they would like to participate in similar listening sessions

Annual faculty evaluations will be submitted on April 1. Sarah West is working with the committee to ensure Faculty Success aligns with Policy.

5.5 *Work collaboratively with the WLU Foundation to grow private revenue.*

Betsy Delk and her team have been diligently planning the Annual Day of Giving on April 5, 2023; still looking for matching donors if interested. Goal \$300,000.

5.6 *Comply with local and state regulations for efficiency in finances.*

FY23 Balanced Budget as of 2/28/23, the Budget to Actual is on target with approved Budget

III. Other Matters of Focus

- PEIA changes will address the campus community once changes are solidified
- Governor's Raise
- Campus Carry – Risk Assessment will take place; the CERT team has already begun an internal assessment led by Chief Fox

IV. Personnel Items at the Cabinet Level

- Ms. Cyndi Galloway, Executive Assistant to the President
- Interim Vice President for Academic Affairs/Provost Dr. Mark Schulman from the Registry. The search will continue once the President is selected.

V. Information Requested by Committee

- Cancellation of Highlands Center Lease

VI. Action Items

- Approval of FY24 Tuition & Fee Packet
- Approval of FY24 High-Level Budget
- Approval of the updated Strategic Plan as it stands
- Approval of the 5-year Academic Program Review
- Approval to end the lease of the Highland Center Agreement with Ohio County Development Authority ending April 30
- Sabbatical Approvals

Respectfully submitted,



Cathy Monteroso Ed.D.
Interim President

OFFICE OF THE PRESIDENT

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

A. West Liberty University will demonstrate academic excellence by implementing the following strategic initiatives:

Strategic objective: 1.1 Attract and retain students at every level—traditional age and adult, transfer and first-year, graduate, and non-degree-seeking.

1. Higher Education Policy Commission approved the Doctorate in Education Dec. 16, 2023. Higher Learning Commission site visit April 24-25, 2023.

Strategic Objective: 1.2 Attract and retain an outstanding and diverse faculty.

1. New Faculty Members:

- Megan Eckleberry, Instructor of Nursing
- Margaret Sims, Assistant Professor of Physician Assistant
- Mary Railing, Visiting Professor of Chemistry
- Chris Vopal, Instructor of Biostatistics
- Alvin Simpson, Assistant Professor of Music, Band Director

2. Sabbaticals, 2023-2024

- Dr. Tammy McClain, College of Science, Fall 2022
- Dr. Fuhua Chen, College of Science, Spring 2023
- Anna Stephan-Robinson
- Ryan McCullough, COLCA, Full Year
- Dr. Jeremy Larance, COLCA

3. Promotion and Tenure

- Reviews are in process and proceeding smoothly.

Strategic Objective: 1.3 Pursue innovative, viable, and relevant program development.

1. Additional planning work in the Provost's Office for comprehensive Program Review.
2. Aviation Program in partnership with Marshall University moving ahead.

Strategic Objective: 1.4 Develop high-impact practices for learners through a range of innovative learning platforms.

- Examination of higher-level approaches for distance learning.

Strategic Objective: 1.5 Foster a vibrant co-curriculum that addresses the whole student experience.

- As part of program review planning, areas for review in this area are being defined.

Strategic Objective: 1.7 Affirm and expand national, regional, and specialized accreditations.

- Preparation for 2024 report to submit to HC (focusing on retention) underway.

Strategic Objective: 1.8 Pursue continuous improvement through consistent, data-driven assessment and analyses of student learning.

- Refinements of Faculty Success professional development program underway.

VIII. Significant Accomplishments

- Interim Provost started February 8, 2023

IX. Other Matters of Focus

- Assessment continues of Pilot program for the Annual Program Review
- Assessment continues of Pilot Program for the Five-Year Review
- Pilot program to Develop year-long scheduling as part of a retention plan initiated.

X. New (Essential) Personnel

<u>New Faculty Members:</u> Megan Eckleberry, Instructor of Nursing Peggy Sims, Academic Coordinator/PA Faculty Mary Railing, Visiting Professor of Chemistry Chris Vopal, Instructor of Biostatistics Alvin Simpson, Assistant Professor of Music, and Band Director	<u>New Staff Members:</u> Dr. Mark Schulman, Interim Provost Bill Sliwa, VP of Enrollment Sherri Theaker, Dean of Grad Studies Dakota Cornwell, Asst Football Coach Michahlene Zaleski, Accounting Asst Consultant
---	---

XI. Information Requested by Committee

n/a

XII. Action Items

n/a

Respectfully Submitted,

Mark Schulman

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

- Demonstrating Academic Excellence
 - RFP issued for higher education marketing firms to assist with all aspects of University marketing, branding and communications.
 - Marketing firms first few tasks will be publication suite and student search for 2024.
 - Infusing data and technology into our division as appropriate. Getting current tools up to class.
- Cultivating DEI
 - Diversity Committee
 - Lavender and Multicultural Recognition Ceremonies for Spring 2023 Commencement will begin to be planned out.
 - Committee will be coordinating with PRIDE on the 2nd Annual Second Chance Prom in March.
 - SafeZone Training is being planned for April 2023 and will be offered to Students, Faculty & Staff.
 - Black History Month concluded with a Keynote Speaker.
 - Women's Empowerment Month will be held throughout March with guided paint n sip, guest panel, and more
- Building An Innovative Student Experience
 - Continued communication to our current students on FAFSA renewal.
 - Students volunteered at Inclusivity on Ice n Wheeling
 - Co-hosted a Mental Health Concert which included arts, music, tabling, activities and a guest speaker on March 1, 2023
 - Special Events of Laser Tag, National Rare Disease Day, So you think (WL)U can dance program with the Theater Department along with our traditional weekly programs
 - Trip to Indiana, PA for Regional Final
 - Tentative watch parties and hopeful plan for buses to Evansville to support the basketball team
 - BIKE WLU has moved forward with production of bike racks for campus and student session and riding program has been set up to engage students
 - Monthly self-defense classes kicked off in February and will continue through April.
 - Relaunched Topper's Den Student group
 - Health Services hosted CPR Training
 - Krise Fit hours have been returned to 24/7 availability with card access, as they were pre-COVID
 - Returned Wellness Center Hours to normal operation after the loss of support staff in the fall semester and spring semester through the dedication of RA staff to work additional hours to fulfill student requests for more hours of operation
 - Developed foundation account for fitness facilities to supplement budget in effort to update facilities and equipment.
 - Finalizing implementation of housing management system for application and room selection processes.
 - Reviewing and altering meal plan requirements for leased apartments to lessen financial burden for students as apartment rates increase.
 - Created better marketing of designated graduate housing in conjunction with the Graduate Studies Office to encourage graduate students to the designated graduate student housing location. This led to an increase in graduate students living on the graduate floor, and the expansion to a second floor.

STUDENT AFFAIRS AND ENROLLMENT MGT.

- Updated designated graduate student housing location by installing kitchen in graduate floor lounge
 - Created a graduate student house to offer alternative housing options for graduate students. This will continue to be expanded on in the future as well.
- Enhancing Communication Engagement
 - Conducting a full communication and marketing audit to ensure we are following best and most current practices-ongoing.
- Strengthening Operational & Financial Excellence
 - With COVID restrictions lifted, we will begin to attend professional development opportunities and regional association meetings (NACAC and ACRAO).

II. Significant Accomplishments

- At this time all of the KPI's for enrollment remain flat from last year and we have had to adjust our enrollment goals for new first time students. Transfer initiatives are being implemented.
- We are beginning to build tracking mechanisms for 2024 to allow for year over year comparisons.
- "Student Success" center discussions continue.

III. Other Matters of Focus

- The Registrar's Office is not properly staffed to serve our students efficiently.
- Conversations going on about realignment of Registrar office to possibly report through Provost.
- The selection of a marketing firm will allow for a more focused recruitment plan.
- We must grow our enrollment to a minimum of 2000 undergraduate students.
- While we possess most of the technology suites needed for an efficient enrollment and student affairs division, our knowledge and ability to use those systems is in need of training and development.

IV. New (Essential) Personnel

V. Information Requested by Committee

VI. Action Items

Submitted by Bill Sliwa

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: Bridgeport Exempted Village School District, Upper Arlington Schools, Televine Therapy, Trinity Rehab Services, Booth Chiropractic, Intermountain Healthcare (IHS) Utah, Charlotte Mecklenburg Schools, Wellness Grove, Elle Dufrene Art Therapy**
- **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. [New Trademark Applications filed in April 2022.](#)

UPDATE: In February 2023, the Examining Attorney rejected part of the current application for likelihood of confusion citing numerous trademarks owned by Liberty University and Washington and Lee University, both in Virginia. We are responding to these non-final Office Actions with numerous arguments to the contrary.

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.
- 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 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.
- **03/29/23: Patent prosecution still in progress**

LEGAL COUNSEL

II. Other Matters of Focus

- All University Policies and Procedures will be going through a high-level review over the next several months.
- The following BOG Policies were posted for 30 days Comment on 03/16/23:
 - **NEW: HR Governance**
 - **NEW: Employee Leave (Consolidation and update of all leave policies)**
 - **Revision: Policy 6 Holidays (Include University Policy 112 Language)**
 - **Repeal: Policy 11 Employment Hiring (Becomes Internal HR Guideline)**
 - **Repeal: Policy 15 Productivity of Faculty and Administrators (WV Code repealed)**
 - **Repeal: Policy 20 Administrators Requiring Teaching or Research (Included in New BOG HR Gov Policy)**
 - **Repeal: Policy 21 Making Agendas Available to Public (Covered under Open Meetings Act and information on website-Policy unnecessary)**
 - **Repeal: Policy 22 Employment Innovations (Included in New BOG HR Gov Policy)**
 - **Repeal: Policy 25 Definition of Faculty and Staff (Included in New BOG HR Gov Policy)**
 - **Repeal: Policy 36 Leave of Absence Without Pay (Included in New Employee Leave Consolidated Policy)**
 - **Repeal: Policy 37 Military Pay (Included in New Employee Leave Consolidated Policy)**
 - **Repeal: Policy 30 Americans with Disabilities Act (Internal HR and Student Services)**
 - **Repeal: Policy 31 HIV AIDS Infection**
 - **Repeal: Policy 35 National, State, and Local Elections**
 - **Repeal: Policy 39 Group Insurance (Internal HR)**
 - **Repeal: Policy 40 Social Security (Internal HR)**
 - **Repeal: Policy 41 Retirement Benefits (Internal HR)**
 - **Repeal: Policy 42 Unemployment Compensation (Internal HR)**
 - **Repeal: Policy 44 Workers' Compensation (Internal HR)**
 - **Repeal: Policy 45 Workplace Threats and Violence (Internal HR)**
 - **Repeal: Policy 46 Use of University Property (Covered under Ethics Act and BOG Ethics Policy. BOG Ethics Policy will be updated).**
 - **Repeal: Policy 53 Access to Personnel Files (Internal HR)**
 - **Repeal: Policy 57 Discipline and Separation from Employment (Internal HR)**
 - **Repeal Policy 58 Compensation Management Rule (Internal HR)**

Respectfully Submitted,
Stephanie Hooper

LEGAL COUNSEL

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

- Strategic Priority Goal # 5 – Strengthening Operational & Financial Excellence
 - Strategic Objective 5.6 – Comply with local and state regulations for efficiency in finances
 - FY23 Balanced Budget
 - At 2/28/23, the Budget to Actual is on target with approved budget.

II. Other Matters of Focus

- Financial Impact of Enrollment on FY23 budget
 - Enrollment is down in both undergraduate and graduate programs compared to projections; however, housing and food, institutional waivers and other revenue should offset this shortage.
- Working on a detailed FY24 budget

III. Information Requested by Finance Committee and BOG

- FY23 Budget Status Report through 2/28/23 (attached)
- FY24 Tuition & Fee Packet (attached)
- FY24 High Level Budget (attached)

IV. Action Items

- Approval of FY24 Tuition & Fee Packet
- Approval of FY24 High Level Budget

Respectfully submitted,

Lori Hudson

FISCAL AFFAIRS

EXECUTIVE BOARD REPORT

3/29/2023

West Liberty University

FY23 Operating Budget Status (through 2/28/23)

PROJECTION:

Sources:	FY23		FY23		Notes	Revenue	
	Original Budget	2/28/2023 YTD Actual	Less Actual	% of Budget			
Undergraduate Tuition and Fees:	20,021,752	18,955,727	1,066,025	94.68%	Tuition estimate for summer \$1,200,000	\$ (1,066,025.34)	UG Tuition
Related Discounts:	(4,388,176)	(3,714,257)	(673,919)			\$ (1,192,355.68)	GR Tuition
Net:	15,633,576	15,241,470	392,106	97.49%		\$ 1,200,000.00	Estimate of Summer 23 (based on prior year)
Graduate Tuition:	4,452,619	3,260,263	1,192,356	73.22%		\$ (1,058,381.02)	
Related Discounts:	(525,661)	(581,602)	55,941			\$ 653,865.00	R&B
Net:	3,926,958	2,678,662	1,248,296	68.21%		\$ (404,516.02)	
Room and Board:	9,812,817	10,466,682	(653,865)	106.66%		\$ 152,195.00	Waivers under budget
Related Discounts:	(1,553,163)	(2,018,946)	465,783			\$ (252,321.02)	
Net:	8,259,654	8,447,736	(188,082)	102.28%		\$ 158,000.00	Excess royalty income over budget
State Appropriation	9,552,600	6,400,242	3,152,358	67.00%		\$ 150,000.00	Expected royalty income through EOY
Other	1,583,678	1,561,445	22,233	98.60%	Royalty income \$658,000 as of 2.28.23	\$ 55,678.98	
	38,956,466	34,329,554	4,626,912	88.12%			
Discounts	6,467,000	6,314,805	152,195				
Total FY23 Revenue Budget	45,423,466						
Uses:							
Personal Services*	19,426,786	12,897,086	6,529,700	66.39%			
Fringe Benefits	4,945,030	3,039,811	1,905,219	61.47%			
Utilities	2,356,055	1,679,522	676,533	71.29%			
Debt	2,659,121	1,442,986	1,216,135	54.27%			
Rent	1,394,778	946,045	448,733	67.83%			
Contractual Services	3,215,034	1,887,625	1,327,409	58.71%			
Other	4,884,483	3,662,446	1,222,037	74.98%			
	38,881,287	25,555,522	13,325,765	65.73%			
Discounts	6,467,000	6,314,805					
Total FY23 Expense Budget	45,348,287						
Net Income (+)/Loss (-):	75,179	8,774,032					
Total Tuition / Room and Board Revenue							
	34,287,188	32,682,672	(1,604,516)	95.32%			
Total Discount	(6,467,000)	(6,314,805)	152,195	97.65%			
Total Net Tuition / Room and Board Revenue	27,820,188	26,367,867	(1,452,321)	94.78%			

*Personal Services/Fringe Benefits (includes 18 out of 26 pays + increment)
All Other Expenses (8/12 months)

69%
67%

FISCAL AFFAIRS

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

- Objective 4.1 – Sustain and grow the university’s image as a leader by effectively telling our story
 - Launched campaign at the beginning of the year called "Hilltop Minute" where students, faculty and staff and the research, service work, or unique hobbies they have outside of the classroom are featured. This showcases the personality of our campus community and shows who we are outside of the walls of the classroom or office.
 - Launched campaign called CC The President (like including the President). In this series, Dr. Monteroso visits various groups on campus to find out more about the students, engage with them, and participate in something related to their disciplines. So far, highlights have been completed with the music department where the President learned to play African drums; Zoo Sci where she interacted with some of the animals on campus; student activities where she helped in the food pantry and play ping pong; and volleyball where she interacted with the girls and did the drills. More are being planned including highlighting the thrift store, nursing program, and dental hygiene program.
- Objective 4.3 – Create, expand, facilitate, and sustain dynamic partnerships and relationships that serve all stakeholders
 - Generation WV and Leadership WV - The goal is to network with and understand as much of the rest of the state as possible. Build relationships with young leaders across the state to grow the reach and influence of WLU.
 - Working with business partners and student services to help identify opportunities for sponsorship dollars and build connections with partner businesses for internships.
 - Chambers of Commerce - attending, hosting, and sponsoring several chamber events, involvement in Leadership WV, and making connections with locally elected state representatives, the WV State Chamber of Commerce, and Regional Economic Development. Each of these bodies plays a role in grant opportunities, laws facing higher education, the evolution of our competitive landscape, and our development of new programs. The goal is to understand key players, key timelines, and key opportunities so we can plan accordingly to highlight and promote WLU.
 - Continue to Partner with the WLUF to grow community business partnerships for both fundraising opportunities for WLU as well as Internship opportunities for our students. Identifying quality partners and new business opportunities

II. Information Requested by BOG

- None at this time.

III. Action Items

- None at this time.

EXTERNAL AFFAIRS

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

- **Priority #1: DEMONSTRATING ACADEMIC EXCELLENCE**

1.1 Attract and retain students at every level—traditional age and adult, transfer and first-year, graduate, and non-degree-seeking.

- Men's basketball player Bryce Butler honored as First-Team NCAA Division II Academic All-American by the CSC
- Butler, Ben Sarson, Zach Rasile and Steve Cannady also honored as First-Team Academic All-District selections by the CSC
- Women's basketball players Anna Lucarelli, Grace Faulk and Jen Riccardo honored as First-Team NCAA Division II Academic All-District selections by the CSC

- **Priority #2: CULTIVATING DIVERSITY, EQUITY, AND INCLUSION**

2.4 Provide programs that build and strengthen inclusive teamwork

- The WLU athletic department developed and implemented a multi-platform social media campaign to promote Black History Month
- Associate head women's basketball coach Cassie Seth developed and directed the athletic department's week-long support and participation in the NCAA's organization-wide Women in Sports initiative
- The WLU athletic department collaborated with Jared Thompson to create a video in recognition and celebration of NCAA Division II Day on Feb. 22
- Dr. Monteroso and Kate Billings recognized and honored a group of female campus leaders on the court at halftime of the women's basketball game vs. Wheeling
- Kate Billings and Jared Thompson comprised a video honoring Women's Empowerment and joined with Dr. Monteroso at halftime of the women's basketball game vs. Wheeling to honor several female campus leaders and select student-athletes at midcourt while the video was shown to the crowd.

- **Priority #3: BUILDING AN INNOVATIVE STUDENT EXPERIENCE**

3.1 Engage students in experiences that extend beyond the classroom.

- The women's volleyball team hosted a month-long instructional camp for our Partners in Education at West Liberty Elementary

- **Priority #4: ENHANCING COMMUNITY ENGAGEMENT**

4.2 Provide services and learning opportunities for all on- and off-campus constituencies.

- The WLU Alumni Association and the WLU Foundation provided three charter buses for students and alumni to attend the men's basketball NCAA Division II Atlantic Region championship game at Indiana (Pa.)
- Hosted Main Street Bank with VIP access during the home basketball doubleheader against Fairmont State
- Hosted Belmont Savings Bank with VIP access during the home basketball doubleheader against Wheeling
- Collaborated with the West Liberty youth group affiliated with the Family Support Center by providing tickets to underprivileged youth at select men's and women's basketball games during the second semester.

ATHLETIC DEPARTMENT

- Provided access to our Speech and Hearing Clinic to set up a booth for the public in conjunction with the Wheeling basketball doubleheader.
- The Universe Athletics Youth Acrobatics & Tumbling group performed multiple routines during West Liberty's Acrobatics & Tumbling meet against Stevenson University.
- **Priority #5: STRENGTHENING OPERATIONAL AND FINANCIAL EXCELLENCE**
- 5.1 Support the university mission through solid business decisions and ongoing campus maintenance.
 - The athletic department collaborated with the WLU Alumni Foundation to develop a multi-platform marketing campaign promoting the annual Day of Giving. The campaign utilized social media and live basketball telecasts.

II. Other Significant Accomplishments

- The No. 5-ranked men's basketball team beat top-seeded and No. 3 Indiana (Pa.), 70-53, on March 14 to win its seventh NCAA D2 Atlantic Region title in the past 13 seasons
- With the win, the Hilltoppers earned the No. 2 seed at the NCAA D2 Elite Eight national championship tournament, which tips off on March 21 in Evansville, Ind.
- After rolling to its 12th conference championship in the past 13 years, men's basketball became the first team to win back-to-back MEC Tournament titles, capping the 3-game sweep with a regionally-televised 112-82 blowout of Fairmont State
- Bryce Butler was voted MEC and Atlantic Region Player of the Year for the second straight year and was named MVP of the MEC and Atlantic Region Tournaments
- Butler has also been named to the Bevo Francis Award Top 25 list. The Bevo Francis Award honors the nation's top small-college basketball player
- Malik McKinney and Christian Montague were honored as second-team All-MEC selections. Montague joined Butler on the Atlantic Region All-Tournament Team
- Coach Danny Irwin's wrestlers finished 6th in the nation at the NCAA D2 nationals
- 4 WLU wrestlers earned All-America honors and Ty McGeary was the 2023 national champion at 184 pounds. He is the 11th national champion in school history
- In addition to his national championship, McGeary was honored as the 2023 NCAA Division II Most Dominant Wrestler
- The Hilltopper wrestling team also won its third straight NCAA Division II Super Region 3 championship, advancing 8 of a possible 10 wrestlers to the NCAA national championships
- The WLU wrestlers rolled to their third consecutive MEC championship with senior 125-pounder Cole Laya being voted Most Outstanding Wrestler of the tournament
- The Hilltoppers claimed a record 7 of a possible 10 individual championships
- Women's basketball standout Arriana Manzay was a first-team All-MEC honoree while Karly McCutcheon earned second-team honors
- Men's Track and Field claimed the first conference track championship since 1979
- Head track coach Justin Simpson was honored as the MEC Track Coach of the Year
- Danah Phillips was honored as the MEC Track Athlete of the Week on Jan. 23
- Women's Track and Field earned runner-up honors at the MEC Championships
- The WLU women's tennis team was picked No. 2 in the MEC Coaches' Preseason Poll
- Olivia Combs was the MEC Female Track Athlete of the Week on Jan. 30
- West Liberty swept the MEC Men's and Women's Tennis Athlete of the Week honors on Feb. 20 with Gemma Cliffe (Women) and Joao Benvenuto (Men) being honored
- West Liberty swept the MEC Men's and Women's Tennis Athlete of the Week honors on Feb. 27 with Emma Arnal (Women) and Moritz Erpel (Men) being honored
- Arnal also won MEC Women's Tennis Athlete of the Week honors on March 13

Respectfully submitted, Lynn Ullom

I. Human Resources update on the strategic priorities, objectives, or strategic actions**Demonstrating Academic Excellence**

Objective 1.2 Attract and retain an outstanding and diverse faculty/staff

- Supporting multiple search committees to hire faculty, staff and adjuncts since the end of November.
- Final development phases for Orientation Video for all new employees (Kudos to Emily D'Aquila, Jared Thompson, Tom Estlack, and student HR intern, Tessa Ullom for their progress on this initiative.)

BUILDING AN INNOVATIVE STUDENT EXPERIENCE

Objective 3.4 Provide resources that foster an innovative, safe, and nurturing student experience.

- Partnering with Dr. David Hanna and the Master's students in Exercise Physiology and Anthony Salatino, Health & Safety Specialist for a class project in workplace ergonomics. The ultimate goal is a student initiated video to include in the new employee orientation video plus in-person visits to employee workstations. The initiative, under Dr. Hanna's leadership and partnership with HR will continue into future class projects. The students have been amazing throughout this new endeavor.

STRENGTHENING OPERATIONAL & FINANCIAL EXCELLENCE

Objective 5.3 Develop an efficient business climate of ongoing employee evaluations, while offering learning and professional development opportunities

- eNPS survey results were shared with employees. Some cabinet leaders met with their division in-person to better understand areas of opportunity and recommendations from their staff. This information was shared with the President.
- Staff self-assessments/Manager assessments are in progress. Managers will meet with staff members prior to April 12th.

II. Significant Accomplishments**Department of Health/Safety Employee Training (48 completions):**

- Fleet Training
- Bloodborne Pathogen
- Lab Safety
- MSDS /SDS
 - Ladder Safety

III. Other Matters of Focus

- PEIA/Governor Proclamation – Meeting in Morgantown
 - Legal Matters
 - Employee Relations
 - Continued HR policy review with General Counsel
 - Employee Separations (January 14, 2023 – March 10, 2023): 6 Staff

Total Headcount is 312*: 173 Staff and 139 Faculty

**Number does not include adjuncts and temporary/casual staff*

IV. New Personnel (January 14, 2023 – March 10, 2023)

- Two Faculty
- Two Full-time Staff
- Three Adjuncts
- Two Temporary/Casual

Plus 6 Graduate Assistants

V. Governance Committee

- Presidential Search Update from Chair Carter
- President Report
- PEIA Impact

Respectfully submitted,

Diana Harto

HUMAN RESOURCES

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

- **Building Access and Surveillance Upgrades – Strategic Objective 5.4**
 - Project to replace Building Access System Campus Wide and Enhance Campus Surveillance.
 - Building Access is initial focus Live Date Fall 2023
 - Surveillance implementation in progress
- **Capital Planning / Maintenance Platform – Strategic Objective 5.1**
 - Pilot funded by HEPC to Audit All Campus Facility Equipment
 - Phase 1 – System live Spring 2023
- **ADA Audit**
 - Audit Reports in house and under evaluation
 - Need decision on state capital funding
- **CARES Act Funding- Strategic Objective 5.1**
 - Remaining CARES funding is being allocated to Library HVAC system replacement
 - Project is in the bid process
- **Fleet Management - Strategic Objective 5.1**
 - Secured a Pilot from the State to install a Fleet Management System.
 - Workflow Efficiencies will aid Campus Users and assist with Policy Compliance
 - System going live in April
- **Solar Project**
 - Investigation of reducing utility spend by adding Solar generation (electricity currently \$125k/month)
 - Multiple Vendors are engaged. Awaiting proposals.
- **Other Matters of Focus**
 - **Library HVAC**
 - Complete Replacement – Funding Secured
 - Project is in the bid process
 - **Campus Carry Preparations**
 - Investigating Risk Assessment
 - **Campus Domestic Water Repairs**
 - Funding secured to replace campus water mains and isolation valve capability
 - Project is in the bid process
 - Work to commence Spring 2023
 - **Aquatic Conservation Center- New Facility**
 - On the site of the West Events Center
 - Site Planning In Progress
 - Awaiting Final Grant Approval
 - **Student Housing Wi-Fi and Dorm Entertainment Project**
 - Project is in the Procurement Phase
 - Targeting Fall 2023 Rollout
 - **Transact Server and Software Upgrades**
 - Servicing Meal Plan and Vending Transactions
 - Implementation in Progress

IT/PHYSICAL PLANT

- **The Chapel is being temporarily closed for sewage concerns**
 - Repair Investigations Underway
 - Building Scheduled To Re-Open for Fall 2023
- **Campus Roof(s) under Evaluation**
 - Fine Arts
 - ASCR
 - Krise Hall – Need Replacement
 - Need decision on capital funding
- **Stream Reclamation Project**
 - Investigating an environmental project to “clean” the stream on the hill behind campus
 - WLU would be compensated and commit to not developing the land
- **Personnel**
 - Physical Plant seeking:
 - 3 Maintenance workers to replace resignations
 - We are not receiving applications since December 2022
 - Physical Plant and Housekeeping are experiencing significant turnover as our wage scale is non-competitive.
 - Evaluating Housekeeping Staff and Bus Driver needs

Respectfully submitted,

Joe Rodella

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

The WLU Foundation Adopted a new Strategic Plan in July 2022. The plan is outlined in the WLU Foundation Annual Report.

II. Significant Accomplishments for FY23 Quarter 3 (July 1, 2022-March 31, 2023):

- \$1,415,561.30 revenue from fundraising through 3/16/23
 - 3.9% decrease from last fiscal year for the same period
- \$882,167.08 in disbursements through 3/14/23
 - 5% increase over last fiscal year for the same period
- Await Spring scholarship bill anticipated at \$55,000

III. Other Matters of Focus

- Day of Giving April 5th 2023 – Goal of \$300,000
 - To-date: \$80,500 raised in sponsorships and matching funds
 - 36 micro-campaigns across campus

IV. New (Essential) Personnel**V. Information Requested by Committee****VI. Action Items**