

**West Liberty State College
Board of Governors**

**Executive Committee
Minutes
January 30, 2008**

Executive Committee Members: Lynne Exley, John Moore, John Gompers

WLSC Administrators: Robin Capehart, John McCullough, Pat Henry, Jeff Knierim

1. Chair Exley called the meeting to order at 8:15 a.m.
2. HEPC Approval of Master of Arts in Education---The West Virginia Higher Education Policy Commission has officially approved our proposal to offer our first-ever stand-alone graduate program, the Master of Arts in Education degree. It is anticipated that, pending approval from the Higher Learning Commission of NCA regarding our request to change institutional status to that of a graduate-degree granting school, this program would be launched during the 2008-09 academic year, possibly as early as the fall semester.
3. Development Office Report and Update---Jeff Knierim, newly appointed Chief Development Officer, provided an update on activities occurring in the Development Office, including the phonathon, the trip to Florida, and the work of Jason Koegler and Ron Witt.
4. Board of Governors' Consent Agenda---Lynne Exley explained that reports from the various operational units/departments of the College would now be included in written form in the packet that is sent to all BOG members by Mary Ann Edwards. The BOG can then have time to thoroughly review the information and can ask questions, if necessary, directly to the respective administrator during the meeting. This should provide time for the BOG to focus more on substantive matters that might require additional time or discussion. Chair Exley also referenced the enhanced role of BOG committees and the special role of the BOG Governance Committee which would work in conjunction with the President and would provide important oversight.
5. President's Report---President Capehart provided an update on various on-campus activities, including the role of the Development Office in working more closely with faculty and staff, the importance of developing a comprehensive student-internship program, the role of consultant Jim Shaffer in developing and marketing certificate programs, the overall development of a more aggressive marketing/promotion/advertising effort, and the request for State funding for The Highlands project.
6. Financial Report---Pat Henry provided an overview of our proposed FY 09 budget, including areas of major change. The tuition/fee schedule was also reviewed in detail. A 6.9% increase in tuition/fees is being proposed for FY 09. This is a relatively modest increase which is intended to help meet our FY 09 budgetary needs, without placing an additional large financial burden on our students. In fact, the increase will probably be less than most of the other public four-year institutions in West Virginia. Additionally, Joe Gompers is providing assistance to the College in the area of financial analysis.
7. Meeting adjourned at 10:10 a.m.

Lynne Exley _____


Chair

Secretary