

Minutes
WEST LIBERTY STATE COLLEGE
BOARD OF GOVERNORS
Friday, March 21, 2008

Attendance:

Beverly Burke, Jim Compston, Lynne Exley, Brian Joseph, John Larch, Larry Miller, John Moore, Mike Stolarczyk, Mike Turrentine

Unable to Attend:

Roseanna Keller, Bernie Twigg

Administration/Faculty/Staff:

Robin Capehart, John Davis, Pat Henry, John McCullough, Paula Tomasik, Jim Watson

1. **CALL TO ORDER:**

Chair Exley called the meeting to order at 12 noon.

2. **APPROVAL OF (2/6/2008) MINUTES*:**

Full Board

02/06/08

ACTION ITEM I:

A motion to approve the minutes of the full Board of February 6, 2008, was made by Larry Miller seconded by Brian Joseph; motion passed as amended. Michael Turrentine should not be listed as a member of the Football Stadium Committee.

3. **APPROVAL OF CONSENT AGENDA*:**

ACTION ITEM II:

A motion to approve the use of a consent agenda for future meetings of the West Liberty State College Board of Governors was made by John Moore and seconded by Mike Stolarczyk; motion passed unanimously.

4. **RECOMMENDATION FOR APPROVAL OF UNIVERSITY NAME*:**

Chair Exley asked John McCullough to give a brief history of the process involved in securing university status.

The College began exploring opportunities approximately six years ago. At that time, fewer than 50% of the faculty held terminal degrees and university status requires two-thirds. As a result of much work and the continued full support of the Board, 72% of tenured/tenure-track faculty now meet the terminal degree criteria. After approval by the Board, the process is on-going. By no later than July 2008, we expect approval from the HLC/NCA accreditation agency and the Higher Learning Policy Commission.

Chair Exley asked that Beverly Burke read a statement from the Governance Committee.

The Governance Committee of the West Liberty Board of Governors has reviewed the surveys for the name change of the institution in the event we are granted university status. Since we will only become a university once, this decision is one of historic importance to West Liberty State College, and a decision that has been given much thought and consideration.

Justification for our decision:

- Historically, our name has changed four times. First, we were known as West Liberty Academy, then West Liberty State Normal School, then West Liberty State Teachers College, then West Liberty State College – with every name change West Liberty always came first.
- The name of any institution identifies who they are and has a strong influence on the image of that institution. Once we are granted university status, it is our hope that we

will enhance our status to that of a university while maintaining our identity as West Liberty.

- And most importantly, the Committee feels it is important that we, as members of the Board of Governors, listen to the voices of our stakeholders. The over 1,000 members of the faculty, staff, students, and alumni who responded to the survey clearly show that they care about the history of West Liberty and about the future of the institution.

Therefore, for the above mentioned reasons, the Governance Committee agrees with the results of the survey and unanimously recommends that the Board of Governors adopt the name of **WEST LIBERTY UNIVERSITY** in the event we are granted university status.

ACTION ITEM III:

A motion to approve the recommendation for the university name by the West Liberty State College Board of Governors, after approval of university status by the West Virginia Higher Education Policy Commission, was then made by Beverly Burke and seconded by Mike Turrentine; motion passed unanimously.

5. APPROVAL OF FY 2009 BUDGET*:

The budget was presented to the Board by President Capehart and Pat Henry. President Capehart expressed the need for the Board to become more involved in budget process by broadening their participation to include a better understanding of budgetary procedures along with continued oversight. Increased Board involvement with the budget was cited as an area for improvement during the College's recent accreditation team visit.

President Capehart reviewed a five-step budget process: (1) estimate revenues, (2) estimate expenses, (3) determine budget, (4) monitor budget, and (5) reallocate budget. He reviewed concerns, discussed goals, and introduced a strategic focusing initiative designed to assist with determining priorities. Reserves of \$588,805 have been set aside in preparation for an expected economic downturn in 2009 and 2010 and additional funds will be added. President Capehart stressed that the College will not repeat the chaos and confusion produced by cutbacks experienced in 2003, nor will we repeat the employee layoffs of five years ago. Our priorities are number one and two respectively, investment and enrollment both of which will increase revenue.

West Liberty is the third school in the state to achieve full funding of the Mercer scale for Classified Staff, and we will be the first four-year school (WVNCC and WVSOM are the other two schools). President Capehart commended John McCullough and Pat Henry for their efforts in achieving this goal. Beverly Burke asked if the state is considering raising the ceiling on the Mercer pay scale. No changes are anticipated any time soon, but just as they did last year, the administration will try to provide some sort of raise for classified staff who are maxed out on the Mercer Scale.

Pat Henry reviewed several handouts with the Board and discussed some of the College's largest expenditures. Some expenses discussed included increasing funding to Student Services, the computer center costs, especially increased bandwidth, resurfacing the gym floor including the racquetball courts, custodial services, dining services, maintenance of the current level of modern technology in the media arts center, and advertising/marketing expenses, especially in light of university status. Other expenditure concerns discussed include fixing the clock on the student union, general building maintenance, and increased funding for faculty development, another area cited by the HLC/NCA accreditation team as deficient.

Beverly Burke asked about the laptop expenditures and why the costs were not reflected in the budget analysis documentation. Mike Stolarczyk asked why the classified staff is so concerned about the cost of the laptop program and he suggested that perhaps more communication needs to be generated about the positive aspects of the program. Mrs. Burke explained that the last time the college had a similar large expenditure (Banner Student Information Computer System), numerous staff lost their jobs. Consequently, large expenditures in excess of \$300,000 generate realistic concerns among staff. President Capehart explained that laptop costs are not reflected in the 2009 budget projections because reallocated funds were available, and no new expenditures are realized in the 2009 budget.

ACTION ITEM IV:

A motion to approve the Fiscal Year 2009 budget by the West Liberty State College Board of Governors was then made by John Moore and seconded by Mike Turrentine; motion passed unanimously.

6. FOOTBALL STADIUM TURF*

ACTION ITEM V:

A motion to approve the authorization of the President of West Liberty State College, in accordance with the laws of the State of West Virginia and the rules and regulations of the Higher Education Policy Commission to incur indebtedness not to exceed \$450,000 from an individual or an entity controlled by such individual for the purposes of installing artificial turf at the College's football stadium, was then made by Larry Miller and seconded by Jim Compston; motion passed unanimously.

7. CHATHAM STREET APARTMENT LEASE*

ACTION ITEM VI:

A motion to approve the authorization of the President of West Liberty State College, in accordance with the laws of the State of West Virginia and the rules and regulations of the Higher Education Policy Commission to enter into a lease not to exceed two years for the apartment building known as "Chatham Street Apartments" located on Route 88 in West Liberty, West Virginia, was then made by Brian Joseph and seconded Beverly Burked; motion passed unanimously.

8. THE HIGHLANDS PROJECT*

The State Legislature approved \$800,000 for the Highlands project. Congressman Alan Mollohan is expected to support a \$100,000 grant for technology at The Highlands. West Liberty will be located on the second floor of the building, but will have a presence on the first floor. The WVU office currently located in the Warwood Center will relocate to The Highlands. January of 2009 is scheduled as a tentative date for completion. President Capehart thanked the Board for their support of this project and especially the following individuals who deserve special recognition: John McCullough, Larry Williams, Pat Henry, Chancellor Brian Noland, and Senators Bowman; Edgell; Kessler; Helmick; and Plymale.

ACTION ITEM VII:

A motion to approve the authorization of the President of West Liberty State College, in accordance with the laws of the State of West Virginia and the rules and regulations of the Higher Education Policy Commission to enter into a lease with the County Commission of Ohio County or related entity for the development of a campus at that area of Ohio County commonly known as "The Highlands" and to enter into any agreements necessary to utilize or dispose of the college's current facility known as "The Warwood Center," was then made by Mike Stolarczyk and Brian Joseph seconded; motion passed unanimously.

Chair Exley read the following statement:

Securing \$800,000 is cause to celebrate, and we congratulate and applaud the success of President Capehart in Charleston. The newspaper account by President Capehart on the front page on Saturday was concise and informative.

However, the importance of the Board of Governors' role in the success of this project was missing from the article, and I want to take a moment to review the Board's efforts to secure this project. In one form or another, The Highlands Project has been on the BOG agenda for many years, and our involvement has been extensive. Nevertheless, the article failed to mention the following Board contributions.

- Listened to presentations by Robert and Libby Strong, Dr. Andy Cook, and others in regard to the success of the SMART Center;
- Held board meetings at the Warwood Center to discuss its viability;
- Discussed, in a very passionate way, the value of the Warwood Center with Dr. Clyde Campbell;
- Analyzed a myriad of expenses;

- Listened to architect presentations;
- Met at Touchstone Laboratories to engage in planning and goal-setting; and
- Voted, considered, analyzed, debated, encouraged, and supported the project in all phases of development, now culminating in The Highlands Project.

The following BOG references appeared in the newspaper:

Saturday, March 14—*“The project still needs approval from the BOG”*
Editorial, March 19 (2 columns)—*“Before the project can proceed, approval from the college’s BOG and the State Higher Education Policy Commission is needed. We urge members of both panels to approve the WLSC plan”*

Over the past three or four years, especially if you have been on the BOG for a long time, you realize the Board’s efforts are germane to the Project. If you are new to the BOG, take my word for it. The point is, collectively, a significant new project will be realized very soon and you, the Board, deserve a pat on the back for meeting, debating, listening, analyzing, and voting.

Teamwork is the foundation of The Highlands Project, and you, the Board, have made a remarkable contribution to its success, regardless of whatever coverage the newspaper affords us. We should be proud of what we have accomplished as a Board and in cooperation with the campus community. Perhaps in the future we will have an opportunity to inform the public of the significant efforts realized by the Board of Governors and the staff of West Liberty State College.

Thank you for your continued commitment to the BOG and the College.

9. Adjournment:
Lynne Exley made a motion to adjourn and Beverly Burke seconded; meeting adjourned.

Lynne Exley _____
Chair

Secretary