

**West Liberty University
Board of Governors**

**Minutes
January 31, 2024**

Attendance: Michael Baker, Robert Kreisberg, Jenna Maguire, Lou Karas, Rich Lucas, David McKinley, Richard Carter, Jamie Evick, Tom Cervone, Stephanie Shaw

Unable to Attend: None.

Administration/Faculty/Staff/Guests: Tim Borchers, Cyndi Galloway, Lori Hudson, Betsy Delk, Katie Cooper, Brad Forshey, Andrew Lewis, Joe Rodella, Cathy Monteroso, Nicole Ennis, Sherri Theaker, Karen Kettler, Ann Saurbier, Stephanie North, Jacob Manning, Cecilia Konchar Farr

- I. Call to Order/Roll Call/Quorum and Mission Statement**
Chair McKinley called the meeting to order at 4:00 p.m. and a quorum was established.
- II. Introductions**
None.
- 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 6, 2023***

On motion by Richard Carter and seconded by Tom Cervone, it was unanimously adopted by the West Liberty University Board of Governors to approve the minutes of the full Board of December 6, 2023.

- VI. President's Report**

Dr. Borchers provided an update on the strategic planning process. Planning is underway. The committee is currently reviewing the Mission, Vision, Values, working on creation of the Brand Promise, and identifying goals for the plan. On schedule for bringing a strategic plan to BOG at the June meeting.

Dr. Borchers shared that we're working the consulting company, EAB, to help out out in several areas. Dr. Monteroso and Dr. Borchers are part of an intensive about program review and are getting good insight from others that have been through the process before. Dr. Borchers shared that he'll be in Washington, DC next week for a Presidential Roundtable.

An inauguration is scheduled for April 5th. This will be a weeklong celebration on campus. An add will be running in the "In Wheeling" magazine over the next 3 months. Friday, April 5th will be the official ceremony at 2:00PM. All events will lead up to Topper Day of Giving on April 10th.

Search updates:
General Counsel was hired-Jacob Manning
Searches are underway for Provost/VPAA and Athletic Director.

VII. Board Reports

A. Academic Affairs (Monteroso)

Cathy shared information on the Faculty Excellence Awards that were announced at the University Welcome.

Aviation Update-Has been approved by HEPC on December 15th and has now moved to HLC.

Program Review Process is ongoing. We're also working with CLA on the cost of delivery for program review. This has been going very well and we hope to have that information within the next couple of weeks to review and take to program directors, chairs, and deans. This will give us a good baseline on program cost.

Dual Enrollment is ongoing. We've had an increase in dual enrollment and we're doing a lot to make sure to keep them involved with WLU. We have a good return on investment for students in dual enrollment, it's among the highest in the state.

Student Success Center-The center's director, Andrew Lewis, was in attendance and introduced. Cathy shared that this has been a great addition to the Library and a grand opening will be held during inauguration week.

Beyond the Classroom will be on campus next week. They're a group of students from Wheeling Park High School that have been selected as leaders. They'll work with elementary students from Middle Creek and West Liberty Elementary Schools. Lou Karas organizes this through the Center for Arts & Education and this has been a great program.

This year marks the 10th anniversary of the Center for Arts & Education and a lunch will be held during inauguration week to celebrate the center.

Over 75 students visited campus today for the Ohio County Science and Engineering Fair.

B. Student Affairs/Enrollment Management (Cooper)

Katie provided an update on Spring 2024 headcount, we're at 2,116. This puts us about 5% up from last spring. For Fall 2024 we're trending up in applications and about even with accepts.

Marketing-VisionPoint will start launching ads tomorrow throughout a 250 mile radius.

Tuition Free Toppers Program-This is a tool that won't cost us much but will help students greatly.

Katie shared that we're currently working with EAB for Financial Aid Optimization. We've been offering the same academic scholarships for several years. EAB will be helping us to figure out how to reduce waivers and increase enrollment.

Our Strategic Enrollment Management Plan with EAB will kick off next week.

Richard Carter asked about FTE numbers for 2024-2025. Katie responded that she is hoping to see a higher FTE for 24/25 and a brief discussion took place about tools that are in place to help increase the FTE.

C. IT/Physical Plant (Rodella)

Joe shared that we're implementing a reporting system that will give us better access to data. Training sessions have been held, but this process will take time. Hopefully, by summer we'll be able to generate reports much quicker.

We've joined MSIAC (Multi-State Information Sharing and Analysis Center). It's a national agency that send us information on possible threats to our systems.

The Aquatic Center is still underway. We're currently behind schedule, but are on budget and expect we'll be in the facility by Fall 2024.

The Media Arts roof is nearing completion and faculty will be able to move back in during the Spring semester.

Campbell Hall 4th floor expansion is complete, and we've received permission to occupy.

Bids for roof projects on campus have been awarded and we're working on the contracts.

Energy Management bid results have been received and are in the evaluation process. This will allow us to start on HVAC projects and windows/doors in the Library.

D. Athletics (Ullom)

Brad shared that the MEC announced that Point Park University has been added to the conference with at least 15 sports.

Brad mentioned that he attended the NCAA Convention earlier this month. He attended many sessions that were informational including some with focus on mental health.

Week Zero for football passed. This will give us an opportunity to pursue an out of conference game earlier in the year.

The Bobby Douglas Complex Campaign kicked off last week with an event on campus. The event had a great turnout. The campaign is looking for 1.95 million dollars to renovate the inside of Blatnik Hall. The building will not be renamed, this would be a wrestling complex in the pool area of the building. Brad added that we have 5 commits already for women's wrestling and are projecting 12-15 for Fall.

E. Fiscal Affairs (Hudson)

Lori reviewed the budget status report and noted that both undergraduate and graduate tuition have been billed. Summer has not been billed yet. The current report reflects Fall and Spring.

Lori shared that undergraduate tuition, housing, and meals are slightly under budget. However, graduate tuition revenue and summer tuition for undergraduate and graduate are projected to make up that deficit. Lori also discussed royalty income and other expenses.

Overall, we're seeing a shortage in tuition of about 1.3 million, but we hope to make up 1.2 million of that in the summer. Undergraduate enrollment is slightly down, so waivers should come in under and royalty/investment earnings are trending higher than projected. At this point Lori believes we'll meet our overall budget.

Lori announced that she has been meeting with Deans and Program Chairs to discuss budget for FY25. Graduate tuition rates will be finalized soon.

We'll most likely see an increase in our meal plans. Negotiations normally take place in March, but we are trying to get that information sooner.

Lori has provided each cabinet member with a budget template for their expenses. Budgets will more than likely be flat for next year and meetings will take place to prioritize spending.

PEIA insurance will be increasing by 10% and we'll have to implement something for campus carry that will both come with a cost. Lori shared that we proposed an increase in our appropriation to help offset the PEIA insurance increase.

Richard Carter noted that our total cost cannot go up. David McKinley also noted that we can't count on royalty income to help with balancing the budget.

Robert Kreisberg asked about how energy savings impacts the budget, and a brief discussion took place with Joe Rodella.

VIII.

A. Faculty Representative (Kreisberg)

Robert recently participated in the AGB Webinar.

Faculty shoutouts were shared for many faculty members and Robert also noted that a Faculty Art Gallery is opening tonight and features faculty work.

B. SGA Representative (Maguire)

Jenna shared that she has seen an increase in student involvement on campus.

SGA is holding elections tomorrow and there are 5 open seats.

Soup or Bowl starts this Saturday. It's a food drive for the WLU Food Pantry.

Two different focus groups are in process. The first is focusing on Aladdin and trying to get student input on the food service. SGA will meet with Nancy to follow up on the results. The second focus group is for the Tennis Courts and finding a way to put the area to use.

C. Staff Representative (Karas)

Lou shared that the Staff Council Fall Fundraiser raised \$2,600 for the staff/dependent scholarship fund for FY25.

Representatives from Staff Council have become involved in the on-boarding process in HR.

IX. Board Items for Approval*

1. Board Policy 56: Deadly Weapons-Notice of Intent

A Notice of Intent to review and update Board Policy 56: Deadly Weapons. Once updated, this policy will be sent to campus for a 30-day comment period and BOG approval will be requested at the June 5th, 2024, Board meeting.

On motion by Mike Baker and seconded by Robert Kreisberg, it was unanimously adopted by the West Liberty University Board of Governors to approve the Notice of Intent for Board Policy 56: Deadly Weapons as presented.

2. Naming of Softball Complex

Board Policy 5 requires approval by the BOG for the naming of buildings at West Liberty University. President Borchers recommends that the softball stadium and surrounding area, including the new building facility, and the Belmont Savings Bank Practice Facility be named "The Belmont Savings Bank Softball Complex". Doing so is consistent with the current gift acceptance policies.

On motion by Mike Baker and seconded by Rich Lucas, it was unanimously adopted by the West Liberty University Board of Governors to approve naming the softball complex as stated.

X. Possible Executive Session - None.

XI. Information Gathering

1. President Borchers led a discussion about possible changes to the BOG Meeting Schedule for next year-2024/2025. The proposed changes would help with HEPC deadlines and aligns with most other university. This would begin in Fall 2024. A draft meeting schedule will be presented at the next BOG Meeting for review.
2. Robert Kreisberg asked about follow-up on Ronnie Hulewicz tennis proposal. Dr. Borchers responded that there has been a follow-up meeting, but no movement yet on this.
3. Robert Kreisberg asked about the 2 open BOG seats. Dr. Borchers shared that he reached out to one potential candidate, but if you have suggestions, please let him know.

XII. Adjournment

On motion by Richard Carter & seconded by Tom Cervone, the meeting adjourned at 5:06 p.m.

David McKinley _____
Chair

Tom Cervone _____
Secretary

Minutes submitted by: Cyndi Galloway