

**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 Fencl, 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