

**WEST LIBERTY UNIVERSITY  
BOARD OF GOVERNORS**

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**Executive Committee  
Minutes  
May 20, 2020**

**Executive Committee Members Present:** Jack Adams, Rich Lucas, Kris Williams

**WLU Administrators:** Scott Cook, Brian Crawford, Stephen Greiner, Diana Harto, Roberta Linger

**Others:** Kelly Baker, Robert Gall

1. Mr. Lucas called the meeting to order at 8:00 a.m.
2. Dr. Crawford presented the MS Exercise Physiology program proposal. The full proposal will be available for board members in advance of their meeting. Motion to approve was made by Ms. Williams and seconded by Mr. Adams. Motion carried.
3. Dr. Crawford presented the new BS Exercise Physiology Pre-Athletic Training major. This major will prepare students to enter the MS Athletic Training Program and replaces the BS Athletic Training program, which is being discontinued. A motion to approve was made by Mr. Adams and seconded by Ms. Williams. Motion carried.
4. Ms. Linger presented a request to add an additional \$160 equipment fee for Dental Hygiene students. Students will pay this in conjunction with a specific course and be able to take the instrument with them when they graduate. A motion to approve was made by Mr. Adams and seconded by Ms. Williams. Motion carried.
5. Mr. Cook provided an enrollment update. Summer I and II enrollments are slightly ahead of last year. Fall enrollment is currently also ahead of last year, but it is uncertain if this will hold until August. Housing applications are running significantly behind.
6. The schedule of Board meetings for 2020-21 was distributed and briefly discussed.
7. The election of officers was discussed. The Executive Committee is the Nominating Committee and will develop a slate of candidates to present to the full board at the June meeting. There was discussion of the current number of board members and the status of nominations made to the Governor's office. The members of the Executive Committee determined that they would meet separately as the Nominating Committee to develop the slate of candidates.
8. There was discussion of the desire to have a live graduation ceremony for the May 2020 graduates. President Greiner reported that the virtual ceremony went well and that he has received a great deal of positive feedback. He thanked Theresa Gretchen and Jason Koegler for their excellent work in producing the event. Mr. Cook reported that it would be possible to have a separate ceremony for the May graduates on the same day as the planned December commencement. There was some discussion of possibly trying to hold a ceremony on the quad in late summer or early fall.

9. President Greiner gave a COVID-19 update and reported that the campus remains closed.
  - a. Most employees are currently working from home. It is not certain when the Governor will allow state employees to start returning to their normal places of work, but it seems likely that the return will begin in early June. The university plans to stagger the return of employees over the summer.
  - b. WLU has received its CARES Act allotments. This week, students who are eligible to receive grants from the first portion of approximately \$1.2 million are being asked to complete a simple survey to determine how much they have individually been financially impacted by the pandemic. These grants are limited to students who are Title IV eligible. As of yesterday morning, over 500 surveys had been returned. The university will follow all USDoE rules regarding this distribution.
  - c. Room & Board refunds are going out this week. The second half of CARES Act funding can be used to reimburse the university for this expense, but this will not be enough to cover the entire cost. It is expected that there will be a shortfall of between \$150,000 and \$200,000.
  - d. WFF continues to clean and sanitize the campus. There are still some students living on campus for a number of reasons. Move out for those who left at spring break is ongoing. Once the dorm rooms are empty, they are being cleaned and sanitized.
  - e. The President reported that the university did have a pandemic plan in place and have implemented it. The Critical Incident Response Team has been meeting weekly to address issues and develop plans.
10. Ms. Linger gave a budget status update. As of April 30, 2020, revenue and spending were in alignment with the budget but this is, in part, because spending has been down for the last few months. The room and board refunds will have a negative impact, as reported earlier, and there will be more expenses in the coming months. The known water leak under the Student Union was repaired during the shutdown. In the process of making that repair, crews identified a second leak and also fixed that. It is expected that these repairs will have a significant positive impact on water bills in the future. The lighting and water upgrade project is ongoing. Lighting fixtures have been ordered and installation should begin shortly. The Campbell Hall 4<sup>th</sup> floor project to create clinics for the MS Clinical Psychology program and planned MA Speech Language Pathology program is also underway.
11. The meeting was adjourned at 8:32am.

Richard Lucas

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Chair

Jack Adams

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Secretary