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LIGS UNIVERSITY
MEETING ROOM,
810 RICHARDS STREET, HONOLULU, HI OR VIA VIDEO CALL
July 26, 2018 (8AM HST, 8PM CET)
REGULAR BOARD MEETING
MINUTES

PRESENT:

William Reed, Chair; Gary D. Robinson, Vice-Chair; Marta Gellova, Member; John Gilliam, Member; Drumm McNaughton, Member; Randall Char, Member; Pardeep Kullar, Ex-Officio Member; Pavel Makovsky, Ex-Officio Member

ABSENT:

Peter Zhanal, Member; Richard M. Jones, Vice-Chair; Lenka Rigo, Member; Sheila Fournier-Bonilla, Member; Harrison White, ex-officio member

OTHERS PRESENT:

Todd Wieland, Accreditation Liaison Officer of LIGS University; Jordanna Sheermohamed, Candidate; Gloria Niles, Candidate; Peggy L. Steffen, Candidate; Stefanie Wilson, Candidate

ITEMS SCHEDULED:

Vote on new Board members:

- the Chair of the Nominations and Governance Committee Dr. Drumm McNaughton has informed the Board that he had individual interviews with the four candidates and recommended the Board to approve their nominations
- after discussion the Board has approved the nominations and welcomed new Board members:
 - Dr. Gloria Niles
 - Ms. Jordanna Sheermohamed
 - Peggy L. Steffen



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- Dr. Stefanie Wilson

COMMITTEE REPORTS: (varies each meeting)

Nomination and Governance Committee:

Chair: Dr. Drumm McNaughton

- BoT Rubrics - Dr. Drumm McNaughton informed the Board that the Skills Set Matrix will be sent out again. The instructions were most likely unclear the first time and the results showed distorted.
- Dr. McNaughton informed the Board that the recruiting process to the Board is going to change in the near future to be based on the skills-set rubrics in order to build a strong Board with experience in relevant areas for LIGS University.

PRESIDENT REPORT: Pavel Makovsky, President

Mission statement approved by Faculty Senate & Senior management

- the President informed the Board about the proposed wordsmithed version of the mission statement: "The mission of LIGS University is to provide high quality, affordable, and progressive education using innovative delivery technologies for diverse students all over the world."
- the Board has approved the wordsmithed mission statement

Information about Institutional Report for WSCUC

- Accreditation Liaison Officer Mr. Todd Wieland has informed the Board about the Institutional Report (IR) submitted to WSCUC on July 10 2018
- the IR depicts LIGS "as it is", as a unique institution in transition
- the next step in the process is the Seeking Accreditation Visit 1 (SAV1) by the WSCUC team scheduled for September 18-20, 2018, in Honolulu, HI
- the IR will be shared with the Board shortly



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- Drumm McNaughton's comments: the WSCUC team coming to LIGS is very strong, which is a good thing, experienced members of the team will evaluate all aspects appropriately

Report on Enrollment and Contracted Tuition

- President gave report on the enrollment (number of new students enrolled by 7/20) and comparison to the last 4 years
 - there is a steady increase in programs provided in English language
 - slight decline in Czech version of programs
 - significant decrease in Slovak version of programs
- Signed tuitions (total contracted amount of tuition from new students) - the results for 2018 are the best in history of LIGS
- President stressed importance and significance of accreditation for enrollment
- target markets for years 2018/2019 are USA and Africa - accreditation status of LIGS is better understood in these markets

Information about data upgrade of Strategic & Development Plan

- the President informed the Board about update of data for the Strategic and Development Plan

LIGS University Surveys

- President commented on results of Student Motivation Surveys, the comparison between LIGS Survey & US online Higher Education survey and LIGS University Lecturers Survey
- the results show that LIGS is very comparable to other institutions of US Online Higher Education
- tuition is of primary importance for applicants but not a crucial factor when deciding whether to enroll in the institution
- lecturers of LIGS show satisfaction with the Tutorial Model and with students



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ACADEMIC REPORT: Pardeep Kullar, CAO

Progress with program review

- Dr. Kullar informed the Board regarding the progress with ongoing Program and Course Review
- Program Committee Meetings are held regularly during the whole year

Introduction of new scholarships

- scholarships of \$500 - \$2,500 based on military status, first degree in family and other criteria are being prepared
- the discussion showed that the scholarships need to be discussed and approved by the Academic Affairs and Finance Committees of the Board at first - this will be done shortly in ad hoc manner

Enrollment applications

- Dr. Kullar informed the Board that the paper applications are going to be soon replaced by online applications

Faculty Evaluations

- Faculty Evaluations are scheduled for Fall 2018
- the Program Chairs will do evaluations of program faculty
- if Program Chairs are unavailable - Academic Dean will do the evaluations
- if Academic Dean is unavailable - CAO will do the evaluations

Faculty Count and Rank

- CAO informed the Board about current faculty count (117 total members of faculty) and newly introduced ranks of Professor, Associate Professor and Adjunct Professor
- Drumm McNaughton raised a question of who approved the criteria - currently there is no formal process - the proposition was for the Academic Affairs Committee to approve the criteria in ad hoc manner



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Science Conference

- scheduled for August 30, 2018, hosted by PhD Committee Chair Dr. Kamila Tislerova
- for doctoral students (not only from LIGS), all Board members are welcome to join

Staff Updates

- 2 new employees for Enrollment and Student Services (in Hawaii)
- 1 new employee for Marketing (in Prague)
- 2 employees for Marketing recently left - looking for new additions to the team

Transition to Canvas LMS

- in progress
- first courses / program will be transferred to Canvas by end of August

OLD BUSINESS: Bill Reed, Chair - due to technical problems presented by Pavel Makovsky

- Update of BoT Bylaws - vote
 - change from "Board of Directors" to "Board of Trustees"
 - change from "Academic and Development Committee" to "Academic Affairs Committee"
 - change from "Membership Committee" to "Nominations and Governance Committee"
 - the Board has approved the proposed changes

COMMENTS: Alexandra Oravcova

Overview of activities surrounding the September WASC visit (SAV) in Hawaii

- the Board will most probably meet with the WASC team during noon / lunch (Hawaii time) on the first day of visit September 18, 2018
- the Board members cooperation is very much appreciated



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- there will be trainings in course of August and September to get prepared for the SAV

DATES:

The next meeting of the Board of Directors of LIGS University is scheduled for September, 2018 (TBD).

C) ADJOURNMENT:

After discussing all points of the agenda the meeting of the Board of Trustees of LIGS University was adjourned at 10:00 HST.

Respectfully Submitted,

Alexandra Oravcova
Secretary to the Board

This document is public and will be published on the website of LIGS University. It will be available in paper form at the office of LIGS University: 810 Richards Street, Suite 836, Honolulu, HI, during normal business hours.

*Posted:
July 27, 2018*