

OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, October 25, 2001 — 5:00 P.M.
B&O Board Room

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, October 25 in the B&O Board Room.

1. Call to Order

Mr. Gilmore called the meeting to order at 5:05 p.m.

2. Roll Call

Roll call was taken by Linda Dudash. Members in attendance were: Brenda Botizan, Dr. Darrell Cummings, Dr. Martha Dean, Teresa Hemingway, Jean Holloway, David Robertson, and Michael Saporito. Excused: Tom Danford.

Mr. Gilmore welcomed Michele Blum, Wheeling Intelligencer and Franz Von Furher, Wheeling Jitney Services. Other guests included: Bob DeFrancis, Dean, Community Relations and Institutional Advancement; Pat Henry, Business/Finance Manager; and Mike Koon, Dean, Economic and Workforce Development.

3. Approval of Minutes (September 27, 2001)

Mr. Robertson proposed, after talking with Bruce Walker, that wording in section nine of the September 27, 2001 minutes be rephrased stating that the Board entered into executive session for the purpose of discussing a personnel matter. Ms. Botizan made a motion that the minutes be accepted as corrected. Ms. Holloway seconded the motion. Motion carried.

Mr. Robertson will forward a copy of rules pertaining to executive sessions to Linda Dudash.

4. Chair Reports

A. Hearings and Petitions

Mr. Gilmore introduced Franz Von Furher to the Board. Mr. Von Furher operates jitney services in Wheeling and discussed a proposal for shuttle service from the 19th Street parking lot to the College. Cost of a 13 passenger service to accommodate the student population is \$45 per hour.

Mr. Saporito presented student views on such a service to the College. He will circulate a survey to students to solicit their desire for this type of service and determine if students would be able to raise monies for the service.

Dr. Hunter and Chairman Gilmore thanked Mr. Von Furher for his proposal on shuttle service. Further analysis will be conducted on the parking situation.

B. Meeting Dates

Mr. Gilmore informed the Board that an invitation to the December 4 Culinary Arts Yuletide luncheon was included in their packet. An abbreviated meeting will be held at that time. Board members are to RSVP their attendance to Linda Dudash no later than November 15.

C. New Appointees

Mr. Gilmore announced three new appointees to the Board. New members are: Anne Dieckmann Harman, Attorney, Wheeling; W. Keith Jones, Director, Maintenance and Utilities, Bayer Corporation, New Martinsville; and Dr. Cathy Sistilli, Principal of Weirton Madonna High School, Weirton.

Dr. Hunter will arrange for new members to be sworn in prior to the November 15 Board meeting.

D. Executive Session

Dr. Dean made a motion that the Board enter into executive session under West Virginia Code 6-9A4 for the purpose of discussing personnel matters. Ms. Botizan seconded the motion. Motion carried. Executive session convened at 5:27 p.m. and concluded at 5:45 p.m.

Mr. Robertson, Chair of the Presidential Appointment Committee, reported on the session. He made a motion that President Hunter's salary be increased to \$116,000. Dr. Dean seconded the motion. Motion adopted unanimously. Mr. Robertson stated that the committee recommended an addition to a letter of retention for Dr. Hunter will include a statement that the president must give a 60 day notice upon an intent to resign, to which Dr. Hunter agreed. Mr. Robertson reported that the Board, in executive session, requested that the Chair send a letter to the Chancellor stating that actions of the Board are to achieve parity of like positions within the State and are taken with great confidence in President Hunter. Dr. Dean further commended Dr. Hunter on his leadership of Northern.

Mr. Robertson moved as a second matter of business that the Board authorize a supplemental allowance to Dr. Hunter of \$2,400 annually, with a limit of \$200 per month, for guest and entertainment purposes. Motion was seconded by Ms. Botizan. Motion carried.

5. President's Report

A. Tuition Reciprocity

Dr. Hunter reported that WV Northern was on the HEPC agenda on October 19 with three items: (1) the tuition reciprocity agreement, which was adopted; (2) Campus Development Plan and Five-Year Capital Improvement Plan; and (3) Special Projects.

Dr. Hunter informed the Board that a change was made to the tuition reciprocity agreement in that it was amended to be a five-year agreement. The HEPC approved the agreement with the extension of a five-year time frame. WVNCC, Belmont Technical College and Jefferson Community College are partners in the agreement.

Mr. Robertson made a motion that the Board ratify the tuition/reciprocity agreement to a five-year agreement. Ms. Botizan seconded the motion. Motion carried.

B. Approval of Campus Development Plan and Five-Year Capital Improvement Plan

Approval was given by the Board at the September meeting for Dr. Hunter to complete the Five-Year Plan, context of which they had previously received. The HEPC adopted the Plan as presented. Northern is the first institution to have a five-year implementation plan adopted.

A copy of the October 19 HEPC minutes (the Commission Communique) will be mailed to Board members.

C. Special Projects

Dr. Hunter reported that the HEPC has not yet taken action on the Special Projects Funding. Presently there is a total of \$65 million in requests from all institutions; last year the appropriation was \$4 million.

D. Appropriation Requests

Appropriation requests for FY 2003 were provided to the Board. The Board will be given a report on the requests in February. A two-step budget approval process will be submitted to the Board. Presentation of the budget will be made in April and the Board will be asked for their approval in May.

E. HEPC Procedural Rule/Personnel Administration

Dr. Hunter stated that information explaining the transfer and abolition of rules from the HEPC is available upon request to anyone who wishes to review them. Brief discussion ensued.

6. Staff Reports

A. Audit Report

Mr. Henry presented information on the Deloitte and Touche audit report. A complete year-end report will be presented by Deloitte and Touche at the November 15 meeting. Members are to review the audit statement and be prepared to field questions and take action at the next meeting. *(Please remember to bring your copy with you.)*

Mr. Henry explained the financial statement which was distributed. He informed the Board that the working budget will be revised periodically and information will be provided to the Board.

7. New Business

There was no new business.

8. Old Business

A. Review of Master Plan/Compact

The Master Plan/Compact which was adopted in January was presented to the HEPC at the October 19 meeting. Each institution is to examine where it is in regard to its Master Plan/Compact, make revisions, and get in accord with the State plan. Date for submission of the Plan is November 1.

Mr. Koon mentioned that changes in formatting have been made to the Compact. He explained the form and the individual columns. A three-page summary will accompany the revised Compact. Two additional columns have been added to the Strategic Plan. Dr. Dean made a motion to approve the document as presented. Ms. Holloway seconded the motion. Motion carried.

9. Other

Dr. Hunter reported that WV Northern has exceeded enrollment goals for the first time in five years.

Michael Saporito was elected by Student Senate as student representative to the Board of Governors. He will be sworn in with the three newly appointed members.

Winning by a margin of 19 votes, the Thundering Chicken remains the College mascot.

10. Adjournment/Next Meeting

The meeting adjourned at 6:45 p.m. The next scheduled Board meeting is November 15 at 5:00 p.m. in the B&O Board Room.

Minutes respectfully submitted by,

Approved by,

Linda K. Dudash
Executive Secretary to the President

David Robertson
Board of Governors Secretary