

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, August 22, 2013 -- 5:00 p.m. -- B&O Board Room**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, August 22, 2013 in the B&O Board Room on the Wheeling Campus.

1. Call to Order

Ms. Mary K. DeGarmo convened the meeting at 5:11 p.m.

2. Roll Call

Members in attendance were: Brann Altmeyer (by phone), Susie Barnette, Frank DeCaria, Mary K. DeGarmo, Melissa Jones (by phone) and Gus Monezis. Excused: Christin Byrum, John Clarke, Dr. Darrell Cummings and Fred Renzella.

Guests included: Dr. Martin Olshinsky, President; Bob DeFrancis, Dean, Community Relations; Mike Koon, Vice President of Workforce Development and Weirton Campus Dean; Peggy Carmichael, Chief Human Resource Officer; Janet Fike, Vice President of Student Services; Steve Lippiello, Chief Financial Officer; and Dr. Vicki Riley, Vice President of Academic Affairs. Guests (Classified Staff Council Members): Margaret DeCola and Melanie Eberhart. Rana Spurlock acted as recorder in place of Linda Dudash.

3. Board Training Presentation – “Executive Session Privilege”: There is no Such Thing

There was a conflict with Anne Harman’s schedule; therefore, the presentation scheduled for Board training credit will be rescheduled.

4. Approval of Minutes – Meeting of May 23, 2013

A quorum was not present; therefore, a vote to approve the minutes of the meeting of May 23, 2013 was not taken.

5. President’s Report

Dr. Olshinsky presented a PowerPoint slide show that highlighted WVNCC’s challenges and opportunities.

A. Higher Learning Commission Update

Dr. Olshinsky and Mr. Koon reported that the Higher Learning Commission final report has been received and with it comes permission to offer full online programs.

B. Default Rates

Mrs. Fike discussed default rates and actions being taken by WVNCC to ensure that our rates are lowered and remain low.

C. ADA Assessment

Ms. Carmichael reported that the College requested a visit from the State ADA official to ensure that the College is meeting all requirements for those with disabilities. There were no findings as a result of the visit. In fact, the College is above the required level of accessibility.

D. Enrollment and Budget Trends

Mr. Lippiello explained the College's budget issues and the current and expected budget cuts.

E. Highlights of the President's Activities for the Months of June, July and August

- Dr. Olshinsky reported that the new Barnes & Noble/Starbucks and Student Union opened on the Wheeling Campus.
- The Culinary Arts Department represented the College in Washington D.C.
- WVNCC hosted a legislative session on the Wheeling Campus.
- The College's annual golf outing netted approximately \$10,000 in income

6. Administrative Reports

• **Enrollment Report Janet Fike**

Mrs. Fike explained the targeted vs. budgeted head count/FTE for each campus. She stated that one FTE equals \$1,200 and that more students are expected.

7. Old Business

There was no old business.

8. New Business

• **Election of Officers and Resolutions**

Due to lack of a quorum, the election of new officers and resolutions will be addressed at the next meeting.

9. Adjournment/Next Meeting

The meeting adjourned at 6:04 p.m.

Minutes respectfully submitted by,

Minutes approved by,

Rana Spurlock
(In the absence of Linda Dudash)

Christin Byrum
Board of Governors Secretary