

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, April 24, 2008 – 5:00 p.m.
B&O Auditorium**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, April 24, 2008 in the B&O Auditorium on the Wheeling campus.

1. Call to Order

Ms. Boyd convened the meeting at 5:05 p.m.

2. Roll Call

Roll call was taken by Linda Dudash. Members in attendance were: Conner Boyd, John Clarke, Joe Craycraft, Dr. Darrell Cummings, Tom Danford, Anne Dieckmann Harman, William Haught, Miranda Postle and Zac Wycherley. Excused: Tamara Pettit Cronin, Mary K. Hervey DeGarmo and J.W. Freeland.

Guests included: Dr. Martin Olshinsky, President; Mike Koon, VP/Dean, Economic and Workforce Development; and Dr. Vicki Riley, Vice President, Academic Affairs. Other guests included: Don Chamberlain, Director, Student Union Activities; Lucy Kefauver, Counselor I, Wheeling campus; and Shannon Payton, Program Director, Student Activities.

3. Student Presentation

Don Chamberlain, Lucy Kefauver and Shannon Payton gave a presentation on Student Activities titled: *Changing Lives, Engaging the Community and Building Leaders*. Information was presented to the Board on: composition of Student Senate, the Student Senate Executive Board, the purpose of the Campus Activity Board, activities/fund raisers conducted by Student Activities and the Campus Activity Board (charitable contributions totaled \$12,711), and the College sports programs. The Student Activities COOP program was selected for the President's Higher Education Community Service Award.

4. Approval of Minutes (Revised February 28, 2008 and March 27, 2008)

Mr. Danford made a motion to accept the February 28, 2008 revised minutes as distributed. Mr. Haught seconded the motion. Motion carried.

Suggested changes to the March 27, 2008 minutes were as follows: On page one under Faculty Presentation, replace the word WebCT with Blackboard and on page two, the third bullet under item 8A, change Ms. Stewart to Mr. Stewart. **Mr. Haught made a motion to accept the minutes of March 27, 2008 with the suggested changes. Mr. Danford seconded the motion. Motion carried.**

5. Board Chair Report

There were no hearings or petitions.

6. President's Report

A. Funding from the State

Dr. Olshinsky reported that the College has the potential to receive the remaining \$100,000 to which it is entitled for the phone system when the legislators meet for special session in May. The College has already received the initial \$100,000 for the new phone system.

B. Funding for Technology Building/Health Sciences Money

WVNCC was allocated \$6 million for an enhanced technology program. Of this money, \$2 million will be used at the Weirton campus for Health Sciences and technology. An RFP will be completed for the \$6 million around May 1. In addition, Northern was awarded \$1,088,269 for Allied Health Expansion. Coverage relative to the Health Sciences expansion program will be in area newspapers. The expansion will include: nursing, medical assisting and respiratory technology. Most of the money will be used to hire additional faculty.

C. President's Activities for March

- A meeting was held with Gayle Manchin regarding the Middle College. President Olshinsky received information on how Northern may want to proceed for funding.
- Bethany College will be on Wheeling campus this summer offering upper level classes.
- The Colaianni dispute has been settled.
- Northern and Oglebay Institute have discussed partnering efforts in computer programs, sciences and activities that require a gymnasium.
- Dr. Olshinsky was appointed to the Re-development Committee for the city of Wheeling.
- The Save A Life program will be presented on the Wheeling campus on April 28-29.

7. Administrative Staff Reports

A. CFO and Vice President of Administrative Services – Larry Bandi (Excused)

- **Budget Proposal (2008-2009) – Second Reading/Tuition Increase**
Dr. Olshinsky spoke on behalf of Mr. Bandi regarding the budget proposal for FY 2009. President Olshinsky stated that the first reading of the budget included an increase in base budget appropriations as well as the tuition increase which was approved by the WV Community and Technical College Council at its meeting on April 18. Information was distributed on tuition increase requests by all 10 state community colleges (resident rates only). West Virginia Northern received approval of a 4.28% tuition increase which brings full-time student tuition (resident rate only) to \$82 per credit hour.

Mr. Danford made a motion to accept the budget proposal for 2008-2009 as presented. Mr. Haught seconded the motion. Motion carried.

- **Renovation Request**

The Board was asked to consider approving an additional \$110,000 in funds for the B&O renovation project for unexpected expenditures (i.e. fire protection upgrades, carpeting, etc.) which were not in the original plan. Money left from the Education Center dispute and possible state supplemental funds are in reserve and is available to cover additional funding if the Board approves. **Mr. Clarke made a motion that the Board approve \$110,000 from College reserves for any cost overruns on the B&O renovation project. Ms. Harman seconded the motion. Motion carried.**

B. Vice President/Dean, Economic & Workforce Development – Mike Koon

- **Compact Update**

Mr. Koon distributed the following information to the Board: (1) Crosswalk between Northern Institutional Goals (of which there are nine) and CCTCE Compact Goals (five goals set by the state); (2) Compact Updates for Fiscal Year 2008-2009, which require Board approval; and (3) Strategies in CCTCE Focus Areas (three areas the state requires the College to address: implementation of new programs, increasing student retention and graduation rates, and increasing enrollment of adult students aged 25 and above). Information was reviewed during the meeting.

Mr. Koon informed the Board of the responsibilities of Northern's President's Cabinet in pulling together their goals with the College's institutional goals.

A draft of the Compact narrative was distributed to the Board. A final version will be submitted to the state by April 30. The College was asked to look at the progress made on the five goals, address the continuing strategies to move forward and specify new strategies in each of the five areas. Since the document was distributed to Board members at the meeting, they asked that they be given additional time to review the document prior to taking action. On Friday, April 25, Mr. Koon will forward an electronic copy of the Crosswalk and Target 2010 Compact document to members who were not at the April 24 meeting. An electronic response, with majority acceptance, will serve as approval of the Target 2010: Strategies for Institutional and Consortium Compact Updates for Fiscal Year 2008-2009.

Mr. Koon reported that a new Compact will be required before 2010. Work on the new Compact will begin in September/October 2008.

C. Dean, Enrollments Management – Janet Fike (Excused)

- **Enrollment**

In Ms. Fike's absence, Dr. Olshinsky distributed and reviewed the Fall 2008 Comparison Report which did not include table gaming. A Summer Enrollment Comparison Report (Summer 1998 to Summer 2008) was also distributed.

D. Dean, Institutional Technologies – Sue Pelley (Excused)

- **Oracle/Banner Negotiations**

Dr. Olshinsky reported that Ms. Pelley attended a meeting this past week to challenge the Oracle/Banner pricing structure and stated that Oracle wants the WVNET agreements made legal. Northern is adamant about not absorbing the major jump in cost from Oracle.

E. Dean, Community Relations – Bob DeFrancis (Excused)

- **Commencement**

Ms. Boyd will not be available to confer degrees at commencement this year. Dr. Olshinsky asked for a volunteer to perform that role and Dr. Cummings agreed to do so.

9. Old Business

There was no old business.

10. New Business

- **Bookstore Rule – First Reading**

The Bookstore Rule was presented to the Board on its first reading. The following suggestion was made to the Rule: in the second bullet under the section *Any employee of the College may*, insert the word "Receive" before the word "Royalties."

11. Executive Session

The Board entered into executive session at 6:13 p.m. on a motion from Ms. Harman which was seconded by Mr. Danford. Items discussed during the session included real estate and the evaluation of the President. Action taken during the session was as follows: **Mr. Clarke made a motion that the Board renew Dr. Olshinsky's contract for three years. Dr. Cummings seconded the motion. Motion carried.**

Mr. Danford made a motion that the Board come out of Executive Session at 7:10 p.m. Mr. Craycraft seconded the motion. Motion carried.

12. Adjournment/Next Meeting

The meeting concluded at 7:10 p.m. Weirton campus will host the Board at its next meeting scheduled for May 22, 2008 at 6:00 p.m. The meeting will be held in the library. There will be no Board meeting in June or July.

Minutes respectfully submitted by,

Minutes approved by,

Linda K. Dudash
Executive Secretary to the President

Anne Dieckmann-Harman
Board of Governors Secretary