

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, February 22, 2007 - 5:00 p.m.
B&O Auditorium East**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, February 22, 2007 in the B&O Auditorium East on 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, Charmaine Carney, Joseph Craycraft, Dr. Darrell Cummings, Tom Danford, Anne Dieckmann Harman and Zac Wycherley. By Phone: Frank E. Gilmore. Excused: Tamara Cronin, Joseph W. Freeland and Danny Kaser.

Other guests included: Dr. Martin Olshinsky, President; Larry Bandi, CFO and Vice President of Administrative Services; Robert DeFrancis, Dean, Community Relations and Institutional Advancement; Janet Fike, Dean, Enrollments Management; Dr. John Jones, Dean, Computer Information and Communications Technology; Mike Koon, Vice-President/Dean, Economic and Workforce Development and Interim Vice-President of Academic Affairs; and Larry Tackett, New Martinsville Campus Dean. Guests included: Debbie Cresap, Business/Clinical Medical Assistant Program Director; Marian Grubor, Professor and Program Director, Culinary Arts; Dr. Nancy Krupinski, Professor, Surgical Technology; Denise McBride, Disabilities Coordinator; Don Poffenberger, Professor, Criminal Justice; Isabella Tweedlie, WVNCC volunteer.

3. Minutes of January 25, 2007

Mr. Danford suggested the following corrections to the draft minutes of January 25, 2007: On page two, item six, paragraph three, change WebCT Vista to Windows Vista and on page five, item nine, the last sentence, change the word purchase to sale. **Mr. Danford made a motion to accept the minutes of January 25, 2007 as amended. Mr. Wycherley seconded the motion. Motion carried.**

4. Board Chair Report

A. Hearings and Petitions

There were no hearings or petitions.

5. President's Report

A. Legislative Update

Dr. Olshinsky reviewed the following House and Senate bills that impact the College: HB 2862/SB 442 relating to changes in the grievance process, HB2965 relating to additional benefits for adjunct faculty and HB 2286/SB 114 relating to higher education employee salary increases (originally a 2.5% one-time increase but has gone to 3.5% increase). However, the College will not receive adequate funds to cover the increase. Dr. Olshinsky will meet with legislators on February 26 to discuss equity for funding pay raises. There is some activity for bonds to fund renovating the B&O building and adding on to the Weirton complex.

B. Activities for the Month of February

Some of Dr. Olshinsky's activities for the month of February were as follows:

- Partnering with West Virginia State Technical to offer summer camps that emphasize math and science leading to engineering majors
- Visited the Catholic Neighborhood Center to determine how WVNCC students can work in community projects or internships
- Met with State legislators to discuss Northern issues with the emphasis on equity
- Met with CEO of Peace Point Equestrian Center to discuss partnerships/internships with his new project, the Aspen Assisted Living Center. Possible opportunities for WVNCC's Human Services and Health Sciences students.
- Dr. Olshinsky and Larry Tackett met with counselors on the New Martinsville Campus. High schools want to work with the College on courses to be delivered by IP Video. The College will work with Senator Larry Edgell on funding.
- Presented certificates to three individuals at the regional jail. One has been released and will be attending DeVry University.
- The College received \$21,000 from WesBanco (over three years) to get LCD panels in the campuses entryways.

C. Education Center Building Projects

Dr. Olshinsky reported on problems in the Education Center and measures taken to correct those problems. The number one problem area is with the heating units and work that was not properly completed. Northern went back to the sub-contractor, who was not helpful; therefore, the College secured the services of another contractor to correct the problems.

Issues remain with sound traveling in the Education Center causing disruption to other classes. Sue Pelley is working on the process to correct the sound problems.

The county is coming in to do an air quality test regarding smell issues.

6. Faculty Presentation

Don Poffenberger, with the assistance of Isabella Tweedlie, gave a podcasting presentation. Mr. Poffenberger demonstrated how Ipods can be used by students with visual, cognizant and physical impairments to obtain course information. Vista courses permit faculty to organize class materials for students to watch a video, listen to audio or read a transcript. Cost of Ipods can be covered by student financial aid.

Dragon software, a program where an individual can speak and have their voice translated to text (good program for students with dyslexia), was explained to the Board. Mr. Poffenberger and Mr. Danford commended Dr. Olshinsky and staff for recognizing and supporting ways in which to teach using various technologies. Mr. Poffenberger asked for 50 Ipods as part of an alternative delivery method for classes. Mr. Bandi commended Mr. Poffenberger, Ms. Tweedlie and Pam Sharma for putting the College on the leading edge of technology.

New programs were voted on individually and approved as follows:

- **Medical Assisting: Mr. Wycherley made a motion to approve the Medical Assisting program as presented. Mr. Danford seconded the motion. Motion carried.**
- **Sign Language Interpreter: Mr. Danford made a motion to approve the Sign Language Interpreter program as presented. Ms. Harman seconded the motion.**
- **Dietary Technician: Mr. Danford made a motion to approve the Dietary Technician Program as presented. Mr. Wycherley seconded the motion. Motion carried.**
- **Hospitality: Ms. Harman made a motion to approve the Hospitality Program as presented. Mr. Danford seconded the motion.**

Mot

- **Central Service Technician**

Dr. Krupinski presented on the Central Service Technician class which is an option for Surgical Technology students. Board approval was not required for the two-semester, one-year certificate course.

D. New Martinsville Campus Dean – Larry Tackett

The New Martinsville Campus is hosting a meeting for all high school counselors in the service area to expand programming.

E. Weirton Campus Dean (Mr. Koon reported for Dr. Bull)

- **Amendment to Metro Fee (Columbiana County – WV and Washington County - OH)**

Information on a Columbiana County tuition analysis was distributed to the Board. An amendment to the College's tuition increase was recommended that would introduce a metro fee for Columbiana County (which would help the Weirton Campus) and Washington County in Ohio (which would help the New Martinsville Campus). In addition, a standing fee was recommended for culinary students of \$75 to offset certification test costs at the end of the program.

Ms. Harman made a motion to approve the amendment to the tuition increase as recommended. Mr. Wycherley seconded the motion. Motion carried.

8. Old Business

There was no old business.

9. New Business

The Web Accessibility Rule was presented on first reading. Emily Fisher is working on funding sources for implementation.

10. Other

Ms. Carney informed the Board of the St. Baldricks event to be held on March 17 in the Education Center to benefit children with cancer. The goal of the Wheeling Campus is to raise \$3,000 and the goal of Weirton Campus is to raise \$1,500. The person who makes the highest bid on each campus will be shaving the heads of Dean Steve Woodburn and Dean Jim Bull. Members may access other campus activities through a link included in *The Campus Communicator* which will be distributed on February 23 by e-mail.

Student Senate is scheduled to meet with the Board in March and classified staff will meet with the Board in April. The Board meeting for May will be held on the Weirton Campus and the June meeting will be held on the New Martinsville Campus.

11. Adjournment/Next Meeting

Mr. Danford made a motion to adjourn the meeting at 7:15 p.m. Ms. Harman seconded the motion. Motion carried. The next Board of Governors meeting will be held on March 22, 2007 at 5:00 p.m. in the B&O Board Room.

Minutes respectfully submitted by,

Minutes approved by,

Linda K. Dudash
Executive Secretary to the President

Anne-Dieckmann Harman
Board of Governors Secretary