

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, August 28, 2014 -- 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 28, 2014 in the B&O Board Room on the Wheeling Campus.

1. Call to Order

Dr. Cummings convened the meeting at 5:07 p.m.

2. Roll Call

Members in attendance were: Dr. Darrell Cummings; Brann Altmeyer; Christin Byrum ; Frank DeCaria (by phone); Margaret DeCola; Paul Griffenberg; Excused:; Bob Conraguerro; Mary K. DeGarmo; Gus Monezis; Toni Shute.

Guests included: Dr. Martin Olshinsky, President; Peggy Carmichael, Chief Human Resources Officer; Bob DeFrancis, Dean of Community Relations; Janet Fike, Vice President of Student Services; Steve Lippiello, Chief Financial Officer/Vice President of Administrative Services; and Dr. Vicki Riley, Vice President of Academic Affairs. Others: David Hanes, Director, Information Technology.

3. Approval of Minutes (May 22, 2014)

Mr. Altmeyer made a motion the Board approve the minutes of the meeting of May 22, 2014 as presented. Ms. Byrum seconded the motion. Motion carried.

4. Board Chair Report

There was no Board Chair report.

5. President's Report

A. Default Rates (Informational)

Dr. Olshinsky asked Ms. Fike to update the Board on the current situation with the default rates. We are currently at 30.3% with a variance group of 1.4% which would drop us below the 30% mark. Ms. Fike stated that we are contacting central office to see what we can do to get below that 30% mark. We have made good progress towards our goal. The students who only attend for a brief period of time such as a week or partial semester consistently pose an issue. They do not always understand the consequences. With improvement in communication as well as entrance counseling, we should be moving closer to our goal. At this time, we have not incurred any penalties.

B. ECS Building Update (Informational)

Dr. Olshinsky provided an update on the acquisition of the ECS Building. Mr. Altmeyer explained several of the legal issues that are being resolved in order to purchase the building. There will be a hearing at the end of September and we will know then if we are the buyer. The current price is significantly lower than they were originally asking four or five years ago.

C. Highlights of President's Activities for the Months of June, July & August

- Met with several law firms regarding current legal issues facing higher education.
- Noble Energy Luncheon – Noble is trying to figure out if Mechatronics will fit into their needs. If we modify it for Noble, the program should be able to be transferred to other energy companies as well.
- Pietro Florentini facility – Northern provided testing, welding instruction and support

for the company.

- WVNCC received \$8,500 for Tech Scholarships from WVCTCS which the Foundation will match. The plan is to eventually increase this to \$60k.
- Participated in the OVAC Queen of Queens event.
- Met with the Foundation's new President, Mr. Rob Krall and Mr. Lippiello. Mr. Krall wants to make sure that the College and the Foundation are on the same page.
- Ms. Carmichael will serve as Chair of the Professional Development Committee which will help with monitoring funds.

6. CFO/Vice President, Administrative Services.....Steve Lippiello

- **Security Camera Project Update**

Mr. Lippiello provided an update on the security camera project. This project is 100% funded by the state. At this point, it is 93- 94 % completed. Installation still needs to be completed in Student Union, exteriors of B & O Building and Weirton, and installation of cameras in elevators. The state is paying for the replacement of sliding glass doors in B & O and ETC. Mr. Lippiello is still in conversations regarding card reader accessibility. December 1st is target completion date.

7. VP, Student Services.....Janet Fike

- **Fall Enrollment Report**

Ms. Fike overviewed the weekly enrollment report. After Labor Day, she looks for the high school enrollment to pick up. We will also pick up some last minute students. Overall, the head count will be down but we have more FT students than PT.

8. Executive Session

Mr. Altmeyer made a motion the Board enter into executive session at 5:38 pm to discuss the Presidential Search Procedure and Update. Ms. DeCola seconded the motion. Motion carried.

Ms. DeCola made a motion the Board come out of executive session at 5:49. Mr. Byrum seconded the motion. Motion carried.

9. Old Business

There was no old business.

10. New Business

Due to vacancies, the election of officers of the Board of Governors is delayed until the next meeting.

Dr. Olshinsky read the resolution for John Clarke thanking him for his service on the Board. Mr. Altmeyer made a motion the Board accept the resolution as presented for Mr. Clarke. Ms. Byrum seconded the motion. Motion carried.

11. Adjournment

The meeting adjourned at 5:52 p.m.

Minutes respectfully submitted by,

Minutes approved by,

Stephanie Kappel
Assistant to the President

Christin Byrum
Board of Governors Secretary