

**OFFICIAL MINUTES  
BOARD OF GOVERNORS MEETING  
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE  
Thursday, May 23, 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, May 23, 2013 in the B&O Board Room on the Wheeling Campus.

**1. Call to Order**

Dr. Darrell Cummings convened the meeting at 5:00 p.m.

**2. Roll Call**

Roll call was taken by Linda Dudash. Members in attendance were: Brann Altmeyer, Christin Byrum, Dr. Darrell Cummings, Mary K. DeGarmo, Melissa Jones, Lucy Kefauver, Gus Monezis and Fred Renzella. Excused: John Clarke, Joe Craycraft and Rita Berry.

Guests included: Dr. Martin Olshinsky, President; Bob DeFrancis, Dean, Community Relations; and Dr. Vicki Riley, Vice President of Academic Affairs. Classified Staff Council Members: Shannon Payton and Thomas Eltringham. Newly elected Classified Staff Board Representative: Susan Barnette.

**3. Approval of Minutes – Meeting of March 28, 2013**

Mr. Renzella made a motion to accept the minutes of the meeting of April 25, 2013 as presented. Ms. DeGarmo seconded the motion. Motion carried.

**4. Classified Staff Council Presentation**

Ms. Kefauver gave a presentation from Classified Staff Council after which a question and answer session was held.

Ms. Kefauver introduced Ms. Barnette, newly elected classified staff representative to the Board of Governors.

**5. Board Chair Report**

• **Hearings and Petitions**

There were no hearings or petitions.

**6. President's Report**

**A. Higher Learning Commission Preliminary Report**

Dr. Olshinsky informed the Board the College has received a rough draft of the Higher Learning Commission Report of the Accreditation of March 2013. The official report will be available in about another month.

President Olshinsky reported the Higher Learning Commission is recommending the College receive a ten year accreditation with a focused visit in two years.

**B. Articles Distributed**

The following articles were distributed to the Board:

- Child Care Remains a Barrier for Many Student Parents (Community College Times – May 9, 2013)
- Higher Education Bills – 2013 Legislative Summary

**C. Highlights of President’s Activities for the Month of May**

- The President participated in the PTK All-West Virginia Academic Team recognition ceremony. Six Northern students were part of the team.
- A celebration was held on May 6 for the opening of the Applied Technology Center.
- The 2013 Commencement was the largest in the College’s history and in the valley with 407 graduates and 493 degrees conferred.

**7. Administrative Reports**

**A. CFO/Vice President, Administrative Services .....Dr. Olshinsky for Mr. Lippiello**

- **Third Quarter Financial Results**

President Olshinsky gave the third quarter financial report in the absence of Mr. Lippiello.

**B. Vice President, Student Services.....Bob DeFrancis for Janet Fike**

- **Summer Enrollment Report**

Mr. DeFrancis gave the summer 2013 first day enrollment (May 20, 2013) report in the absence of Ms. Fike.

**8. Old Business**

- **Respiratory Care Testing Fee**

The Board received a correction relative to information on the Respiratory Care Testing Fee that was approved by the Board on March 28, 2013. The fee approved by the Board at the meeting on March 28, 2013 was in the amount of \$140; however, the correct fee is \$40.

The Board proposed to modify the motion made at the meeting of March 28, 2013 relative to the Fee Planning Schedule for Academic Year 2013-2014 to include the adjustment to the Respiratory Care Testing Fee from the original amount of \$140 to the reduced fee of \$40. However, there was no formal action taken at the meeting of March 28, therefore, a formal motion was made as follows: **Mr. Renzella made a motion the Board reduce the Respiratory Care Testing Fee from \$140 to \$40. Mr. Monezis seconded the**

**motion. Motion carried.**

## 9. Executive Session

At 5:45 p.m., **Mr. Renzella made a motion for the Board to go into Executive Session to discuss personnel and the president's contract. Mr. Monezis seconded the motion. Motion carried.**

**Mr. Renzella made a motion the Board come out of Executive Session at 6:08 p.m. Ms. DeGarmo seconded the motion. Motion carried.**

## 10. New Business

- **President's Contract**

**Mr. Renzella made a motion the Board approve the President's contract as presented and the addendum presented to the Board also become part of the President's one-year contract.** (The addendum reads as follows: At present, base raises are not budgeted for any staff members except for those covered by state statute. If funds become available, the presidential compensation would increase at the same percentage as other administrators.)

## 11. Adjournment/Next Meeting

**Mr. Monezis made a motion for the meeting to adjourn at 6:12 p.m.**

The next Board meeting is scheduled for Thursday, August 22, 2013 at 5:00 p.m. in the B&O Board Room on the Wheeling Campus.

Minutes respectfully submitted by,

Minutes approved by,

Linda K. Dudash  
Executive Secretary to the President

Christin Byrum  
Board of Governors Secretary