

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, October 26, 2023 – 5:00 p.m. – Weirton Campus**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, October 26th in Room 110 on the WVNCC Weirton Campus and via Zoom.

1. Call to Order

Ms. Carenbauer called the meeting to order at 5:00 pm.

2. Roll Call

Members in attendance were: Jacob Altmeyer; David Artman; Shelly Carenbauer; Larry Lemon; DJ McGlaughlin; Chris Kefauver; and Hilary Curto Wilson. Excused: Liz Hofreuter; Christine Mitchell; Ron Scott, Jr.; and Tyler Mitchell.

Guests included: Dr. Dan Mosser, President; David Barnhardt, Director of Communications and Student Recruitment; Robert Brak, Director of Human Resources; Janet Fike, Vice President of Student Care and Success; Dr. Phil Klein, Vice President of Economic and Workforce Development; Jeff Sayre, CFO/Vice President of Administrative Services; Dr. Pam Sharma, Vice President of Planning, Institutional Effectiveness and Research; Rana Spurlock, Director of Institutional Advancement; and Dr. Debra Tervalva, Vice President of Learning. Other guests included Regan Blaha, Shawn McElroy, Jeanette Ziegler, and Morgan Haught.

3. Board Chair Report

Ms. Carenbauer stated that she has recently attended several community events with Northern employees including the Marshall County Chamber of Commerce Dinner, Wheeling Island Economic Development Leadership event and Lunch with Leaders.

Dr. Mosser, Liz Hofreuter, Stephanie Kappel, Hilary Curto Wilson, and Chris Kefauver attended the Board of Governors Summit in Charleston a few weeks ago.

4. Student Presentation

Ms. Blaha, the Director of Student Engagement, presented on student activities. She detailed the structure of Student Government Association (SGA) and its Executive Board. Student representatives (Shawn McElroy, Morgan Haught, and Jeanette Ziegler) spoke about their experiences and how much they enjoy their time at Northern. Ms. Blaha spoke about the First-Generation Initiatives and Leadership Initiatives implemented this year. There is a new student portal which has been well received.

5. Approval of Minutes (September 28, 2023)

Mr. Kefauver made a motion that the Board approve the Minutes from the meeting on September 28, 2023 as presented. Ms. Curto Wilson seconded the motion. Motion carried.

6. President's Report

Dr. Mosser introduced new employees.

After having repair issues, Dr. Mosser was happy to report that the cartouches have been

installed on the B & O Building. We recently hosted several area businesses and a legislative delegation.

As we did with the New Martinsville campus previously, we are creating a Program and Enrollment Growth Plan for the Weirton campus. We plan on doing the same for the Wheeling campus next.

We received two CDL Driving Simulators from the state. Also, we are in the process of collaborating with CTCS on a grant for a mobile welding lab.

Recently, several Northern employees attended the latest Rural Guided Pathways Institute. There are two new ad hoc committees on campus - the Campus Carry Task Force and the Laptop Feasibility Task Force.

The Nursing Program recently passed their Accreditation Commission for Education in Nursing (ACEN) with no findings. The program is fully accredited until Spring 2031.

The Nepotism Administrative Procedure was in the Board packets for review. Dr. Mosser asked if there were any comments or edits to please share with him by the end of next week.

As a reminder, Yuletide will be at 5:30 pm on December 7th. Commencement will be held on May 10th at Wesbanco Arena.

7. Independent Auditor's Report (CliftonLarsonAllen, LLP)

Board members received a copy of the WVNCC Report on Audit of Financial Statements for the years ended June 30, 2023 and 2022 as prepared by CliftonLarsonAllen, LLP. Aaron Crall and Jennifer Bolin from CLA reviewed the report with the Board. Regarding financial reporting, compliance and other matters, there were no material weaknesses, or any other matters noted.

Mr. Artman made a motion the Board approve and accept the auditor's report and financial statements as presented to the Board. Mr. Altmeyer seconded the motion. Motion carried.

8. Administrative Reports

Vice President of Economic and Workforce Development

Economic and Workforce Development Annual Report

Dr. Klein presented on recent activities of the Economic and Workforce Development area. He shared who the team is and their areas of emphasis which includes the Testing Center, Career Development (customized training and non-credit programs), personal enrichment and Veterans.

We have worked with EDGE and Wheeling Country Day in providing training in the Orton-Gilligham method. We have added a second full time EMS instructor due to the demand. Between AY 2021-2022 and 2022-2023, we doubled the number of students using HEAPS Workforce Grants and had a 62% increase in workforce funding.

Vice President of Student Care and Success

Census Enrollment

Dr. Sharma highlighted the Fall 2023 Credit Enrollment Report.

CFO/Vice President for Administrative Services

Financial Update

Mr. Sayre highlighted the fund tracking document provided in the Board packet.

9. Old Business

There was no old business.

10. New Business

There was no new business.

11. Adjournment

The meeting adjourned at 6:22 p.m.

Minutes respectfully submitted by,

Minutes approved by,

Stephanie Kappel
Executive Assistant to the President

Larry Lemon
Board of Governors Secretary