

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – May 18, 2022

DATE: May 18, 2022	PLACE: Board Room and Via Zoom	CONVENED: 9:02 a.m.	CONCLUDED: 10:37 a.m.
ATTENDEES:	D. Mosser, D. Barnhardt, T. Alfred, R. Blaha, B. Brak, D. Clausell, C. Corbin, J. Fike A. Hawk, S. Kappel, P. Klein, J. Loveless, T. Marker, J. Montgomery, K. Mulhern, J. Sayre, P. Sharma, L. Soly, G. Wallace, T. Weisenborn, A. Wolf & B. Yesenczki.		Excused: D. Bennett, S. Leghliid & R. Spurlock.
MINUTES RECORDED BY:	Stephanie Kappel		
NEXT MEETING	July 20, 2022		
ITEM	DISCUSSION		
1. President's Update	<p>Dr. Mosser stated that it was a flawless weekend with Commencement and the 50th Anniversary Gala. Both were good events and kudos to everyone involved to ensure their success.</p> <p>He reminded everyone that the funding formula will be in effect for next FY. Two factors that funding will be based on is the number of students making it to 15, 30 and 45 credits and the number of students completing.</p> <p>Dr. Mosser stated that we have moved the Student Union back to the B & O. We are having conversations as to who will go in the Student Union. We have been approached by Wheeling Country Day to find space for a lab school. Augusta Levy is looking for partnerships for training. Dr. Klein and Mr. Sayre are chairing a space solutions team. Mr. Sayre will be sending out an invite for input.</p>		
2. Facilities Update	<p>Ms. Marker stated that they are finalizing the furniture for the B & O 1st floor remodel. The HVAC unit on the first floor will be replaced by next Friday. The New Martinsville campus is receiving new units. The controls are complete there. The B & O cleaning is 90% complete. The Business Office corner is on hold until power can be shut off. They are waiting on Rich Donovan to get back with them regarding the damage done during the cleaning of the cartouche on the exterior portion of B & O Building. The demolition for the Weirton Service Center has begun. It is set for completion 7/25. Construction will begin soon on the nursing simulation labs. The Weirton library refresh is underway. They have started work on a Facilities Masterplan. There is work planned for the B & O Courtyard and lighting. She stated that Mr. Wallace is doing a great job with the grass.</p>		
3. IT Update	<p>Mr. Corbin stated that they have a meeting about the Nursing sim labs later today. The kiosk will be installed on the B & O 1st floor on 5/26. There is a company cleaning some of the server rooms. They are preparing for next semester.</p>		
4. Business Office Update	<p>Mr. Sayre announced that the annual audit is underway. The budget was approved by the Board at the last meeting. He asked that everyone be mindful of the pcard having 2 reconciliation periods in June due to end of fiscal year. Professional development is now in SignNow. If you are going to travel or purchase over \$100, we need paperwork completed for each. He promises a 2-day turnaround time for processing.</p>		

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5. HR Update	Mr. Brak asked everyone to share the word on job postings. Re-enrollment has been closed. The holiday calendar will be out soon. He asked that people review the online directory for accuracy. They are working on pay increases.
6. Suitable	Ms. Soly and Ms. Blaha presented on Suitable. It is a cocurricular transcript. It would help with student engagement. Students who are engaged are retained. It would also help us assess what our students are learning. It has been tested with Allied Health and Applied Technology. They plan to roll out to students during welcome event.
7. Other	<p>Ms. Soly and Ms. Alfred reported that our service centers are moving to 8:30 am – 5:00 pm due to it being slow. Ms. Soly reported that the Job Fair is 5/26 at a New Martinsville church near our campus. They are working with the American Job Center. They are also working on several registration events.</p> <p>Dr. Loveless stated that the OER team was accepted by AACU. John Lantz and Angela Hawk are members of this team. She stated that we are one of sixteen colleges accepted into the Rural Pathways program. Students are leaning towards online options. Classes start next week. They are doing lots of interviews for vacant faculty positions. They are wrapping up and should have a final draft soon of the Education Plan. They are working on a partnership with Brooke County Schools in Aqua Culture. She is working on HLC Criterion 3. They are exploring programs with Mon Power and solar energy. Dr. Mosser reminded them that that AEP expressed interest.</p> <p>Ms. Yesenczki reported that she has building the schedule with Dr. Klein. She is still working on the catalog. It will be official July 1st. She is working with Explorer to help students look at jobs available and salaries. She has a meeting with Modern Campus to transition from Explorer to Pathways. This will be integrated into the catalog. She has been working with the division chairs a lot earlier on spring schedule than in the past.</p> <p>Ms. Fike stated that Kelly Dlesk has been working diligently in financial aid. They are working on financial aid SAP. There is no additional funding for summer. Academic SAP has been run. Tracy is certifying graduates. They are working on fall tuition with the Business Office. The Clery Committee has reviewed the report. The Safety Committee will review it next. It should be ready for the October due date. Tomorrow is the fall registration event. They are looking at replacement products for NOW.</p> <p>Mr. Barnhardt stated that the Weirton Service Center will include branded windows in front of building. They are pushing registration events and are doing a direct mail piece. Matt is out visiting schools. They are pushing the CNA and summer welding institute.</p> <p>Dr. Sharma stated that they have completed HLC visits to all 3 campuses. The HLC Committee is working on the final draft. They should have the results of the employee satisfaction survey soon. There was a good response on graduation survey – 203 students completed it. She stated that Ms. Jenkins sent an email every week encouraging participation. Enrollment is trending up.</p>

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Ms. Blaha stated that she was at Canaan Valley for a student leadership retreat. Matt Turner spoke about the state and mental health. They are pushing the trades. Other schools are struggling with student engagement. The three big themes of student concern are mental health, food insecurity and transportation.

Dr. Klein reported on June 3rd they housed a hospitality and tourism for stakeholders meeting. The state received a grant for a training program. We were selected with New River to start a program. It was a good media opportunity. They are updating their catalog for fall.

Mr. Montgomery stated that there were 9 students as part of Leadership program. He thanked Rachel and Tina for their work. IP video is set up in Room 215. There is a new tractor on the Weirton campus. They are hosting an info session for Brooke on campus in June. He is working with the Foundation on a grant. They are planning for a remodel for the Weirton Service Center.

Dr. Hawk reported that they had an All Faculty Professional Development Day on 4/29. They had very positive feedback. Program directors are working on Monday on their annual reports. They are working with Title III on a faculty workshop for over the summer. They are working with Student Services on cocurricular assessment. There will be an Assessment Academy team meeting in June in Chicago. They are presenting at an early entrance conference at Oglebay. They are working on a large institutional assessment plan.

Ms. Wolfe stated that the LRC and ASC folks did a registration call campaign to help students get registered. She is part of the OER team to see what databases might be useful. She will attend a conference on disability services in July. They are working on hiring tutors over the summer. In addition, they are working on developing a report on equity and retention.

Ms. Mulhern reported that classes in EWD area are going well. There is an EMT boot camp. Paramedic is meeting two times a week. There is the summer Welding Institute. They are offering CNA classes in Wheeling and Weirton. They are expanding EKG and Phlebotomy. Workforce continues to work on trainings for area companies and apprenticeships.

Ms. Weisenborn stated that they are working on getting everyone onboard. They are trying to get the word out about jobs. She is looking into CRMs. They are working on professional development for summer and fall.