

**OFFICIAL Minutes**  
**NORTHERN'S PRESIDENT'S COUNCIL MEETING – March 20, 2019**

<b>DATE:</b> March 20, 2019	<b>PLACE:</b> Board Room	<b>CONVENED:</b> 9:04 a.m.	<b>CONCLUDED:</b> 10:32 a.m.
<b>ATTENDEES:</b>	M. Koon, D. Barnhardt, T. Becker, C. Corbin, C. Farnsworth, J. Fike, A. Frey, K. Herrington, J. Loveless, T. Marker, J. Sayre, R. Spurlock, P. Stroud, & S. Wood		<b>ABSENT:</b> G. Bouftouh, T. Queen, P. Sharma, L. Tackett, & G. Wallace
<b>BY PHONE:</b>	P. Carmichael, D. Bennett, & L. Soly		
<b>MINUTES RECORDED BY:</b>	Stephanie Kappel		
<b>NEXT MEETING</b>	April 24, 2019		
<b>ITEM</b>	<b>DISCUSSION</b>		
<b>1. Legislative Update</b>	Mr. Koon stated that SB 1 did pass. There is a conference call tomorrow with the Chancellor to review and discuss the next steps. Campus carry did not pass but will probably come back again next session. As far as we know, the Compact did go through and moving forward we will not need to do it. The budget went through but we are waiting to find out definitively what it is.		
<b>2. HLC Update</b>	Mr. Koon stated that the IAC hearing went very well yesterday. We should receive the official IAC report in about two weeks or so but will not have a final HLC decision until late June's HLC Board meeting.		
<b>3. College Updates</b>	<p>Mr. Koon reported that the Presidential Search Committee is ongoing. The Search Committee meets tomorrow to go through the ratings to move onto the next step. There are preliminary meetings next week to decide who to bring to campus for interviews.</p> <p>Mr. Koon announced that there are discussions about pursuing a Title III grant to focus on online instructions. We will most likely apply for the grant. More information will be made available once it is known.</p> <p>Mr. Koon and Ms. Kappel are working on clean-up of committee descriptions before the new academic year.</p>		
<b>4. Business Office Update</b>	<p>Mr. Sayre stated that the proposal to the Board of Governors is for an average of a 3.5% tuition increase which equals to about \$5 per credit hour for in-state students. EM Council has sent a list of student projections for next year. He stated that there is not any great changes in fees for this year. An adjustment has been made for three programs based on the number of semesters it takes for completion. A non-program course fee has been added this year to account for students enrolled in a lower fee cost program but are actually taking classes in a higher fee based program. Mr. Koon, Dr. Loveless, and Mr. Sayre will set up a meeting to discuss.</p> <p>Mr. Sayre is still working on the budget and waiting to hear from state. Ms. Herrington asked if the Faculty Salary group is meeting again. Mr. Sayre stated that they will look at the two models and use each as a</p>		

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	<p>starting point. Ms. Herrington stated that Faculty Assembly meets again on April 5<sup>th</sup> and maybe they could discuss.</p> <p>Mr. Sayre announced that with the B &amp; O Auditorium remodel that it will be out of service from early May to June 28. The travel policy has also been updated and sent to the state travel agency for approval. The mileage rate will be 58 cents per mile.</p>
<b>5. Facilities Update</b>	<p>Ms. Marker stated that they are working on Room 320 for remodel. Once complete, she will turn it over to Dr. Loveless to assign. The ECS lot is open and she has not received any complaints. Facilities is working on spring cleaning the outside. They are also working on the MakerSpace in the Library, the B &amp; O vending area, and Lisa Soly's office remodel. Signs will be posted that areas are under construction. For the NM campus, they are looking for ways to improve their existing shared space. The light safety inspectors will finish next week. Ms. Marker requested that if any faculty or staff are cleaning out their offices or areas at the end of the semester and have things for disposal, please let them know so that they can plan accordingly. Mr. Koon added that the roof projects in NM and WT are underway. Ms. Herrington asked Ms. Marker if her area could place the pinwheels outside for Child Abuse Awareness month in April. Ms. Marker stated that they are also working on Room 305 for the Anatomage table.</p>
<b>6. IT Update</b>	<p>Mr. Corbin stated that they are almost finished with the PC rotation. First 1/5 computer upgrades are basically complete. Ms. Stroud asked if they could have the one in her podium replaced and that will be done. Mr. Sayre stated that they will be receiving recommendations of industry best standards for IP video classrooms and will sit down with constituencies to detail a plan.</p>
<b>7. Other</b>	<p>Ms. Fike stated that Commencement is set for 5/10 at 7 pm. There are 270 graduates approved at this time. If you know of students who are planning on graduation, please encourage them to apply. During the week of Commencement, there will be a Career Services event and decorating the caps. They are looking for marshals to help with students. The speaker will be Robert Dobkin who is an Alumni from 2010. Ms. Herrington asked about Honors events and the faculty haven't heard anything. Dr. Loveless will follow up on it. Ms. Fike stated that for Commencement this year, they will be allowed to wear nursing pins. There will be a list of approved items that students may wear.</p> <p>Ms. Bennett provided several updates from the NM campus. She stated that the roofing project is going along smoothly. The Manufacturing Academy is set to be there on Friday and there will be 265 8<sup>th</sup> graders from 9:30-1:30. There will also be a few companies there to talk to students. The Chamber is doing a Small Business Development Entrepreneurship program there with various sessions that can help small business owners grow their business.</p> <p>Ms. Soly stated that things are busy this time of year. The roof project is going well. The doors are fixed. The Weirton Honors is set for 4/26. The Career and Transfer Fair is set for 4/4. Please encourage your students to attend. There are 33 colleges and employers set to come.</p>

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Ms. Frey stated that the Financial Aid office will be closed next Tuesday – Thursday so that their office may attend the state financial aid conference. Ms. Fike will be here though and that Ms. Frey can be available by phone, if necessary. The state deadline for FA renewals is 4/15.

Dr. Loveless stated that the schedule is up. She recently submitted a grant application to fund a medical lab technician program. She is also working on a timeline for classroom completion in August. On March 29<sup>th</sup>, there will be a Technology in Education conference with various topics covered in six breakout sessions. The speaker will be from open education resources.

Ms. Herrington announced that this would be her last Council meeting. The Faculty Assembly officers change April 5<sup>th</sup> and John Lantz will be the new President. The Promotion Committee is reviewing promotion candidates. They are looking at the faculty evaluation policy so that it has more meaning. The policy for administrative withdrawal's is also being reviewed. Ms. Fike will forward the draft policy on that to her group.

Mr. Corbin stated that they are still working on several single sign on's. Ms. Herrington asked Mr. Barnhardt to send out email asking for a list of links on how to get to the catalog, Weave and the schedule.

Ms. Fike stated that the Open House is scheduled for April 6<sup>th</sup> from 9:30 – 12. There are signs available if people wish to put out in their community. There are high school volunteers who will earn community service hours for their work. She also said they are working on updating catalog changes to have it ready for the Open House.

Ms. Becker was welcomed back. She stated that the food for the Open House has been confirmed. Their area is happy that Audrey has started in Career Services. There are several events leading up to the Career & Transfer Fair. The Fair is being promoted on the Career Services page. If you see any positions to advertise, take a picture to send to them and they will get it posted.

Mr. Barnhardt stated that the website is up with a few glitches. He thanked Mr. Corbin and his team for their work on it. There are videos promoting the Open House running. The press release for the Career & Transfer Fair is coming up soon. Their office is out for a conference on Monday and Tuesday where we will receive the Paragon Award. We will know more details about the award after we are there.

Ms. Wood announced several upcoming Student Activities including the Women's Leadership Panel which will be held on all three campuses. SGA applications are due on 3/22. If you have any student recommendations, please let her know. Several SGA members are graduating. The Student Leadership Institute is in April and she has received 6-8 nominations.

Ms. Stroud has several events planned as part of National Library Week (4/8-4/12). There will be gift card drawings for students on each campus and other giveaways. On Tuesday, it is National Library Worker Day.

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	<p>The new Maker Space will be promoted so that it can be ready for use in the fall. Ms. Stoltey is also doing a Maker Space session at the 3/29 tech ed conference.</p>
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	<p>Ms. Spurlock stated that the Golf Committee met and the outing is scheduled for 6/21. The Wheeling Friends Dinner is set for 10/26 and there will not be a nominee this year. It will be a Halloween party and they hope to get more faculty, staff, and students.</p>
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