

OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, June 22, 2023 – 9:00 a.m. – Wheeling Campus

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, June 22nd in the J. Michael Koon Auditorium of the B & O Building, 1704 Market Street, Wheeling, WV.

1. Call to Order

Mr. Artman called the meeting to order at 8:59 am.

2. Roll Call

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

Guests included: Dr. Dan Mosser, President; Robert Brak, Director of Human Resources; Janet Fike, Vice President of Student Care and Success; 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 Curt Hippensteel, Applied Technology Division Chair.

3. Board Chair Report

There was no Board Chair report.

4. President's Report

Dr. Mosser announced that we have been given the full blessing from HLC. The report was accepted by their Institutional Action Council with all five criteria for accreditation fully met by Northern. Dr. Sharma stated that it was the best accreditation visit she has seen in thirty-five years. We will celebrate at All College Day with all employees in August.

Dr. Mosser announced that a Chief Academic Officer/Vice President of Learning has been hired and will start in mid-July.

There have been several new credit programs added including a one-year Licensed Practical Nursing, AAS in Chemical Operator Technology, and AAS in Medical Laboratory Technology. There is preliminary work on an AAS in Respiratory Therapy which should be ready by Fall 2024. Mr. Artman stated that locally there is a shortage in radiography. We have been awarded a second year Nursing Expansion grant of \$359K. This will allow us to purchase additional high-fidelity mannequins plus provide nursing faculty stipends.

We have received notification from the state that the Governor's office has set aside funds for deferred maintenance projects. Mr. Sayre will provide more detail on this later. We are also working with an outside consultant to see if we qualify for Employee Retention Credit (ERC) funding.

Save the date for October 12th for Board of Governors training at the Embassy Suites in Charleston hosted by WVCTCS.

5. Nominating Committee

The Nominating Committee presented the slate of officers for 2023-2024. They are as follows:

- Shelly Carenbauer, Chair

- Jacob Altmeyer, Vice Chair
- Larry Lemon, Secretary

Mr. Kefauver made a motion that the Board approve the slate of officers as presented. Ms. Hofreuter seconded the motion. Motion carried.

6. Deferred Maintenance Resolutions

Mr. Sayre highlighted the deferred maintenance project that the WV State Legislature and the Governor's office has set up to distribute grants for deferred maintenance projects via the West Virginia Community and Technical College System. We are applying for \$3.25 million to cover the B & O Building Masonry Restoration, Cleaning and Waterproofing (\$2 million); B & O Building Courtyard Renovation (\$500k); and a Student Union rehabilitation of space for a testing center (\$750k).

Ms. Carenbauer made a motion the Board approve the resolutions as presented for all three projects. Mr. Artman seconded the motion. Motion carried.

7. Administrative Reports

CFO/Vice President of Administrative Services

Financial Update

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

Administrative Services Update

Mr. Sayre also highlighted the administrative services report in the Board packet. The Board approved the expenditure from reserve to outfit the new Medical Lab Technician Lab at the last meeting and the College is moving forward on construction. There are still ongoing issues with the B & O Cartouches. Mr. Sayre will keep the Board up to date as we move forward with the restoration. The approved tuition and fees have been submitted to the state.

8. Old Business

There was no old business.

9. New Business

There was no new business.

10. Adjournment

The meeting adjourned at 9:37 a.m.

Minutes respectfully submitted by,

Stephanie Kappel
Executive Assistant to the President

Minutes approved by,

Larry Lemon
Board of Governors Secretary