

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – October 12, 2016

DATE: October 12, 2016	PLACE: 126A	CONVENED: 9:02 a.m.	CONCLUDED: 10:07 a.m.
ATTENDEES:	Dr. Riley, J. Baller, T. Becker, R. DeFrancis, H. Coffield, C. Farnsworth, J. Fike, S. Owen, S. Payton, J. Sayre, R. Spurlock, P. Stroud, G. Wallace		ABSENT: P. Carmichael, C. DeAtley, K. Mulhern, L. Tackett
BY PHONE:			
MINUTES RECORDED BY:	Stephanie Kappel		
NEXT MEETING	November 16, 2016		
ITEM	DISCUSSION		
1. WVCCA Conference Update	Dr. Riley stated that she and Mr. Sayre serve on the Executive Committee of WVCCA. Due to the state budget situation, Mountwest will host a condensed schedule at the ATC Center at BridgeValley on December 7 th . The theme is “Power Up” with discussion of meeting the challenges of the new economy. Each college has been asked to do a presentation on that theme. There will also be a keynote speaker. The outstanding contributor will be honored at the luncheon. Cost to attend is \$75 per person. Each institution is responsible for making their own arrangements. Holiday Inn & Wyngate will offer rates of \$107 per night. Dr. Riley and Mr. Sayre will be there. More information to follow once it is available.		
2. Financial Aid Withdraw Date Reminder	Ms. Fike reminded everyone that if a student stays enrolled in at least one class until November 4 th they can keep 60% of their aid. If not, it is taken away. If a student stops going to class but not AW'd until December, financial aid back until October is taken away. The last day to drop a class/withdrawal is the same day for the first time this semester. It is November 18 th .		
3. Strategic Plan Update	Ms. Spurlock updated the internal tracking document after last week's strategic planning session. Mr. Owen suggested adding the Strategic Plan to the home page of the website. It is already on there under the “about” section. Ms. Kappel stated that she had sent it out to Cabinet yesterday and asked for items completed by 15-16 and any goals for 16-17. These items are to be submitted by 10/21 and the plan is to have an Executive Summary of those items during the next few weeks. We hope to have one more session by early November.		
4. SGA & Student Representation on Committees	Ms. Payton described this year's student leadership as a very active group. She stated that they want to go out and talk to people about issues and concerns. She is trying to let them take on their role. If anyone chairs a committee please be in contact with the students informing them of meeting dates and times. If for some reason your committee no longer requires student representation, please let Student Activities know so that they can remove that from the list.		

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	<p>She also stated that there are student senators on all three campuses. All SGA meetings are open to all students. They meet the second Friday of the month.</p>
5. Other	<p>There was discussion about sending emails to students or even doing a student version of the Campus Communicator perhaps on a weekly basis. Mr. Owen suggested an electronic message board/ticker to broadcast what is going on to keep students aware.</p> <p>Spring semester registration opens on November 8th at 1 pm. The schedule is currently being worked on. October 24th kicks off a registration campaign. Students encouraging other students to register seems to have helped registration. Mr. Owen will send an email to faculty reminding them. It was noted that last year as the registration campaign kicked off that schedules were not ready. Mr. Baller will hang the registration banners on November 7th. Dr. Riley will follow up with Dr. DeAtley regarding course schedule.</p> <p>Mr. DeFrancis stated that there are new folders done for use in promotions and outreach.</p> <p>Ms. Coffield stated that the fall student satisfaction survey will be going out soon. Also, for the upcoming spring registration, she will send a list of degree seeking students who did not complete Orientation. Ms. Fike will provide her a list of advisors.</p> <p>Mr. Sayre reported that there are challenges with the Northern app. The mobile site does everything that the app does so for the time being the app has been placed on the backburner.</p> <p>Ms. Farnsworth reminded everyone that the registration campaign will be kicking off soon. If you have a registration button, please start wearing it. She asked if it would be possible to apply a universal setting to all monitors at the college to have a screensaver stating "see your advisor". Mr. Sayre will check into it. Ms. Fike added that they can send a text message the first day of registration. Ms. Farnsworth stated that there will also be a professional development opportunity on retention on November 17th. There will be two sessions – one from 9 – 12 and another from 1 – 4. Dr. Riley added that grad rates are low and a session on retention can help all of us meet our goal. Ms. Coffield mentioned the possibility of using different measures other than grad rate to define success. The number of degrees and certificates produced is one of those ways. Ms. Fike suggested reaching out to the advisors out of the Fall 2012 cohort to dig down a little further.</p> <p>Ms. Stroud announced that on November 2nd at 7 pm in the B & O Auditorium a program on the "Secret Lives of Sherlock Holmes" will be sponsored by the Ohio County Public Library and the Ohio Valley Festival of Books. She will send more details once they become available.</p>

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Ms. Becker stated that there is a concentrated effort in Student Services following up with students who applied for fall but did not register to see if we can get them in the door for the spring semester. Also, they are following up with students who sent transcripts but ended up not registering.

Ms. Payton announced that for the 11th year in a row we have been selected for the President's Higher Education Honor Roll. We are the only community college in the state to receive this honor this year.

Ms. Fike announced that College Explorer Week is October 31st – November 4th. They are doing outreach to high schools and will also be hosting a FASFA workshop along with West Liberty University and Wheeling Jesuit University.

Ms. Fike stated that Fall 2017 recruitment is up and running. They are out visiting high schools. In addition, they are also doing outreach at local veteran centers. They are working on a calendar for all of their visits.

The Commencement Committee is moving back to the Registrar's office. Ms. Fike and Ms. Jenkins will co-chair it. Grad applications are due for December, May and June graduation.

Ms. Fike stated that \$750k had been disbursed in financial aid last week.