

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – November 18, 2020

DATE: November 18, 2020	PLACE: Board Room and Via Zoom	CONVENED: 9:04 a.m.	CONCLUDED: 10:24 a.m.
ATTENDEES:	D. Mosser, T. Becker, D. Bennett, B. Brak, D. Clausell, C. Corbin, D. Cresap, C. Farnsworth, J. Fike, A. Frey, S. Kappel, P. Klein, J. Lantz, J. Loveless, K. Mulhern, J. Sayre, P. Sharma, R. Spurlock, L. Soly, & G. Wallace		Excused: D. Barnhardt & T. Marker
MINUTES RECORDED BY:	Stephanie Kappel		
NEXT MEETING	TBD		
ITEM	DISCUSSION		
1. President's Updates	<p>Dr. Mosser stated that an email was sent out on Monday and we have seven completed cases and one assumed positive. Surveillance testing continues until we are told otherwise. After Thanksgiving, we will go to by appointment only for students. Faculty will be online. The feedback that he as received stated that everyone appreciates the weekly COVID updates.</p> <p>Enrollment was down 10% and that does lead to a budget impact. The drive thru registration events were a success and they helped boost the enrollment. Ms. Fike is planning a Cyber Monday registration event.</p> <p>Several new programs to be added soon include CDL; the welding facility at the Weirton Daily Times building; an EMT Paramedics program; and an increase in healthcare programs as identified by the Guided Pathways person.</p> <p>There are several new positions posted and about 2/3 of them are grant funded. This includes a few positions from the \$1.5 million opioid grant as well as a grant for a CDL program director. One of the positions not grant funded is the former Career Counselor position that has been redefined to be a Director of the ACTion center where it will help with advising, career counseling and transfer students. There are also three faculty positions that are currently advertised.</p>		
2. Business Office Update	Mr. Sayre stated that the FY 2022 budget process is underway. If anyone has any technology needs, please be sure to include Chris Corbin. If your budget items have any facilities needs, please be sure to include Trish Marker. The travel ban is still in effect until further notice. Matt Thorn starts as cashier on Monday. He will be handling travel coordination and facilities reservations as well. They are working on a process for Lyndsi Scott-Guzek to pay for all pcards purchases, if pcard users prefer.		
3. Facilities Update	In Ms. Marker's absence, Mr. Sayre provided a facilities update. If you have any work orders, please use the Oz ticket system. The parking lot construction is underway, and we should get ownership of the ATC lot in about four weeks. The HVAC project is underway on all three campuses. The Surg Tech refresh is going well. They are updating facilities in the Radiography program.		
4. IT Update	Mr. Corbin asked that if you have any technology capital requests, please send them to him. Security training is ongoing and will run throughout the year.		

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5. Other

Ms. Fike stated that the Cyber Monday registration event is scheduled for 11/30. Ms. Blaha will be the onsite host. They will schedule placement testing and do everything virtually. They will turn the pin off that day so that students may register without any hurdles. Early entrance high school students will also be able to participate in the Cyber Monday activities. There have been a few staffing changes. Ms. Derrico has moved upstairs with Workforce and Ms. Blaha has been moved to Marketing. Ms. Wood finished up last week and her work-study students are helping to finish out Student Activities for the semester. There is a new process for graduation. Ms. Jenkins has already reviewed about 270 potential graduates. There is an email set up for students to send to if they have any questions regarding graduation. It is mydegree@wvnc.edu

Mr. Brak stated that there are a number of positions posted right now. There will be an appeal sent out for the United Way soon and you can do payroll deduction. The surveillance testing that was mandated by Governor Justice has shown strong participation by college employees.

Ms. Bennett stated that the Student Lounge renovations have begun. Flooring will be replaced, and new furniture is being ordered. She will be out on vacation for two weeks and then will be in quarantine for two more weeks. Early entrance applications are coming in from Magnolia. The Wetzel County Chamber has a new director since the former director is now a County Commissioner. The Chamber is moving to a new facility. They are planning to do a drive thru parade.

Ms. Farnsworth stated that the Academic Support Center is in full on support mode. Students are being connected to faculty advisors to handle finishing out the Fall semester and schedule planning for the Spring semester.

Ms. Becker stated that Mr. Thorn has been moved to the Business Office. Ms. DeCola has been moved back to the Service Center. They are preparing for Cyber Monday.

Dr. Klein stated that they are gearing up to get the EMT/paramedic program running. They have applied for an Advance grant. Marketing is putting together a Spring schedule for EWD.

Ms. Soly stated that she knows of a few Weirton Nursing students who are also interested in the EMT/Paramedic program. Ms. Soly stated that Madonna's early entrance applications are in. She was supposed to go to Oak Glen but then they closed due to COVID. She will push them towards Cyber Monday. She still has several tags for students for Christmas. They are doing TEAS testing today.

Dr. Sharma stated that the CIC plans to meet on 11/19. There is a draft mission, vision and values statements that were circulated for campus comment. Feedback was due yesterday. She will put all feedback together and take to CIC. The HLC monitoring report is due in December. It is in Blackboard where you might review it and provide feedback. Ms. Frey stated that she never received the mission, vision and

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values. Mr. Clausell will send out. Mr. Lantz had already sent to faculty for feedback. The deadline for comment will also be extended.

Mr. Lantz stated that faculty are ready to convert to online. There have been concerns with intercampus mail that he has shared with Dr. Mosser and are being addressed. Dr. Mosser stated that we are working with our courier service as well as buying encrypted scanners to help with sharing of information between campuses.

Mr. Clausell stated that Staff Council met in October and will meet again on Thursday. He is working on the sector reps.

Ms. Cresap stated that they are busy with course assessment. They have also applied for a grant to help with professional development. Peer reviews are coming up. She is looking forward to having her administrative assistant on board. They just finished interviews for the early entrance position. They are working on an online application and a fillable form. She hopes to have that up in the Fall. They are working on a grant to help with early entrance, college prep and career readiness. She will get with Dr. Klein as Brooke County is interested in 911 Dispatcher training. They are also working on BOG students for Fall and the WV Rocks schedule.

Dr. Loveless stated that the bookstore transition is going smoothly. They are closed on Wednesday and will be back at the end of the semester for book buyback from 12/7-12/11. The libraries will be able to accept book orders through Akademos. The feature will not be turned on until January. She reminded everyone that the HLC monitoring report is in Blackboard and asked that people go in and review to make comments. She thanked the faculty who had assessment pieces as part of the monitoring report.

Ms. Spurlock stated that we have started talking to a consultant about a Title III grant. The focus will be on student success, retention and completion. The due date will likely be April 2021.