

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, June 26, 2025 – 8:30 a.m. – Wheeling Campus**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, June 26th in the Project Best Executive Conference Center on the Wheeling campus.

1. Call to Order

Ms. Carenbauer called the meeting to order at 8:35 am.

2. Roll Call

Members in attendance were: Jacob Altmeyer; Shelly Carenbauer; Liz Hofreuter; Dennis (DJ) McGlaughlin; Christine Mitchell; and Hilary Curto Wilson. Excused: David Artman; Ron Scott, Jr.; Chris Kefauver; and Lillian Ratliff.

Guests included: Dr. Dan Mosser, President; Dr. Angela Hawk, Vice President for Learning; Robert Brak, Director of Human Resources; Janet Fike, Vice President of Student Care and Success; Dr. Pam Sharma, Vice President of Planning, Institutional Effectiveness and Research; Karri Mulhern, Vice President of Continuing Education & Workforce Development; Jeff Sayre, CFO/Vice President of Administrative Services and Rana Spurlock, Director of Institutional Advancement.

3. Board Chair Report

Ms. Carenbauer stated that this is her last Board meeting. She stated that she has been proud to serve on the Board.

Mr. Altmeyer presented a plaque to Ms. Carenbauer for her service. There were also plaques for outgoing Board members, Larry Lemon, Chris Kefauver, and Lillian Ratliff.

4. President's Report

Dr. Mosser stated that at Commencement in May, there were 255 graduates earning 274 credentials including 178 Associate degrees plus 83 (one-year) certificates. The Form Energy CEO, Mateo Jaramillo, was our Commencement speaker.

There is still ongoing construction all around us. Contractors have replaced structural steel above the three arched center windows on the B&O. Masonry work is being repaired or replaced. There is an anticipated completion date of July 31st for this work.

Work is underway to install and launch Element 451, our new CRM.

Due to our rapidly growing enrollment in Weirton, Cabinet held a retreat and developed a tentative plan to repurpose some of the underutilized space on that campus. With the DOL MAPS grant, we are working with industry to align our programs to meet their needs.

5. Action Items

Nominating Committee

Shelly Carenbauer presented the slate of officers for 2025-2026. They are as follows:

- Jacob Altmeyer, Chair
- DJ McGlaughlin, Vice Chair
- Christine Mitchell, Secretary

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

NC-1002 Freedom of Information Act (FOIA) Rule

Mr. McGlaughlin made a motion that the Board approve the NC-1002 Freedom of Information Act Rule as presented. Ms. Hofreuter seconded the motion. Motion carried.

Updated Program Fees

Mr. Sayre stated that the Board had previously approved the fees but HEPC did an audit of WV Invests Program Fees and the College had to revisit our fees. There were a few minor revisions with minimal impact to the budget according to Mr. Sayre.

Mr. Altmeyer made a motion that the Board approve the updated fee revisions as presented. Ms. Mitchell seconded the motion. Motion carried.

6. Old Business

There was no new business.

7. New Business

Dr. Mosser announced that the College Foundation would like to host a fundraiser sportsman bash at the Gentry Shooting Range at the Highlands and wanted the Board's feedback on it. After some discussion and some expression that some felt a little uncomfortable with it, it was decided that College Foundation could proceed with it on the conditions that any guns be for sport, no assault rifles. If we can be a partner with Gentry by the time the event would occur, it would be even better.

8. Executive Session

Mr. McGlaughlin made a motion that the Board enter executive session at 9:25 am to discuss presidential evaluation/goals and real estate. Mr. Altmeyer seconded the motion. Motion carried.

Mr. McGlaughlin made a motion that the Board come out of Executive Session at 9:49 am. Ms. Mitchell seconded the motion. Motion carried.

Ms. Hofreuter made a motion that the Board authorize Mr. Altmeyer and Mr. McGlaughlin to negotiate a lease arrangement with SWN. Ms. Mitchell seconded the motion. Motion carried.

9. Adjournment

The meeting adjourned at 9:50 am.

Minutes respectfully submitted by,

Minutes approved by,

Stephanie Kappel
Executive Assistant to the President

Christine Mitchell
Board of Governors Secretary