

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – October 21, 2020

DATE: October 21, 2020	PLACE: Board Room and Via Zoom	CONVENED: 9:02 a.m.	CONCLUDED: 10:29 a.m.
ATTENDEES:	D. Mosser, D. Barnhardt, 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, T. Marker, K. Mulhern, J. Sayre, P. Sharma, R. Spurlock, L. Soly, & G. Wallace		Excused: S. Wood
MINUTES RECORDED BY:	Stephanie Kappel		
NEXT MEETING	November 18, 2020		
ITEM	DISCUSSION		
1. President's Updates	<p>Dr. Mosser provided an update on Coronavirus. The COVID Task Force continues to meet weekly. Ms. Peterman and Ms. Keyser are leading the surveillance testing for the College and were trained by DHHR. The first few weeks have gone well and there have been zero cases. There was one false positive with a student who later had two negative tests. We anticipate a Fall wave of cases. Classes will be remote after Thanksgiving. Another wave might require another lockdown. The Task Force is monitoring the situation. There is a strategy mapped out for Spring but it is a long way off given the situation.</p> <p>Strategic planning is underway. Dr. Mosser stated that the Continuous Improvement Council (CIC) and the Strategic Planning Committee is working on a mission, vision, and values.</p> <p>Commencement is set for May 14th.</p> <p>Dr. Klein is working on getting the EMT/paramedic program up and running. Ms. Spurlock will try to find a Brooke County contact. The lots have been identified for CDL in Weirton. They are still looking for a lot in the Moundsville/NM area. We can probably start offering Class B CDL in January or February.</p>		
2. Business Office Update	Mr. Sayre stated that CLA has completed the audit. There were no major changes to the travel policy but he will send it out to the staff and Faculty Senate. It will be implemented January 1 st . Budget season is upon us and will begin in November.		
3. Facilities Update	Ms. Marker stated that they have chosen a firm for the HVAC project to lead controls and other related projects. They are aiming for spring installation. Parking lots are coming together. Work on the ECS lot has begun and the lot is closed. ITC has spaces available and there is an agreement with the city-parking garage. Office remodels are underway. Projects for over Thanksgiving break are underway. There will be a refresh of a few classrooms. She has met with Sara Cunningham regarding the anatomage table in Weirton and they are planning to complete that over break. She hopes to see more projects come out of the capital budget process.		
4. IT Update	Mr. Corbin stated that IT is working away with normal operations. If you are getting a new device, please be aware that the transfer process takes about three hours.		

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<p>5. Drive Thru Registration & Open Houses</p>	<p>Ms. Fike stated that the drive thru registration events are coming up - WT on 11/3; Wheeling on 11/4 and NM on 11/5. In Wheeling, they will pilot a 5 pm – 7 pm event. These events will serve as a one-stop shop to get students registered. She stated they are using the CRM they have in place. The Fall Open House events are scheduled for November 7th and November 14th with targeted audiences. Dr. Loveless stated that the drive thru events are college wide events and we would welcome everyone's participation. Ms. Becker stated that a sign up for drive thru events is going out later today.</p>
<p>6. Other</p>	<p>Ms. Bennett stated that she is receiving requests from the NM Chamber wanting to use their building for a meeting. Dr. Loveless stated that she does not think we have opened up campus facilities to outside groups. After some discussion, they will take it to COVID Task Force. Ms. Bennett then brought up some COVID related issues with the Artslink Building. Dr. Loveless stated that if anyone from the Artslink building is traveling, since we have WVNCC employees over there on a regular basis, they should be quarantining as well for fourteen days. This keeps it standard across the board. Ms. Bennett stated that the window had been replaced in the nursing lab. Everything seems to be going well with students.</p> <p>Dr. Sharma stated that they are getting ready to send a survey on values. IR has also submitted several files for the state.</p> <p>Dr. Klein stated that he is working on finalizing Spring community education and continuing education courses.</p> <p>Ms. Soly stated that there is a virtual job fair on 10/29 from 11-1. They are also working on a virtual college fair. Information will be coming out soon on all. ACT testing is being held on all three campuses on Saturday. Ms. Keyser has sent the TEAS tests for November.</p> <p>Ms. Farnsworth sent out data from the Academic Support Center ahead of the meeting. They have five events this week and next.</p> <p>Mr. Brak stated that he is being more settled in his new position. They are continuing to look at ways to streamline processes. He has met with the Vice Chancellor of HR at HEPC.</p> <p>Ms. Becker stated that signups are out for drive thru events. They are doing registration tickets for all three campuses for existing and new students. 10/31 is the deadline for evaluation of ticket. Career Services is working with students on reviews of resumes for Orientation 99.</p> <p>Ms. Cresap thanked Ms. Marker for her office refresh. She has sent the early entrance schedule to Ms. Yesenczki. Assessment is going well. Weave is very helpful. There is an upcoming virtual assessment conference. They are in the process of filling the admin assistant and early entrance position.</p> <p>Ms. Mulhern is working on trainings with several continuing partners.</p>

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Mr. Barnhardt stated that they are busy promoting the Open House and Drive Thru registration events. They did the virtual tour a few weeks ago.

Ms. Fike stated that the Allied Health app should be out by the end of the week. They can pay online. They are working on a new report for graduation to determine eligibility. She stated that Ms. Wood would be leaving in mid-November.

Ms. Frey stated that they are ready to go live for the Campus Logic student form. Students can submit FA information online. More information will be coming soon. She asked Dr. Loveless to remind the faculty to update attendance. The annual FA audit starts next week virtually. They are trying to fill several work-study positions.

Ms. Fike will check with Ms. Wood on food pantry status.

Dr. Loveless congratulated Ms. Fike and Mr. Labriola for getting leadership grants. They will be used to update the HVAC lab and another will help with Navigate.

Mr. Lantz met with Dr. Mosser and a few faculty yesterday. It was a good discussion. Faculty are prepared to go online in November. There will be COVID testing in November on Wednesday.