

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – September 10, 2014

DATE: September 10, 2014	PLACE: 116B	CONVENED: 9:05 a.m.	CONCLUDED: 10:15 a.m.
ATTENDEES:	Dr. Olshinsky, N. Albert , J. Baller, P. Carmichael, M. DeCola, B. DeFrancis, C. Farnsworth, J. Fike, D. Hanes, K. Herrington, L. Kefauver, S. Lippiello, S. Payton, Dr. V. Riley, P. Stroud, L. Tackett, G. Wallace and P. Woods		ABSENT:
BY PHONE:	M. Koon		
MINUTES RECORDED BY:	Stephanie Kappel		
NEXT MEETING	October 8, 2014 – 9:00 a.m. – B&O Board Room		
ITEM	DISCUSSION		
1. Transitional Items	<ul style="list-style-type: none"> • Dr. Olshinsky reminded everyone that he and Mike Koon will be transitioning out so there will be shifting of responsibilities for Perkins, Workforce, academic technical programs, and Weirton campus operations. The hope is to have these items settled by the end of October. 		
2. Institutional Effectiveness	<ul style="list-style-type: none"> • Data is available to make data driven decisions on what needs to change or improve. By using the data available, it allows us to make better, more informed decisions. Ms. Woods added that although we do have a lot of data, we are struggling with documentation of what we are doing with it. 		
3. HLC Visit 2017	<ul style="list-style-type: none"> • Dr. Olshinsky and Mr. Koon are constructing a steering committee in preparation of the HLC visit in 2017. 		
4. Student Loan Default Update	<ul style="list-style-type: none"> • Ms. Fike provided a handout with updated information. Our current cohort default rate is 30.3%. There is a group of 1.4% that the government could use or not use to count in cohort group. We will not know this until February. Although it was the government who eliminated the use of ACS, the burden still falls on the institution to address. We should be in a better position as we move forward as there are more preventative measures in place along the way. 		
5. Text Alert Sign Up	<ul style="list-style-type: none"> • This will be promoted by the end of the month. Safety Week is the week of September 29th. They will promote with flyers and encourage everyone to sign up. 		
6. Enrollment Update	<ul style="list-style-type: none"> • Data of Monday shows 90% FTE with an 81% head count. High school students are still enrolling. Students are taking more hours which means they are better students and have less academic/financial issues. 		

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7. Update on Revenue Shortfall	<ul style="list-style-type: none"> As of 9/5/14, the revenue deficit is \$232,650. This does not take into account the anticipated mid-year reduction from the state of \$260k. Dr. Olshinsky and Mr. Lippiello are meeting on the budget later today.
8. Update on ECS Building Acquisition	<ul style="list-style-type: none"> Mr. Lippiello reported that by mid-October, the Foundation will take ownership of the ECS Building. The College will lease the building/property for ten years. We will need to remediate building before we are able to do anything with the property.
9. Copier/Print Management RFP	<ul style="list-style-type: none"> Current contract expires on January 1st. Once bids are received, they will make a decision and hope to have it in place by December 1st. During bid process, a committee will look at current printing structure including student printing.
10. Independent Auditors	<ul style="list-style-type: none"> Mr. Lippiello stated they arrive on Monday.
11. Student Activities Upcoming Events	<ul style="list-style-type: none"> Chicken Fest this week on all three campuses. There will be several educational lunch/learn programs this semester. Mr. Hanes will conduct a session on IT Safety. Ida will be leaving on September 28th for her maternity leave. Yoga will start in October once a week. Currently, there is a sign up for Grandview Park for zipline and golf.
12. Student Portal Processes	<ul style="list-style-type: none"> Ms. Woods reminded that students are given portal access once there is a completed application. Students are sent reminders and are provided instructions on multiple platforms.
13. Portal Single Sign	<ul style="list-style-type: none"> Ms. Woods asked if anyone know of any issues with this to please report it so they can figure out if it is an isolated problem or more general of a problem.
14. Blackboard Integration Update	<ul style="list-style-type: none"> Shelly has worked hard to get Blackboard Integration set up so it automatically happens.
15. Retention – Plan for Locking Main Doors & “Customer Friendly” Financial Aid	<ul style="list-style-type: none"> Faculty expressed concern over the locking of doors. The way it is set up is if they do not have their swipe card to get in, they need to go see the receptionist in the main building for a visitor pass. Ms. Fike stated that the rolling purge is working and making the financial aid process more efficient. Campus is working with students to get all documentation completed. Ms. Herrington stated that a faculty member is willing to develop an app to help with student registration and financial aid. Ms. Albert stated it was discussed at a staff meeting and will be pursuing.

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Policies	
16. Other	<ul style="list-style-type: none">• Faculty Evaluations – Ms. Herrington asked if the IR office can provide data. They are already 80% there.• Mr. Wallace was thanked for his work in getting all offices floors ready for the school year.• Ms. Fike reported that financial aid disbursements will be 9/30 with the second half 10/16.• There will be a lunch and learn for employees and students on identity theft on 10/18.• Dr. Olshinsky reminded everyone that we still need volunteers for the robotics scrimmage on 11/1.• Ms. Carmichael provided an update on searches:<ul style="list-style-type: none">- Dean of Academic Affairs – an offer was made and they are waiting on a completed background check- PT Secretary in the Academic Support Center – an offer was made and they are waiting on a completed background check- Also, Ms. Carmichael reminded everyone if they have a work-study student, the only access they have is student access.