

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, January 26, 2023 – 5:00 p.m. – Wheeling Campus**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, January 26th in the Board Room at the B & O Building, 1704 Market Street and via Zoom.

1. Call to Order

Mr. Artman called the meeting to order at 5:00 pm.

2. Roll Call

Members in attendance were: Jacob Altmeyer; David Artman; Shelly Carenbauer; Christine Mitchell; Larry Lemon; Chris Kefauver; Hilary Curto Wilson; and Jeanette Ziegler. Excused: Liz Hofreuter and Ron Scott, Jr.

Guests included: Dr. Dan Mosser, President; David Barnhardt, Director of Communications and Student Recruitment; Robert Brak, Director of Human Resources; Janet Fike, Vice President of Student Care and Success; Dr. Phil Klein, Vice President of Economic and Workforce Development; Jeff Sayre, CFO/Vice President of Administrative Services; and Rana Spurlock, Director of Institutional Advancement. Guests included Said Leghli.

3. Introduction of New Employees

The following new employees were introduced: Wendy Doolin; Cassandra Hackbart; Larry Helms; Sky Lim; Mary Jean McLaughlin; Justin Miller; and Brenda Steiniger.

4. Board Chair Report

Mr. Artman reminded the Board that the Presidential Evaluation survey is open until February 10th for Board Members and representation from the Faculty Assembly, Staff Council and Student Council.

5. Faculty Presentation

Mr. Leghli presented on behalf of the Faculty Assembly for their annual report to the Board. He discussed how faculty continually improve their performance by professional development opportunities, tuition reimbursement, and improving instructional technologies for their classes. Their accomplishments include improvements in assessment, program specific advising, shared governance, and student retention. They continue to focus on growing an OER culture. The student symposium is a successful event for our students. The nursing simulation labs are almost complete. They have added two meta-advisors to help with admissions and the ACTion Center. Several of their challenges include filling nursing positions, improving processes for hiring part time faculty, adapting general education to changing demographic, and enrolling and retaining local high school students.

6. Approval of Minutes (October 27, 2022)

Mr. Altmeyer made a motion that the Board approve the Minutes from the meeting on October 27, 2022 as presented. Mr. Kefauver seconded the motion. Motion carried.

7. President's Report

Dr. Mosser stated that the preliminary report from HLC shows that our accreditation review went exceptionally well. We will have a final report from HLC in March after their Board

action. He thanked Ms. Spurlock, Lisa Soly, and Dr. Sharma for their work.

He also asked that the Board mark their calendars for a ribbon cutting on each campus for the nursing simulation labs. All are scheduled for 11 am with New Martinsville scheduled for 2/20; Wheeling for 2/21 and Weirton for 2/28.

Dr. Mosser discussed the ways rural guided pathways will help Northern. We are going to re-structure education to focus on the student experience, address longstanding educational inequities, ensure that each student has a clear path to career goals and receives the support they need to get and stay on that path, and be prepared for post-college success.

There will be an All College Day at the Highlands Events Center tomorrow to talk about Rural Guided Pathways and celebrate a successful HLC visit.

8. Rural Guided Pathways Board Resolution

Mr. Artman made a motion the Board approve the Rural Guided Pathways Resolution as presented to the Board. Ms. Ziegler seconded the motion. Motion carried.

9. Administrative Reports

CFO/Vice President of Administrative Services

Financial Update

Mr. Sayre highlighted the fund tracking document provided in the Board packet.

Administrative Services Update

Mr. Sayre also highlighted the administrative services report in the Board packet. Budget planning is underway. He cautioned that when the Governor announces a 5% increase for all employees, it doesn't consider that our state allocation does not cover a 5% increase for all Northern employees. The College uses state funds solely for employee wages to maximize the increase, but one third of employees are paid by our own funds. They continue to work on HVAC controls and repairs as well as a Facilities Master Plan.

Vice President of Student Care and Success

Enrollment Update

Ms. Fike provided an update on enrollment. It will continue to go up as we have a term starting next week as well as a late start term in March.

Vice President of Economic and Workforce Development

Enrollment Update (Non-credit)

Dr. Klein highlighted the non-credit enrollment chart provided in the Board packet.

10. Old Business

There was no old business.

11. New Business

There was no new business.

12. Executive Session

Mr. Kefauver made a motion that the Board enter executive session at 5:58 pm to discuss real estate and personnel. Ms. Carenbauer seconded the motion. Motion carried.

Ms. Carenbauer made a motion that the Board come out of Executive Session at 6:47 pm. Mr. Kefauver seconded the motion. Motion carried.

Mr. Artman stated that while in Executive Session, the Artslink property in New Martinsville was discussed as well as the presidential evaluation.

13. Adjournment

The meeting adjourned at 6:49 p.m.

Minutes respectfully submitted by,

Minutes approved by,

Stephanie Kappel
Executive Assistant to the President

Larry Lemon
Board of Governors Secretary