

OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, August 23, 2012 – 5:00 p.m.
B&O Board Room

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, August 23, 2012 in the B&O Board Room on the Wheeling campus.

1. Call to Order

Mr. Craycraft convened the meeting at 5:00 p.m.

2. Roll Call

Roll call was taken by Linda Dudash. Members in attendance were: Rita Berry, Christin Byrum, John Clarke, Joe Craycraft, Dr. Darrell Cummings, Mary K. DeGarmo, Lucy Kefauver, Fred Renzella and Nathan Schmidt. Excused: Brann Altmeyer and Gus Monezis. Guests included: Dr. Martin Olshinsky, President; Bob DeFrancis, Dean, Community Relations; Janet Fike, Vice President of Student Services; Emily Fisher, CFRE, Executive to the President for Development; Mike Koon, Weirton Campus Dean/Vice President of Workforce Development; Steve Lippiello, Chief Financial Officer/Vice President of Administrative Services; and Dr. Vicki Riley, Vice President of Academic Affairs. Others: David Hanes, Director, Information Technology.

3. Introduction of New Student Representative to the Board

Dr. Olshinsky introduced Nathan Schmidt, new student representative to the Board of Governors.

4. Approval of Minutes (May 24, 2012)

Mr. Clarke made a motion to accept the minutes of the Board meeting of May 24, 2012 as presented. Ms. Berry seconded the motion. Motion carried.

5. Board Chair Report

• Hearings and Petitions

There were no hearings or petitions.

6. President's Report

A. Military Friendly School

Dr. Olshinsky reported WVNCC has been named by *G.I. Jobs* magazine as a Military Friendly School for 2013. A public announcement will be made on September 17.

B. Rethink College Practices (PowerPoint)

Dr. Olshinsky gave a PowerPoint presentation titled *Need to Rethink College Practices*. The presentation covered the following topics: the College's immediate future regarding state reductions; performance-based funding regarding retention, graduation rates, and enrollment; ways to increase retention and graduation rates; key strategies to exponentially increase graduation rates; late registration policy, system design—Do we use automatic systems in our graduation process?; automatic graduation (Auto-GRAD); automatic population (Auto-POP); why Auto-POP is needed; scheduling questions; and active learning strategies.

C. Budget Cuts/Possible Tuition Increase

Dr. Olshinsky informed the Board state cuts to the college's budget amount to a 7.5% reduction (\$592,000) plus mandated raises. President Olshinsky assured the Board the college has plans in place to absorb the reduction. Dr. Olshinsky and Mr. Lippiello will present the college's strategy relative to the budget to the Board in September.

Dr. Olshinsky reported the college may be able to forego a tuition increase if state budget cuts amount to 3.5% or 4% rather than the proposed 7.5% reduction.

D. Tuition Ranking (National)

An article from the *State Journal* titled *Report Ranks WV Northern CC Among Nation's Most Affordable* was distributed to the Board. The article stated: "According to the U.S. Department of Education, West Virginia Northern is listed as part of the 10 percent of the nation's institutions with the lowest average net price."

E. Highlights of the President's Activities for the Month of May

Some of the highlights of the president's activities for the months of June, July and August are as follows:

- Met with consulting group HCM to discuss the state's plan to use performance-based funding in the future. The problem for many community colleges is the lack of equity at the current stage.
- Met with Northern Panhandle Consortium to plan the next year's Strategic Plan for cooperation. The Plan was submitted to the state as required.
- Met with Board members to discuss the future of the College and how the institution will achieve its goals.

7. Administrative Staff Reports

A. CFO and VP of Administrative Services Steve Lippiello

- Project Update (Applied Technology Center)

Mr. Lippiello presented to the Board a preliminary project schedule from DeSalvo Construction Company for WVNCC's Applied Technology Building. The 41-week time schedule charts milestones along the way to completion.

Bid results relative to the Barnes and Noble/ Student Union project were distributed. Of the seven contractors that placed bids, Trushel Construction submitted the lowest bid, with a base bid of \$2.1 million. The college is working with Trushel Construction to make sure all bids are in proper form. Included in the bid results was information on each contractor that will work on the Barnes & Noble/Student Union project.

B. Dean, Community Relations Bob DeFrancis

- WVNCC Affordable Tuition (State Journal)

Having received positive press in the *State Journal* relative to Northern ranking #81 in the bottom 100 of tuition rates, the College will re-visit its marketing strategy emphasizing the institution's affordability.

C. Vice President, Student ServicesJanet Fike

- Fall Enrollment

The fall 2012 enrollment comparison numbers for headcount /FTE, along with headcount/FTE by student type were distributed and reviewed.

D. Weirton Campus Dean/VP of Workforce Development Mike Koon

- HLC Visit

Dates of the Higher Learning Commission accreditation visit to Northern are March 4-6. It was suggested Board members keep their calendars open on March 4 for a possible dinner with the HLC team.

- Self-study Update

A rough draft of the Self-study report will be distributed to the Board near the end of September. The final draft report will be available by Christmas break with finishing touches on the report and preparations being completed in January and February. A walk through relative to expectations of the Board and questions the Board may be asked during the HLC visit will be scheduled in January.

E. Vice President, Academic Affairs..... Dr. Vicki Riley

- Academic Affairs Update

Various delivery methods are being tried in Developmental Education as well as content.

Academic Affairs is working with program directors to align competencies by program.

Dr. Riley met with faculty to discuss scheduling, look at new processes and discuss culture changes within the College.

8. Old Business..... Chair, Joe Craycraft

There was no old business to discuss.

9. New Business..... Chair, Joe Craycraft

A. Election of Officers

Mr. Renzella nominated the following Board members for office: Dr. Cummings for Board Chair, Ms. DeGarmo for Vice-Chair and Ms. Byrum for the Secretary. Members accepted the nomination. Mr. Clarke made a motion to accept the slate of officers as presented. Mr. Renzella seconded the motion. Motion carried.

B. Board Resolution—Kathi Ferreebee (Action)

A motion was made by Ms. Berry to accept the resolution presented to the Board for Kathi Ferreebee’s service on the Board as student representative. Mr. Schmidt seconded the motion. Motion carried.

10. Adjournment/Next Meeting

Mr. Renzella made a motion to adjourn the meeting at 5:55 p.m. Ms. Berry seconded the motion. Motion carried.

The next Board meeting is scheduled for Thursday, September 27, 2012 at 5 p.m. in the B&O Board Room on the Wheeling campus.

Minutes respectfully submitted by,

Minutes approved by,

Linda K. Dudash
Executive Secretary to the President

Christin Byrum
WVNCC Board of Governors
Secretary