

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, November 8, 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, November 8, 2012 in the B&O Board Room on the Wheeling Campus.

1. Call to Order

Dr. Cummings convened the meeting at 5:00 p.m.

2. Roll Call

Roll call was taken by Linda Dudash. Members in attendance were: Brann Altmeyer, Rita Berry, John Clarke, Dr. Darrell Cummings, Lucy Kefauver, Gus Monezis, Fred Renzella and Nathan Schmidt. By Phone: Christin Byrum, Joe Craycraft and Mary K. DeGarmo.

Guests included: Dr. Martin Olshinsky, President; Bob DeFrancis, Dean, Community Relations; Janet Fike, Dean, Enrollments Management; Steve Lippiello, Chief Financial Officer/Vice President of Administrative Services; Mike Koon, VP Workforce Development and Weirton Campus Dean; and Brian Trischler, auditor for Costanzo and Associates.

3. Approval of Minutes – Meeting of September 27, 2012

Mr. Clarke made a motion to accept the minutes of the meeting of September 27, 2012 as presented. Ms. Kefauver seconded the motion. Motion carried.

4. Board Chair Report

• Hearings and Petitions

There were no hearings or petitions.

Independent Auditors' Report FY12

Brian Trischler, auditor for Costanzo and Associates, distributed and reviewed the annual audit report for the College for the years ended June 30, 2012 and 2011. A management comment letter regarding points that were observed during the audit and opportunities for the College to strengthen them was distributed with the report.

Mr. Trischler thanked the College for its cooperation and assistance throughout the audit. He commended the College for its strong financial position. Mr. Trischler explained various account classifications to the Board. He emphasized the College will be able meet its obligations related to the existing construction projects.

Costanzo and Associates submitted to the College a letter of significant findings.

A management comment letter was distributed listing opportunities for strengthening internal controls and operating efficiency. The letter summarized Costanzo's comments and suggestions regarding those matters. The status of those comments will be reviewed during the next audit. Northern will report back to the Board at the April 25, 2013 Board meeting on modifications made to item 10-01 of the letter regarding communication between grant procurement and expenditure reporting needs that are to be improved.

Mr. Renzella made a motion to accept the auditor's report as presented. Mr. Clarke seconded the motion. Motion carried.

5. President's Report

- **Legislative Update**

Distributed to the Board was information on Outcomes-Based Funding in Higher Education – a draft based on new funding formulas for WV community colleges. The report touches on the following topics: Outcomes-Based Funding Metrics, Developmental Education Success, Momentum Points, Degree Completion, On-time Completion and HEPC and CTCS draft funding formulas.

President Olshinsky reported the proposal is about reducing community colleges' budgets by 5% and redistributing the money to provide equity for all institutions. Dr. Olshinsky reported he will continue to update the Board after the College completes an analysis on how the proposal will affect Northern and as the College begins to work with legislators. Board members may be asked to talk with legislators on this issue.

- **President's Highlights for the Month of October**

- Met with officials from BB&T Bank; processing two grant applications to their foundation
- Worked with community college presidents to develop legislative initiatives for the next session. The goal is to have a common legislative agenda that all sessions of the state could support.
- Held the first meeting of the Education Consortium required by SB436. The goal is to expand cooperation between school districts and the College.

6. Old Business

There was no old business.

7. New Business

There was no new business.

8. Adjournment/Next Meeting

Mr. Clarke made a motion for the Board adjourn at 5:55 p.m. Mr. Monezis seconded the motion. Motion carried.

The next Board meeting is scheduled for Thursday, January 24, 2013 at 5:00 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
Board of Governors Secretary