



West Virginia  
Northern  
COMMUNITY COLLEGE

## Facsimile Cover Sheet

B&O Building  
1704 Market Street  
Wheeling, WV 26003-3643  
Fax: 304.233.0272 232-4651

*Copies*

TO: Dr. George Mihel  
FROM: Dr. Martin Olshinsky  
FAX: 815.288.5958  
DATE: February 8, 2008  
MESSAGE:

The following fax is the Task Force Report as it was received from the Higher Learning Commission. We have Fed Ex'd the total package to you. However, I thought you might want to get a headstart on reading the actual report. The package material should arrive on Monday, February 11. Thank you for assisting in this process.

Transmission includes cover sheet plus 14 pages.

Report problems in transmission to 304.233.5900, ext. 4201.

or  
304.214.8801

J. Hill Nov 12-13, 2007 2/10/08 Super from university  
ekd



West Virginia  
Northern  
COMMUNITY COLLEGE

# Facsimile Cover Sheet

B&O Building  
1704 Market Street  
Wheeling, WV 26003-3643  
Fax: 304.233.0272 232-4651

TO: Dr. Karen Rafinski  
FROM: Dr. Martin Deskinsky  
FAX: 937.328.6142  
DATE: February 8, 2008

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or  
304.214.8801

**REPORT OF A  
COMMISSION-MANDATED FOCUSED VISIT**

**Assurance Section**

TO

**WEST VIRGINIA NORTHERN COMMUNITY COLLEGE  
Wheeling, West Virginia**

**November 12 and 13, November 2007**

**The Higher Learning Commission**

A Commission of the North Central Association of Colleges and Schools

**EVALUATION TEAM**

Dr. Richard G. Shrubbs, Vice President, Academic and Student Affairs, Terra State  
Community College, Fremont, Ohio 43420

Dr. Sue Darby, Dean of Instruction, Hutchinson Community College, Hutchinson, KS  
67501 (Team Chair)

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## I. CONTEXT AND NATURE OF VISIT

- A. Purpose of Visit:** The purpose of the visit is to conduct a Commission mandated focused visit on assessment of student academic achievement.
- B. Accreditation Status:** West Virginia Northern Community College (WVNCC, Northern, or the College) is scheduled for its next comprehensive evaluation visit in 2012-2013. The institution has been continuously accredited since July, 1972 when it officially became WVNCC and accreditation was transferred from the Weirton and Wheeling campuses of West Liberty State College. The last comprehensive evaluation visit was conducted in March, 2003. The Self-Study Team recommended continued accreditation as well as a focused visit on assessment of student academic achievement for 2007-2008.
- C. Organizational Context:** The College has undergone a number of significant changes since the last visit in 2003, especially in personnel changes. There have been a number of changes in College leadership and administrative structure, as well as at the divisional levels (e.g., four different CAO's in five years). The institutional effectiveness office was newly established in 2003 and since has evolved into the office of Institutional Research and Information Systems (IR/IS). The coordinator of assessment position has also changed since 2003 when it evolved from an administrative position, to a faculty person with release time to the current part-time assessment coordinator.
- D. Unique Aspects of Visit:** The team visited the main campus at Wheeling. The chair of the team toured the campus at Weirton while driving to Wheeling.
- E. Interactions with Organizational Constituencies**
- Administration**  
 President  
 Interim Vice President of Academics-Affairs  
 CFO/Vice President of Administrative Services  
 Vice President of Economic and Workforce Development  
 Registrar  
 Executive Director of Institutional Advancement  
 Assessment Coordinator  
 Institutional Researcher/IS
- Students**  
 Recent WVNCC graduate  
 WVNCC student
- Board of Governors**  
 Chair, Board of Governors  
 Past Chair, Board of Governors  
 Board of Governors faculty member  
 Board of Governors classified staff member
- Department/Division Chairs**  
 Culinary Arts Department Chair  
 Health Sciences Division Chair

Humanities/Human Services Division Chair  
 Science, Math, and Technology Division Chair  
Program Directors, Deans, and Coordinators

Associate of Science Program Director  
 Chair of Developmental Education  
 Criminal Justice Program Director  
 Director of Nursing  
 Clinical Coordinator  
 New Martinsville Campus Dean  
 Weirton Campus Dean  
 Wheeling Campus Dean  
 Dean of Community Relations  
 Dean of Enrollment Management  
 Business Studies Program Coordinator  
 Human Services Program Coordinator  
 Respiratory Care Program Coordinator  
 Medical Assisting Program Coordinator  
 Nursing Program Coordinator  
 Surgical Technology Program Coordinator

Faculty

Three Biology faculty  
 History  
 Human Sciences  
 Two Computer Information Technology faculty  
 Criminal Justice  
 Three Math faculty  
 Culinary Arts  
 Four Nursing  
 Psychology  
 Refrigeration, Air Conditioning, and Appliance Repair  
 Respiratory Care

Committees

President's Cabinet  
 Assessment Committee  
 General Education Task Force and Curriculum Committee

**F. Principal Documents, Materials, and Web Pages Reviewed**

A Focused Visit Report: Progress of Assessment  
 Plan for Assessment of Student Learning 2006  
 2006 Annual Institutional Data Update  
 WVNCC Personnel Manual, updated Spring 2005  
 WVNCC Strategic Plan 2006-2010 booklet  
 WVNCC 2007-2008 Catalog  
 WVNCC Fall 2007 Schedule of Classes

Academic Assessment Reports:

<http://www.wvnorthern.edu/acadaffairs/academic%20assessment/assessment%20reports/>

Academic Assessment Reports (24 hard copies)

Academic Assessment Peer Reviewer Reports:

<http://www.wvnorthern.edu/acadaffairs/academic%20assessment/assessment%20reports/peer%20reviewed%20assessment%20reports/>

Academic Assessment Program Assessment Reports:

<http://www.wvnorthern.edu/acadaffairs/academic%20assessment/assessment%20reports/program%20assessment%20reports/>  
 Program Objective Assessment Matrix; General Education Core Outcomes Assessment Matrix; General Education Core Outcomes; Assessment Proposal Form; Assessment Report Form; Master Course Guide Requirements; Master Course Guide; Division Assessment Compilation Report:  
<http://www.wvnorthern.edu/acadaffairs/academic%20assessment/assessmentresourcesandwebpages/>  
 Master Course Guides:  
<http://www.wvnorthern.edu/acadaffairs/academic%20assessment/master%20course%20guides/>  
 Completed Assessment Matrices for Current Degree Programs (17 hard copies)  
 Assessment requirement, College catalog  
 Faculty Assessment Survey  
 President's Cabinet Minutes—2006-2007  
 Fall 2007 Course Assessment Peer Review (98 hard copies)  
 Strategic Plan, Goal 2: Move assessment to forefront of College agenda and make everyone aware of Institutional Effectiveness Plan; Strategic Priorities Chart (Objective, Action Items, Accountable Person, Timeline, Benchmarks)  
 Strategic Plan, Goal 1: Create and foster a culture in which all employees assume responsibility of placing needs of learners first; Strategic Priorities Chart (see Goal 2 above)  
 Faculty Assembly (Senate) Minutes: October, 2007-2004)  
 WVCCTCE Series 10, Policy Regarding Program Review  
 Data Elements for Program Review, Draft document  
 Nursing Program Assessment Report, Pilot for new format (Spring 2007)  
 Professional Development Activities, re: assessment, 2004-2007  
 Board of Governors Minutes, abridged, 2002-2007  
 Business CIT, and Culinary Arts Division Assessment Compilation Report  
 Nursing, Allied Health, Science and Technologies Assessment Schedule  
 WorkKeys Standards and Measures, WVCCTCE Chart  
 IPEDS Data Feedback Report 2007  
 Overview of Results from CCSSE  
 WVNCC A Compact for the Future of West Virginia, Planning Period 2004-2010 (WVCCTCE)  
 CTCS Strategies for Institutional and Consortium Compact Updates Fiscal Year 2007-2008  
 Fall Satisfaction Survey Comparison-Fall 2005 to Fall 2006, Fall 2004 to Fall 2005, Fall 2003 to Fall 2004  
 WVNCC 3-Year and 6-Year Graduation Rates  
 Fall Census 2007: Campus Comparisons and Institutional Comparisons  
 CIT Advisory Committee Minutes (Spring 2007)  
 Business Advisory Committee Minutes (April 20, 2007)  
 Respiratory Care Advisory Committee Minutes (November 2007)  
 WVNCC Nursing Advisory Board Minutes (Spring 2005, 2006)  
 Program Review Documentation: Associate of Arts, Associate of Science, Appliance Repair, Business Studies, Nursing

## II. AREA(S) OF FOCUS

The purpose of the mandated focused visit was on the assessment of student academic achievement. WVNCC must provide evidence of how the institution has met the following:

### A-1. Statement of Focus:

- Consistent assessment of student learning outcomes across the College, regardless of location or modality.
- Implementation of assessment across the various levels, including courses, general education, degree programs/certificates, and institutional, and establish measures, indicators and specific benchmarks for acceptable levels of performance.
- Demonstrate that data collected is analyzed and used to improve subsequent instruction.
- Demonstrate that the analysis of assessment results is integrated with planning processes and is communicated to student, faculty, and administration.

### B-1. Statements of Evidence

- **Evidence that demonstrates adequate progress in the area of focus.**

Through discussions with members of the President's Cabinet, Program Directors and Department Chairs, faculty and a review of a variety of assessment documents (e.g., Master Course Guides {MCG}), there is adequate evidence to demonstrate that WVNCC maintains consistent assessment of student learning outcomes, regardless of location or modality.

There is clear evidence of the implementation of assessment across the various levels, including courses, degree programs/certificates, and institutional. WVNCC has also established direct and indirect measures and indicators for acceptable levels of performance. Examples of indirect measures were reviewed in the nursing department where an evaluation of leadership survey has been administered to nursing students; in microbiology surveys (on the MCG ) have been administered asking students what they thought they learned as compared to quantitative scores of what students did actually learn; finally, the outcomes of an substance abuse course were changed because survey results revealed that the outcomes were creating educated consumers rather than creating the attitude to avoid the use of illegal drugs. The College has also used direct measures to determine student academic achievement; examples are the Community College Survey of Student Engagement (CCSSE) and a study of pass/drop out rates for selected mathematics courses.



There is clear evidence that data collected are analyzed and used to improve subsequent instruction. Through a review of completed Academic Assessment Reports, discussions with the members of the President's Cabinet, Assessment Committee, and faculty, there is compelling evidence that assessment, via course level assessment and program review, is in place, and used to make needed instructional improvements. In a meeting with program directors and division chairs, individuals shared both direct and indirect measures and analyses of those measures, which resulted in improvement to instruction. For example, based upon poor pass and retention rates in Math 96, the College reviewed and analyzed data, choosing to divide the one course into two subsequent courses. Retention and pass rates have increased due to this division. As a result of a local employer survey in the vocational/ technical area, the College modified curriculum and created intern programs.

Analysis of assessment results are integrated with the College strategic planning process and strategic plan. Specifically Goal Two of the 2006-2010 Strategic Plan addresses how the institution will "move assessment to the forefront of the College agenda and make everyone aware of the Institutional Effectiveness Plan." Goal One addresses how the College will "create and foster a culture in which all employees assume responsibility of placing needs of learners first." The origination of the strategic plan goals was the result of a formalized environmental scanning, analysis of enrollment, demographic, retention, and pass rate data generated by IR, as well as analysis of student learning results and the progress of the assessment plan. Representatives of students, faculty, staff, and administration were all involved in the development of the strategic plan.

- **Evidence that demonstrates that further organizational attention is required in the area of focus.**

Based upon the collection of evidence of student learning and discussions with various internal stakeholders (e.g., Assessment of General Education Task Force members and Assessment Committee members), WVNCC has made significant strides in the implementation of assessment across the various levels, courses, program/certificates, and institution, but there has not been the same level of implementation in the area of general education. In the last year, the General Education Task Force has been re-established and has developed general education core outcomes; however, there is not clear evidence the general education courses or program have been consistently and continually assessed. Many of the general education courses assessment reports are incomplete or are missing. The institution needs to develop a plan, implement the plan, determine measures and analyze those results, (e.g., a comprehensive assessment process) to ensure students are learning in the area of general education. Baseline performance benchmarks have been established in many technical and career programs, but not for general education. These benchmarks also need to be

established and incorporated into the comprehensive assessment process.

- **Evidence that demonstrates that further organizational attention and Commission follow-up are required.**

None

- **Evidence is insufficient and demonstrates that Commission sanction is warranted.**

None

**C. Other Accreditation Issues: None**

**D. Recommendation of Team**

**Evidence sufficiently demonstrated. No Commission follow-up recommended.**

**E. Rationale for the Team Recommendation**

- There is active participation by College stakeholders at all three campuses in the assessment of student academic achievement.
- There is evidence of a focus on student learning and student success.
- Most of the concerns identified by the 2003 Comprehensive Visit team were addressed sufficiently.
- A "culture of assessment" of student learning is developing.
- Despite the College not making as much progress in the assessment of general education as in specific programs, the team believes the level of progress is sufficient and more importantly, is assured progress will continue thus, there is no need for further interim monitoring.

### **III. STATEMENT OF AFFILIATION STATUS**

**A. Affiliation Status**

No change

**B. Nature of Organization**

**Legal status**

No change

**Degrees awarded**

No change

**C. Conditions of Affiliation**

**Stipulation on affiliation status**

No change

**Approval of degree sites**

No change

**Approval of distance education degree**

No change

**Reports required**

None

**D. Commission Sanction or Adverse Action**

None

**E. Summary of Commission Review**

Year for next comprehensive evaluation 2012-2013

**REPORT OF A COMMISSION-MANDATED FOCUSED VISIT**

**Advancement Section**

**TO**

**WEST VIRGINIA NORTHERN COMMUNITY COLLEGE  
Wheeling, West Virginia**

**November 12 and 13, 2007**

**The Higher Learning Commission**

A Commission of the North Central Association of Colleges and Schools

**EVALUATION TEAM**

Dr. Richard G. Shrubbs, Vice President, Academic and Student Affairs, Terra State  
Community College, Fremont, Ohio 43420

Dr. Sue Darby, Dean of Instruction, Hutchinson Community College, Hutchinson, KS  
67501 (Team Chair)

**ADVANCEMENT SECTION****CONSULTATION OF TEAM****A. Observations of Team Regarding Area(s) of Focus**

As noted in the Assurance section of this report, WVNCC has undergone significant personnel changes since the last comprehensive visit in 2003. These kinds of changes do not allow an organization to abide by consistent approaches or deployment of processes. The most noted area to suffer from neglected or inconsistent deployment has been the assessment of student academic achievement. The College now has stable and effective leadership in the president, will soon hire a permanent vice president of academic affairs, has hired an assessment coordinator familiar with the college and its culture, and has hired an institutional researcher skilled in data collection and analysis. Each of these developments has assisted the institution to move positively forward in eliminating the "fits and starts" of implementing an assessment plan. Taken as a collective, the College is poised to improve student learning.

**B. Consultations of Team**

None

*Team Recommendations for the*  
**STATEMENT OF AFFILIATION STATUS**

INSTITUTION and STATE: West Virginia Northern Community College, WV

TYPE OF REVIEW (*from ESS*): Focused Visit

DESCRIPTION OF REVIEW: A visit focused on assessment of student academic achievement

DATES OF REVIEW: 11/12/07 - 11/13/07

**Nature of Organization**

LEGAL STATUS: Public

TEAM RECOMMENDATION: no change

DEGREES AWARDED: A

TEAM RECOMMENDATION: no change

**Conditions of Affiliation**

STIPULATIONS ON AFFILIATION STATUS: None

TEAM RECOMMENDATION: no change

APPROVAL OF NEW DEGREE SITES: Prior Commission approval required.

TEAM RECOMMENDATION: no change

APPROVAL OF DISTANCE EDUCATION DEGREES: Prior Commission Approval Required

TEAM RECOMMENDATION: no change

REPORTS REQUIRED: None

TEAM RECOMMENDATION: none

OTHER VISITS REQUIRED: Focused Visit: 2007 - 2008; A visit focused on assessment of student academic achievement

TEAM RECOMMENDATION: none

**Summary of Commission Review**

YEAR OF LAST COMPREHENSIVE EVALUATION: 2002 - 2003

YEAR OF NEXT COMPREHENSIVE EVALUATION: 2012 - 2013

*Team Recommendations for the*  
**STATEMENT OF AFFILIATION STATUS**

**TEAM RECOMMENDATION: no change**

---

## ORGANIZATIONAL PROFILE

**INSTITUTION and STATE:** West Virginia Northern Community College, WV

**TYPE OF REVIEW:**

### Educational Programs

		Program Distribution	Recommended Change (+ or -)
Programs leading to Undergraduate	Associate	17	
	Bachelors	0	
Programs leading to Graduate	Masters	0	
	Specialist	0	
	First Professional	0	
	Doctoral	0	

### Off-Campus Activities

In-State:		Present Activity:	Recommended Change: (+ or -)
	Campuses:	None	
	Sites:	New Martinsville; Weirton	
	Course Locations:	12	
Out-of-State:		Present Wording:	Recommended Change: (+ or -)
	Campuses:	None	
	Sites:	None	
	Course Locations:	None	
Out-of-USA:		Present Wording:	Recommended Change: (+ or -)
	Campuses:	None	
	Sites:	None	
	Course Locations:	None	

### Distance Education Certificate and Degree Offerings:

Present Offerings:

None

Recommended Change:  
(+ or -)





2/8/08  
mailed Fed Ex  
ekd

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J: HLC Focus Visit  
Nov. 12-13, 2007

**West Virginia  
Northern  
COMMUNITY COLLEGE**

150 Park Avenue  
Weirton, WV 26062  
304-723-2210

141 Main Street  
New Martinsville, WV 26155  
304-455-4684

1704 Market Street  
Wheeling, WV 26003  
304-233-5900

February 8, 2008

Dr. Karen E. Rafinski, President  
Clark State Community College  
570 East Leffel Lane  
P.O. Box 570  
Springfield, OH 45501-0570

Dear Dr. Rafinski:

Thank you for serving as a reader of our Focused Visit Report. Enclosed you will find the following materials:

- Focused Visit Report
- Institutional Snapshot
- Recent Financial Audits
- Catalog
- Faculty Handbook
- Student Handbook
- Institutional Response

As indicated in our response to the Commission, we concur with the findings and we are implementing multiple strategies to enhance our current advances. Our next accreditation visit will be in the 2012-2013 fiscal year. If I can be of any assistance as you review our materials, please feel free to contact me.

Sincerely,

Martin Olshinsky, Ed.D.  
President

MJO/lkd

Enclosures

mailed: Fed Ex  
2/8/08



**West Virginia  
Northern  
COMMUNITY COLLEGE**

150 Park Avenue  
Weirton, WV 26062  
304-723-2210

141 Main Street  
New Martinsville, WV 26155  
304-455-4884

1704 Market Street  
Wheeling, WV 26003  
304-233-5900

February 8, 2008

Dr. George J. Mihel, President  
Sauk Valley Community College  
173 IL Route 2  
Dixon, IL 61021-9110

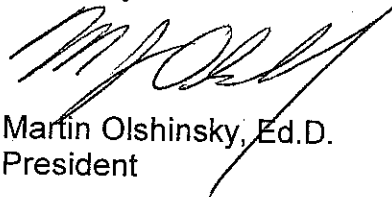
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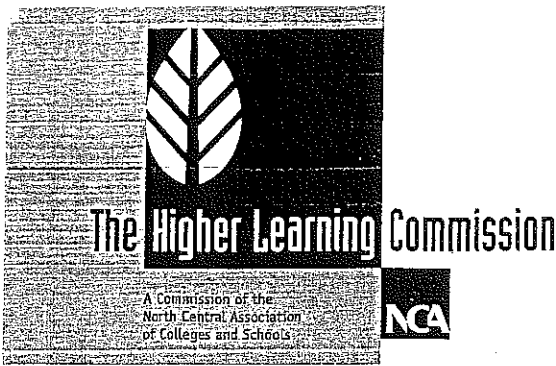
Sincerely,



Martin Olshinsky, Ed.D.  
President

MJO/lkd

Enclosures



30 North LaSalle Street, Suite 2400 | Chicago, IL 60602 | 312-263-0456  
800-621-7440 | Fax: 312-263-7462 | www.ncahlc.org

COPY

Serving the common good by assuring and advancing the quality of higher learning

February 4, 2008

Dr. Martin Olshinsky  
President  
West Virginia Northern Community College  
1704 Market St.  
Wheeling, WV 26003

*Mike Ross will bound  
& we did not get the report that  
was in the BOG Agenda  
Booklet of Jan. 24, 2008.*

Dear President Olshinsky:

Thank you for indicating that you prefer the Readers' Panel process for review of the materials resulting from your institution's recent evaluation. I am writing to request that you send the following materials to both readers assigned to your institution: Focused Visit Report or Institutional Change Request document, Institutional Snapshot (if filed) and the two most recent financial audits (if filed), catalogs, faculty and student handbooks, and institutional response. In other words, the readers should receive the same materials that the team received, plus the institutional response. Because the readers have been asked to file their reports by a specific date to ensure that your institution can be referred to the Institutional Actions Council (IAC), your materials should be sent to the readers as quickly as possible. Please use some sort of expedited mail service (i.e. Federal Express, Airborne Express). If you are unable to mail your materials within the next few days, please call me so that I can notify the readers of the delay. The team report has already been sent to the readers from our office.

*L. B.*

*M. Smi*

The two readers are:

Dr. George J. Mihel, President, Sauk Valley Community College, 173 IL Route 2, Dixon, IL 610219110, 815-288-5511 ext. 303, fax: 815-288-5958, mihelg@svcc.edu

Dr. Karen E. Rafinski, President, Clark State Community College, 570 E. Leffel Lane, P.O. Box 570, Springfield, OH 455010570, 937-328-6001, fax: 937-328-6142, rafinskik@clarkstate.edu

The goal of the readers is to determine the extent to which the documents of the team visit provide support of the team recommendation for action. If a reader identifies problems, he or she may recommend referral of the team report to the Review Committee or may recommend minor modifications in the team recommendation. If not, a reader will recommend sending the report directly to Institutional Actions Council for action. If the two readers provide different recommendations, Commission staff will initiate a conference call so that the two readers may discuss an appropriate recommendation. I am enclosing a document that explains the current Readers' Process in more detail.

Once the final recommendation of the two readers occurs, we will write to you again to inform you of the recommendation. If the report is referred directly to the Institutional Actions Council, it will be considered at the IAC Meeting on February 18, 2008, and validated by our Board of Trustees.

Sincerely,

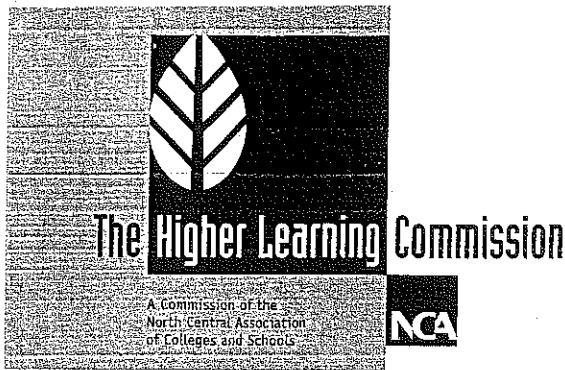
Sharon Ulmer  
Decision Processes Coordinator

Enclosure

COPY

30 North LaSalle Street, Suite 2400 | Chicago, IL 60602 | 312-263-0456  
800-621-7440 | Fax: 312-263-7462 | www.ncahlc.org

Serving the common good by assuring and advancing the quality of higher learning



February 4, 2008

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West Virginia Northern Community College  
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Wheeling, WV 26003

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Dr. Karen E. Rafinski, President, Clark State Community College, 570 E. Leffel Lane, P.O. Box 570, Springfield, OH 455010570, 937-328-6001, fax: 937-328-6142, rafinskik@clarkstate.edu

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Sincerely,

Sharon Ulmer  
Decision Processes Coordinator

Enclosure

*This report was in the BOG  
Agenda Booklet of Jan. 24, 2008*

**REPORT OF A  
COMMISSION-MANDATED FOCUSED VISIT**

**Assurance Section**

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A Commission of the North Central Association of Colleges and Schools

**EVALUATION TEAM**

Dr. Richard G. Shrubbs, Vice President, Academic and Student Affairs, Terra State  
Community College, Fremont, Ohio 43420

Dr. Sue Darby, Dean of Instruction, Hutchinson Community College, Hutchinson, KS  
67501 (Team Chair)

2/7/08

*This is the front page only  
The entire document came from Mike Smith*

# Higher Learning Commission Annual Institutional Data Update

West Virginia Northern Community College (1675)

2006 Annual Institutional Data Update - Print View

## CONTACT INFORMATION

Direct questions regarding this section to Lil Nakutis at 800-621-7440x113 or [lnakutis@hlcommission.org](mailto:lnakutis@hlcommission.org)

## GENERAL INSTITUTIONAL ADDRESS

*Note: Please contact our office if the name of your institution has changed.*

West Virginia Northern Community College  
1704 Market St.  
Wheeling, WV 26003-

(304) 233-5900 (Phone)  
(304) 233-0272 (Fax)

[wynorthern.edu](http://wynorthern.edu)

## CHIEF EXECUTIVE OFFICER

*Note: Include designations such as S.J., B.V.M., etc. in the Suffix field. DO NOT INCLUDE ACADEMIC CREDENTIALS such as M.B.A., M.S.N., D.B.A, J.D., etc. If permanent position is vacant, enter the interim or acting officer.*

Salutation Dr.

First name Martin

Middle name

Last name Olshinsky

Suffix

Title President

Address1 1704 Market St.

Address2

City Wheeling

State WV

Zip 26003-

Phone number (304) 233-5900 ext. 4200

Fax number (304) 233-0272

E-mail address [mjolshinsky@northern.wvnet.edu](mailto:mjolshinsky@northern.wvnet.edu)

*This came from  
Larry Sande*



Certified Public Accountants

WEST VIRGINIA NORTHERN COMMUNITY COLLEGE

REPORT ON AUDIT OF FINANCIAL STATEMENTS

For the years ended June 30, 2007 and 2006

**Costanzo & Associates**

1341 National Road / P.O. Box 2050 / Wheeling, WV 26003-0251

Voice: 304-242-4400 / Fax: 304-242-1989

[www.costanzocpas.com](http://www.costanzocpas.com)

*From Community Relations*

# West Virginia Northern COMMUNITY COLLEGE 2007-2008 Catalog



**CHANGING LIVES**  
*engaging the community*



*From Peggy Carmichael  
(Faculty Handbook)  
info. included  
in this manual*



**West Virginia  
Northern  
COMMUNITY COLLEGE**

***WEST VIRGINIA NORTHERN  
COMMUNITY COLLEGE***

***PERSONNEL MANUAL***

**Updated Spring 2005**

*From Janet Fike*

# STUDENT HANDBOOK



*Your Guide To  
College Success*

Wheeling • New Martinsville • Weirton



**West Virginia  
Northern  
COMMUNITY COLLEGE**

150 Park Avenue  
Weirton, WV 26062  
304-723-2210

141 Main Street  
New Martinsville, WV 26155  
304-455-4684

1704 Market Street  
Wheeling, WV 26003  
304-233-5900

January 10, 2008

Dr. Robert R. Appleson  
Associate Director, Accreditation  
30 North LaSalle Street  
Suite 2400  
Chicago, IL 60602

Dear Dr. Appleson:

This letter acknowledges receipt and acceptance of the final Team Report for West Virginia Northern Community College. The evaluation team was professional in their assessment and the areas needing improvement were also identified by the College as part of our research. In addition, the information contained in the SAS and OP worksheets is accurate.

The College is using the feedback to enhance our assessment strategies and create a culture of assessment to improve institutional effectiveness. Since the College concurs with the report, we are requesting the Readers Review option.

Sincerely,

Martin J. Olshinsky, Ed.D.  
President

MJO/lkd

✓ c: Dr. Sue Darby, Team Chairperson