

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, March 27, 2025 – 5:00 p.m. – New Martinsville Campus**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, March 27th in Room 110 on the New Martinsville campus and via Zoom.

1. Call to Order

Ms. Carenbauer called the meeting to order at 5:02 pm.

2. Roll Call

Members in attendance were: Jacob Altmeyer; Shelly Carenbauer; Liz Hofreuter; Larry Lemon; Dennis (DJ) McGlaughlin; Christine Mitchell; and Lillian Ratliff. Excused: David Artman; Chris Kefauver; Ron Scott, Jr; and Hilary Curto Wilson.

Guests included: Dr. Dan Mosser, President; Dr. Angela Hawk, Vice President for Learning; David Barnhardt, Director of Communications and Student Recruitment; Robert Brak, Director of Human Resources; Janet Fike, Vice President of Student Care and Success; Dr. Pam Sharma, Vice President of Planning, Institutional Effectiveness and Research; Karri Mulhern, Vice President of Continuing Education & Workforce Development; Jeff Sayre, CFO/Vice President of Administrative Services and Rana Spurlock, Director of Institutional Advancement.

3. Staff Presentation

Staff Council President, Regan Blaha, presented on behalf of Staff Council regarding their purpose and role in supporting the college. Staff actively participates on various committees across the College. They maintain an open dialogue with the College community, including Cabinet and faculty. They meet monthly with Dr. Mosser. Recently, they participated in the strategic planning workshops that were open to all faculty and staff. There are many departments such as the ACTion Center, Workforce, Facilities and Marketing/Recruitment who have worked hard to implement new initiatives and improvements to support our students. Some of their concerns include the PEIA increases, salary increases and navigating the current climate of higher education.

4. Board Chair Report

There was no Board Chair report.

5. Approval of Minutes (February 27, 2025)

Mr. McGlaughlin made a motion that the Board approve the Minutes from the meeting on February 27, 2025 as presented. Ms. Hofreuter seconded the motion. Motion carried.

6. President's Report

Ms. Mulhern was introduced as the new Vice President for Continuing Education and Workforce Development.

Dr. Mosser asked the Board to mark their calendars for the following dates:

- April 2nd at 10:30 am for the Entrepreneurship Center ribbon cutting
- April 23rd at 10:00 am for the Project BEST Executive Conference Center ribbon cutting
- May 15th at 7:00 pm for Commencement at the WesBanco Arena

Recent grant activity includes the first meeting of the MAPS 2.0 Industry Advisory Board

(IAB). This group will meet regularly over the next 12 months as we look at the needs of local manufacturing firms then develop a strategy to revamp Northern's Advanced Manufacturing pathway programs and enrollments.

Eight members of President's Cabinet attended the Rural Guided Pathways Institute held in New Orleans. This grant funded national project held a three-day workshop for senior leadership. There will be more leadership development from them with the Aspen Institute later this year.

We continue to host business roundtables in New Martinsville.

At the Weirton campus, we have identified underutilized space that we want to repurpose to align with growing programs.

We will present next month on LERN's program review of CEWD.

At the West Virginia Association of Financial Aid Administrators conference, Janet Fike was honored with the Neil E. Bolyard Meritorious Service Award. This award recognizes individuals who have demonstrated exemplary commitment to the state association and the financial aid profession. Ms. Fike received this well-deserved recognition for her more than 33 years of dedicated service in student services and financial aid.

7. Action Items

Tuition and Fees

There was discussion about increasing in-state, metro and out of state rates by 5% and early entrance by \$40 per hour. There would be no change in dual credit pathways.

Ms. Hofreuter made a motion that the Board approve the FY 26 Tuition and Fees as presented. Mr. McGlaughlin seconded the motion. Motion carried.

Budget

Ms. Mitchell made a motion that the Board approve the FY 26 Budget as presented. Ms. Hofreuter seconded the motion. Motion carried.

Academic Program Reviews

Dr. Hawk stated that they have revamped the program review process this year and it was the first time they used Watermark. They followed the CTCS Series 10 policy and addressed the four areas that the policy covers.

Ms. Hofreuter made a motion that the Board approve the following programs continuing at the current level of activity as presented. Mr. Artman seconded the motion. Motion carried.

- Associate in Arts, A.A.
- Associate in Science, A.S.
- Board of Governors, A.A.S.

Dr. Hawk stated that she has had conversations with Chef Chris about Culinary Arts struggling for enrollment and they have started looking at other models.

Mr. McGlaughlin made a motion that the Board approve the following programs continuing

with corrective action as presented. Ms. Mitchell seconded the motion. Motion carried.

- Culinary Arts, A.A.S.
- Culinary Arts, C.A.S.
- Hospitality and Tourism, C.A.S.

Ms. Hofreuter made a motion that the Board approve the following programs continuing at the current level of activity. Mr. McGlaughlin seconded the motion. Motion carried.

- Community Education 2 + 2 to WLU, A.A.
- Early Childhood: Care and Education, A.A.S.
- Education: Elementary Education (transfer to WLU), A.A.S.
- Education: PK-5 Elementary Education (transfer to FUS), A.A.S.
- Education: Secondary Education, English Specialization (transfer to WLU), A.A.
- Education: Secondary Education, Social Science Specialization (transfer to WLU), A.A.
- Education: Pre-K, K Early Intervention (transfer to WLU), A.A.S.

Mr. McGlaughlin made a motion that the Board approve the following programs continuing at the current level of activity. Ms. Mitchell seconded the motion. Motion carried.

- Energy Technology, A.A.S.
- Energy Technology, C.A.S.

Ms. Mitchell made a motion that the Board approve the following programs continuing at the current level of activity. Mr. McGlaughlin seconded the motion. Motion carried.

- Criminal Justice, A.A.S.
- Human Services, A.A.S.
- Psychology 2 + 2 (transfer to WU), A.A.
- Psychology with Social Work (transfer to WLU), A.A.
- Social Work 2 + 2 to FUS, A.A.
- Social Work 2 + 2 to WVU, A.A.
- Social Work/Pre-Social Work (transfer to Bethany), A.A.
- Social Work (transfer to WLU), A.A.

Mr. Artman made a motion that the Board approve the following program continuing at the current level of activity. Ms. Hofreuter seconded the motion. Motion carried.

- Surgical Technology, A.A.S.

New Program

Mr. McGlaughlin made a motion that the Board approve the new Compressor Mechanic, A.A.S. and C.A.S. Ms. Mitchell seconded the motion. Motion carried.

8. Administrative Reports

CFO/Vice President of Administrative Services

Financial Update

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

9. Old Business

Board Committees (Presidential Evaluation, Finance and Strategic Planning) - Please let Chair Carenbauer or Ms. Kappel know if you wish to serve on a Committee.

Strategic Plan – Please review the Plan in the packet and action will be taken next month.

10. New Business

There was no new business.

11. Executive Session

Mr. McGlaughlin made a motion that the Board enter executive session at 6:22 pm to discuss personnel. Ms. Hofreuter seconded the motion. Motion carried.

Mr. McGlaughlin made a motion that the Board come out of Executive Session at 6:56 pm. Ms. Hofreuter seconded the motion. Motion carried.

12. Adjournment

The meeting adjourned at 6:57 pm.

Minutes respectfully submitted by,

Minutes approved by,

Stephanie Kappel
Executive Assistant to the President

Larry Lemon
Board of Governors Secretary