

**OFFICIAL MINUTES  
BOARD OF GOVERNORS MEETING  
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE  
Thursday, May 22, 2014 -- 5:00 p.m. -- B&O Board Room**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, May 22, 2014 in the B&O Board Room on the Wheeling Campus.

**1. Call to Order**

Dr. Cummings convened the meeting at 5:05 p.m.

**2. Roll Call**

Members in attendance were: Dr. Darrell Cummings; Brann Altmeyer; John Clarke; Frank DeCaria; Margaret DeCola, Mary K. DeGarmo (by phone); Melissa Kohout (by phone); Excused: Christin Byrum; Bob Contraguerro; Gus Monezis; Toni Shute.

Guests included: Dr. Martin Olshinsky, President; Bob DeFrancis, Dean of Community Relations; Janet Fike, Vice President of Student Services; Mike Koon, Vice President of Workforce Development and Weirton Campus Dean; Steve Lippiello, Chief Financial Officer/Vice President of Administrative Services; and Dr. Vicki Riley, Vice President of Academic Affairs. Others: Jenna Derrico, Advisory Council for Classified Employees representative; David Hanes, Director, Information Technology.

**3. Approval of Minutes (April 21, 2014)**

Mr. Altmeyer made a motion the Board approve the minutes of the meeting of April 21, 2014 as presented. Mr. Clarke seconded the motion. Motion carried.

**4. Board Chair Report**

There was no Board Chair report.

**5. President's Report**

**A. Reverse Transfers (Informational)**

Dr. Olshinsky presented a draft of a policy that is being looked at by 2- and 4-year institutions in West Virginia. The policy would broaden cooperation among schools to allow students who have earned a significant number of credits at a 4-year institution to transfer the credits and receive an associate's degree from a 2-year college.

**B. Default Rates (Informational)**

Dr. Olshinsky asked Ms. Fike to update the board on default rates. Ms. Fike shared an analysis report from Ed Financial, which is a thorough summary of the last three cohort years. She stated that the College continues to try to keep default rates under 30% as federal sanctions can result from three or more years at 30% or higher. The College is using Ed Financial as a servicer to help manage the default rates. September 30<sup>th</sup> is the deadline for getting under the 30% milestone.

**C. Highlights of President's Activities for the Month of May**

- Commencement took place on May 9<sup>th</sup>.
- The Foundation's inaugural 5K run/walk took place May 3<sup>rd</sup> with over 2,200 participants. The event raised over \$3,400 for scholarships.
- The CEWE board met and it will begin reorganizing the Corporation.
- Final graduation for the Middle College programs have taken place.

**6. VP, Student Services ..... Janet Fike**

Ms. Fike stated that summer enrollment began Monday, May 19<sup>th</sup> at 66.5% of FTE. She is hoping to reach 70-75%.

**7. Executive Session**

Mr. Clarke made a motion the Board enter into executive session at 5:25 pm to discuss personnel and ECS Real Estate. Mr. Altmeyer seconded the motion. Motion carried.

Mr. DeCaria made a motion the Board come out of executive session at 5:45. Mr. Clarke seconded the motion. Motion carried.

**8. New Business**

Mr. Clarke made a motion that the board approve Dr. Olshinsky's contract with the 1.5% increase. Ms. DeCola seconded the motion. Motion carried.

**9. Adjournment**

The meeting adjourned at 5:52 p.m.

Minutes respectfully submitted by,

Minutes approved by,

Rana D. Spurlock  
WVNCC Institutional Advancement

Christin Byrum  
Board of Governors Secretary