

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – November 16, 2016

DATE: November 16, 2016	PLACE: 126A	CONVENED: 9:02 a.m.	CONCLUDED: 11:04 a.m.
ATTENDEES:	Dr. Riley, J. Baller, T. Becker, P. Carmichael, R. DeFrancis, H. Coffield, C. Farnsworth, J. Fike, K. Mulhern, S. Payton, J. Sayre, R. Spurlock, P. Stroud, G. Wallace		ABSENT: C. DeAtley, S. Owen, L. Tackett
BY PHONE:			
MINUTES RECORDED BY:	Stephanie Kappel		
NEXT MEETING	December 21, 2016		
ITEM	DISCUSSION		
1. HLC Update	Dr. Riley thanked all of those who participated in the process including the Assurance Document and the visit. She stated that we really don't have specifics from their visit as of yet. This is the new process and they will work on their report then we have a chance to correct any factual information. She added that some of the things that they did mention were declining enrollment on budget impact, communication and assessment. There were no big surprises. Actions required are unknown at this point. More information to follow as the College becomes aware of it. Dr. Riley also acknowledged appreciation for Lisa Soly and Larry Tackett for their service with this.		
2. Summer Registration Information	<p>Ms. Fike distributed an enrollment chart for Summer 2017 and Spring 2017 to date. In terms of summer registration, there are only two programs that require it – Surgical Tech and Radiology. Summer is an option for all others. She stated that they will be monitoring it as to see if it is beneficial to open in November rather than February.</p> <p>There was discussion on getting the students who are currently here registered for the spring. Ms. Farnsworth handed out a registration campaign timeline outlining the efforts that her area is making. Ms. Payton suggested having registration tables at tomorrow's Tri Campus Thanksgiving Feast. Dr. Riley will have Dr. DeAtley send an email to faculty to remind them to announce registration in class. There has also been work with a list of students who have not completed the First Year Seminar. Ms. Fike added that they are encouraging students to apply early for graduation so that they may catch any requirements that they might need.</p>		
3. Co-curricular Assessment of Student Learning	Ms. Coffield stated that they are focusing on looking at assessment of student outcomes. They have been brainstorming on what activities to assess. On December 13 th , there will be a Co-Curricular Assessment Workshop. Everyone is to bring their proposal and they will do a peer review to refine them. After this, they will send on to the Assessment Committee. They will use the rubric that the Assessment Committee uses.		
4. KRONOS Non Exempt Employee Training	Ms. Carmichael conducted supervisor training.		

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5. Other	<p>Dr. Riley referenced the email that she sent to campus earlier today regarding the statewide 2% mid- year budget cut ordered by Governor Tomblin. She estimates this to be around \$138k and thinks that we will be able to manage and that our current budget included a built in budget cut but a lot of it has already been consumed by the enrollment shortfall.</p> <p>Ms. Payton stated that the Wheeling Christmas Parade is on Friday. We are #12 in the lineup. They will close the B & N lot at 3:00 pm or 3:30 pm. They have about 20 people participating with our float and 2 chickens. Secret Santa applications close on Monday.</p>
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