

**OFFICIAL MINUTES  
BOARD OF GOVERNORS MEETING  
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE**

**Thursday, December 9, 2010 -- 5:00 P.M.  
B&O Board Room**

An abbreviated meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, December 9, 2010 in the B&O Board Room.

**1. Call to Order**

Dr. Olshinsky convened the meeting at 5:00 p.m. in the absence of Board of Governors officers.

**2. Roll Call**

Roll call was taken by Linda Dudash. Members in attendance were: Rita Berry, John Clarke, Dr. Darrell Cummings, Mary K. Hervey DeGarmo, and Zac Wycherley. Excused: Conner Boyd, Joe Craycraft, Anne Dieckmann Harman, Bill Haught, Deborah Keener, Gus Monezis, and Fred Renzella.

Other guests included: Dr. Martin Olshinsky, President; Robert DeFrancis, Dean, Community Relations; Janet Fike, Dean, Enrollments Management; Emily Fisher, Executive to the President for Development/CFRE; Mike Koon, Vice President, Economic and Workforce Development; Steve Lippiello, CFO/Vice President of Administrative Services; and Dr. Vicki Riley, Vice President of Academic Affairs.

**3. Project Updates**

Dr. Olshinsky reported on the bond issue for campus projects. Allocations from the bond issue are \$4 million for the Wheeling Campus expansion and \$2 million for Weirton Campus construction funds. An additional \$975,000 in cost is needed for revised design and equipment needs. Today, the West Virginia Community and Technical College Council reviewed the project proposals and moved them forward.

**4. Straub Property Update**

Dr. Olshinsky informed the Board the College is working with several businesses regarding naming rights for the Straub property once it is acquired by the College. An additional appraisal will be done on the Straub property next week.

**5. Rules on First Reading**

**A. Major Reduction or Discontinuance of a Program – First Reading**

Board members received the draft rule of Major Reduction or Discontinuance of a Program on first reading. The rule is a significant adjustment to the College's curriculum with guidelines that address a number of factors for consideration before action is taken to effect a major reduction or discontinuance of a program. The rule is out for 30-day comment to College personnel.

**B. Bookstore and Textbook Rule – First Reading**

West Virginia statute requires all community colleges to have in place a Bookstore and Textbook Rule to establish a process for the selection, adoption, use, and sale of

textbooks and other supplementary course materials. Board members received a draft copy of the Bookstore and Textbook Rule for first reading.

**6. Enrollment Report**

Ms. Fike gave the Spring 2011 Enrollment Comparison Report.

**7. Adjournment/Next Meeting**

The meeting adjourned at 5:30 p.m. The next Board meeting is scheduled for Thursday, January 27, 2011 at 5 p.m. in the B&O Board Room.

Minutes respectfully submitted by,

Minutes approved by,

Linda K. Dudash  
Executive Secretary to the President

Anne Dieckmann-Harman  
Board of Governors Secretary