

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – February 19, 2014

DATE: February 19, 2014	PLACE: B&O Board Room	CONVENED: 1:00 p.m.	CONCLUDED: 2:15 p.m.
ATTENDEES:	Dr. Olshinsky, J. Baller, P. Carmichael, M. DeCola, C. Farnsworth, B. DeFrancis, J. Fike, A. Frey, D. Hanes, L. Kefauver, S. Lippiello, S. Payton, Dr. V. Riley, K. Serig, P. Stroud, G. Wallace and P. Woods		ABSENT:
EXCUSED:	N. Albert and Dr. C. Riter		
BY PHONE:	M. Koon and L. Tackett		
MINUTES RECORDED BY:	Linda K. Dudash		
NEXT MEETING	March 12, 2014 – 1:00 p.m. – B&O Board Room		
ITEM	DISCUSSION		
1. Legislative Session	<ul style="list-style-type: none"> • Updates relative to legislative sessions are emailed to the College community as they become available. • Delegate Poling has reintroduced legislation on performance-based funding. 		
2. Retention and Graduation Rates	<ul style="list-style-type: none"> • Dr. Olshinsky informed Council in the future the College will be measured on graduation rates and retention. • An article titled <i>Full-Time is 15</i> was distributed. The concept of the article was that students who take 15 credits will finish college faster and be more likely to graduate. • Community colleges will be rewarded from the state/federal government for graduating students in a timely manner. 		
3. IT Initiatives	<ul style="list-style-type: none"> • Data encryption will be put on select computers in the College. The selection is by computers that have sensitive information on them. • IT is looking at ways to allow faculty access to blocked web sites when IT technicians aren't available. Council agreed IT should provide options to faculty in those instances. Access would be permitted to blocked web sites for durations of a one-hour timeframe. • IT has direct connection to WVNET from Wheeling campus. • IT has a loan from the Foundation for virtual desk tops. The College will have roaming profiles for staff and faculty. The final goal for students is that they are able to connect from home to whatever assignment on which they need to work. • Computers have been equipped with Configuration Manager 22 which allows IT remote access to a computer to install software. • Java updates have been blocked by the IT department and future updates will be pushed out to local machines via the Configuration Manager 2012. 		

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – February 19, 2014

<p>4. FY 2015 Budget Updates</p>	<ul style="list-style-type: none"> • A narrative on the FY 2015 budget was distributed and reviewed with Council by Mr. Lippiello. Highlighted were the main aspects of the College's funding, expenses, and challenges in maintaining a balanced budget. • In an effort to offset loss of revenue due to an anticipated budget cut of \$7.1 million for FY 2015, the College will review vacant positions to determine if they are deemed critical to the operations of the College before considering filling those positions. • Mr. Lippiello reported dollars must be kept in reserve to fund retiree costs and for positions funded by grant money should that money no longer be available for certain positions and the cost of funding those positions would fall back on the College. • Due to the FY 2015 budget reduction, it is possible the College could increase tuition by ten percent, with a recommendation Information Technology fee be rolled into tuition. (A tuition increase would still keep Northern competitive with its competitors). The state made a proclamation that if there are fees to students across the board, the fees should be treated as tuition and not as fees. Various scenarios relative to tuition increases were projected in Mr. Lippiello's handout. A tuition increase will be presented to the Board of Governors in April. • A Capital Projects Requests Report for FY 2015 (confidential) was distributed and reviewed. • Dr. Olshinsky reported the Governor's proposed budget includes a \$504 per employee who is paid from state appropriated funds allocation. Allocation of possible salary increases will be discussed as more information is obtained. • Areas in which the College is looking to increase revenue include retention, new programs, and eliminating programs that are not productive.
<p>5. FY 2014 Second Quarter Results</p>	<ul style="list-style-type: none"> • A report on FY 2014 second quarter results was distributed and reviewed by Mr. Lippiello. This information will be shared with the Board of Governors.
<p>6. CCSSE</p>	<ul style="list-style-type: none"> • Ms. Woods reported the College is on a three-year cycle regarding CCSSE. • The CCSSE master data file was submitted. Within a few weeks Ms. Woods will inform faculty which courses were chosen. Once classes are selected, students in those classes will receive surveys for completion during class time. Surveys typically are received between mid-March and April. • Information on the CCSSE report will be posted on the student portal. Past results are on the IR web page.
<p>7. Student Portal</p>	<ul style="list-style-type: none"> • Survey results relative to the updated <i>My WVNCC</i> student portal were distributed and reviewed with Council by Ms. Woods. A link was added to the survey asking students for feedback prior to the portal going live. • Another survey will be sent to students soliciting their opinion on the layout of the new student portal and soliciting input on ways to enhance the portal. • Plans are to go live with the updated student portal the beginning of March. • Ms. Payton asked Ms. Woods to attend the next SGA meeting to tell students about the new portal.

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – February 19, 2014

8. Other	<ul style="list-style-type: none">• Dr. Olshinsky reported Hilary Curto put a banner on the College's home page to inform individuals of any emergency situations, cancellations/closures that arise at the College. He stated local TV stations can only list the duration of a delay for the College, it cannot list the opening time. Therefore, Dr. Olshinsky informed Council a two-hour delay means the College will begin operations at 10 a.m. and a three-hour delay means the College will begin operations at 11 a.m.• Ms. Carmichael stated a card will be created for students that provides information relative to the meaning of delays and time classes will begin due to delays caused by weather conditions.• Ms. Payton stated the Student Activities calendar will include a page explaining College closings.• Ms. Stroud reported an email went to employees announcing the addition of a new eBook collection which is available in all campus libraries. The eBook collection focuses on academic and trade information needs of community colleges. The collection covers topics in the following subject areas: Humanities and Social Sciences, Business, Science & Technology, and Literary Criticism. Instructions on how to access the collection were included in the email that was distributed. Some of the books may be downloaded for a period of seven days, at which time they will disappear.• Ms. Fike reported a meeting will take place on February 28 for student-related staff to discuss changes in support areas; also addressed at the meeting will be fall 2014 curriculum changes.
-----------------	--