

OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, February 27, 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, February 27, 2014 in the B&O Board Room on the Wheeling Campus.

1. Call to Order

Dr. Cummings convened the meeting at 5:03 p.m.

2. Roll Call

Members in attendance were: Bob Contraguero, Jr., Dr. Darrell Cummings, Margaret DeCola, Melissa Jones, and Gus Monezis. Excused: Christin Byrum, John Clarke and Frank DeCaria. By Phone: Brann Altmeyer; Mary K. DeGarmo and Toni Shute.

Guests included: Dr. Martin Olshinsky, President; Steve Lippiello, Chief Financial Officer/Vice President of Administrative Services; and Dr. Vicki Riley, Vice President of Academic Affairs.

3. Approval of Minutes (January 23, 2014)

Mr. Monezis made a motion the Board approve the minutes of the meeting of January 23, 2014 as presented. Ms. DeCola seconded the motion. Motion carried.

4. Board Chair Report

There was no Board Chair report.

5. President's Report

Tuition will be discussed at the Board meeting scheduled for March 27. Dr. Olshinsky encouraged Board members to participate in the meeting either in person or by phone as a decision relative to a possible tuition increase must be submitted to the state by April 1.

A. Rule on Second Reading: Asset Capitalization Rule

Mr. Lippiello summarized the Asset Capitalization Rule. Mr. Monezis made a motion the Board approve the Rule as presented. Mr. Contraguero, Jr. seconded the motion. Motion carried.

B. Default Rate Strategies

Dr. Olshinsky explained the default rate strategy in the absence of Ms. Fike. He reported no solution has been found regarding a way to stop the progression of students in default of loans. A discussion ensued regarding effects of default rates of 30% and above for a period of three years in a row.

A suggestion was made that the Board submit a letter to legislators showing their support of the College and presenting options to legislators regarding default loans. A letter will be drafted for the March Board meeting for members to sign.

C. Legislative Session Update

Dr. Olshinsky reported on the bill that legislators tried to push through having to do with colleges going to a performance-based funding formula; however, the bill was not approved.

D. Some of the Highlights of the President’s Activities for the Month of February are as follows:

- Dr. Olshinsky met with the Northern Panhandle District Consortium to present information on the economic opportunities in the valley. The school districts are actively working with the College on Pathways.
- Dr. Olshinsky met with the superintendent of Wetzel County and Paden City teachers to discuss possible joint programming. The College will be starting robotics classes in the summer providing instructors are available.

6. Administrative Reports

A. CFO/Vice President, Administrative ServicesSteve Lippiello

- FY 2015 Budget – First Draft

A written narrative on the FY 2015 budget was distributed. Mr. Lippiello reported budget models have been reviewed with the President and the President’s Cabinet. Scenarios relative to a tuition increase and rolling IT fees into tuition were discussed. A more refined budget will be presented to the Board at the March meeting.

Mr. Lippiello reported he did a five-year analysis on tuition rates comparing Northern with the other community colleges and Northern almost always comes at the bottom of the tuition scale.

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- FY 2014 Second Quarter Financial Results

Operating results for the six months ending December 31, 2013 were distributed and reviewed by Mr. Lippiello.

B. Vice President, Student Services Janet Fike

- **Spring Enrollment Report**

Dr. Olshinsky presented the spring enrollment report in the absence of Ms. Fike.

7. Old Business

There was no old business.

8. New Business

- **Resolution – Fred Renzella**

Dr. Olshinsky reported Fred Renzella submitted his resignation from the Board on February 17, 2014. A Resolution relative to Fred Renzella's service on the Board was read by Dr. Cummings.

Mr. Monezis made a motion the Board adopt the Resolution as presented. Ms. DeGarmo seconded the motion. Motion carried.

- **Student Code of Conduct**

Presented to the Board was a copy of the Student Code of Conduct Rule, originally approved in October 2006. Dr. Olshinsky reported due to the need to tighten legal aspects of the Rule, the Board was asked to approve that the Rule be revised to allow for due process for students and the institution.

Ms. Shute made a motion the Board approves the College to proceed with revising the Rule following the Rule Process. Mr. Contraquerro, Jr. seconded the motion. Motion carried.

9. Adjournment

Mr. Monezis made a motion the meeting be adjourned at 6:00 p.m. Mr. Contraquerro, Jr. seconded the motion. Motion carried.

Minutes respectfully submitted by,

Minutes approved by,

Linda K. Dudash
Executive Secretary to the President

Christin Byrum
Board of Governors Secretary