

OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, February 28, 2013 -- 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 28, 2013 in the B&O Board Room on the Wheeling Campus.

1. Call to Order

Ms. DeGarmo convened the meeting at 5:00 p.m.

2. Roll Call

Roll call was taken by Linda Dudash. Members in attendance were: Brann Altmeyer, Rita Berry, John Clarke, Mary K. DeGarmo, Lucy Kefauver and Melissa Wallace. By Phone: Joe Craycraft and Dr. Darrell Cummings. Excused: Christin Byrum, Gus Monezis and Fred Renzella.

Guests included: Dr. Martin Olshinsky, President; Bob DeFrancis, Dean, Community Relations; Janet Fike, Dean, Enrollments Management; Steve Lippiello, Chief Financial Officer/Vice President of Administrative Services; Mike Koon, VP Workforce Development and Weirton Campus Dean; and, Dr. Vicki Riley, Vice President of Academic Affairs.

3. Approval of Minutes – Meeting of January 24, 2013

Mr. Altmeyer made a motion to accept the minutes of the meeting of January 24, 2013 as presented. Mr. Clarke seconded the motion. Motion carried.

4. Board Chair Report

• Hearings and Petitions

There were no hearings or petitions.

5. President's Report

A. Introduction of New Student Representative

Dr. Olshinsky introduced Melissa Wallace, new student representative to the Board of Governors.

B. 2012 Higher Education Report Card

Board members received a copy of the 2012 Higher Education Report Card. Dr. Olshinsky reported on highlights of the Report Card.

C. Governor’s Proposed Budget

A copy of the Governor’s fiscal year 2014 budget was distributed to the Board. A 7.5% reduction in general revenue for all community colleges is included in the proposed budget. Outlined in the FY 2014 budget is a comparison chart showing budget cuts for each institution.

D. WVNCC Foundation

Dr. Olshinsky shared with the Board acquisitions of funds received by the WVNCC Foundation in the past month amounting to \$301,000.

E. Consolidated Audit

Mr. Lippiello reported the College received excellent ratings on the consolidated audit which was conducted. An explanation was given regarding each of the ratios. Of the four ratios highlighted, Northern ranked first in three of the four in relation to its peers. Northern ranked fourth in the amount of state appropriations received in comparison to its peers.

F. President’s Highlights for the Month of February

- Met with faculty assembly on a series of questions. Information provided appeared to answer all questions.
- Met with academic staff at WJU to enhance the transfer process and coordinate community outreach. Working to share equipment, e.g. physical therapy and mechatronics/engineering.
- Presented at Wheeling Leadership session on education. This is an opportunity to showcase Northern with future leaders.

6. Administrative Reports

A. CFO/Vice President, Administrative Services.....Steve Lippiello

• FY 2014 Budget Preview

Mr. Lippiello gave a PowerPoint presentation on the proposed FY 2014 budget. In lieu of the governor’s proposed budget cuts and challenges facing the community colleges, strategies were presented on options for generating revenue. A final draft relative to the budget will be presented to the Board in March. Final budgets are to be submitted to the WVCCTCE no later than April 25 and will be placed on the WVCCTCE May 9 agenda.

- **Capitalization Policy**

Mr. Lippiello informed the Board the Capitalization Policy will need to be revised to move it toward federal regulations and assure it is consistent with regulations.

B. Vice President, Workforce Development/Dean, Weirton Campus.. Mike Koon

- **Accreditation Visit**

Mr. Koon gave a PowerPoint presentation relative to the upcoming HLC accreditation visit scheduled for March 3-6. Presentation materials included an Executive summary of the WVNCC Self-study using the new criteria for accreditation, the five criteria for accreditation and Board involvement, and potential question areas for the Board during the HLC visit. A mock session of the HLC visit with the Board was conducted. The presentation will be counted as one hour of training toward the Board requirement of six hours of training within every two years of service.

Old Business

There was no old business.

7. New Business

A. First Reading - Travel Regulation Applicable to Employees and Governing Board Members

Mr. Lippiello reported the only major change to the Travel Regulation Rule was an update to the per diem rates for travel reimbursement. The rule went out for comment, however, no comments were received.

B. Friends Fundraising Dinner

The annual Friends of the College fundraising dinner will be held on March 23 in the Education Center. *New York, New York* will be the theme of the dinner and Orphy Klempa will be the honored guest.

8. Adjournment/Next Meeting

Mr. Clarke made a motion for the Board adjourn at 6:30 p.m. Dr. Darrell Cummings seconded the motion. Motion carried.

The next Board meeting is scheduled for Thursday, March 28, 2013 at 5:00 p.m. in the B&O Board Room on the Wheeling Campus.

Minutes respectfully submitted by,

Minutes approved by,

Linda K. Dudash
Executive Secretary to the President

Christin Byrum
Board of Governors Secretary