

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, August 25, 2011 – 5:00 p.m.
B&O Board Room**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, August 25, 2011 in the B&O Board Room on the Wheeling campus.

1. Call to Order

Mr. Craycraft convened the meeting at 5:05 p.m.

2. Roll Call

Roll call was taken by Linda Dudash. Members in attendance were: Rita Berry, John Clarke, Joe Craycraft, Dr. Darrell Cummings, Lucy Kefauver and Gus Monezis. By Phone: Mary K. DeGarmo. Excused: Trudy Bender and Fred Renzella. Guests included: Dr. Martin Olshinsky, President; Bob DeFrancis, Dean, Community Relations; Janet Fike, Vice President, Student Services; Emily Fisher/CFRE, Executive to the President for Development; Mike Koon, Vice President, Economic and Workforce Development; Steve Lippiello, Chief Financial Officer/Vice President of Administrative Services; Dr. Vicki Riley, Vice President, Academic Affairs.

3. Approval of Minutes (May 26, 2011 and June 22, 2011)

Dr. Cummings made a motion to accept the minutes of the following meetings as presented: May 26, 2011 and June 22, 2011. Mr. Clarke seconded the motion. Motion carried.

4. Board Chair Report

• **Hearings and Petitions**

There were no hearings or petitions.

5. President's Report

• **17th Street Parking Lot Deed**

The deed to the 17th Street parking lot has officially been transferred to the Board of Governors. The lot has been rezoned to accommodate a new building should the need occur.

• **One Way Street Approved**

The Wheeling Traffic Commission approved a request by the college to convert the one-way 17th Street extension in front of the Education Center from two to one lane and place diagonal parking on the north side. The number of metered spaces will increase from 11 to 20.

- **Middle College Final Report**

A PowerPoint presentation was given to the Board relative to Northern Middle College. Information presented included: a Comparison Report from 2009-2010 to 2010-2011 and a Student Survey Report on student learning preferences, student responses to values they have learned to incorporate into daily living, things students would like to add or change in the school and students' thoughts on ways to improve learning in the classroom.

- **Highlights of Activities for the Months of June, July, and August are as follows:**

- * Working with Regional Economic Development on several projects that impact the region. Northern is being invited to the table as companies consider locating in the region.
- * Working with Centre Market merchants for a joint weekend (October 1) festival. A College block party is scheduled for Friday night as a kick-off event.
- * Received a \$5,000 donation from PPG to acquire a Chemistry Technology simulator. The equipment will help with the Marcellus Shale projects. The Community and Technical College System is funding the remainder of the cost.

6. Administrative Staff Reports

A. CFO and VP of Administrative Services Steve Lippiello

- **Weirton and Straub Project Updates**

Mr. Lippiello gave a presentation to the Board relative to WVNCC project updates including: the Weirton addition and Straub Honda properties as well as project funding for Weirton, the Wheeling Applied Technology Center, the WVNCC Bookstore and the WVNCC maintenance building. Mr. Lippiello informed the Board of possible projects WVNCC is exploring.

Renderings of the Straub buildings were shown to the Board. Architectural drawings for the Straub building will need to be approved by the WV Council of Community and Technical College Education.

B. Executive to the President for Development..... Emily Fisher/CFRE

- **Weirton Building Project**

A brochure on the Weirton Campus Expansion: New Applied Technology Wing was distributed to the Board. The brochure will be used as a solicitation piece in the Weirton area.

- **Other**

The College is the recipient of the following donations: \$15,000 per quarter from the Irene Meagle Trust, a \$5,000 contribution from the Hess Foundation for the Green Wheeling Initiative and a \$1,000 donation from the J.B.

Chambers Foundation for the *Keep Kids on Campus* program.

Northern's second annual golf scramble raised over \$19,000.

NIPS credits available to be given out this year have doubled to 18,000. This year the College applied for the NIP's money to go to scholarships and also added a student assistance fund.

Wheeling Friends of the College will host its annual dinner on October 29. The Hollywood-themed event will honor Mary Beth Hughes, WVNCC Foundation Board member.

C. Vice President, Academic Affairs Dr. Vicki Riley

- **Update—New Programs/New Faculty**

WVNCC is implementing the following two new Associate Degree programs: Mechatronics and Radiologic Technology. Faculty members for the Radiologic Technology program are: Misty Call, Program Director and Misty Stevens, faculty coordinator.

Other new faculty include: David Stoffel, Information Technology System and Ben Fulton, Biology.

Regarding the Marcellus Shale class, curriculum is still being developed and an instructor has yet to be hired.

D. Dean, Community Relations Bob DeFrancis

- **Update—College Web Site**

The College will go live with the new Web site on September 12. Internal training sessions are scheduled for September 2 and September 9.

E. Vice President, Student ServicesJanet Fike

• Enrollment Trend

Documents distributed relative to headcount were: Annual Headcount Enrollment 2008-09 through 2010-11 from the WV Council for Community and Technical College Education and WVNCC Fall 2011 Comparison Report for August 25, 2011 (institutional comparisons and campus comparisons).

7. Old Business

There was no old business to discuss.

8. New Business

• Election of Officers

Election of officers will be held after new members are appointed to the Board.

9. Executive Session

Mr. Monezis made a motion to enter into executive session at 5:55 p.m. for the purpose of discussing real estate (potential building and bridge). Mr. Clarke seconded the motion. Motion carried.

The Board came out of executive session at 6:30 p.m.

10. Adjournment/Next Meeting

The meeting adjourned at 6:30 p.m.

The next Board meeting is scheduled for Thursday, September 22, 2011 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

Joseph Craycraft
Chair, Board of Governors
(In absence of Board Secretary)