

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – January 27, 2021

DATE: January 27, 2021	PLACE: Board Room and Via Zoom	CONVENED: 9:02 a.m.	CONCLUDED: 10:38 a.m.
ATTENDEES:	D. Mosser, D. Barnhardt, T. Becker, D. Bennett, B. Brak, D. Clausell, C. Corbin, D. Cresap, J. Fike, A. Frey, S. Kappel, P. Klein, J. Lantz, J. Loveless, T. Marker, J. Sayre, P. Sharma, R. Spurlock, L. Soly, & G. Wallace. Guests: S. DeLuca, S. Cunningham, K. Patterson, S. Leghlid, & B. Peterman.		Excused: K. Mulhern
MINUTES RECORDED BY:	Stephanie Kappel		
NEXT MEETING	February 24, 2021		
ITEM	DISCUSSION		
1. President's Updates	<p>Dr. Mosser invited members of the Coronavirus Working Group to attend this meeting for a coronavirus update. There has been a phase-back approach to campus vs. remote working. There was a huge spike in cases after Christmas, but the number of cases are now going down. There are three new variant strains that the Task Force is watching. He reminded everyone to wear a mask, social distance and wash your hands. Next week, staff return to campus. Employees will need to work with their supervisor for their return. Surveillance testing has changed slightly for the spring semester in that it is mandatory for students but not faculty and staff. They will be testing 10% of the student population by alphabet weekly. There is contact tracing in place on each campus. Vaccines are being provided by the state for all higher education employees. To date, 60-70% of employees have been vaccinated. There will be more federal funding (round 2 & 3) coming in waves of CARES funds. It will need to be distributed 50/50 – students/institution. Mr. Sayre will meet with the Budget Committee to plan our spending and take it to the Continuous Improvement Council.</p> <p>Dr. Mosser expressed concern with enrollment. We are down from this point a year ago. We will pick up a few more students with the late start classes. He thanked everyone who helped with Cyber Monday, virtual open houses and virtual registration events. Across the state, FASFA applications are down. High schools are struggling due to shift in instruction due to the pandemic. He emphasized that we need to get COVID behind us and prepare for jobs and a growth economy. We need to look at programs that appeal to job seekers. Early entrance is 20% of our overall enrollment. We need to market to adult students. He thanked Mr. Corbin and Ms. Fike for troubleshooting student portal issues last week. Ms. Fike stated that they serviced 300 students on virtual event and 250 the week before. She stated they will continue virtual events after COVID as they went so smoothly.</p> <p>The HLC monitoring report was submitted and we should hear back in February. He thanked the HLC team, Dr. Sharma, Ms. Soly, Dr. Loveless, Ms. Spurlock, and Mr. Sayre, for their work. Dr. Loveless also thanked Ms. Cresap for her work in it. Dr. Sharma also thanked Ms. DeLuca and Ms. Baker for their work in it. A visiting team will be here again on December 5 - 6, 2022.</p>		

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	We are working with the City of Wheeling discussing the Bluefield State issue. Stay tuned.
2. Business Office Update	Mr. Sayre stated that Mr. Thorn is handling travel. The IRS mileage rate is \$.56 per mile to follow federal guidelines. If you are a card holder, Ms. Guzek can process transactions for you. The capital budget is getting ready to go. Ms. Fike stated that mail is still going to the wrong places. Mr. Sayre stated that he has been putting mail out while most employees have been remote. Ms. Reager will be back next week. He asked if you receive wrong mail, please put it back in his box and he will sort it out.
3. Facilities Update	Ms. Marker stated that the EC Surg Tech classroom has been upgraded and several offices in the EC have been refreshed. The CDL office is ready and complete. The B & O Library History space is getting a refresh. The NM Lounge redo is almost finished just waiting on furniture. The anatomage table in Weirton is coming together. The ITC loading dock steps were installed this week. They are realigning the B & O west side sanitary sewer. This will result in no water in the B & O Building for a day. There will also be a motor change in the HVAC unit in the B & O. If you have any facilities needs, please let Ms. Marker or a member of her staff know.
4. IT Update	Mr. Corbin stated that IT has been busy the last few weeks. They had to rebuild the crashed student portal. If you need anything, please let them know.
5. Early Entrance Initiatives	Ms. Cresap presented on early entrance initiatives including early entrance pathways. She is working on revising MOUs with the county school systems. She is also working with program directors and division chairs on a new College 101 course. The current online structure for high school students is presenting a challenge. Ms. Bennett pointed out that some Wetzel County students still have dial up which is another challenge. Ms. Fike suggested providing support for families to help guide students on FASFA completion and other college related items. Dr. Sharma added that guidance counselors are a way as well.
6. Faculty Update	Mr. Lantz stated that the faculty are working on converting their online classes to in seat classes which is the reverse of last semester. He has worked with Kim Patterson on getting all faculty up to speed. Faculty have been working with their division chairs. They are also working on their faculty evaluations including faculty assessment with accomplishments and possible merit for the year. Division chairs are grading now. Faculty and program directors are very concerned about enrollment and retention. He also stated that due to some scheduling changes, a number of staff have stepped up and are teaching a class.
7. Other	<p>Dr. Loveless thanked everyone for their help in getting the spring semester underway. Friday is a Faculty Development Day from 9 – 3. Dr. Sharma is leading two sessions on Strategic Planning. They discussed HLC and the assurance document. She also announced that the Opioid grant manager starts on Monday.</p> <p>Dr. Sharma stated that the interim Strategic Plan had been approved by the Board of Governors at their December meeting. She is working with CIC to develop objectives and KPIs.</p> <p>Mr. Brak stated that as mentioned by Dr. Mosser earlier that the surveillance testing of employees will not be happening moving forward. He thanked supervisors for their cooperation in getting their employees tested. He asked that supervisors work with their employees during COVID to decide what works for them. If there are questions on FMLA, please let him know.</p>

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Dr. Klein stated that they are moving along creating programs and are putting things in Banner. He made a job offer to the CDL Director yesterday.

Ms. Fike stated that they have someone from Hire American helping out with admissions and recruiting. He will be doing outreach. There is a virtual event running through tomorrow.

Ms. Frey stated that they should have the FASFA numbers next week for 2021-22.

Mr. Clausell stated that there will be a Staff Council meeting the first week of February.

Ms. Bennett stated that they are working on the flooring in the NM lounge. One of the walls was painted and it was a 3D mural. Dr. Klein is the guest speaker at the NM Rotary today. She thanked everyone for their help with the virtual student events.

Ms. Becker and Ms. Soly are presenting at the League for Innovations conference.