

OFFICIAL Minutes
NORTHERN'S PRESIDENT'S COUNCIL MEETING – February 24, 2021

DATE: February 24, 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, S. Kappel, P. Klein, J. Lantz, J. Loveless, T. Marker, J. Sayre, P. Sharma, L. Soly & R. Spurlock. Guest; Sara Griffith		Excused: A. Frey, K. Mulhern & G. Wallace
MINUTES RECORDED BY:	Stephanie Kappel		
NEXT MEETING	March 24, 2021		
ITEM	DISCUSSION		
1. President's Updates	<p>Dr. Mosser provided an update on Bluefield State College. The presidents of WVNCC, Wheeling University and West Liberty University released a joint statement on the MOU between the city and Bluefield to city leadership.</p> <p>With the recent inclement weather, the goal has been to keep everything open when it is safe to do so and this can mean remote work. Please pay close attention to text alerts as the language has changed.</p>		
2. Business Office Update	Mr. Sayre stated that at the Board meeting this week, he is going to propose a 2% tuition increase for the year. He said this translates to about \$36 increase on FTE. Matt Thorn will be handling facilities reservations and travel. Lyndsie Guzek is the back up. She can also now do purchases for pcard holders. He reminded everyone to please do paperwork before travel is completed.		
3. Facilities Update	Ms. Marker provided an update on facilities related items. The Weirton window project is on hold until a structural engineer looks at it. The office refresh projects in the EC are completed. She sent a reminder that if anyone has any work orders to submit an Oz ticket. She is meeting with Rad Tech staff about an upcoming project that is to go to Cabinet for approval on 3/9. The new historic area in the library is painted.		
4. IT Update	Mr. Corbin stated that they are still having a few student portal issues. If faculty have not been in their physical classrooms yet this semester, please let them know. They need to make sure that the computers are working before classes return. He is working on being compliant in security policy and will be revising several rules. Dr. Mosser reminded him that Ms. Kappel and Mr. Brak are working with the Rules Committee to update a number of rules. If there is anything to be updated, please flag it and let them know. Ms. Griffith added that there are a number of financial aid pieces to the IT security issue as well as it relates to Gramm Leach Bliley Act.		
5. Other	Ms. Soly thanked Dr. Mosser and Mr. Sayre for their work on a part-time security guard for the Weirton campus. They are sharing a retired police officer among WVNCC, Madonna and St. Joseph's. He is excited to be here and looks forward to meeting the staff. She is working with Ms. Beck on a virtual Career & Transfer Fair on 4/7 from 11 am – 1 pm. They will try to help students prepare for graduation.		

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Dr. Loveless stated that Ms. Yesenczki has reached out to several regarding items for the catalog. They are working on faculty FERC and promotions. Those should be going to HR soon. They are also working on assessment. She also stated that they recently added a new nursing faculty member.

Dr. Sharma stated that she was glad to hear that the Weirton security person worked out as it was something cited on the SWOT. She asked for some data on the Career & Transfer Fair. She is working on strategic plan implementation and has shared with faculty, staff and CIC. She is working on the strategic action plan.

Dr. Klein stated that they have a CDL Program Director starting next week. They are looking for range spaces for the driver training program. The Paramedic Program Director position has been advertised.

Ms. Becker stated that they are working on the Career & Transfer Fair and will be presenting next week at the League for Innovation. They are looking at ways to get more students registered. The virtual events have been quite successful, and they plan to do them in the future. EM Council is meeting regularly and plugging away at small changes to lead up to big changes from application through registration.

Ms. Cresap stated that she is working on early entrance. Stephanie Cunningham has started as an administrative assistant in dual enrollment. They are getting ready to implement an online pdf form for students to complete. They are meeting with counselors next week. They are also working on a grant College 101 course for students starting in their sophomore year. On the assessment side, they are working on course assessments and program reviews. Cindy Chlon is working on items in Weave. They are correcting course outcomes and student outcomes. They are updating the MCG process working with Ms. Yesenczki.

Ms. Fike stated that during the 1st week of April, they will launch BlackBelt Help a 24/7 365 day live answering system for student services calls, portal resets and individual concerns. They are working to streamline the admission application entry as well as information for the faculty advisors. She hopes to have someone on staff soon for Student Engagement.

Mr. Brak referenced the Rule Committee work that Dr. Mosser mentioned earlier.

Mr. Barnhardt sent out the virtual tour last week and they are tweaking it based on some feedback. They are working on the spring open house. They are working on several campaigns for WV Invests, the substance abuse program and the paramedic and EMT programs. They are working on decals for the Student Union. They will also be promoting individual programs. In addition, they are updating their recruitment plan and are including adult learners and early entrance students. He also stated that the 50th Anniversary Task Force is working on the event and time capsules for August. An Employee Document Center is also underway. He

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stated that they are also keeping an eye on printing under the new contract. He asked if you print, please make sure that it is something that you really need to print.

Ms. Bennett stated that it is good to have students back on campus. The EMT class starts a lab there tomorrow. The Student Lounge project is coming together in NM. The furniture was delivered on Friday. The BOG also approved office space for Workforce WV on our NM campus.

Mr. Clausell stated that the Staff Council meets tomorrow at 3 pm. They do their annual presentation to the Board tomorrow. If you have any agenda items, please let him know.

Ms. Griffith stated that award letters are being sent out for the 2021-2022 academic year. They are working on summer processing. She also asked faculty when advising to keep in mind Pell eligibility credit hour requirements. Disbursements start tomorrow.

Mr. Lantz stated that faculty are working on returning to campus and are sending lists to Dr. Loveless on who is returning to campus. Faculty continue to transition to hybrid and some are also staying online.