

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, October 23, 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, October 23, 2014 in the B&O Board Room on the Wheeling Campus.

1. Call to Order

Dr. Cummings convened the meeting at 5:00 p.m.

2. Roll Call

Members in attendance were: Dr. Darrell Cummings; Brann Altmeyer (by phone); Christin Byrum ; Frank DeCaria; Margaret DeCola; Mary K. DeGarmo; Paul Griffenberg; Excused: Bob Contraguerro; Gus Monezis; Toni Shute.

Guests included: Dr. Martin Olshinsky, President; Peggy Carmichael, Chief Human Resources Officer; Bob DeFrancis, Dean of Community Relations; Steve Lippiello, Chief Financial Officer/Vice President of Administrative Services; and Dr. Vicki Riley, Vice President of Academic Affairs. Others: Jenna Derrico, Program Coordinator and ACCE Representative - State Advisory Council of Classified Employees; Nancy Gunza and Lori Finnegan from Clifton Larson Allen, LLP; Kathy Herrington; Jeremy Doolin; Misty Kahl; Pam Sharma; Melissa Stephens; Crystal Harbert; Dave Stoffel; Mark Goldstein; David Knecht; Tracy Jenkins; Susie Barnette.

3. Approval of Minutes (September 25, 2014)

Mr. DeCaria made a motion the Board approve the minutes of the meeting of September 25, 2014 as presented. Ms. DeGarmo seconded the motion. Motion carried.

4. Independent Auditor's Report

Board members received a copy of the WVNCC Report on Audit of Financial Statements for the years ended June 30, 2014 and 2013 prepared by CliftonLarsonAllen. Nancy Gunza, auditor, reviewed the report with the Board. Ms. Gunza stated that on internal control over financial reporting, compliance and other matters that there were no material weaknesses or no other matters noted. Management and staff at the College were very cooperative and helpful. They did not come across corrected or uncorrected misstatements. Once the letter is finalized, they will issue it to meet governance requirements.

WVNCC received a good financial rating by the auditors with no significant control weaknesses in the audit. Board members had no questions relative to the audit report.

Ms. Byrum made a motion to approve and accept the auditor's report and financial statement as presented to the Board. Mr. DeCaria seconded the motion. Motion carried.

5. Board Chair Report

There was no Board Chair report.

Dr. Cummings asked guest, Kathy Herrington, President of the Faculty Assembly, to present her items. Ms. Herrington stated that the faculty believes that the organizational climate has evolved with serious issues with trust and respect and they wish to bring issues to the Board of Governors attention. One particular item of concern is merit pay. Faculty feel there needs to be more checks and balances so that the potential abuse of power by individual administrators can be kept in check and there is more "shared governance". Faculty have made several requests to the Board including: asking the Board to review

budgets for 2012, 2013, & 2014 with the President and Chief Financial Officer to assess whether funds can be made to settle up merit pay; they would like the budget to be reviewed to see if they can consider re-instituting the faculty salary schedule this year or next (if it can be done without hurting the College's financial security); they ask the Board to work with the current administration to discuss ways to enhance trust, mutual respect, and solve problems and disputes through a cooperative process before they turn into grievances and lawsuits; they would like the executive members of the Board to meet with the officers of Faculty Senate Executive Committee and officers of Classified Staff Council; they would like to implement an annual morale survey for faculty and staff to be returned directly to the Board of Governors; they ask for a consideration of reorganization of matters related to personnel, compensation, and payroll; they ask for a consideration of a personnel/compensation committee to review and ensure credible checks and balances; a discussion of ways to ensure that we support and follow policies and procedures fairly; a discussion of ways to recognize faculty and staff that doesn't necessarily involve money; and develop an action plan to address other relevant issues.

Dr. Cummings stated that when he asked about morale in the September Board of Governor's meeting during the Classified Staff presentation that he was under the impression that it was good. Ms. DeCola stated that she said that it was getting better not that everything was great. Dr. Cummings asked if the faculty and classified staff felt the same way. Ms. DeCola said that she felt a morale survey would give a more accurate representation as to the state of things. Guest, Ms. Jenkins, indicated that she had done an informal poll of classified staff and they believed that morale is not getting better. She stated that people are afraid to voice their opinion out of intimidation and fear. Mr. Altmeyer reminded everyone that personnel matters should be discussed in executive session with items in writing submitted to the Board of Governors through the President. The Board of Governors needs to act as a unit not react individually. Dr. Cummings thanked everyone for taking the time to attend the meeting. He stated that the Board of Governors will look at the items being requested of them and will try to make something beneficial for all.

6. President's Report

A. Enrollment Update

Dr. Olshinsky provided an overview of the handout on Fall 2013 – Fall 2014 CENSUS Headcount.

B. Yuletide

The luncheon will be held starting at noon on December 2nd. Dr. Olshinsky stated the luncheon will serve as a thank you to benefactors as well as foundations and legislators.

C. Other

Dr. Olshinsky and Ms. Carmichael detailed the College's 2014-2016 Affirmative Action Plan.

Dr. Olshinsky reported that WVNCC received the West Virginia Association for Developmental Education Innovative Program Award for the second year in a row.

Dr. Olshinsky reported that we have received the following grants: Noble for \$36,300 which is matched by the state for petroleum and mechatronics scholarships, tuition and fees; Chevron for \$9,160 for Marshall Co. High School students (John Marshall, Bishop Donahue, and Cameron) for scholarships for petroleum and mechatronics; and EQT for \$24,500 for a virtual welding machine in Wetzel County.

Dr. Olshinsky recently attended a Workforce Planning Meeting hosted by Governor Tomblin.

7. Old Business

There was no old business.

8. New Business

There was no new business.

9. Executive Session

Mr. DeCaria made a motion the Board enter into executive session at 6:05 pm to discuss real estate and the Presidential Search Update. Ms. DeCola seconded the motion. Motion carried.

Ms. DeCola made a motion the Board come out of executive session at 6:28. Mr. Griffenberg seconded the motion. Motion carried.

10. Adjournment

The meeting adjourned at 6:24 p.m.

Minutes respectfully submitted by,

Minutes approved by,

Stephanie Kappel
Assistant to the President

Christin Byrum
Board of Governors Secretary