

**OFFICIAL MINUTES  
BOARD OF GOVERNORS MEETING  
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE  
Thursday, January 23, 2025 – 5:00 p.m. – Wheeling Campus**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, January 23rd in the Board Room at the B & O Building, 1704 Market Street and via Zoom.

**1. Call to Order**

Ms. Carenbauer called the meeting to order at 5:00 pm.

**2. Roll Call**

Members in attendance were: Jacob Altmeyer; David Artman; Shelly Carenbauer; Liz Hofreuter; Larry Lemon; Dennis (DJ) McGlaughlin; Christine Mitchell; Chris Kefauver; Hilary Curto Wilson; and Lillian Ratliff. Excused: Ron Scott, Jr.

Guests included: Dr. Dan Mosser, President; David Barnhardt, Director of Communications and Student Recruitment; Robert Brak, Director of Human Resources; Janet Fike, Vice President of Student Care and Success; Karri Mulhern, Interim Vice President of Continuing Education & Workforce Development; Jeff Sayre, CFO/Vice President of Administrative Services; Dr. Purnima Sharma, Vice President for Planning, Institutional Effectiveness & Research, and Rana Spurlock, Director of Institutional Advancement.

**3. Board Chair Report**

Ms. Carenbauer had no report.

**4. Approval of Minutes (October 24, 2024)**

Mr. McGlaughlin made a motion that the Board approve the Minutes from the meeting on October 24, 2024 as presented. Mr. Kefauver seconded the motion. Motion carried.

**5. President's Report**

New employees were introduced.

Dr. Mosser asked the Board to mark calendars with May 15<sup>th</sup> for Commencement at the WesBanco Arena as well as April 2<sup>nd</sup> for the Entrepreneurship Center ribbon cutting. A date for the Project BEST Executive Conference Center will be determined soon.

The Nursing Program is celebrating a 100% NCLEX pass rate for our 2024 program graduates.

Governor Morrissey issued eight executive orders, five of which impact higher education. These include cessation of DEI initiatives, reviewing expenses over \$100k, and cost reductions. WVNCC has tasked individuals to ensure compliance.

Enrollment gains will be reported in today's Administrative Reports.

The College continues to work on the 2025-30 Strategic Plan. Draft language will be ready for the March Board meeting.

Approximately \$2.3 million in grants have been received recently. The \$1.5 million Department of Labor MAPS 2.0 grant begins February 1<sup>st</sup> and includes a large coalition of manufacturers, schools, non-profits. The EMT/Paramedic Program received a one-year \$500k grant. The upcoming Respiratory Therapy Program received \$250k (a \$30K increase), and the EQT Foundation granted \$50k toward the salary of the Director of the Compressor Mechanic Program.

Dr. Mosser has met with several area businesses to discuss possible collaborations and partnerships.

At the College's request, the Continuing Education & Workforce Development Department underwent a LERN site visit. We expect a report in February with findings and recommendations.

B&O Building exterior repairs and the Executive Conference Center buildout remains underway.

## **6. Action Item – LPN-RN Transition Program**

Dr. Hawk described the program and the community need that necessitates fast-tracking the program to being offered in Summer 2025.

Mr. Artman made a motion to approve the LPN-RN Transition Program. Ms. Hofreuter seconded the motion. Motion carried.

## **7. Administrative Reports**

### **CFO/Vice President of Administrative Services**

#### Financial Update

Mr. Sayre reported that WVNCC remains in a strong financial position. He does hope to increase cash flow.

#### Enrollment Update (Credit)

Ms. Fike reported that FTE and headcount are at or above 100% of our Spring 2025 goal at this time.

#### Enrollment Update (Non-credit)

Ms. Mulhern reminded the Board that her enrollment numbers represent the fiscal year, beginning on July 1<sup>st</sup>. Her report also included an increase in headcount and FTE. She added that CDL classes are filling-up and the EMT Program began on the Weirton Campus.

#### Strategic Plan Update

Dr. Sharma presented an update on Strategic Planning, which began with a SWOT analysis, scan teams reviewing previous trends, and subject matter experts contacted to review and comment on the trends. The next step is a community breakfast on February 18<sup>th</sup>.

**10. Old Business**

There was no old business.

**11. New Business**

There was no new business.

**12. Executive Session**

Mr. McGlaughlin made a motion that the Board enter executive session at 6:05 pm to discuss personnel. Mr. Kefauver seconded the motion. Motion carried.

Mr. Kefauver made a motion that the Board come out of Executive Session at 6:50 pm. Ms. Curto Wilson seconded the motion. Motion carried.

**13. Adjournment**

Mr. Kefauver made a motion to adjourn the meeting at 6:52 p.m. Ms. Hofreuter seconded the motion. Motion carried.

Minutes respectfully submitted by,

Minutes approved by,

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Rana Spurlock  
Director of Institutional Advancement

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Larry Lemon  
Board of Governors Secretary