

**OFFICIAL MINUTES
BOARD OF GOVERNORS MEETING
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
Thursday, April 18, 2024 – 5:00 p.m. – Wheeling Campus**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, April 18th in the Board Room on the Wheeling campus and via Zoom.

1. Call to Order

Ms. Carenbauer called the meeting to order at 4:56 pm.

2. Roll Call

Members in attendance were: Jacob Altmeyer; David Artman; Shelly Carenbauer; Liz Hofreuter; Larry Lemon; DJ McGlaughlin; Christine Mitchell; Chris Kefauver; Hilary Curto Wilson and Tyler Mitchell. 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; Jeff Sayre, CFO/Vice President of Administrative Services; Dr. Pam Sharma, Vice President of Planning, Institutional Effectiveness and Research; Rana Spurlock, Director of Institutional Advancement; and Tommy Regan, Chief Information Officer. Guests: Crystal Harbert

3. Board Chair Report

There was no Board Chair report.

Dave Artman will serve as the Nominating Committee for the slate of officers for 2024-2025. If you are interested, please let him know by May 3rd.

4. Approval of Minutes (March 26, 2024)

Ms. Mitchell made a motion that the Board approve the Minutes from the meeting on March 26, 2024 as presented. Mr. McGlaughlin seconded the motion. Motion carried.

5. President's Report

Dr. Mosser introduced new employees.

He went over the Cabinet level annual goals organized around WVNCC's Strategic Priorities. There is a search underway for the Vice President for Learning.

On the Weirton campus, we have received a tractor trailer for the long-anticipated mobile welding lab. The Weirton campus is seeing an increase in enrollment due to the closure of Eastern Gateway Community College.

Recently, he met with the staff at EGCC who work with their TRIO/Upward Bound federal grant and they are interested in relocating to the Weirton campus.

We have also started working on the 2026-2030 Strategic Plan. Coffee with the president and SWOT analysis are underway on all three campuses. We will do an abbreviated environmental scan process in the fall.

Phase II of the Rural Guided Pathways grant will begin in January 2025. We are also

working on several other grants and fundraising for the Executive Conference Room.

Commencement is scheduled for Thursday, May 9th at 7 pm.

Dr. Mosser also shared the Campus Carry administrative procedure that the task force put together. This new state law will go into effect July 1st.

7. Action Items

New Academic Programs – Electro Mechanical Technology, CAS and AAS

Mr. Kefauver made a motion the Board approve the Electro Mechanical Technology, CAS and AAS as presented to the Board. Ms. Hofreuter seconded the motion. Motion carried.

FY 2025 Budget

Mr. Sayre highlighted the budget for FY 2025. Ms. Hofreuter questioned some faculty salaries. There was discussion about increasing the salary for full professor to bring them up to scale.

Mr. Altmeyer made a motion that the Board approve the FY 2025 budget with a 4% increase for full professors. Ms. Mitchell seconded the motion. Motion carried.

8. Administrative Reports

CFO/Vice President for Administrative Services

Financial Update

Mr. Sayre highlighted the fund tracking document provided in the Board packet.

Division Chair, Communications, Liberal Arts, and Social Sciences

Rural Guided Pathways Grant – Phase 1 – Report on Outcomes

Ms. Harbert presented on progress of the Rural Guided Pathways grant. Some of the initiatives include streamlining the nursing application into one application rather than two; multiple measures placement; defined pathways; and a Light the Fire course during the student's first semester.

9. Old Business

There was no old business.

10. New Business

There was no new business.

11. Executive Session

Mr. McGlaughlin made a motion that the Board enter executive session at 5:56 pm to

discuss personnel. Mr. Altmeyer seconded the motion. Motion carried.

Mr. McGlaughlin made a motion that the Board come out of Executive Session at 6:54 pm. Mr. Altmeyer seconded the motion. Motion carried.

While in executive session, the Board discussed compensation for Dr. Mosser.

Ms. Hofreuter made a motion that the Board approve a 2% pay increase for Dr. Mosser. Mr. Altmeyer seconded the motion. Motion carried.

12. Adjournment

The meeting adjourned at 6:55 p.m.

Minutes respectfully submitted by,

Minutes approved by,

Stephanie Kappel
Executive Assistant to the President

Larry Lemon
Board of Governors Secretary