

**OFFICIAL MINUTES**  
**BOARD OF GOVERNORS MEETING**  
**WEST VIRGINIA NORTHERN COMMUNITY COLLEGE**  
**Thursday, September 27, 2012 – 5:00 p.m.**  
**B&O Board Room**

A meeting of the West Virginia Northern Community College Board of Governors was held on Thursday, September 27, 2012 in the B&O Board Room on the Wheeling campus.

**1. Call to Order**

Dr. Cummings convened the meeting at 5:05 p.m.

**2. Roll Call**

Roll call was taken by Linda Dudash. Members in attendance were: Brann Altmeyer, Rita Berry, John Clarke, Dr. Darrell Cummings, Mary K. DeGarmo, Lucy Kefauver, and Nathan Schmidt. Excused: Christin Byrum and Joe Craycraft. Absent: Gus Monezis and Fred Renzella. Guests included: Dr. Martin Olshinsky, President; Emily Fisher, CFRE, Executive to the President for Development; Mike Koon, Weirton Campus Dean/Vice President of Workforce Development; Steve Lippiello, CFO and VP of Administrative Services; and Dr. Vicki Riley, Vice President of Academic Affairs. Others: David Hanes, Information Technology Director and Middle College students: Jason Ashby, Danesha Bassett, Maia Goddard, and Drew Ann Gump.

**3. Approval of Minutes (August 23, 2012)**

**Mr. Clarke made a motion to accept the minutes of the meeting of August 23, 2012 as presented. Ms. Berry seconded the motion. Motion carried.**

**4. Board Chair Report**

**• Hearings and Petitions**

There were no hearings or petitions.

**5. President's Report**

**A. Middle College Student Experiences**

Middle College students Jason Ashby, Danesha Bassett, Maia Goddard, and Drew Ann Gump gave reasons for deciding to attend Middle College, gave personal accounts of their experiences in Middle College, and stated their future plans following graduation.

President Olshinsky reported Northern is planning to start a Middle College on the Weirton campus.

#### **B. Update on Performance-based Funding**

Dr. Olshinsky reported he met with Senator Plymale regarding plans for performance-based funding. Insights into future strategies were shared. It is anticipated a funding package, centered on retention, graduation rates and workforce funding, will be available for review by November.

#### **C. SB330 Implementation**

Dr. Olshinsky reported the WV legislature is working on how SB330, relating to higher education, will come together.

#### **D. October Board Meeting**

Due to the WVCCA/WVADE meeting scheduled for October 24-26, the October meeting of the Board of Governors was changed from Thursday, October 25 to Thursday, October 18 at 5 p.m. in the B&O Board Room.

#### **E. Highlights of the President's Activities for the Month of September**

Some of the highlights of the President's activities for the month of September are as follows:

- Northern hosted a 40<sup>th</sup> Anniversary Celebration and lunch for its founding president. The purpose was to celebrate the origins of the College along with a reminder about planned giving.
- Initiating a new marketing campaign to recruit traditional-age students. Second phase effort is the adult market with emphasis on technical programs.
- Hosted groundbreaking ceremony for the new Barnes & Noble Bookstore and Northern Student Union. Dr. Darrell Cummings represented the Board at the ceremony. Completion of the building is scheduled for June 2012.

**F. Additional Information from the President**

Dr. Olshinsky reported the following: Activities continue on preparations relative to the Higher Learning Commission visit in March 2013, Northern is hosting the WV Council on Community and Technical Education on October 11, data will be presented to Council on Northern's 20-year enrollment trend, and the Applied Technology Center project is on track and is scheduled to open in April 2013.

**6. Administrative Staff Reports**

**A. Executive to the President for Development ..... Emily Fisher, CFRE**

• **Recent Grants**

Northern is the recipient of a grant from the Dominion Foundation in the amount of \$50,000 for a simulator for the Mechatronics class. The Dominion grant was submitted for a match with the state, which would bring the College another \$50,000.

**B. CFO and VP of Administrative Services ..... Steve Lippiello**

• **Budget Strategies – FY13 and FY14**

A PowerPoint presentation was given by Mr. Lippiello on proposed budget reductions for FY 2013 and FY 2014. Topics covered in the presentation are as follows: Impact of a reduction in appropriations for FY13 and FY 14, operating challenges, strategies on compensating for reductions, anticipated savings/reductions, and Community and Technical College proposal savings.

A proactive strategy being considered by the College to offset budget reductions is for the College to begin charging for all credits students take up to 15 credit hours.

**C. Vice President, Student Services ..... Janet Fike**

• **Fall Enrollment Report**

Dr. Riley presented the College's fall enrollment report in the absence of Ms. Fike.

An additional component added to the report was goals for each campus across the board and the percentage the College reached.

**D. Vice President, Academic Affairs..... Dr. Vicki Riley**

• ***New Program Planning***

Northern is considering adding a Physical Therapy Assistant program to the Allied Health program. Currently, the College is working on hiring a Physical Therapy Assistant Faculty/Program Director.

**7. Old Business**

There was no old business.

**8. New Business**

There was no new business.

**9. Adjournment/Next Meeting**

**Mr. Clarke made a motion to adjourn the meeting at 6:00 p.m. Ms. Berry seconded the motion. Motion carried.** The next Board meeting is scheduled for Thursday, October 18, 2012 at 5 p.m. in the B&O Board Room on the Wheeling campus.

Minutes respectfully submitted by,

Minutes approved by,

Linda K. Dudash  
Executive Secretary to the President

Christin Byrum  
WVNCC Board of Governors  
Secretary