

**DRAFT**

**New River Community College Board  
(Region 10)  
Meeting Number Three Hundred Sixty-Three**

***MINUTES***

**March 4, 2024**

Meeting number three hundred sixty-three of the New River Community College Board was held on Monday, March 4, 2024, at New River Community College, Dublin.

**BOARD MEMBERS PRESENT**

Mr. Christopher Calfee (Radford City)  
Mr. Richard Chidester (Giles County)  
Mr. William (Bill) Cunningham (Pulaski County)  
Dr. Margaret (Peggy) Dewald-Link (Floyd County)  
Mr. Eric Johnsen (Montgomery County)  
Mr. Cameron Peel (Pulaski County)  
Ms. Bobbie Potter (Montgomery County)  
Mr. Jonathan Sweet (Pulaski County)

**BOARD MEMBERS ABSENT**

Mr. Craig Chancellor (Floyd County)  
Ms. Jessica Littlejohn (Montgomery County)  
Mr. Chris McKlarney (Giles County)  
Ms. Tosha Mosier (Radford City)

**STAFF MEMBERS PRESENT**

Ms. Melissa Anderson, Director of Human Resources and Business Operations  
Dr. Peter Anderson, Vice President for Instruction and Student Services  
Ms. Angie Covey, Executive Director NRCC Educational Foundation  
Dr. Patricia B. Huber, President  
Dr. Deborah Kennedy, Dean of Student Services  
Mr. Tim Jones, Director of Information Technology and Facilities Services  
Mr. Ronnie Nichols, Facilities Services Manager  
Ms. Kathy Ridpath, Administrative Assistant, President's Office  
Dr. Mark Rowh, Vice President for Workforce Development and External Relations  
Dr. Fritz Streff, Director of Institutional Effectiveness and Research  
Dr. Sarah Tolbert-Hurysz, Dean of Arts and Sciences

**AGENDA ITEMS**

**1. Call to Order**

Mr. Bill Cunningham, Chair, called the meeting to order at 7:00 p.m. A quorum was present and due notice had been mailed and published.

**2. Welcome and Introductions**

Mr. Cunningham welcomed everyone in attendance.

### 3. **Agenda for Approval**

Mr. Cunningham asked for a motion to approve the agenda.

**Motion:** A motion was made and properly seconded.

**Action:** The motion carried unanimously.

### 4. **Minutes for Approval**

The minutes of meeting number three hundred sixty-one, held on Monday, December 11, 2023, were disseminated in the meeting packet. No questions were posed. Mr. Cunningham asked for a motion to approve the minutes.

**Motion:** Ms. Bobbie Potter made a motion to approve the minutes. Mr. Richard Chidester seconded the motion.

**Action:** The motion was approved.

The minutes of meeting number three hundred sixty-two, held on Friday, February 9, 2024, were disseminated in the meeting packet. No questions were posed. Mr. Cunningham asked for a motion to approve the minutes.

**Motion:** Ms. Potter made a motion to approve the minutes. Mr. Chidester seconded the motion.

**Action:** The motion was approved.

### 5. **President's Report**

Dr. Huber reported that two new members were added to the VCCS State Board. The liaisons have been reassigned. Ms. A J Robinson, newly appointed member of the State Board, will serve as NRCC's primary liaison. It was decided that a letter be sent on behalf of the board expressing appreciation for Mr. Ed Dalrymple's service to NRCC as the former primary State Board liaison.

Dr. Huber informed the board of the recent college visit of State Board member, Mr. Bif Johnson. He met with the college leadership team, and toured the campus (where he met faculty, staff, students, and visited classrooms and labs). He is committed to visiting all 23 colleges in the System beginning with those in Southwest Virginia.

Dr. Huber informed the board that the VCCS System Office contracted Lightcast for a series of economic studies. The findings were published in the *Cardinal News* in January. Southwest Virginia colleges (NRCC, Wytheville, Virginia Highlands, Southwest Virginia, and Mountain Empire) contracted with Lightcast for a regional study. Those findings were published in the *Bristol Herald Courier*. NRCC also contracted with Lightcast for a regional study of New River's economic impact on the New River Valley. Dr. Mark Rowh provided an overview of the study for NRCC (infographic attached). The study will be released to the public this week. Questions were posed and discussed.

Dr. Huber stated the spring semester is going well. On another note, she stated the Southwest Virginia Governor's School (housed on campus) continues to go well. The Virginia Department of Education will perform a review of the Governor's School next week.

Dr. Huber reported on recent personnel hires that included:

- Accounting faculty – Nathan Taylor
- Media Services – Tyler Lundy
- Facilities Services – Dylan Jackson
- Networking – Michael Keitz
- Retirement – Nancy Waddle retired after 53 years of service.

Dr. Huber informed the Board that an NRCC student, Mr. Reagan Young, was recently named a Phi Theta Kappa (PTK) New Century Workforce Pathway Scholar (one student chosen per state). Mr. Young will be recognized by the Chancellor at a special luncheon in Richmond in April. He will receive a scholarship of \$1,500 from the Coca-Cola company.

Dr. Huber provided an update on plans for commencement ceremonies. She invited the Board to join in the academic processions and ceremonies. Plans include:

- Friday, May 10
  - 4:00 p.m. – Business and Technologies Division graduation
  - 7:00 p.m. – Arts and Sciences Division graduation
- Monday, May 13
  - 6:00 p.m. – Health Professions Division graduation. The Pinning Ceremony for nursing graduates will follow as a second ceremony.
- As plans are finalized, Ms. Ridpath will send detailed information.

Dr. Huber noted the passing of Dr. Ed Barnes, the college's fourth president. The Virginia State Senate passed Senate Resolution No. 96 on February 29, 2024, "Celebrating the life of Edwin L. Barnes."

## 6. Finance and Administrative Services Report

### Tuition Revenue Deficit Reserve Fund Status

Ms. Melissa Anderson referred the Board to Exhibit C, Tuition Revenue Deficit Reserve Fund Status. No questions were posed.

### 2022-2023 Local Funds Statements of Receipts and Expenditures

Exhibit D, 2022-2023 Local Funds Statement of Receipts and Expenditures, was distributed and reviewed. No questions were posed.

### FY25 Local Funds Budget

Due to no quorum for the Budget and Finance Committee, Ms. Melissa Anderson discussed the Local Funds Budget for FY25 (Exhibit D) with the full board. No questions were posed.

**Motion:** A motion was made by Mr. Cameron Peel to approve the FY25 Local Funds Budget. Mr. Eric Johnsen seconded the motion.

**Action:** The FY25 Local Funds Budget was approved by unanimous vote.

### Student Activities Budget 2024-2025

Due to no quorum for the Budget and Finance Committee, Ms. Anderson discussed the Student Activities Budget for 2024 – 2025 (Exhibit E).

**Motion:** Mr. Jonathan Sweet made a motion to approve the Student Activities Budget. Mr. Johnsen seconded the motion.

**Action:** The Student Activities Budget was approved by unanimous vote.

## 7. **Technology and Facilities Services Report**

### Parking Lot Plan

The Parking Lot Plan (Exhibit G) is required by the VCCS to be approved every two years by the Local College Board. The Building and Site Committee of the Board met prior to the Board meeting to discuss the Parking Lot Plan. On behalf of the Building and Sites Committee, Mr. Eric Johnsen recommended approval of the Parking Lot Plan as presented with a suggestion to review possibilities for additional parking closer to Edwards Hall in the future. This suggestion will be taken under advisement.

**Action:** The Parking Lot Plan was approved by unanimous vote.

### OSIG Audit Report

Mr. Tim Jones informed the Board that the Office of the State Inspector General (OSIG) will conduct a cyber security audit of the VCCS colleges and other institutions of higher education in Virginia. The System Office will take the lead on this audit.

### Solar Project Update

Mr. Ronnie Nichols gave an update on the solar project that was discussed in previous meetings. Since discussion at the last meeting, the solar project was modified and rebid. The VCCS received three bids, two of which were nonresponsive. The third bid received exceeded the amount of funds available. At this time, the project will not move forward.

### Student Entrance Plaza

Mr. Nichols informed the Board that the college is working with architects and engineers to design a student entrance plaza. Construction of the plaza will be between Rooker and Martin Halls. The design will include a new stone wall, a new welcome sign, seating walls and an archway. It will also include new landscaping and lighting. The purpose of the plaza is to provide easier access to Student Services for students. Questions were posed and discussed.

### Covered Walkways

Mr. Nichols provided information about the covered walkways that will connect all the buildings of the college. Plans have been sent to the Division of Engineering and Buildings (DEB). DEB provided comments, and the college has responded to these comments. The project should begin within the next few weeks.

## 8. **Institutional Effectiveness and Research Report**

### Enrollment

Dr. Fritz Streff provided a report on enrollment for the spring and summer semesters. The spring semester shows an increase of 5 percent in headcount and 6.1 percent in FTEs from this point in time last spring. Discounting dual enrollment, there is an increase of 1.6 percent in FTEs. At this point, the college's summer enrollment shows

an increase of 6 percent in headcount and an increase of 5 percent FTEs.

#### Strategic Planning Session Update

Dr. Streff reported on the strategic planning session that was held in January. These sessions occur each year to discuss college goals and ways to achieve those goals. Two of the six college goals are discussed each year. A survey was sent to faculty and staff prior to the session that allowed them to specify characteristics of strategies that were associated with achieving the specified goal. The focus of this year's planning session was based on two goals: 1) Teaching, Learning, and Student Success, and 2) Technology and Campus Environment. Dr. Streff will compile the results of the focus group sessions and meet with the leadership team to discuss results and to ensure the strategies are acted upon.

### **9. Instruction and Student Services**

#### Tartan Transfer

Dr. Peter Anderson provided an overview of the Tartan Transfer initiative, a new transfer program Radford University recently proposed to NRCC and seven other VCCS institutions. This initiative offers the opportunity to improve accessibility to RU degree completion for students completing associate degrees at NRCC and assures seamless support from the start. A kick-off meeting was held on February 28. Dr. Anderson provided information on the number of transfer students (information obtained from SCHEV data). The total number of students who transfer to Radford University is 128 with a total of 293 students who transfer to Virginia's four-year institutions (based on a five-year average). Questions were posed and discussed.

#### FAFSA Application Update

Dr. Anderson provided an update on the new FAFSA application process. The new application was launched on December 30 with the intent of making the process smoother for students. The Education Department states the relaunch would increase eligibility for financial aid for low-and-middle-income students. Dr. Anderson discussed the key changes to the application process. NRCC staff have held at least one FAFSA workshop in all high schools in the service region, at the Dublin campus and Christiansburg site to assist students and their families with the application. There are plans to hold additional FAFSA information sessions in April. Current ACCE students have been notified, and the college will work with these students to complete the FAFSA application.

### **10. Workforce Development and External Relations Report**

#### Legislative Update

Dr. Rowh provided a summary report of actions in the General Assembly in the 2024 session as they affect the VCCS. He noted that college leaders have visited local legislators (one visit included three NRCC students) on issues concerning support for the overall agenda of the VCCS. In addition to the personal visits, legislators have been contacted through emails and phone calls.

#### SACSCOC Fifth-Year Report Update

Dr. Rowh provided an update on the SACSCOC Fifth-Year Interim Report. The report was submitted prior to the September 15, 2023, deadline. The results report was received

in January. Out of 22 standards covered in the report, the review team requested further information on three standards. The additional information requested will be presented in a Referral Report due by April 1. The report will be reviewed with two possible outcomes: 1) conclusion of the fifth-year review process or, 2) the requirement to submit a Monitoring Report providing additional information. Dr. Rowh noted that orientation for the next 10-year review will be held in January 2025 with the college's compliance certification due in 2027 with reaffirmation scheduled for 2028.

#### Presidential Selection Process Update

Dr. Rowh provided an update on the presidential selection process since the meeting of February 9. Highlights included:

- The college has compiled a survey which will be widely distributed asking for opinions of what is desired in a new president. This will go to Boards, alumni, students, faculty, staff, and community leaders.
- There has been one clarification since the meeting in February – there will be no faculty or staff on the statewide screening committee, as per state policy.
- There will be Board representation as discussed.
- The process is directed by the VCCS – the college is doing everything that is asked.

Dr. Rowh asked the Board to contact him if anyone has questions about the process.

### **11. NRCC Educational Foundation**

#### Scholarships Update

Ms. Covey provided an update on recently endowed scholarships. They included:

- Rock and Patty Roszak scholarship
- Joanne E. DeCorse Bradley Nursing scholarship
- Mark and Lucy Williams scholarship
- John and Mary Jean Brown scholarship
- Duncan-Thomas Family Scholarship
- Kathryn S. Dowling Scholarship
- Ann Wentworth Communications and Arts scholarship
- NRV Health Foundation has endowed an additional 32 nursing scholarships

Ms. Covey noted that 400 scholarships will be awarded this fall. The scholarship application will stay open year-round for students. On another note, she informed the Board that two new members have joined the Foundation Board - Dr. Nita Ojomo and Mr. Craig Meadows.

#### ACCE Update

Ms. Covey stated that the Foundation Office staff have attended the workshops with the Student Services staff at the high schools to assist with the FAFSA application process. Ms. Covey informed the Board that the college now has an Enrollment Coach for the area's homeschool and private school students. Questions were posed and discussed.

Ms. Covey reported that Pulaski County will hold its community service hours fair for ACCE students on April 30, where students may sign up for community service hours.

### **12. NRCC Board Terms of Appointments**

Referring to the chart of appointments, Mr. Cunningham encouraged members to make

note of expiration of terms. Five terms will expire this year with all being eligible for reappointment. The college recently sent letters to the respective localities.

**13. Evaluation of the President Information**

The Personnel Committee of the Board normally assumes the role of preparing an evaluation of the president. At the Board's concurrence, the committee will begin working on the evaluation using report information provided by Dr. Huber and her staff, including a report on institutional priorities/outcomes and evaluations completed by college employees. Mr. Cunningham welcomed the Board's input on the evaluation.

**14. Appointment of the Nominations Committee**

Mr. Cunningham appointed Mr. Chidester and Dr. Dewald-Link to the Nominations Committee for 2024-2025. The committee will need to present a slate of officers (Chair and Vice Chair) at the June meeting of the NRCC Board for the board's approval.

**15. Open Discussion/Q&A Session**

There was no further discussion.

The next regular meeting of the New River Community College Board is scheduled for Monday, June 3, 2024. The meeting will be held at NRCC, Christiansburg. There being no further business, the meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Mr. Bill Cunningham, Chair

Dr. Patricia B. Huber, Secretary