

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

MINUTES

March 7, 2016

Meeting number three hundred thirty of the New River Community College Board was held on Monday, March 7, 2016, at the NRV mall site.

BOARD MEMBERS PRESENT

Dr. Jack Brockway (Radford City)
Mr. F. Brad Denardo (Montgomery County)
Mr. Steven Harvey (Radford City)
Mr. James Loux (Pulaski County)
Dr. Douglas Martin (Giles County)
Mr. Lane Penn (Pulaski County)
Mr. James Riffe, Jr. (Giles County)
Mrs. Barbara A. Straub (Montgomery County)
Dr. Sue Thacker (Montgomery County)
Mrs. Karen Thompson (Floyd County)

STAFF MEMBERS PRESENT

Mrs. Melissa Anderson, Director of Human Resources and Business Operations
Mr. Peter Anderson, Dean of Business and Technologies
Mrs. Linda Claussen, Director of Distance Education and Off-Campus Services
Ms. Angie F. Covey, Executive Director NRCC Educational Foundation
Mrs. Amy J. H. Hall, Associate Director of ASLP and Coordinator of Emergency Planning
Dr. Patricia B. Huber, Vice President for Instruction and Student Services
Dr. Deborah Kennedy, Dean of Student Services
Dr. Jack M. Lewis, President
Mr. Tony Nicolo, Director of Facilities Services
Mrs. Kathy T. Ridpath, Administrative Assistant, President's Office
Dr. Mark C. Rowh, Vice President for Workforce Development and External Relations
Dr. Janice Shelton, Dean of Arts and Sciences
Mr. John Somervell, Associate Professor of Machine Shop
Dr. Fritz M. Streff, Director of Institutional Effectiveness and Research
Mr. John L. Van Hemert, Vice President for Finance and Technology
Mrs. Jill Williams, Director of the Accountability in Student Learning Program (ASLP)

AGENDA ITEMS

1. Call to Order

Mr. Brad Denardo, 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. Denardo welcomed everyone in attendance.

3. Agenda for Approval

The agenda was approved as distributed.

4. Minutes for Approval

The minutes of meeting number three hundred twenty-nine, held on Monday, December 14, 2015, were approved as distributed.

5. NRCC Board Terms of Appointment

Referring to the chart of appointments, Mr. Denardo encouraged members to make note of upcoming expiration of terms and act accordingly.

6. President's Report

Dr. Lewis informed the Board that Mrs. Amy Hall is the new Associate Director of the Accountability in Student Learning Program (ASLP).

Dr. Lewis introduced the special presentation speaker, Mr. John Somervell, Associate Professor of Machine Shop.

Mr. Somervell gave an overview of the Machine Technology program which included discussing several specialized tracks that are available for students to receive the training they need to attain their specific career goals in the high-demand machining field. Included are: the AAS Degree, Diploma, and Career Studies Certificate. Mr. Somervell also discussed the industry trends and outlook which included:

- Job requests and referrals for graduates
- Demand for technical, skill-based education
- NRCC service-area industry needs
- Growing field, nationwide with large number of opportunities
- STEM education
- Integral to Advanced Manufacturing
- Income potential, pay range

Mr. Somervell discussed the advantages of the NRCC Machine Technology program which include credentialing opportunities such as NIMS – the National Institute for Medal Working Skills for the high schools, and the HTEC – Haas Technical Education Center credential that he is currently working on at NRCC. He also discussed student learning outcomes in the program. He stated that by replacing the old machines with CNC technology, it will increase collaborations with other departments and will provide opportunities for credentials that will help graduates be more marketable and successful.

7. **Accountability in Student Learning Program**

Mrs. Williams reported on the Accountability in Student Learning Program (ASLP) which included an update on the Graduation Acceleration Program (GAP). This new program is modeled after one of the few successful programs of its type in the country – the one at City University of New York (CUNY) system. While the high-cost CUNY program cannot be replicated at NRCC due to financial considerations, a faculty/staff workgroup was formed that was charged with designing an accelerated graduation program as part of the college's overall student success initiative. The program offers financial incentives for eligible students who are prepared and motivated to complete their program of study. Students enrolled in developmental math and English courses were invited to apply for the spring semester. Students who met certain criteria will receive \$50 per month for four months. There are 23 students in the program this semester, and she stated they are meeting the requirements of the program. The requirements include:

- Prior to registering for courses, meet with an advisor in the Advising Center or with the designated faculty advisor to review schedule and graduation plan
- Maintain at least a 15 credit hour schedule
- Attend weekly tutoring if referred to tutoring and if enrolled in any developmental classes
- Attend at least four prescheduled monthly meetings with assigned groups
- When requested, respond to a connection specialist within 48 hours

Mrs. Williams informed the Board that the ASLP team is continuing to intentionally engage the students when faculty and staff express the need. She commented they have reason to believe some improvement is being seen. She shared stories of how the intentional engagement model is working.

Dr. Streff presented preliminary data that supports an increase in student success which included:

- Withdrawals declined 21 percent from Fall 2014 to Fall 2015
- Students receiving an A, B, or C increased from 64 percent to 66 percent
- Comparison of first term students: attending Orientation versus non-attending
 - Withdrew classes at a rate 43 percent lower
 - Receiving an A, B, or C at a rate 26 percent higher

Dr. Streff commented that not only did we keep students from withdrawing, but a higher percentage obtained higher grades because of the intentional engagement model and the work being done in the orientation sessions. On a related note, Dr. Streff discussed measures or metrics that are important in showing student success outcomes in the future which included graduation and student retention.

Dr. Huber gave a summary of the reports that was previously presented on ASLP and the intentional engagement model. She commented that if she were to sum up the model in one word, it would be the human interaction or the human touch/element that enables the connections with students and faculty/staff to

occur. Connecting Learning Assets and Students (CLAS) is the technology that allows the college to ramp up the human interaction with connection specialists, advisors, and others. Dr. Huber reported on the next steps which include expanding the student success model, particularly the Student Orientation Program, for the college's Quality Enhancement Plan (QEP). This will be part of the college's plan for reaffirmation for SACSCOC and a carefully designed course of action that the college implements to address the enhancement of student learning. She commented that she looks forward to sharing more success stories as the college travels this journey.

8. Instruction and Student Services

CTE Partnership with Radford City Public Schools

Dr. Huber informed the board that Dr. Lewis recently hosted representatives from Radford City that included members of the School Board and City Council, superintendent of schools, mayor and city manager. The meeting included a tour of the Career and Technical Education (CTE) programs and discussion on a possible partnership. This possible partnership would include funding by the school system to send select dual enrollment students to NRCC's campus for CTE programs. Possible programs include: Computerized Numerical Control, Cyber Security, Game Design and Welding. Higher level math courses (outside of CTE) may also be identified for advanced students. The Deans are presently working on an implementation plan. More information will be forthcoming.

Curriculum Changes

Dr. Huber reported that the Curriculum and Instruction Committee met earlier in the evening to discuss the additional curricular changes that were mentioned in the December meeting.

A summary of the changes included:

- Discontinuances of four Career Studies Certificates to remain compliant with SACSCOC standards (Health Information Management, Medical Coding, Medical Office Assistant, and Pharmacy Technician)
- One minor change in the Paralegal Assistant CSC (change of an elective)
- New Cybersecurity programs
 - A new Cyber Security Specialization off the IT degree
 - A new Cyber Security Career Studies Certificate
 - Change to IT Network and Technical Support Specialization because the two specializations (Cyber Security and Network and Technical Support) share common courses

Dr. Huber referred to the summary and curriculum track sheets that outline the proposed changes included in the packet that were previously disseminated. On behalf of the committee, Dr. Jack Brockway recommended approval of the changes as presented. The motion carried by unanimous vote.

Spring Semester Enrollment

Dr. Streff reported on enrollment for the spring semester. Total headcount enrollment as of March 7, 2016, is 4,252, a decrease of 0.8 percent over the same relative date last spring. Total FTES stand at 2,418, a decrease of 4.02 percent over the same relative date last spring. He reported that the VCCS enrollment (FTEs) as a whole shows a decrease of 5 percent compared to this point in time last year. Dr. Streff noted that there are fluctuations with dual enrollment at this point. The dual enrollment at present shows a decrease of 4.8 percent. When dual enrollment numbers are taken out, NRCC shows a decrease of 3.88 percent with the VCCS showing a decrease of 7.05 percent.

9. Workforce Development and External Relations

SACSCOC Update

Dr. Rowh reported that a second monitoring report is nearing completion and is due to the Southern Association of Colleges and Schools/Commission on Colleges (SACSCOC) on April 1. This report will involve an explanation of the evaluation process of student learning outcomes. NRCC hired a consultant, Dr. Mark Smith, who is a recently retired Vice President of SACSCOC, to guide the college on the report. Also, Dr. Crystal Baird, current Vice President of SACSCOC, was brought in for guidance. Dr. Rowh informed the Board that if SACSCOC does not approve what has been done thus far, the college may be put on probation. He added that he felt confident this will not happen.

Dr. Rowh discussed the SACSCOC reaffirmation process. NRCC has a compliance certification team in place who has been diligently working on this process. The compliance certification is due on March 1, 2017. The onsite review is scheduled for October 31 – November 3, 2017. He stated the Board will be involved at this time. The college will keep the Board informed of the process.

General Assembly Update

Dr. Rowh informed the Board that the Chancellor recently held a conference call with the VCCS presidents and senior staff to discuss the state budget. Included in the budget was the passing of a bill that will establish the New Virginia Workforce Credentials Grant Fund Program. This law will provide funding for noncredit workforce training with an emphasis on attaining credentials. This will help to provide funding for the one single goal of the VCCS strategic plan – to triple the number of credentials earned by 2021.

Dr. Rowh distributed information on lobbying and ethics that the Chancellor asked for to be shared with all board members. The document was prepared by the Public Affairs Consultant which reviews the ethics and lobbying legislation which passed in the General Assembly in 2015 and became effective in January 2016.

Dr. Rowh reported on the establishment of the Credentialing Innovation Team. The purpose of the team is to refine and expand plans for tripling the credentials awarded by New River Community College (including

credentials awarded by third parties that have been made possible by NRCC instruction or training). Peter Anderson will serve as chair and Jeanne Symanoskie as co-chair. The team includes staff from Workforce Development and faculty from academic divisions. Substantial involvement by full-time faculty will be integral to success in expanding credentialing opportunities whether for credit or noncredit. On a related note, Dr. Rowh informed the Board that on March 22, NRCC administrators and automotive faculty will be meeting with the leadership of the major New River Valley auto dealers to discuss their training needs. It is the first step in the college's efforts to create an expansive credentials-based noncredit training program for the area's automotive industry.

10. Finance and Technology

Mr. Van Hemert referred the Board to Exhibit D, Tuition Revenue Deficit Reserve Fund Status. No questions were raised about the report.

Exhibit E, Local Funds Statement of Receipts and Disbursements, was distributed and reviewed. (See attached statement). A question was raised regarding Schedule C of the statement regarding Skills USA. Mrs. Melissa Anderson explained that all Skills USA monies are contracted to NRCC for the entire state.

Mr. Van Hemert presented two items for action:

- (1) Bookstore, Food Service, and Other Miscellaneous Income Budget for 2016-2017 (Exhibit F): On behalf of the Budget and Finance Committee, Mr. Harvey recommended approval of the budget as presented. The motion received a proper second and passed by unanimous vote.
- (2) Student Activities Budget for 2016-2017 (Exhibit G): The sources of funds for the budget are local funds and student activities fees. The total budget request is \$100,000. On behalf of the Budget and Finance Committee, Mr. Harvey moved for approval of the budget as presented. The motion received a proper second and passed by unanimous vote.

11. NRCC Educational Foundation

Ms. Angie Covey reported on the new scholarships received or reaching full endowment since the December meeting which include:

- Darrel Martin Scholarship
- Nannie and John Hairston Scholarship has reached the \$50,000 mark
- Mark Adkins memorial scholarship (donated by Roger Adkins)
- Hugh Huff additional scholarship
- New River Health Foundation endowed a scholarship honoring Dr. William Christian
- Alan and Marilyn Bowman Scholarship

- Joann Bingham endowed two scholarships
- Shelor Motor Mile donated \$10,000 for scholarships that will be awarded to area high school students

Ms. Covey informed the Board that Mrs. Barbara Straub participated in the NRCC Dare to Dream campaign that gives back \$1 to your community college. She donated fifty \$1 bills for this campaign. Ms. Covey commented that Mrs. Straub gives a donation at each board meeting.

Ms. Covey reported that Mr. John Brown of Brown Insurance is the new Foundation Board member.

Ms. Covey gave an update on the Access to Community College Education program (ACCE), a public/private partnership between Giles County and the NRCC Educational Foundation that provides the opportunity for Giles County graduates to attend NRCC tuition free for two years. The total expense expected for the program for the spring semester is \$42,000. She stated she recently presented information on the ACCE program to the Floyd County Board of Supervisors and will be meeting with other interested individuals this week to discuss the opportunities for the ACCE program. She commented Floyd County can possibly benefit from the tobacco commission money for the program. She will keep the Board informed of the progress.

12. Evaluation of the President

The Personnel Committee of the Board normally assumes the role of preparing an evaluation of the president. With the Board's concurrence, the committee will begin working on the evaluation, using report information provided by Dr. Lewis and his staff, including a report of goals and achievements and evaluations completed by college employees.

The Board agreed by consensus that the Personnel Committee, consisting of Mr. Denardo, Mr. James Loux, and Mrs. Barbara Straub, should prepare the evaluation. Mr. Denardo asked for input from the Board.

13. Appointment of Nominations Committee

Since Mr. Denardo's term will expire in June 30, he will be appointed to the Nominations Committee along with Mr. James Riffe, Jr. for 2016-17. The committee will need to present a slate of officers (Chair and Vice Chair) at the June meeting of the NRCC Board.

14. Open Discussion/Q&A Session

Mrs. Straub opened the floor for questions or comments.

15. Mall Site Tour

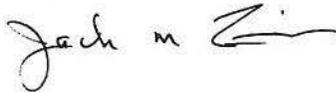
John Van Hemert gave a virtual tour of the new mall site expansion and a walking tour at the conclusion of the meeting.

The next regular meeting of the New River Community College Board is scheduled for **Monday, June 6, 2016**, at the Mall site. There being no further business, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,



Mr. F. Brad Denardo, Chair



Dr. Jack M. Lewis, Secretary

Attachments