

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

MINUTES

September 14, 2015

Meeting number three hundred twenty eight of the New River Community College Board was held on Monday, September 14, 2015, at NRCC Mall Site in Christiansburg, Virginia.

BOARD MEMBERS PRESENT

Dr. Jack Brockway (City of Radford)
Mr. F. Brad Denardo (Montgomery County)
Mr. James R. Loux (Pulaski County)
Mr. Benny Keister (Pulaski County)
Dr. Douglas Martin (Giles 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

Mr. Peter Anderson, Dean of Business and Technologies
Mrs. Linda Claussen, Director of Distance Education and Off-Campus Services
Ms. Angie E. Covey, Executive Director, NRCC Educational Foundation
Mrs. Amy J. H. Hall, Coordinator of Emergency Planning and Special Projects
Dr. Patricia B. Huber, Vice President for Instruction and 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. Donald E. Stowers, Director of Volunteer Services
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 pm. A quorum was present and due notice had been mailed and published.

2. Welcome and Introductions

Mr. Denardo welcomed The Honorable Dave Nutter, State Board Liaison.

3. Agenda for Approval

The agenda was approved by consensus.

4. Minutes for Approval

The minutes of meeting number three hundred twenty-seven, held on Monday, June 1, 2015, were approved as distributed.

5. President's Report

Dr. Lewis presented Mrs. Williams who showed a video clip that was shown to the students at the beginning of each new student orientation session recently. There were nine sessions with approximately 600 students attending. She stated that the video is intended to give practical advice to the new students.

New Entrance Signs

Dr. Lewis shared a photo of the new entrance on Route 11. He referred to the new electronic sign and commented that a like sign has been placed near the Route 100 entrance and the mall site as well. He expressed gratitude to Mr. Nicolo and Mr. Van Hemert for their diligence in making this possible.

Mall Site

Dr. Lewis gave an update on the mall site expansion. The expansion will consist of 9,700 square feet making the mall site a total of 32,000 square feet. He showed renderings of the new Graphics Arts lab, Workforce Development classrooms, offices and labs which will include a Do-It-Yourself (DIY), 24-seat classroom and a lab containing 18 3D printers. He estimated that the expansion would be complete by December 1.

Capital Outlay Plan

Dr. Lewis updated the Board on the proposed capital outlay submitted for the NRCC Advanced Manufacturing Credentialing Center (AMCC). The AMCC project previously stood at number 13 but now stands at number 11 on the State Board for Community Colleges prioritization list. He informed the Board that Chancellor DuBois has encouraged the college presidents who had projects ranked in the top 25 of the VCCS priorities to provide a concise description on how the project would meet the Governor's goals in the chance a bond referendum would be passed in the General Assembly.

The selling points of the project include:

- Supports the Governor's "New Virginia Economy" workforce initiative
 - Focuses on skills for high-tech, high-demand jobs
 - Addresses hiring challenges
- Brings together the college's existing programs, courses and faculty: collaboration and integration
- Produces the most relevant programs and credentials for jobs today and in the future
- Addresses the VCCS priority for tripling the number of workforce credentials awarded annually
 - NRCC will be a major contributor to this by the year 2021

On a related note, Dr. Lewis informed the Board that Instrumentation/Control Automation program shows an increase of 30-40 percent in enrollment for the fall semester. There is a plan in progress that will expand the program to include online courses.

Budget Management

Dr. Lewis referred to an annualized FTEs chart and discussed how enrollment affects the budget. He noted that the major issue the college manages around is a line that is somewhat arbitrary - the operating budget "floor." He commented that it is important to manage the operating budget to keep it above the floor. In periods of growth, the college reinvests heavily in strengthening college programs, buildings and facilities. Some of the byproducts in the past have been the mall facilities, the different technology facilities and faculty offices.

Student Success Initiative

Dr. Lewis stated that by the year 2020, 20 percent of the funding colleges receive will be reallocated based on student success outcomes. Last year colleges were required to reallocate 2 percent of their budget for student success with a plan being submitted for approval. This fiscal year 4 percent will be reallocated. He stated that in previous years the "arrows" of student outcomes at NRCC have not moved. There are few colleges that have been successful at significantly improving student outcomes, an exception being the City University of New York (CUNY). He discussed briefly the program CUNY has in place. Drawing on their model and our experience, NRCC is moving to a model of intentional engagement as opposed to what has traditionally been invitational. This model of joint accountability brings the responsibility to leverage others to bring about student success.

Dr. Lewis discussed the new student orientation program. An orientation innovation team was established with Mrs. Williams and Mrs. Deborah Kennedy as co-chairs to create an expanded summer orientation program for new students. He also discussed the roles the career coaches have on student success and the English and math boot camps that took place this past summer.

Dr. Lewis informed the Board of two advisory teams that have been put in place – Student Success and the Connecting Learning Assets in Students (CLAS) Technical Advisory Teams. The Student Success Advisory team meets each week to discuss the "big picture" particularly if there are issues and practices in the college that need attention. The technical team also meets each week and gives advice on CLAS after

reviewing features the faculty would like to see added to the system, looking at new kinds of capabilities, and giving thought to the future.

Dr. Huber reported on the student success intentional engagement model. This model is defined as a purposeful directed intervention with appropriate communication and exchange of information with the intent to change, meaning to improve, behavior. It involves the entire college community in the lives of the students where academic performance is the issue. She discussed the connection network – the concept of the shared responsibility among the college community for the success of the students. Dr. Huber gave examples of invitational versus intentional engagement, including SAILS, a required new student orientation, and referrals to Academic Assistance, tutoring, or the Advising Center. She discussed how instructor referrals are made through CLAS, a system of communication and follow-up. Faculty have access to student information in CLAS that they have not had in the past. Dr. Huber reported that at this point, there are many referrals through CLAS, illustrating how faculty have “stepped up to the plate.” More accountability and responsibility have been added to the students but with more support in the process. The college is raising expectations of the students, the faculty and staff, and with those greater expectations and accountabilities will come greater outcomes.

Dr. Stowers gave a demonstration of the functionalities of CLAS and discussed the power of the system in assisting instructors and staff with access to information about students. CLAS was opened up to all faculty, including adjunct, at the beginning of the fall semester. A discussion board was set up in Blackboard for communication for recommendations of improvement. Dr. Stowers is the conduit from faculty to the CLAS development team for issues that arise.

Mrs. Williams discussed the ASLP Office and its functions. Every NRCC student is assigned to a Connection Specialist with their role being to intentionally engage a student when information is received that a student may need extra support. These students are then connected to resources on campus and in the community that can help them become more successful. She reported that at this point in the semester the ASLP team has intentionally engaged over 650 different students who received a total of over 1,100 SAILS flags; a few hundred others have been contacted over other issues that have come through CLAS. She informed the Board that the career coaches will be working on campus one day a week to help with student caseloads.

Mrs. Williams gave an update on the new student orientation program. Over 600 students attended the required orientation sessions that took place before the fall semester. This number represents 75 – 90 percent of the program placed, first-time college students. Over 300 parents and other supporters also attended and were able to participate in a separate campus tour.

Mrs. Williams informed the Board that another intentional engagement project at NRCC included the English and math boot camps that were conducted over the summer. These boot camps were developed to help students be better prepared for college English and math.

Mrs. Williams discussed the strategies of the ASLP office. She stated that she is working with Academic Assistance and tutoring, noting that tutoring plays a vital role in the intentional engagement strategy. An outcome metric has been set for the office to try to create strategies to intervene in high-risk courses. The tutoring department is looking into creative ways to assist the students in these courses.

6. Instruction and Student Services

Enrollment

Dr. Streff reported that the headcount enrollment for the 2015 fall semester at present is 4,144, a decrease of 1.75 percent over this time period last fall. Presently, FTEs are 2,542; however, dual enrollment students are being entered at this time which attributes to day-to-day fluctuations. When these students are removed, the FTEs show a decrease of 6.2 percent. At present, the VCCS as a whole shows a decrease of 3.09 percent.

7. Workforce Development and External Relations

Dr. Rowh gave a status update on work to meet requirements of the Southern Association of Colleges and Schools/Commission on Colleges (SACS/COC). As previously reported, the reaffirmation of accreditation process will begin in 2016 and will be completed in 2018. The fifth-year interim report was submitted in April and a second monitoring report will be submitted soon. The team appointed by NRCC will be attending the SACS/COC annual meeting in December which will include training sessions for the colleges that are beginning the next cycle of the reaffirmation of accreditation process.

8. NRCC Foundation

Ms. Covey invited the members of the Board to the Scholarship Brunch that is scheduled for October 14. She expressed gratitude to National Bank for sponsoring the event this year and for the past several years. The event will include more than 200 scholarship recipients, a significant increase over last year. Former governor Gerald Baliles will be the guest speaker. On another note, Ms. Covey stated that the numbers have been finalized for the 2014 Educational Foundation audit. She referred to a chart that had been previously disseminated. The assets are \$12.2 million, a substantial increase from previous years.

9. Standing Committees for 2015-2016

The roster of standing committees for 2015-2016 was approved unanimously.

10. Open Discussion/Q&A Session

Mrs. Straub referred to the “News from Virginia Community Colleges” emails that are forwarded periodically and encouraged everyone to view these when forwarded. On another note, she commented that she is looking forward to attending the Chancellor’s Retreat in October and urged everyone to attend.

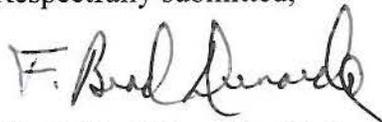
No other items were presented for discussion.

11. Announcements

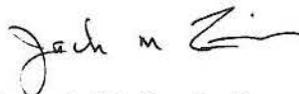
There were no announcements.

There being no further business, the meeting was adjourned at 9:20 p.m. The next regular meeting of the New River Community College Board is scheduled for **Monday, December 14, 2015**, in Edwards Hall, room 117.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "F. Brad Denardo". The signature is fluid and cursive, with a large, sweeping initial "F".

Mr. F. Brad Denardo, Chair

A handwritten signature in black ink, appearing to read "Jack M. Lewis". The signature is cursive and somewhat stylized, with a large initial "J".

Dr. Jack M. Lewis, Secretary