

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

***MINUTES***

**September 11, 2023**

Meeting number three hundred sixty of the New River Community College Board was held on Monday, September 11, 2023, at New River Community College, Christiansburg site.

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

Mr. Chris McKlarney (Giles County)  
Mrs. Tosha Mosier (City of Radford)

**STAFF MEMBERS PRESENT**

Ms. Melissa Anderson, Interim Vice President for Finance and Administrative Services  
Dr. Peter Anderson, Vice President for Instruction and Student Services  
Ms. Angie Covey, Executive Director NRCC Educational Foundation  
Dr. Patricia Huber, President  
Mr. Tim Jones, Director of Information Technology and Facility Services  
Dr. Deborah Kennedy, Dean of Student Services  
Ms. Lori Mitchell, Dean of Business and Technologies  
Mr. Ronnie Nichols, Director of Facilities Services  
Mrs. Kathy Ridpath, Administrative Assistant President's Office  
Dr. Mark Rowh, Vice President for Workforce Development and External Relations  
Dr. Sarah Tolbert-Hurysz, Dean of Arts and Sciences  
Ms. Helen Wolfe, Dean of Health Professions

**AGENDA ITEMS**

**1. Call to Order**

Mr. Bill Cunningham, Chair, called the meeting to order at 7:00 pm. A quorum was present and due notice had been mailed and published. He called a moment of silence to remember the events of September 11, 2001.

**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:** Mr. Craig Chancellor made a motion to approve the meeting agenda; it received a proper second.

**Action:** The motion carried unanimously.

**4. Minutes for Approval**

Mr. Cunningham asked for a motion to approve the minutes of meeting three hundred fifty-nine, held on Monday, June 5, 2023.

**Motion:** Dr. Peggy Dewald-Link made a motion to approve the minutes. Mr. Cameron Peel seconded the motion.

**Action:** The motion carried unanimously.

**5. VCCS Annual Meeting of the Boards/Chancellor's Retreat**

Mr. Cunningham provided a report of the VCCS Annual Meeting of the Boards and Chancellor's Retreat he attended with Dr. Huber recently. The theme of the retreat was "this is our time." An email was sent to the attendees with highlights of the event. Ms. Kathy Ridpath will forward the email to the board. Information in the email includes the VCCS strategic plan, speakers' presentations, and Chancellor Doré's opening and closing remarks. Mr. Cunningham stated that the Chancellor's focus is on several key aspects that include VCCS marketing campaigns that will target specific audiences, high school seniors graduating with a credit to transfer that would go towards the community college system, and streamlining workforce programs. Mr. Cunningham encouraged the board to view the information included in the link in the email.

**6. President's Report**

Dr. Huber welcomed everyone in attendance. She reported that the fall semester startup has been successful. On another note, she reported that Pulaski County recently sponsored a Corporate Jet Ski Challenge to support the ACCE program in Pulaski County. NRCC sponsored a team for the race led by Dr. Peter Anderson. She expressed appreciation to Mr. Jonathan Sweet and Pulaski County for this event to support ACCE.

Dr. Huber recognized Ms. Angie Covey for receiving the statewide award, the Kathleen Smith Distinguished Service Award, during the recent Chancellor's Retreat. She commented that since 2015, there has been an increase of about \$10 million in the Foundation assets. She congratulated Ms. Covey and also expressed appreciation to the five localities for their support of the ACCE program in addition to all who have contributed endowed scholarships to the Foundation.

### Staffing Updates

Dr. Huber provided an update on personnel changes. Due to the retirement of Mr. John Van Hemert, Vice President for Finance and Technology, the responsibilities of that office have been realigned. Ms. Melissa Anderson is now the Interim Vice President for Finance and Administrative Services. Her responsibilities include:

- Business and financial operations (budget)
- Human Resources
- Title IX Officer for Employees
- Emergency planning (mandatory reports)

Tim Jones is now the Director of Information Technology and Facilities Services. His responsibilities include:

- Information Technology
- Facilities Services
- Security
- Emergency response – the action piece of responding to emergencies

On a related note, Dr. Huber informed the Board that Helen Wolfe is now the Dean of Health Professions. Her areas of responsibility include:

- Associate Degree Nursing
- Practical Nursing
- CNA (non-credit Workforce Development)
- EMT
- Administrative Support Technologies – includes Medical Administrative Support Technology, Health Professions Preparation, Medical Coding, and Medical Office Assistant

### Institutional Goals

Dr. Huber provided a report on the VCCS strategies (see attached). In alignment with the strategies, the college will establish institutional goals. At this point, the college is awaiting further guidance from the System Office. When finalized, these goals will be forwarded to the Board.

### Enrollment Overview

Dr. Huber provided an overview of enrollment for the past few years. Enrollment is measured in two ways:

- Headcount – the number of students enrolled in credit courses.
- FTE – Full-time equivalent – what the number of full-time students would be, based on the number of credits generated. The college is funded on the basis of FTE not on the basis of headcount.

Dr. Huber provided enrollment data (charts) regarding FTE and headcount from 2011 to present. Highlights of the report included:

- FTE enrollment for 2022-23 was essentially flat.
  - Decline in enrollment since 2011-2012
  - Loss of about 28 percent in FTEs since 2010-2011
  - Loss of equivalent of 968 full-time students during this time period
- Headcount shows an increase.
  - More students on campus but taking fewer credits

- About 72-73 percent of students are part-time students
  - Discounting dual enrollment students, 69 percent of students are part-time students.
- College continues to see robust enrollment from recent high school graduates, (A rate of 25 to 30 percent of recent high school graduates in the New River Valley attend NRCC the fall semester after graduation).
- The decrease and flat line for enrollment are significant, given the demographics of the state and our region.
  - Regions are facing declining populations with shrinking pools of high school students and graduates.

Dr. Huber stated the college's marketing and recruitment team have analyzed data of gaps and losses of enrollment through the years. They are marketing to the specific target audiences where enrollment has shown a decline. She shared a video the team recently released with the target audience of "older adult" (over age 24) population. Questions were posed and discussed.

Dr. Huber provided a report on enrollment for the Summer 2023 and Fall 2023 semesters. The summer enrollment showed an increase of 8 percent. The VCCS as a whole showed an increase of 3 percent; NRCC ranked sixth in the System. For the fall semester, on this date the college shows an increase of 2 percent. The VCCS as a whole shows an increase of 3 percent. NRCC is ranked 14<sup>th</sup> in the System for the fall semester enrollment.

#### Southwest Virginia Governor's School

The Southwest Virginia Governor's School (SWVGS) now has officially re-located to the NRCC campus. SWVGS faculty and staff began on August 3 with students beginning on August 4. Classes begin at 7:00 a.m. with students leaving by 11:00 a.m. Dr. Huber stated this has been a smooth transition.

Dr. Huber informed the Board that Mr. Ed Dalrymple and Dr. Debbie DiCroce will continue to serve as the college's liaisons to the State Board.

## **7. Instruction and Student Services**

### OCR Update

Dr. Anderson provided a report of the OCR (Office of Civil Rights) audit. The college was notified in February 2022 of the U.S. Department of Education Office of Civil Rights upcoming review. The purpose of the review was to ensure compliance with civil rights regulations applicable to career and technical education programs. After an extensive review and many inspections, NRCC received four areas of non-compliance. The college is now in full compliance. The final report is due the end of September.

### EMT Update

Dr. Anderson provided an update on the EMT program. For the spring semester there were five students enrolled in the program. Three of these students are now nationally registry certified EMTs with the remaining two in the process of reviewing and retesting. Although there was extensive marketing for the program (using paid social media, local news media, the New River Valley Taskforce, the Western VA EMS Council, the college's career coaches and the Giles County Technical Center), there were only two students who enrolled for the fall semester. The class was cancelled due to this low enrollment. The course will be offered again in the spring semester with revisions made

to the curriculum so the program will be eligible for financial aid. The college will continue to recruit and promote the program.

#### Grants in Student Services

Dr. Anderson provided a report on recent grants received in Student Services. Highlights included:

- VA 529 Grant – a three-year grant provided for a full-time FastForward and G3 career coach. Grace Bocchino has been hired to fill that role.
- VA Department of Veterans Services Grant – a one-year grant to provide non-academic resources focusing on reducing veterans suicide and opioid use. Mr. Jeff Woods was hired for this position.
- NRCC is partnering with Wytheville Community College on a Collegiate Recovery Grant to support students in recovery from substance and alcohol abuse. Michelle O'Brien was hired by WCC and spends one day per week at NRCC.
- AmeriCorps launched a Recovery Corps program (Virginia is only the third state to initiate this effort). At no cost to the college, this program provides an eleven-month Recovery Project Coordinator to help build capacity for recovery efforts. Mr. Chad Fox holds this position.
- The college has partnered with Radford City public schools on a grant which focuses on a work ethic curriculum for high school CTE students (waiting on confirmation on this grant).

#### Adult Career Coach and Community Outreach Specialist

Dr. Anderson reported that over the past few years, the adult student population has declined. Ms. Stephanie Addikis is the Adult Career Coach and Community Outreach Specialist for the college (career coach dedicated to adult learners). Ms. Addikis also coordinates community outreach roadshows where college staff attend community events to promote the college.

#### ADN Update

Dr. Anderson provided an update on the success rate of the ADN program. There are 41 ADN students who passed the NCLEX and are now official registered nurses – a 91.9 percent success rate. Four students failed the NCLEX exam; two students have retaken the exam and passed. One student has yet to take the exam. Questions were posed and discussed.

### **8. Finance and Administrative Services**

#### Locality Contributions to Local Budget, 2024-2025

Ms. Melissa Anderson referred to Exhibit B, Locality Contributions to Local Budget 2024-2025. When the participation formula is applied, the amounts requested from the jurisdictions fluctuate with the population in each jurisdiction, the total property values in each jurisdiction, but mostly enrollment of students from each jurisdiction. She informed the Board that she met with the Budget and Finance Committee prior to the meeting to review the proposed budget. The total budget request is \$99,232. On behalf of the Budget and Finance Committee, Mrs. Jessica Littlejohn informed the board that the committee reviewed the formula and decided to keep the formula as is going forward. The Committee recommended approval of the Local Budget as presented.

**Action:** The motion carried by unanimous vote.

**9. Information Technology and Facilities Services**

Mr. Tim Jones informed the Board of an Information Technology audit conducted earlier today and stated the audit went well. More information will be forthcoming on the results of the audit.

Solar Project Update

Mr. Ronnie Nichols provided an update on the solar project. The college received two bids for the project, but both bids exceeded the college's available funds. Specifications will be modified and resent for bid. Questions were posed and discussed.

**10. Workforce Development and External Relations**

Workforce Development Update

Dr. Mark Rowh reported that enrollment in FastForward courses is up about 7 percent over last year. He also reported that extensive planning and marketing were done to promote the new plumbing course in Workforce Development; however, the class was cancelled due to small enrollment. He commented that this is a challenge the college faces with some non-credit programs.

SACSCOC Update

Dr. Rowh provided an update on the fifth-year report for the Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC). The report is due on September 15; the college has completed the report and will submit it before the deadline. He recognized and expressed appreciation for the teamwork of the college to get this major project completed.

Legislative Update

Dr. Rowh provided an update on legislative activities. He commented that the General Assembly has passed the state budget. On another note, he reported that he, along with Dr. Huber, attended the Legislative Workgroup meeting in Cedar Bluff recently and met with Senator Hackworth. The emphasis of the meeting was on workforce development and the need for funding to expand CTE programs and renovate facilities to better serve industry needs.

Updated FOIA Information

Dr. Rowh referred to the updated FOIA information document that was previously disseminated. He encouraged all members to review the information.

**11. NRCC Educational Foundation**

Ms. Covey provided a report on the Foundation audit that was recently completed. The Foundation assets for the 2022 audit were \$23.3 million. On another note, she informed the Board that Mr. Jim McAlister of First Bank and Trust is the newest member of the Foundation Board.

Scholarships

Ms. Covey reported that more than 350 endowed scholarships have been awarded to students for the fall semester.

### ACCE Update

Ms. Covey provided an update on the ACCE program. For the fall semester, there are 34 students from Floyd County, 45 students from Giles County, 148 students from Montgomery County, 87 students from Pulaski County and 39 students from Radford City. The Foundation Office staff will begin visiting the high schools to give information about the ACCE program to seniors and their parents. She reported that Montgomery County held a Race for ACCE in the summer and raised \$18,681 for the ACCE program. She recognized Giles County for the ACCE page they created to market ACCE.

### **12. Standing Committees for 2023-2024**

Mr. Cunningham referred to Exhibit C, Roster of Standing Committees for 2023-2024 and asked for a motion to approve.

**Motion:** Mr. Peel provided a motion to approve the roster of standing committees. Mr. Eric Johnsen seconded the motion.

**Action:** The motion carried unanimously.

### **13. Open Discussion/Q&A Session**

Mr. Calfee expressed appreciation to Dr. Huber and faculty and staff for all they do for the college. He commented that it is a pleasure to serve on the NRCC Board. He thanked Mr. Cunningham for the moment of silence to remember the events of 9/11. He also stated that NRCC exemplifies what it is to be remarkable in the community.

Mr. Jonathan Sweet expressed appreciation to those who participated in the Pulaski County fundraiser, Corporate Jet Ski Challenge. The County raised close to \$7,000 for ACCE. He stated that a lot of awareness was raised for the ACCE program, the business community, and the Chamber. He challenged the Board to participate in next year's event.

There being no further business, the meeting was adjourned at 8:40 p.m. The next regular meeting of the New River Community College Board is scheduled for Monday, December 11, 2023, at NRCC in Dublin.

Respectfully submitted,



Mr. William (Bill) Cunningham, Chair



Dr. Patricia B. Huber, Secretary