

New River Community College Board  
(Region 10)  
Meeting Number Three Hundred Forty-Nine

MINUTES

December 7, 2020

Meeting number three hundred forty-nine of the New River Community College Board was held on Monday, December 7, 2020, via Zoom video conference. Electronic meeting was necessary due to COVID-19 restrictions.

BOARD MEMBERS PRESENT

Mr. Christopher Calfee (City of Radford)  
Mr. Craig Chancellor (Floyd County)  
Mr. Richard Chidester (Giles County)  
Mr. Bill Cunningham (Pulaski County)  
Dr. Peggy Dewald-Link (Floyd County)  
Mr. Steven Harvey (City of Radford)  
Ms. Jessica Littlejohn (Montgomery County)  
Mr. Cameron Peel (Pulaski County)  
Mrs. Bobbie Potter (Montgomery County)  
Dr. Sharon Scott (Montgomery County)  
Mr. Jonathan Sweet (Pulaski County)  
Mr. James Wheeler (Giles County)

STAFF MEMBERS PRESENT

Dr. Peter Anderson, Vice President for Instruction and Student Services  
Ms. Debra Bond, Dean of Business and Technologies  
Ms. Angela Covey, Executive Director of NRCC Educational Foundation  
Dr. Patricia B. Huber, President  
Dr. Deborah Kennedy, Dean of Student Services  
Mr. Ronnie Nichols, Facilities Services Manager  
Ms. Kathy Ridpath, Administrative Assistant for the President's Office  
Dr. Mark C. Rowh, Vice President for Workforce Development and External Relations  
Dr. Fritz M. Streff, Director of Institutional Effectiveness and Research  
Mrs. Sarah Tolbert-Hurysz, Dean of Arts and Sciences  
Mr. John L. Van Hemert, Vice President for Finance and Technology

SPECIAL GUESTS

Ms. Peggy Dunn – NRCC 2020 Retiree  
Ms. Carlotta Eaton – NRCC 2020 Retiree  
Mr. Tony Nicolo – NRCC 2020 Retiree

AGENDA ITEMS

**1. Call to Order**

Mr. Steven Harvey, 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. Harvey welcomed the NRCC 2020 retirees and everyone else attending.

**3. Agenda for Approval**

A revised agenda was sent to the College Board prior to the meeting. Mr. Harvey asked for a motion to approve the revised agenda.

**Motion:** Ms. Jessica Littlejohn made a motion to approve the meeting agenda. Dr. Peggy Dewald-Link seconded the motion.

**Action:** The motion carried unanimously via roll call.

**4. Minutes for Approval**

The minutes of meeting number three hundred forty-eight, held on Monday, September 14, 2020, were disseminated in the meeting packet. No questions were posed. Mr. Harvey asked for a motion to approve the minutes.

**Motion:** Mr. Bill Cunningham made a motion to approve the September minutes. Mr. Craig Chancellor seconded the motion.

**Action:** The motion carried unanimously via roll call.

**5. President's Report**

Wrap-Up of Fall Semester

Dr. Huber provided a report of the wrap-up of the fall semester. This week is the last week of classes for the fall semester. On-campus, performance-based labs concluded before Thanksgiving with the exception of practical nursing classes. She stated there were challenges for these nursing classes due to clinical placements that included long-term care and rehab facilities. All classes will finish remotely including exams. Dr. Huber commented that even with the challenges of the pandemic, the college managed well. She also commented that she is pleased with the adherence to guidelines by faculty/staff and students. The college will close for the holiday on December 23.

Dr. Huber informed the Board there have been 17 confirmed on-campus cases of COVID-19. She noted there have been other cases among students or employees but not on campus. The IT staff developed a dashboard for reporting COVID-19 cases. This is posted on the college website on the Coronavirus Information and Update page. The point persons for reporting and advising employees and students are Ms. Melissa Anderson (for employees) and Dr. Deborah Kennedy (for students). The college has experienced situations of quarantine requirements, but these individuals have easily adapted to working remotely. Dr. Huber commented that everything is not perfect – there are “bumps in the road” along the way, but the college has addressed them. The college faculty and staff are diligently working to create positive learning experiences for students and positive working environments for each other.

### Plans for Spring Semester

Dr. Huber reported that the spring semester will follow the same pattern as the fall semester. Classes will be delayed until February 1 with the first two weeks totally virtual. Limited, on-campus, hands-on, face-to-face labs will begin on campus on February 15. There will be no spring break (classes will run straight through for 15 weeks). She discussed plans for graduation. At this point, graduation is scheduled for May 15. A final decision will need to be made by early March. The graduates of 2020 will be invited to participate in the ceremony. She commented that graduation is the highlight of the year with the College Board participating. More information regarding graduation will be forthcoming.

### CARES ACT Funds Overview

Dr. Huber reported that the college was awarded a variety of “buckets” from Coronavirus Aid, Relief and Economic Security of Funds (CARES ACT). Some funds were awarded directly to the college by the U.S. Department of Education and included:

- Higher Education Emergency Relief Funds (\$1.7 million)
  - Financial Aid Grants to Students (\$829,000)
    - Funds disbursed directly to students, following guidelines related to Title IV (Financial Aid eligibility) in the amounts of \$1,000 for independent students and \$800 for dependent students
    - A small amount of grant funding through an application process - \$500/student
    - To address COVID-related financial impacts on students
    - As of the end of October, \$793,000 has been awarded.
  - Institutional Aid Funds (\$829,000)
    - Costs incurred for moving from face-to-face instruction to fully online instruction
    - Costs incurred with closure of Uptown Christiansburg (mall site)
    - PPE (personal protective equipment) and cleaning and disinfecting
    - Equipment purchases
    - Cost of summer training (professional development) for faculty for online learning
    - Provide Wi-fi for parking lots
  - Higher Education Emergency Relief Funds – Strengthening Institutions Program - \$82,000
    - Covers a portion of lost revenue from tuition loss
- “Pass-Through” CARES Act Funds
  - Awarded to another entity and then forwarded to colleges for use
    - REV Program (Re-Educating Virginians)
      - To assist residents who are unemployed or underemployed because of the pandemic.
    - Funding to pay one-time stipends to faculty and staff for partial compensation for teleworking expenses in the amounts of \$550 for full-time employees and \$397 for part-time employees
    - CRF (Coronavirus Relief Funds) - \$32,000
      - Additional instructional aid (e.g., purchase of equipment, laptops, “go-Pro” cameras, and other instructional materials)

Dr. Huber noted that Mr. Van Hemert is the point person for the college for these funds.

## 6. **Recognitions**

### 2020 Retirees

Five college employees retired in 2020: Ms. Phyllis Anderson, Ms. Peggy Dunn, Ms. Carlotta Eaton, Mr. Tony Nicolo, and Ms. Glenda Salerno. Each retiree will receive a framed resolution recognizing their years of service to the college. Members of the Board read each resolution; these will be mailed at a later date to each retiree. Retirees attending included Ms. Dunn, Ms. Eaton and Mr. Tony Nicolo. Mr. Harvey thanked them for their years of service to the college.

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

### New and Revised Programs

After a discussion of the process of curriculum changes, Dr. Anderson reported that the Curriculum and Instruction Committee met on December 4 via Zoom videoconference to discuss the revisions for 2021-2022. Dr. Sharon Scott commented that the revisions make it easier for students to transfer or to meet employer's needs. On behalf of the Committee, she recommended approval of the changes as presented.

**Action:** The motion carried unanimously via roll call vote.

### REV Program

Dr. Anderson gave an overview of the REV (Re-Employing Virginians) program. This is a new program the Governor's Office initiated for Virginia's community colleges to provide workforce/career training to Virginians who are unemployed or underemployed due to the pandemic. It covers the cost of tuition and fees for specific programs (the college has 75 eligible programs). Federal CARES Act monies in the amount of \$27 million will be devoted for this project. NRCC's portion of the funds is \$589,000 with eligible full-time students receiving \$3,000, and eligible part-time students receiving \$1,500. Students must be enrolled in targeted programs by December 14. He noted that faculty and staff have worked hard to identify eligible students. Targeted emails have gone out to about 775 students. In addition, emails were sent to all students with information on the program. A webpage was set up on the college website and press releases have gone out. Questions were posed and discussed.

## 8. **Enrollment**

Dr. Fritz Streff provided a report on enrollment. For the fall semester, enrollment shows a decrease of 4.6 percent in headcount, and 1.7 percent in FTEs. The VCCS as a whole shows a decrease of 3.9 percent. He also reported that the spring semester shows a decrease of 35 percent in headcount, and 27.4 percent in FTEs at this point in time. The spring semester enrollment is slightly behind the VCCS as a whole, discounting dual enrollment. He noted that the spring semester is beginning later, and he expects enrollment to increase. The summer semester enrollment shows a decrease of 19 percent in headcount and 7.4 percent in FTEs (a decrease of approximately 145 students) at this point in time.

## 9. Finance and Technology

### Building Name Placard Placement Report

During the last College Board meeting, a suggestion was made to add photos and a brief description of all individuals who have buildings/facilities named for them. The college Beautification Committee was asked to meet to discuss logistics and report back to the College Board. Mr. Van Hemert informed the Board that the Building and Sites Committee met on December 3 via a Zoom videoconference to discuss the recommendation of the Beautification Committee. During this meeting Ms. Covey presented the committee's suggested plan which would include adding an acrylic plaque beside the name plaque in each building and classroom that is named for an individual. This plaque would include a photo and brief description of the person for whom that facility was named for. On behalf of the Building and Sites Committee, Dr. Dewald-Link made a motion to approve the recommendation of the Beautification Committee.

**Action:** The motion carried unanimously via roll call vote.

## 10. Workforce Development and External Relations

### NRCC Mission Statement

Dr. Rowh reported that after submitting the college's Mission Statement to the college faculty and staff, he received several substantive comments and suggestions for improving the statement. A committee was established to work on revising the statement and incorporating these suggestions. He reported that the Mission Statement is still under review at the campus level and will be brought back to the Board for action at a future meeting.

### NRCC Diversity Statement

Dr. Rowh presented a revised Diversity Statement for approval. The revision includes suggestions that he received from faculty/staff (resulting from the email sent recently asking them to review of the statement). He reported that the President's Staff approved the revised Diversity Statement and made a decision to call it Diversity and Inclusion Statement. Mr. Harvey asked for a motion to approve the NRCC Diversity and Inclusion Statement.

**Motion:** Dr. Scott made a motion to approve the NRCC Diversity and Inclusion Statement as presented. Ms. Bobbie Potter seconded the motion.

**Action:** The motion carried unanimously via roll call vote.

## 11. NRCC Educational Foundation

Ms. Covey gave an update on recent gifts made to the Educational Foundation Office. These gifts include:

- Mr. Bill Cunningham, College Board member, and brothers, Bruce and Clarke Cunningham, endowed a scholarship. This scholarship is in memory of their father, C. Clarke Cunningham, who is one of the charter members of the NRCC College Board.

- Dr. Huber and husband, Mr. Pete Huber, endowed a scholarship in memory of Mr. Huber's father, Dr. John H. Huber.

Ms. Covey discussed the campaign letter that was recently mailed out.

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

Dr. Scott commended the college for the recent "drive-in" FAFSA workshops the college offered. She expressed gratitude for the college's flexibility in serving students.

Dr. Huber expressed gratitude to the Board for their support of the college mission.


There being no further business, the meeting was adjourned at 8:00 p.m. The next regular meeting of the New River Community College Board is scheduled for Monday, March 1, 2021, at NRCC in Dublin or via Zoom if necessary.

Respectfully submitted,



Digitally signed by Steve  
Harvey  
Date: 2021.03.02  
08:41:14 -05'00'

Mr. Steven Harvey, Chair



Dr. Patricia B. Huber, Secretary