

DRAFT

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

MINUTES

March 7, 2022

Meeting number three hundred fifty-four of the New River Community College Board was held on Monday, March 7, 2022, at New River Community College, Dublin.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Mr. James Wheeler (Giles County)

STAFF MEMBERS PRESENT

Ms. Melissa Anderson, Director of Human Resources and Business Operations
Dr. Peter Anderson, Vice President for Instruction and Student Services
Ms. Debbie Bond, Dean of Business and Technologies
Ms. Angie F. Covey, Executive Director NRCC Educational Foundation
Mr. Dave Filer, Professor of Information Systems Technology
Ms. Gwen Houston, Student Resources and Career Services Advisor
Dr. Patricia B. Huber, President
Dr. Deborah Kennedy, Dean of Student Services
Mr. Ronnie Nichols, Facilities Services Manager
Mrs. Kathy T. Ridpath, Administrative Assistant, 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
Mr. Jonathon Surratt, Assistant Professor of Computer Science/Information Technology
Ms. Sarah Tolbert-Hurysz, Dean of Arts and Sciences
Mr. John L. Van Hemert, Vice President for Finance and Technology

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 proper motion and second were given.

Action: The motion carried unanimously.

4. **Minutes for Approval**

The minutes of meeting number three hundred fifty-three, held on Monday, November 29, 2021, were disseminated in the meeting packet. No questions were posed. Mr. Cunningham asked for a motion to approve the minutes.

Motion: Mr. Cameron Peel made a motion to approve the minutes. Mr. Richard Chidester seconded the motion.

Action: The motion was approved.

5. **President's Report**

Dr. Huber informed the Board that Chancellor DuBois will be retiring at the end of June of this year. The presidents of the 23 colleges will honor Dr. DuBois at the last official Advisory Council of Presidents (ACOP) meeting in June. All colleges are drafting a resolution of appreciation for the Chancellor; these resolutions will be bound as a single document to be presented to him. She referred to NRCC's draft resolution that was included in the board packet. She asked the Board to approve the resolution on behalf of the college. Mr. Cunningham asked for a motion to approve the resolution.

Motion: Ms. Bobbie Potter made a motion to approve the resolution. Mr. Eric Johnsen seconded the motion.

Action: The motion carried unanimously.

Dr. Huber provided information on the Advanced Manufacturing and Credentialing Center (AMCC), a 53,000 square feet expansion to Rooker Hall. The basic concept of the Center is to integrate programs (Electrical, Electronics, Engineering Design, Machining, Instrumentation, Robotics). The Planning for the Center began in 2013 and made the VCCS listing of capital outlay projects in 2015. Governor Northam's introduced budget (in December) included funding construction for seven VCCS projects (AMCC was number six on the list). Recently, the Senate proposed budget moved the VCCS capital projects from construction phase to detailed planning phase. The House proposed budget has omitted all VCCS capital projects. The budget conferees are in negotiation at this time. The General Assembly is scheduled to conclude its session on March 12. More information will be forthcoming. Questions were posed and discussed.

Dr. Huber reported that Dr. N.L. Bishop, VCCS State Board Chair, invited NRCC to host the March meeting of the State Board at the college. On March 16, the State Board members, along with the Chancellor and his cabinet, will convene at the Dublin campus for committee meetings and a tour of classrooms, labs, and programs. On March 17, the State Board members will convene at the Christiansburg site for the business meeting. Dr. Huber commented that the college welcomes the opportunity to showcase the college and appreciates Dr. Bishop's invitation.

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

- Wednesday, May 11 – Associate Degree Nursing Pinning and Graduation
- Friday, May 13
 - 4:00 p.m. – Business and Technologies Division Graduation
 - 7:00 p.m. – Arts and Sciences Division Graduation
- As plans are finalized, Ms. Ridpath will send detailed information.

Dr. Huber reported that this week (during spring break) approximately 1,300 high school sophomores will be on campus for Career Day. This is a coordination through the CTE Consortium with the public schools. Career Day gives these high school students the opportunity to learn about different careers through presentations given by local professionals.

Dr. Huber explained that the college likes to take the opportunity to highlight current “happenings” and some of the college's programs at Board meetings. She introduced Ms. Debbie Bond, Dean of Business and Technologies, who along with Mr. Dave Filer and Mr. Jonathon Surratt (IT faculty), provided an overview of the college's Information Technology programs and the recent college's award as an NSA Center for Academic Excellence in Cyber Security.

6. Instruction and Student Services

Spring Semester

Dr. Peter Anderson provided an update on the spring semester. Classes began on January 24 and will end on May 6 with exams ending on May 12. He commented that there has been a lot of change but with no disruption to the instructional process. An in-person graduation will be held on May 13. The graduation committee met and recommended keeping two separate graduation ceremonies again this year. This will provide a better opportunity for students and families to experience the ceremonies.

Revised Programs

After a discussion of the process of the additional curriculum changes, Dr. Anderson reported that the Curriculum and Program Committee of the Board met prior to the meeting to discuss the additional revisions for 2022-23. On behalf of the committee, Mr. Craig Chancellor recommended approval with a small revision to one document.

Action: The motion carried by unanimous vote.

Build Back Better Grant

Dr. Anderson provided information on the Build Back Better (BBB) grant. Highlights of the information included:

- EDA grant could provide from \$75 to \$100 million
- Virginia Tech leads a coalition that aims to support local transportation and logistics cluster and accelerate the adoption of electric and automated vehicles.
- Proposes to support through three distinct projects
 - NRCC fits in closely to the third project – Workforce Development response to the vehicle industry. The Virginia Tech Corporate Research Center will provide a multi-use facility to co-locate industry, and if funded, NRCC will occupy a space there to train vehicle technicians.

OCR Review

Dr. Anderson informed the Board that the Office of Civil Rights will hold a virtual review on March 24 and 25. Reviewers will examine the college's policies and procedures related to career and technical education programs. A physical accessibility review will be held on campus on April 21 and 22. More information will be forthcoming after the reviews are complete.

7. Director of Institutional Effectiveness and Research

Enrollment

Dr. Streff provided a report on enrollment for the spring and summer semesters. For the spring semester, there are currently 3,392 students enrolled, representing 1,952 FTE. That shows a decline of 4.9 percent at this point in time last spring. Discounting dual enrollment, there is a decline of 3.0 percent in headcount and a decline of 4.87 percent in FTE. The VCCS as a whole shows a decrease in enrollment of 5 percent for the spring semester. At this point, the college's summer enrollment shows an increase of 1.38 percent in headcount (396 students) representing 147.4 FTE.

8. Workforce Development and External Relations

Workforce Development/External Relations Update

Dr. Rowh provided a report on FastForward courses. The latest VCCS report showed NRCC had an increase of 18 percent in enrollment compared to this time last year. On another note, he informed the Board that the Workforce Development office recently did special trainings for Virginia Tech and BAE Systems. He stated that Workforce Development designs training to accommodate local industry needs.

General Assembly Update

Dr. Rowh provided a summary report of actions in the General Assembly in the 2022 session as it affects the VCCS. He noted that the college has contacted local legislators on issues concerning the VCCS with the main interest being the AMCC capital outlay project in the proposed budget and to support the overall agenda from the VCCS.

Update on Grant Proposals

Dr. Rowh provided information on recent grant proposals that included:

- Build Back Better Grant
 - Focus - transportation and logistics (support local transportation and logistics cluster: accelerate adoption of electronic and automated vehicles)
- Good Jobs Challenge Grant (New River Valley partners)
 - Funding source: Economic Development Administration (EDA)
 - Workforce Development Board is the applicant/lead organization
 - Focus - healthcare, manufacturing, IT, construction/skilled trades
- Dr. Deborah Kennedy is working with Radford University on a SCHEV funded grant for transfer initiatives - Fund for Excellence and Innovation.
 - Focus - identification of barriers and challenges for successful transfer, particularly focused on advising interventions and service to first-generation and/or rural student populations

9. Finance and Technology

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

Exhibit E, Local Funds Statement of Receipts and Expenditures, was distributed and reviewed. No questions were posed.

Mr. Van Hemert presented three items for action. The Budget and Finance Committee of the Board met prior to the meeting to discuss two exhibits.

- (1) FY23 Local Funds Budget (Exhibit F) – Mr. Van Hemert discussed the reason for the increased proposed budget.

On behalf of the Budget and Finance Committee, Ms. Jessica Littlejohn recommended approval of the slightly increased 2023 local funds budget.

Action: The FY23 Local Funds Budget was approved by unanimous vote.

- (2) Student Activities Budget (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, Ms. Jessica Littlejohn recommended approval of the Students Activities Budget. Questions were posed and discussed.

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

- (3) Parking Lot Plan (Exhibit H) – required by the VCCS every two years

The Building and Sites Committee of the Board met prior to the Board meeting to discuss the Parking Lot Plan.

On behalf of the Building and Sites Committee, Ms. Peggy Dewald-Link recommended approval of the Parking Lot Plan as presented.

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

10. NRCC Educational Foundation

Ms. Covey reported that the Foundation is currently working on the 2021 audit. The preliminary figures show about \$25.4 million in assets. Last year's audit showed \$22.5 million in assets. She stated that of the 24 VCCS foundations, NRCC ranks number seven.

Ms. Covey provided an update on recent endowments received by the Foundation. They included:

- John H. Huber Memorial Scholarship given by Mr. Peter Huber in memory of his father
- John Flattery Nursing Scholarship given by Bill and Karen Flattery in memory of Mr. Flattery's mother
- L.T. Simmons endowed an additional scholarship (Mr. Simmons has endowed eight scholarships)
- Volvo made a contribution to support Workforce Development

Ms. Covey informed the Board that three Foundation Board members, Mr. Bob Blake, Mr. L.T. Simmons, and Mr. Mike Watson, recently rotated off the board after ten years of service. When the Foundation Board met in January, they voted to award emeritus status for these three members due to their significant contributions to the Foundation Board, both financially and of their time.

Ms. Covey provided an update on the ACCE program in the New River Valley. The application deadline is March 15. At this point, there are 58 applicants for Floyd County, 53 for Giles County, 293 for Montgomery County, 162 for Pulaski County, and 45 for Radford City.

Ms. Covey reported that the philanthropists of the year for 2022 are John and Mary Jean Brown. These individuals have made significant contributions to the college over the years. They will be recognized, along with the other 22 community college recipients, on April 21 in Richmond. She noted that last year's recipient was National Bank.

Ms. Covey referred to a recent article in the Floyd Press regarding Tobacco Commission funding. She stated that the only part of the New River Valley in the Tobacco Commission footprint is Floyd County, so funding is specific to Floyd County. The ACCE program in Floyd County has been funded by Commission grant funds for the last few years. The Commission is looking at possibly reducing funding by 25 percent for this upcoming year and up to 75 percent after that. Ms. Covey noted that the Floyd County Administrator, Dr. Linda Milsaps, and the Board of Supervisors highly favor the ACCE program and have stated they will consider funding the program if the Tobacco Commission decreases funding. Ms. Covey, along with Mr. Barry Hollandsworth, Principal of Blacksburg High School, will present to the

Tobacco Commission Education Committee soon to discuss the ACCE program.

11. NRCC Board Terms of Appointment

Referring to the chart of appointments, Mr. Cunningham encouraged members to make note of expiration of terms. Three terms will expire this year with all being eligible for reappointment.

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. Huber and her staff, including a report of goals/achievements and evaluations completed by college employees.

13. Appointment of Nominations Committee

Mr. Cunningham appointed Mr. Chidester and Ms. Dewald-Link to the Nominations Committee for 2022-2023. 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

Mr. Cunningham expressed appreciation to the college's faculty and staff for their commitment to the college.

The next regular meeting of the New River Community College Board is scheduled for Monday, June 6, 2022. The meeting will be held at the residence of Ms. Covey in Draper. There being no further business, the meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Mr. Bill Cunningham, Chair

Dr. Patricia B. Huber, Secretary

Attachments