

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

MINUTES

June 3, 2019

Meeting number three hundred forty-four of the New River Community College Board was held on Monday, June 3, 2019, at the residence of Mr. James Loux, 6770 Dunkard Road, Dublin, Virginia.

BOARD MEMBERS PRESENT

Mr. Onassis Burress (Radford City)
Mr. Richard Chidester (Giles County)
Dr. Margaret (Peggy) Dewald-Link (Floyd County)
Mr. Steven Harvey (Radford City)
Mr. Walter (Benny) Keister (Pulaski County)
Mr. James Loux (Pulaski County)
Mr. Mike Patton (Floyd County)
Dr. Sharon Scott (Montgomery County)
Mr. Jonathan Sweet (Pulaski County)
Mr. James Wheeler (Giles County)

BOARD MEMBERS ABSENT

Ms. Jessica Littlejohn (Montgomery County)

STAFF MEMBERS PRESENT

Ms. Harriet Anderson, Adjunct Instructor
Dr. Peter Anderson, Vice President for Instruction and Student Services
Ms. Debbie Bond, Dean of Business and Technologies
Mrs. Amber Clark, Faculty Assembly Chair
Ms. Angie Covey, Executive Director NRCC Educational Foundation
Dr. Patricia B. Huber, President
Dr. Deborah Kennedy, Dean of Student Services
Mrs. Kathy Ridpath, Administrative Assistant, President's Office
Dr. Mark Rowh, Vice President for Workforce Development and External Relations
Mrs. Fran Streff, Educational Foundation Office Assistant
Dr. Fritz M. Streff, Director of Institutional Effectiveness and Research
Mrs. Sarah Tolbert-Hurysz, Dean of Arts and Sciences

AGENDA ITEMS

1. Call to Order

Mr. Steven Harvey, 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. Harvey welcomed everyone in attendance. He recognized Dr. Margaret (Peggy) Dewald-Link, new board member from Floyd County. He announced that Mr. Brian Kitts has resigned from the College Board. He expressed appreciation to the hosts, James Loux and Jan Buss, for their hospitality.

3. Agenda for Approval

The agenda was approved as distributed.

4. Minutes for Approval

The minutes of meeting number three hundred forty-three, held on Monday, March 4, 2019, were approved as distributed.

5. President's Report

Dr. Pat Huber expressed gratitude to the Board for their support during her second year as president and for their participation in recent college activities. She highlighted recent college activities which included:

- Radford University/NRCC partnership agreement signing
 - Continuing meetings this summer and fall with RU and NRCC staff
 - Discussion of “co-admission” or “co-enrollment” between both institutions for Fall 2020 – more information will follow.
- Annual President's Awards Ceremony held on April 23
- Nursing Pinning and Graduation held on May 10
- Commencement Ceremony held on May 15

Dr. Huber reported that Tammy Smith, NRCC Registrar, is in the process of completing the official graduation certifications. The official number will be submitted to the National Clearing House by June 7. There were approximately 475 awards. 325 certifications have been completed. There are 150 left to certify; 50 of those are high school dual enrollment students (waiting on grades from the respective high schools). Approximately 170 students walked during the graduation ceremony. Dr. Huber noted that some students receive more than one award.

Dr. Huber informed the Board that she will meet with Chancellor DuBois on June 5 for her annual performance evaluation and conference. At this time, he will review the college achievements from the Chancellor's objectives for last year. They will also discuss goals and objectives for the upcoming year.

Dr. Huber stated that last year it was reported that NRCC received \$500,000 from the New River Valley Health Foundation to fund scholarships to nursing students. Additional funding was also awarded at that time to immediately fund 20 scholarships instead of waiting for the endowment to accrue interest. The NRCC Educational Foundation hosted a reception this past spring for the NRV Health Foundation Board of Directors. Also attending were the nursing students who received the 20 scholarships funded by their foundation last year. During the reception, Mr. Fred Newhouse, Chairman of the Board, announced that the Health Foundation would be contributing an additional \$500,000 endowment to fund scholarships for nursing students.

Dr. Huber reported on recent retirements and position vacancies. In Student Services, one person has retired and one position was made vacant last year. Strong strategic thinking and discussions have taken place for a year regarding a redesign of the department. The college is in the process of hiring two full-time positions; 1) Enrollment Management and Transfer Services Coordinator, and 2) Student Success Coordinator. She commented that these are critical positions that line up with the college's focus: recruitment – enrollment – retention - completion. She expressed appreciation to Dr. Anderson, Dr. Deborah Kennedy, Dean of Student Services, and the department for their diligent work in this process of strategically meeting the students' needs. She commented that she is excited about the possibilities and new ideas that will come from these two new positions. On a related note, she reported that a vacancy is being advertised in the Facilities Services department due to a retirement that will occur next month.

Dr. Huber reported that the college responded quickly to the Virginia Tech announcement to incoming students on the Grant 2020. VT had more first-year students than expected who accepted offers for fall 2019. They provided these students with an opportunity to take classes at a Virginia community college. Within two days, NRCC's IT department created a banner that was added to the college homepage with information about the college, classes, and transfer programs. The deans are ready to add additional class sections to accommodate these students, if needed. She noted that the fall schedule will include new seven and ten-week options.

Dr. Huber reported on the college's summer activities which included:

- Startup of the summer semester - a large part of enrollment this summer is online.
- Health Sciences Camp – 24 high school students from throughout the service region will be on campus to introduce them to the medical field. As part of the camp, these students will earn their CPR certification which is sponsored by LewisGale Hospital Pulaski.
- Orientations sessions for new, incoming students will begin in July. There are 18 sessions scheduled. Two Open Houses will be held at both college locations.
- The college will be closed on July 4 and 5. The Governor has granted an extra holiday to state employees on July 5.
- End-of-year activities in the Business Office – Business Office is currently working on end-of-year processes and closings. We are ending our first year of procurement with the VCCS Shared Services Center.

Dr. Huber reported the State Board for Community Colleges recently approved no increase in tuition for the upcoming fiscal year. This is due to an incentive granted by the General Assembly in the amount of \$8.1 million with the understanding there would be no tuition increase. The tuition cost will remain at \$154 per credit hour. The total cost for 15 credits, including fees, will be approximately \$2,400.

Dr. Huber reported on the upcoming NRCC 50th anniversary celebration. Save-the-date cards have been mailed for the event that will be held on August 30. This will be an evening outdoor activity and celebration. The college has commissioned P. Buckley Moss to prepare a print for this special occasion. The plan is for Ms. Buckley Moss to be on campus during the event to unveil the print and to do a signing. Dr. Huber invited the Board to attend. More information will be forthcoming.

6. Instruction and Student Services

Industrial Advisory Committees

Proposed membership lists for all industrial advisory committees for the Career Technical Education programs were distributed in the meeting packet. Dr. Peter Anderson informed the board that program directors have contacted all members and confirmed service on the committees. He reported that the Curriculum and Instruction Committee met earlier in the evening. On behalf of the committee, Dr. Sharon Scott recommended approval of the advisory committees as presented with the caveat that moving forward the Administration of Justice (ADJ) committee be expanded to include other professionals. The Advisory Committees received a proper second and were approved as presented. Dr. Anderson will discuss the addition of members to the ADJ committee with the appropriate faculty.

Newsletter

Dr. Anderson referred to the Instruction and Student Services newsletter that was previously disseminated. The newsletter highlights of events in the Instruction and Student Services areas of the college. He reported that the newsletter was distributed college-wide.

7. Enrollment

Dr. Fritz Streff reported on enrollment for the spring semester. As of June 3, FTEs show a decrease of 8.6 percent over the same relative date last year (decrease represents 207 FTEs). He reported that the VCCS enrollment as a whole shows a decrease of 3.22 percent (total of 2700 FTEs) compared to this point in time last year. He stated the enrollment for the summer semester is about flat. The VCCS shows a decrease of 7 percent (about 1800 FTEs). Enrollment for the fall semester shows a decrease of 5 percent with a 1 percent decrease in returning students. The VCCS as a whole shows a decrease of 2 percent. Questions were posed on the enrollment and a discussion was held.

8. Schedule of Meetings 2019-2020

The schedule of meetings for 2019-2020 was presented. A motion and proper second were made to approve the schedule. The schedule was approved by unanimous vote.

9. Report of the Nominations Committee

On behalf of the Nominations Committee, Mr. Mike Patton recommended Mr. Steve Harvey be re-elected chair and Mr. James Loux re-elected vice-chair for the upcoming year. The recommendation received unanimous approval. Mr. Patton led a discussion of the importance of the support of the Board to the college.

10. Report of the Personnel Committee: Evaluation of the President

Mr. Harvey informed the Board that he, along with Mr. Brian Kitts, and Mr. James Loux, served on the Personnel Committee for the evaluation of the President. He referred to the copies of the letter that was written and sent to the Chancellor along with supporting information.

11. Open Discussion/Q&A Session

Mr. Loux expressed gratitude to all who attended the meeting. He invited all to his residence again for the June 1, 2020 meeting. No other items were presented for discussion.

- 12.** The next regular meeting of the New River Community College Board is scheduled for **Monday, September 9, 2019**, at the Mall site. There being no further business, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,



Mr. Steven Harvey, Chair



Dr. Patricia B. Huber, Secretary