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

MINUTES

September 13, 2021

Meeting number three hundred fifty-two of the New River Community College Board was held on Monday, September 13, 2021, at New River Community College, Dublin.

BOARD MEMBERS PRESENT

Mr. Christopher Calfee (City of Radford)
Mr. Richard Chidester (Giles County)
Mr. William (Bill) Cunningham (Pulaski County)
Dr. Margaret (Peggy) Dewald-Link (Floyd County)
Mr. Eric Johnsen (Montgomery County)
Ms. Tosha Mosier (City of Radford)
Mr. Cameron Peel (Pulaski County)
Mrs. Bobbie Potter (Montgomery County) (Joined via audio)
Mr. Jonathan Sweet (Pulaski County)

BOARD MEMBERS ABSENT

Mr. Craig Chancellor (Floyd County)
Ms. Jessica Littlejohn (Montgomery County)
Mr. James Wheeler (Giles County)

STAFF MEMBERS PRESENT

Dr. Peter Anderson, Vice President for Instruction and Student Services
Ms. Debbie Bond, Dean of Business and Technologies
Ms. Angie Covey, Executive Director NRCC Educational Foundation
Ms. Sharon Edwards, Faculty Assembly Chair
Dr. Patricia Huber, President
Ms. Kelly Kaiser, Public Relations Assistant
Mr. Ronnie Nichols, Director of Facilities Services
Mrs. Kathy Ridpath, Administrative Assistant President's Office
Ms. Jill Ross, Public Relations Specialist
Dr. Mark Rowh, Vice President for Workforce Development and External Relations
Dr. Fritz Streff, Director of Institutional Effectiveness & Research
Mr. John Van Hemert, Vice President of Business and Technologies

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.

2. Welcome and Introductions

Mr. Cunningham welcomed and introduced the newest Board members, Mr. Eric Johnsen (Montgomery County) and Ms. Tosha Mosier (City of Radford). He also welcomed Ms. Sharon Edwards, NRCC Faculty Assembly Chair.

3. Agenda for Approval

Mr. Cunningham asked for a motion to approve the agenda.

Motion: Mr. Jonathan Sweet made a motion to approve the meeting agenda. Dr. Peggy Dewald-Link seconded the motion.

Action: The motion carried unanimously.

4. Minutes for Approval

Mr. Cunningham asked for a motion to approve the minutes of meeting three hundred fifty-one, held on Monday, June 7, 2021.

Motion: Mr. Chris Calfee made a motion to approve the minutes. Mr. Jonathan Sweet seconded the motion.

Action: The motion carried unanimously.

5. President's Report

Fall Startup

Dr. Huber provided an update on the Fall semester startup. The college has been in “normal” operating mode since July 6 with full occupancy of all offices and departments. Classes began on August 23 and the semester has been relatively smooth with minor hiccups (power outages, sewer issues, tornado warning that affected the Christiansburg site).

Enrollment

Dr. Huber provided an overview of the enrollment decline over the last ten years (see attached graph). Reports included:

- College is funded (partially) based on annualized FTE (full-time equivalent) enrollment.
- In 2010-2011, the college had 3,316 annualized FTEs.

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- In 2020-2021, the college had 2,564 annualized FTEs.
 - 752 fewer FTEs – a 23 percent decline
- The last time FTEs were that low was in 2000-2001 (2,365)

Dr. Huber also provided a report on the decline in student headcount (see attached graph). The report included:

- In 2010-2021, the college had 8,018 students (headcount).
- In 2020-2021, the college had 5,809 students.
 - 2,209 fewer students – 28 percent decline
- Enrollment almost flat from 2018-2019
- March 2020 enrollment took another dive due to the pandemic.

Dr. Huber stated the college is managing well due to careful budget monitoring by the Vice President of Finance and Technology and careful enrollment monitoring by the Director of Institutional Effectiveness. Also, there are careful hiring decisions made by the managers and careful productivity decisions made by the deans. She also noted that there is a strong work ethic of college employees. Questions were posed and discussed regarding the declining enrollment.

Dr. Huber provided an update on recent and upcoming college audit activities that included:

- U.S. Department of Education (USDOE) Audit
 - A federal audit of the college's administration of Title IV funds
 - The college responded to findings
 - USDOE issued closeout letter with case closed
 - She noted that the audit had a longer pathway to completion and conclusion due to the pandemic.
- OSIG Audit
 - College received notification recently informing of an upcoming OSIG audit
 - State audit of the Office of State Inspector General
 - Audit on the college's compliance with and procedures and processes related to the Clery Act
 - Campus Security
 - Reporting of crimes on campus
 - Timely warning of crimes that represent a threat to campus safety
 - Record of crime statistics
 - First for NRCC and for community colleges
 - Auditing three VCCS colleges (NRCC, Dabney S. Lancaster Community College and Virginia Western Community College)
 - Fieldwork by auditors will begin after September 27
 - Draft report expected in December

Public Relations Office Report

Dr. Mark Rowh introduced Ms. Kelly Kaiser and Ms. Jill Ross who provided an overview of marketing efforts in the Public Relations Office.

Marketing efforts discussed included:

- Social Media
 - Facebook, Instagram, Twitter, YouTube
- Four-year focused initiatives
 - Blacksburg Transit bus wrap
 - Four-year student focused ad
 - Video
- General Marketing and Campus Branding Efforts
 - Signage, window wraps, logo-imprinted mats
 - Media releases
 - Television ads
- Recruitment and Marketing Committee
 - Regularly meet to develop ways to market the college

Questions were posed and discussed.

6. Instruction and Student Services

G3 Program

Dr. Peter Anderson provided an update on the G3 (Get Skilled, Get a Job, Get Ahead) program. G3 is a proposed investment in making community college more affordable for low-income and middle-income Virginians who are interested in enrolling in high-demand, high-value workforce education pathways. The Chancellor of the Virginia Community College System wants a one-door philosophy (students need only go to one advisor). Three new advisors have been hired as part of the state G3 funding. Dr. Anderson reported that over \$800,000 has been allocated to students of the \$1.1 million G3 funds received. There are approximately 800 students who are eligible for G3 funding. He noted that all eligible students are contacted if they have not applied for funding.

RSI (Regular and Substantive Interaction)

Dr. Anderson provided a report of Regular and Substantive Interaction (RSI). Effective July 1, 2021, the Department of Education (DOE) amended the Higher Education Act; they added new distance education and innovative regulations pertaining to regular and substantive interaction. The DOE wants to ensure there is interaction between instructors and students of higher education institutions. He reported that a Summer Institute was provided for faculty this summer, and a session was included that provided information on RSI. Sessions were also provided during the In-Service as well as during the adjunct and dual enrollment instructors' meeting. Ms. Pam Hanks, Instructional Designer, led the sessions.

7. Enrollment

Dr. Fritz Streff provided a report on enrollment for the summer and fall semesters. The summer enrollment showed a decrease of 23 percent in FTEs (decrease of 118.7 FTEs) at the close of the semester. He noted that last year there was a significant increase in enrollment for the summer. NRCC was ranked twentieth in the VCCS for FTE change for summer. The fall semester shows a decrease of 3 percent FTE change over the same relative date last fall. NRCC is ranked twelfth in the VCCS for FTE change for the fall semester. Questions were posed and a discussion was held on the decreased enrollment and the unemployment factor.

8. Finance and Technology

Local Contributions to Local Budget, 2022-2023

Mr. John Van Hemert referred to Exhibit B, Local Contributions to Local Budget for 2022-2023. 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. He noted that the funds are being saved for site development costs once the expansion of Rooker Hall is approved by the State. He informed the Board that he met with the Budget and Finance Committee prior to the meeting to review the proposed budget. The total budget request is \$87,256. On behalf of the Budget and Finance Committee, Mr. Chris Calfee recommended approval of the Local Budget as presented.

Action: The motion carried by unanimous vote.

9. Workforce Development and External Relations

FOIA Documents

Dr. Mark Rowh discussed Exhibit C, Freedom of Information Act (FOIA) documents, that were previously disseminated. They included the Virginia Freedom of Information Act, State and Local Conflict of Interests Act, and the Virginia Public Records Act. He encouraged all board members to read this important material.

Accreditation Update

Dr. Rowh provided an update on the reaffirmation of accreditation from the Southern Association of Colleges and Schools/Commission on Colleges (SACSCOC). The college received reaffirmation of accreditation in 2018 for a ten-year period. He informed the Board that the college has begun working on the Fifth-Year Interim Report, a report required by SACSCOC at the fifth year after its reaffirmation. This report is due in September 2023.

Official Name of Mall Site

Dr. Rowh asked for approval of the Board to change the name of the college's location in Christiansburg to NRCC Christiansburg site.

Motion: Mr. Jonathan Sweet made a motion to approve the name of the Christiansburg site. The motion received a proper second.

Action: The motion carried unanimously.

10. NRCC Educational Foundation

Ms. Angie Covey informed the Board that the Foundation recently received an endowed scholarship - Pete Huber's Heroes Endowed Scholarship (see attached flyer). This scholarship was given in honor of Pete Huber by Martin's Pharmacy. On another note, she stated that the Foundation was approached by Red Velocity, Inc. asking for participation in a video recognizing Mr. Todd Robertson for his ten-year anniversary with Stateson Homes. Ms. Covey noted that Mr. Robertson was the first donor to the Access to Community College (ACCE) program for Giles County many years ago. She shared a three-minute section of the video that included ACCE students.

Mr. Richard Chidester informed the Board that the Giles County Muddy ACCE Race is scheduled for October 2 at the Glen Lyn Town Park. He invited the Board to attend. More information can be found at <https://muddyaccrace.com/>.

Ms. Covey reported that Long Way Brewery is sponsoring a fundraiser for the ACCE program on Wednesday, September 22 (see attached flyer). She invited the Board to participate. On another note, a discussion was held on the support that corporations give to the ACCE program, in particular the Celanese Corporation.

Ms. Covey closed her report with a touching story about an ACCE student. She commented that the ACCE program is not only about tuition assistance and the opportunity to come to NRCC but also about giving students a sense of belonging.

11. Standing Committees for 2021-2022

Mr. Cunningham referred to Exhibit D, roster of Standing Committees for 2021-2022 and asked for a motion to approve.

Motion: Dr. Peggy Dewald-Link gave a motion to approve the roster of Standing Committees. Mr. Jonathan Sweet seconded the motion.

Action: The motion carried unanimously.

12. Open Discussion/Q&A Session

Mr. Jonathan Sweet expressed appreciation to Dr. Huber and the college for a letter of support she provided for a grant Pulaski County is applying for. The grant will fund a project to run universal fiber to 100 percent of the unserved households in Pulaski County, Montgomery County, and Bland. The grant application is due on September 14.

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There being no further business, the meeting was adjourned at 9:00 p.m. The next regular meeting of the New River Community College Board is scheduled for **Monday, November 29, 2021**, at the Dublin campus.

Respectfully submitted,

Mr. William (Bill) Cunningham, Chair

Dr. Patricia B. Huber, Secretary

Attachments: Annualized FTE PowerPoint Slide
Annualized Enrollment for All Students Slide
Pete Huber's Heroes NRCC Endowed Scholarship Flyer
ACCE Night at Long Way Brewing Flyer