

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

MINUTES

September 12, 2022

Meeting number three hundred fifty-six of the New River Community College Board was held on Monday, September 12, 2022, at New River Community College, Dublin.

BOARD MEMBERS PRESENT

Mr. Christopher (Chris) Calfee (City of Radford)
Mr. Craig Chancellor (Floyd 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. Richard Chidester (Giles County)
Mrs. Tosha Mosier (City of Radford)

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
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
Dr. Fritz Streff, Director of Institutional Effectiveness & Research
Ms. Sarah Tolbert-Hurysz, Dean of Arts and Sciences
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 VCCS State Board liaison Mr. Ed Dalrymple. Mr. Dalrymple addressed the Board and staff.

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. Mr. Eric Johnsen 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-four, held on Monday, March 7, 2022.

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

Action: The motion carried unanimously.

Mr. Cunningham asked for a motion to approve the minutes of meeting three hundred fifty-five, held on Monday, June 6, 2022.

Motion: Mr. Chancellor made a motion to approve the minutes. Ms. Bobbie Potter seconded the motion.

Action: The motion carried unanimously.

5. President's Report

Dr. Huber welcomed Mr. Dalrymple and thanked him for attending the meeting. She also recognized Ms. Jessica Littlejohn and Mr. Jonathan Sweet for being reappointed to the Board for a second term. The new Giles County member has not been named at this point.

Fall Startup

Dr. Huber provided an update on the Fall semester startup. The Opening Day Kick-off and General Session (meeting with all faculty and staff) was held on August 15. Following the meeting, faculty and staff service awards were given out. There were employees who received from 5- to 50- year service awards during the event. She expressed appreciation to Mr. Cunningham for attending all events.

Dr. Huber reported that the college has five new full-time faculty (replacements for three retirements and two resignations). She commented that these new faculty have impressive skills, credentials, and experience. On a related note, she reported that two new advisor positions are being finalized. These positions were funded by the General Assembly in

which NRCC qualified for two. One of the new advisors will focus on adult populations and the other will focus on veterans and international students.

Dr. Huber stated that the fall startup has been the best she has seen. The Student Services team hosted summer orientation sessions for new students as well as college open houses which attributed to the smooth startup. She commented that the students seem to be more engaged, focused, and enthusiastic. The Students Services team provided some welcoming touches for the students that included pizza (first week) and ice cream treats (second week). Other events are planned throughout the semester. She commended the entire campus community for making the college ready for the fall semester and off to a good start.

Dr. Huber provided an update on the search process for the new Chancellor. The VCCS is currently conducting listening sessions via Zoom with various constituent groups (community representatives, presidents, vice presidents, staff, and students). Mr. Dalrymple informed the Board that Dr. Sharon Morrissey is serving as Interim Chancellor and commented she is doing a fantastic job.

Dr. Huber provided a report of upcoming retirements. These include:

- December 2022 retirements:
 - Ms. Jutta Green, Professor of Business Management, (32 years)
 - Mr. Dennis DuBuc, Associate Professor of Administration of Justice (34 years)
 - Ms. Debbie Bond, Dean of Business and Technologies (44 years)
- August 2023 retirement:
 - Mr. John Van Hemert, Vice President for Finance and Technology (45 years)

Dr. Huber provided a report of the college's institutional goals for 2022-2023 (see attached). The program of work for the year includes five priorities – 1) Enrollment; 2) Retention; 3) Fiscal Responsibility (budget); 4) Equity; 5) Community. The college will provide outcomes for these goals at the end of the fiscal year. She stated these outcomes provide part of the framework the Personnel Committee will use for the evaluation of the president that will be submitted to the Interim or new Chancellor. One of the institutional goals for the college is “expand efforts to promote participation in the VA Ready initiative. Mr. Dalrymple led a discussion of the Virginia Ready initiative and the funds available to students in these programs.

Dr. Huber informed the Board that she, along with Dr. Peter Anderson and Dr. Mark Rowh, recently met with visitors from Radford University on the NRCC campus. They included President Bret Danilowicz, Dr. Marten denBoer, Interim Provost, and Dr. Angela Joyner, Vice President for Economic Development and Corporate Education. The meeting included a requested tour of the campus. She stated that RU is interested in even greater partnerships between the two institutions. NRCC has a strong relationship with Radford University and will continue to partner with them.

The agenda item under the president's report - Gen Ed Outcomes Presentation by Dr. Heidi Morehead - will be presented at a later meeting due to illness.

6. Instruction and Student Services

Industrial Advisory Committees

Proposed membership lists for all industrial advisory committees for the Career Technical Education programs (exhibit D) were distributed in the meeting packet. Dr. Anderson stated that these committees consist of industry experts and educational individuals who formally meet with faculty once a year and informally throughout the year to discuss the direction of the programs. Dr. Anderson informed the Board that program directors have contacted all members and confirmed service on the committees. Mr. Cunningham asked for a motion to approve the committees.

Motion: Mr. Jonathan Sweet made a motion to approve the Advisory Committees. The motion received a proper second.

Action: The motion carried unanimously.

Audit Reports

Dr. Anderson provided a report on recent audits.

- Office of Civil Rights (OCR) audit - There were two findings;
1) Nondiscrimination Statement needs to be included in all college publications;
and 2) need additional handicapped spaces in parking lots. The deadline to resolve these findings is June 30, 2023. Questions were posed and discussed.
- The Veterans audit was an onsite visit by the US Department of Veterans Affairs. There were no findings. Comments from the auditor included, "best kept documented records of veterans ever seen" and "very impressed by the number of veterans who graduate each year."

Campus Safety Update

Dr. Anderson provided a report of several campus safety policies and procedures. Those discussed included:

- Workplace Violence Policy – covers and ensures the college provides a safe work environment, free from violence, threats, and harassing behavior.
- Policy on Weapons – states that possession or carrying of any weapons by any person except a police officer is prohibited by college policy (exceptions are listed in the policy).
- Emergency Lockdown Procedure – procedures put in place in the event of a crisis or potentially threatening situation. Dr. Anderson informed the Board that this procedure was carried out last fall during a tornado warning at the Christiansburg site. Students were "sheltered in place" during the event.
- Threat Assessment Policies and Procedures – The purpose of these policies and procedures is to establish guidelines for the prevention of general campus violence. The college has a Threat Assessment Team in place that includes faculty, staff, a licensed professional counselor, and the Pulaski County sheriff.

Nursing Program Update

Dr. Anderson provided an update on the Nursing Program. He commented that there have been challenges with the program, one being the pandemic. Also, the NCLEX scores were lower than desired; however, the program is headed in the right direction to meet

the threshold this year. Due to family responsibilities, the Coordinator of Nursing is resigning at the end of September. The college will hire an interim coordinator at this point. Dr. Anderson also noted the possibility of expanding the Allied Health programs in the area of Emergency Medical Services.

7. Enrollment

Dr. Fritz Streff provided a report on enrollment for the summer and fall terms. The summer enrollment showed an increase of 8.22 percent in FTEs and an increase of 13.5 percent in headcount at the close of the term. NRCC was ranked fifth in the VCCS for FTE change for summer. The fall semester shows a decrease of 2 percent in FTE change and an increase of 1 percent in headcount over the same relative date last fall. The VCCS as a whole shows a decrease of 5.5 percent at this point for the fall semester. There is a decrease of .76 percent for new students (about five FTE) and a decrease of 3 percent (about 31 FTE) in returning students. He stated that the retention rates remain high. Questions were posed and discussed. Board members suggested the college provide a report at a future meeting of statistics showing the number of high school graduates for each service region and the number of those graduates who attend NRCC.

8. Finance and Technology

Locality Contributions to Local Budget, 2023-2024

Mr. John Van Hemert referred to Exhibit E, Local Contributions to Locality Contributions 2023-2024. 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 \$93,739. On behalf of the Budget and Finance Committee, Mrs. Jessica Littlejohn recommended approval of the Local Budget as presented.

Action: The motion carried by unanimous vote.

Questions were posed and discussed. A request was made that the Budget and Finance Committee review the idea of adjusting the participation formula to request more from the localities for contributions to the local budget to reach the target goal for the expansion of Rooker Hall sooner (suggestion of an additional 2.5 percent).

9. Workforce Development and External Relations

Conflict of Interest Updated Information

Dr. Mark Rowh referred to Exhibit F, Conflict of Interest (COI) updated documents, that were previously disseminated. He encouraged all board members to read this important material. He noted that Ms. Kathy Ridpath will assist members, if needed, when submitting the conflict-of-interest documents in the upcoming months.

Marketing Strategies

Dr. Rowh provided an update of the college's marketing strategies. He stated that the college is marketing intensively through social media, television and radio ads, and newspaper print ads. He reported that there is a 20 percent increase in Facebook visits and an increase of 36 percent in Instagram visits. There are 145,000 reaches since the start of the year. There has also been the production of ads that target specific groups, such as Virginia Tech students and certain age groups. He expressed appreciation to the VCCS System Office for the funding of \$40,000 for marketing to reach minority students.

Dr. Rowh closed his report with the story of a deaf student who recently completed the Motorcycle Safety program, obtained the credential and was extremely thankful to the college for assistance which included interpreting services during weekend hours. He commented that this was a personal story of why the college is here.

10. NRCC Educational Foundation

Ms. Angie Covey provided an update on recent scholarships the Foundation recently received. These include:

- Mr. Bob Blake – fourth endowed scholarship
- Mr. and Mrs. John and Mary Jean Brown – seventh endowed scholarship
- Mr. Dave and Mrs. Jan Keitz – second endowed scholarship
- NRV Shares – endowed a scholarship

Ms. Covey reported that Mr. Peel and his company, Camrett Logistics, recently donated a Sprinter van to the Foundation for the college's automotive program. She expressed her appreciation for this donation.

Ms. Covey informed the Board that three new members have joined the Educational Foundation Board – Mr. Kevin Browne, former owner and president of ESS Technologies, Mr. Vince Hatcher, Director of Operations at Hollingsworth & Vose, and Mr. Keith Weltens, Financial Advisor for Ameriprise and co-owner of Long Way Brewing.

Ms. Covey provided a report of the Foundation audit that was recently completed. The Foundation assets for the 2022 audit were \$25.6 million. NRCC Educational Foundation ranks seventh in the VCCS for assets. She noted that in the fall semester, the Foundation will award approximately 300 endowed scholarships and 458 ACCE scholarships for a total of 858 students who will receive some type of Foundation scholarship. She also noted that 1,417 students have benefited from the ACCE program since 2015. The total of community service hours performed by ACCE students since 2015 were 162,300 hours. On a related note, she informed the Board that Pulaski County will host a Big ACCE Bass Tournament on October 15 to benefit the ACCE program in Pulaski County.

11. Schedule of Meetings for 2022-2023

The schedule of meetings for 2022-2023 was included in the packet previously disseminated. Mr. Cunningham asked for a motion to approve the schedule of meetings for 2022-2023.

Motion: Mr. Chancellor made to approve the schedule of meetings. Dr. Dewald-Link seconded the motion.

Action: The motion carried unanimously.

12. Report of the Nominations Committee

On behalf of the Nominations Committee, Dr. Dewald-Link recommended to elect Mr. Cunningham as Chair and Mr. Chris Calfee as Vice-Chair for the upcoming year.

Action: Mr. Sweet made a motion to close the nominations and accept the committee's recommendation. The motion carried unanimously.

13. Standing Committees for 2022-2023

Mr. Cunningham referred to Exhibit H, roster of Standing Committees for 2022-2023 and asked for a motion to approve.

Motion: Mr. Chancellor provided a motion to approve the roster of Standing Committees. Mr. Jonathan Sweet seconded the motion.

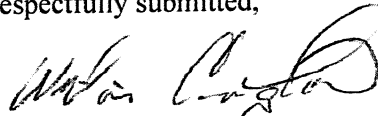
Action: The motion carried unanimously.

14. Open Discussion/Q&A Session

There was no further discussion.

There being no further business, the meeting was adjourned at 8:35 p.m. The next regular meeting of the New River Community College Board is scheduled for Monday, December 12, 2022, at NRCC in Dublin.

Respectfully submitted,



Mr. William (Bill) Cunningham, Chair



Dr. Patricia B. Huber, Secretary