

**Approved by Board September 18, 2023**

**PATRICK & HENRY COMMUNITY COLLEGE  
College Board Meeting  
12:30 p.m. – July 17, 2023**

**Minutes**

The Patrick & Henry Community College Board held its regular meeting at 12:30 p.m. on Monday, July 17, 2023, in the Hooker Exhibit Hall, Frith Economic Development Center, with Mr. Robert Haley, Chair, presiding.

**MEMBERS PRESENT:** Mr. Robert Haley, Chair; Ms. Jewell Drewery, Vice-Chair; Mr. Gary Collins; Mr. Robert Foster; Mr. Roger Hayden; Mr. George Hippisley; Dr. Shana LeGrant; Mr. Wayne Moore; Mr. Ouss Sahhar; Mr. Tim Stone; and Mr. Stu Warren.

**MEMBERS ABSENT:** Ms. Pamela Allen, Ms. Belinda Graham, and Mr. Brandon Scott.

**OTHERS PRESENT:**

Dr. Greg Hodges, Sue Ann Ehmann, Eric Arrington, Jennifer Bowles, Meghan Eggleston, Dr. Colin Ferguson, Jack Hanbury, Monica Hatchett, Brian Henderson, Rhonda Hodges, Dr. Chloe Mayhew, Sarah Beth Morrison, Letitia Pulliam, Tiffani Underwood, Chris Wikstrom, Donata Worrell, Terry Young, Christopher Mayshack, Pam Holland, and Samantha Moore.

Mr. Robert Haley, Chair, called the meeting to order at 12:36 p.m. A quorum was present. Media representative Monique Holland, *Martinsville Bulletin*, was welcomed.

**APPROVAL OF MINUTES OF THE MAY 15, 2023, MEETING**

**Motion #1.** Mr. Robert Foster made a motion to approve the minutes of the May 15, 2023, regular meeting. Seconded by Mr. Roger Hayden, the motion passed by unanimous vote.

**PRESIDENT'S REPORT**

Given by Dr. Greg Hodges

Dr. Hodges reported the following year-end highlights:

- **National Awards**
  - At the beginning of the year, P&HCC's Advanced Manufacturing program won the first Rural Community College Alliance (RCCA) Innovation and Access Award for its partnership with Festo Didactic and the National Coalition of Certification Centers (NC3).
  - At the end of the year, we received the Southeastern Workforce Development Award from the Community Colleges of Appalachia for our partnership in the MHC Startup and Grow programs, a collaboration between P&HCC and the Martinsville-Henry County Chamber of Commerce.

- **Enrollment was very strong**
  - 4% increase in FTE for the year - academic
  - 42% increase for workforce/short term credentials
  - SEED cohort #5 is our highest ever and 26% higher than last year
- **New Programs and Initiatives**
  - We opened a new Fab Lab at our Patrick County site
  - Created a new CDL program
  - A new powerline program is slated to begin this fall
  - Implemented a new C.N.A. pathway for dual enrollment students in Martinsville and Henry County.
  - The second building of our Manufacturing, Engineering and Technology (the MET II) Complex should have a grand opening this fall.
- **Highlight of the year is graduation**
  - 488 students earned 586 academic credentials this year, with 206 of these students participating in our graduation ceremony on Saturday, May 13, 2023.
- **Chancellor's Retreat and Annual Meeting of the Boards, Aug 7-8, 2023**
  - Board members, Jewell Drewery and George Hippisley will be attending and representing P&HCC along with members of our Executive Leadership Team.

Dr. Hodges then introduced our new full-time employees who had come aboard since our May meeting.

- Christopher Mayshack – College Success Coach, (and Head Men's Basketball Coach)
- Pam Holland - Administrative Assistant, Academic Success & College Transfer
- Samantha Moore - Administrative Assistant, Student Services
- Donata Worrell – Director of Planning & Evaluation

## **BUDGET & FINANCE**

### **Report on Local Funds Expenditures – Period Ending June 30, 2023**

Report given by Mr. Jack Hanbury, Vice President of Financial & Administrative Services.

- **Local Funds Summary**

All funds are in the black except Student Activities. Our ending balance is \$1,487,756.41
- **Locality Fund Budget**

We are showing a surplus because the installation of the terrazzo floor at MET II is still on hold.

- **Auxiliary Funds Budget**

We finished the year in the black, but Bookstore commissions continue to decline. This is partly due to a decline in enrollment and students are not buying as many textbooks from the Bookstore.

- **Auxiliary Funds Investments Performance**

A good report on our investments again. We are up 2.80% for the month, 5.16% for FYTD, and 44.51% Cumulative.

- **Student Activities Budget**

Due to an error on the budget spreadsheet the income from the Foundation was not properly pro-rated between the college and the local funds. This could not be corrected before the year-end, but it will be corrected on the 2024 budget.

- **Student Activities Funds**

All student clubs are doing well and remain within budget.

- **Parking Funds**

- The crosswalk in front of the Walker building has been completed. Pavers in the shape of a compass have been placed in the middle of the crosswalk.
- Improvements to the softball field were completed.

## **ACADEMIC & STUDENT AFFAIRS**

Report by Dr. Chris Wikstrom, VP of Academic & Student Success Services.

- **Summer Enrollment**

- We had a unique situation in that the number of students enrolled was up, but the number of credit hours was down. We had more students than last summer, but they took fewer classes. Overall enrollment was up.

- **Fall Enrollment**

- We are seeing a similar trend, with higher enrollment, but fewer credit hours.

- **New Dual Enrollment Coordinator.** Dr. Wikstrom introduced the new Dual Enrollment Coordinator, Dr. Chloe Mayhew.

## **WORKFORCE, ECONOMIC, AND COMMUNITY DEVELOPMENT (WECD)**

Report given by Rhonda Hodges, VP of WECD

- **Fast Forward** (Short-Term, Non-Credit programs that lead to industry recognized credentials/certification.)

- Fast Forward Enrollments increased by 43% from FY22 to FY23, with a total of 327 enrollments.

- Headcount in Fast Forward programs increased by 63% year over year, from 171 to 279 students.
- 93% of students enrolled in Fast Forward programs completed their program, and we had a credentialing rate of 85.5%.
- Across all non-credit programming (community services, customized training, open enrollment), P&HCC served more than 1,000 students in FY23.
- **Community Development**
  - P&HCC is once again offering the Verizon Innovative Learning STEM Achievers Camp for middle school students at the Dalton IDEA Center and the Patrick County Site. The program began on July 10<sup>th</sup> with 71 students in attendance. The program is offered at no cost to students or their families.
  - At its annual conference, Community Colleges of Appalachia honored P&HCC with the Southeastern Workforce Development Award for its partnership in the MHC Startup and Grow programs. The college partners with the Martinsville-Henry County Chamber of Commerce/C-PEG to challenge business owners to develop and/or enhance a business plan that can be executed to better serve the residents of our community in a variety of ways. In the seven years the program has operated, 322 graduates have received \$571,824 in cash and in-kind support, which has created 271 jobs. The programs have generated nearly \$4.5 million in new capital in our community and graduates have an 87% 2-year success rate compared to the national average of 50% for new businesses to remain open for two years.

## **INSTITUTIONAL ADVANCEMENT**

Report given by Tiffani Underwood, Assoc. VP of Institutional Advancement & P&HCC Foundation Executive Director

### **Distinguished Alumni Class of 2023**

- Last month at Chatmoss Country Club we honored the following members of our Distinguished Alumni Class of 2023:
  - Elizabeth Ashby
  - Dayna Bobbitt
  - Angie Brown
  - Brad Draper
  - Janet Harrison
  - Sandra Heath
  - Dylan Jones
  - Bethany Lackey
  - Rick Love
  - Rodney Mills
  - Frances Wade

**Scholarships & Donations**

- We have been awarded \$240,000 from the Virginia Tobacco Region Revitalization Commission for scholarships to support workforce credentials, STEM-H and Advanced Manufacturing as well as high-demand occupations, which for our area includes teacher education preparation.
- We also received \$1,000 from Anthem to help support our Patriot Pantry, which is used heavily throughout the school year and \$5,000 from an anonymous donor to support Patriot Players.
- **Patriot Players**
  - Spongebob the Musical will open this weekend. Performances will run July 20 – 23 & 27-29. Tickets are on-sale now.
- **Other Announcements**
  - As we start a new fiscal year and close out FY23, we have started our audit and will begin work on our new annual report as soon as that is finalized.
  - Thanks to Sarah Beth Morrison, we received 14 grants for fiscal year 2023 for a total of \$3,489,086!

**ATHLETICS**

Report given by Mr. Brian Henderson, Asst Vice President of Student Engagement & Inclusion/Athletic Director.

- We've been following up with our former students to be sure they have everything they need to move on to their 4-year institutions.
  - 15 sophomore baseball athletes and 8 softball athletes received scholarships to 4-year colleges.
  - Danielle King received a full-ride scholarship to attend Emory & Henry.
  - Soccer player Carlos Trott received a full-ride scholarship to Liberty University.
  - Basketball player Amir Poat is now at Peru State College.
- We are actively recruiting for all sports for our Fall semester. For Men's Soccer we already have 44 student athletes.
- We have more than 35 international students from 11 different countries.
- Congratulations to Coach Christopher Mayshack for bringing our Men's Basketball GPA up from 1.9 to 3.25!
- We have 209 student athletes coming in for the fall. Housing for our student athletes continues to be a challenge.

- August 12<sup>th</sup>, our Men's Soccer team will be playing University of Virginia on ESPN!

## **MISCELLANEOUS**

### Board Policy update on Workplace Violence

Report given by Mr. Jack Hanbury, Vice President of Financial & Administrative Services.

The policy revision is primarily about threat assessment. Every case is evaluated by a threat assessment team which reviews, evaluates, and makes a decision on a course of action. There are two main changes to this policy.

1. If the threat assessment team determines that a person is a threat of physical harm to themselves or to others it is required to notify local law enforcement.
2. Members of the threat assessment team must undergo required training (8 hours the first year, and 2 hours every year after that).

VCCS Legal Counsel made these changes to the VCCS policy which we have incorporated into our policy.

During discussion, a question was raised regarding a better definition of "disciplinary action" (Section 7.7.1) and "sexual harassment" (Section 7.7.3). Section 7.7.1, paragraph 4 should include the area code for the phone number.

Questioned about the threat assessment team, Jack explained that the State statute mandates that we have our own local team. It also mandates that we have a threat assessment committee that develops policy and oversees the threat assessment team. Our threat assessment committee is headed by Dr. Colin Ferguson.

He also clarified that local law enforcement would include not only P&HCC campus police, but Henry County Sheriffs, and/or Martinsville City Police, and/or Patrick County Sheriff's Dept, along with the corresponding Commonwealths Attorney for each area.

Dr. Hodges pointed out that we have had to notify local law enforcement in the past, this new policy simply makes it clear that they must be notified.

A question arose about legal representation. Is it provided by the State? Jack explained that VCCS counsel are now to be invited when the threat assessment team meets. They may not attend, but they must be notified. If they do attend then the meeting will be covered by attorney/client privilege. His opinion is that it would be good if they did attend.

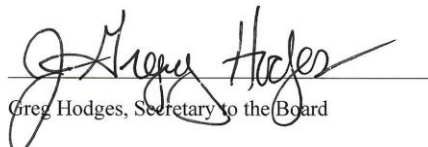
## **ADJOURNMENT**

With no further discussion or comments brought forth, Robert Haley, Chair, reminded the Board that the next regular meeting of the Board will be September 18, 2023. He then adjourned the meeting at 1:06 pm.

Minutes Approved By:



Robert W. Haley, Board Chair



Greg Hodges, Secretary to the Board

Minutes Recorded By:



Sue Ann Ehmann