

**CENTRAL VIRGINIA COMMUNITY COLLEGE  
BOARD MEETING  
MINUTES NO. 252  
April 24, 2024**

The two hundred and fifty-second meeting of the Central Virginia Community College Board was held at 4:30 p.m. on April 24, 2024, in the President’s Conference Room, Appomattox Hall.

**ROLL CALL**

<b>Members Present</b>	Dr. Jeffrey Garrett—Appomattox County Dr. Kenyon Knapp—Bedford County Mr. Jeffrey Krantz—City of Lynchburg Ms. Kristy Milton—Bedford County Ms. Eunice Noguerras—Campbell County Ms. Bonnie Svrcek—City of Lynchburg Mr. Joe Tucker—City of Lynchburg
<b>Members Absent</b>	Dr. Justin Hensley—City of Lynchburg Ms. Stacey McBride—Amherst County Dr. Clay Stanley—Campbell County
<b>Special Guests Present</b>	Ms. Ana Leng—Poet Laurette Dr. Jason Ferguson—AVP Professional/Career Studies/Workforce Solutions Mr. Andrew Lesur—Sales Manager for Anthology Inc.
<b>Staff Present</b>	Dr. John Capps, President Dr. Kris Ogden, VP for Academics and Students Affairs Mr. Lewis Bryant, III, VP for Finance and Administration Ms. Jodi Gillette, Executive Dir. of Institutional Advancement Ms. Michelle VanVliet, Interim Dean of Institutional Effectiveness Chief William Wilkerson, Chief of Police Ms. Dianne Sykes, General Administration Coordinator

**CALL TO ORDER**

Ms. Bonnie Svrcek, Chair, called the meeting to order at 4:30 p.m.

<b>Ana Leng</b>	Dr. Capps introduced Ana Leng, and stated she is an international student from Cambodia currently completing an associate degree at CVCC and was recently named the inaugural Poet Laureate of Virginia’s Community Colleges. The theme was “I Belong” and the title of Ms. Leng’s poem was “How Dare I Say That I Do Not Belong?” which compared her life here in the United States to the one in Cambodia. Ms. Leng performed her poem to the Board members.
<b>Approval of Minutes No. 251</b>	A motion was made by Dr. Garrett, duly seconded by Mr. Krantz, to approve Minutes No. 251 from the meeting of January 31, 2024, as written.

	The motion was approved unanimously with Ms. Milton abstaining as she was absent from the January meeting.
<b>PUBLIC COMMENT</b>	
	None
<b>REPORT OF STANDING COMMITTEES CURRICULUM COMMITTEE New Program</b>	
<i>Business Administration Associate of Science (AS)-Plan Code 213 CIP Code 52.0201</i>	Dr. Ogden discussed a request to add the Business Administration Associate of Science (AS)-Plan Code 213 CIP Code 52.0201 as a new program.
<b>Program Name Changes</b>	
<i>Advanced Cyber Security Career Studies Certificate (CSC)</i>	Dr. Jason Ferguson discussed a request to replace Cyber Security CSC with Advanced Cyber Security Career Studies Certificate (CSC).
<i>Networking and Electronic Technology Fundamentals CSC</i>	Dr. Jason Ferguson discussed a request to replace Computer & Electronic Technology Fundamentals CSC with Networking and Electronic Technology Fundamentals CSC.
<i>Networking and Electronic Technology CSC</i>	Dr. Jason Ferguson discussed a request to replace Computer & Electronic Technology CSC with Networking and Electronic Technology CSC.
<i>Networking and Electronic Technology AAS</i>	Dr. Jason Ferguson discussed a request to replace Computer & Electronic Technology – Computer Networking AAS with Networking and Electronic Technology AAS.
<i>Respiratory Therapy AAS</i>	Dr. Jason Ferguson discussed a request to replace Respiratory Therapy Technology AAS with Respiratory Therapy AAS.
<b>Program Discontinuances</b>	
<i>Health Technology/Pre-Dental CSC</i>	Dr. Ogden discussed a request to discontinue Health Technology/Pre-Dental CSC which will be replaced by G3 Pre-Allied Health CSC.
<i>Emergency Med Srv-Intermediate CSC</i>	Dr. Ogden discussed a request to discontinue Emergency Med Srv-Intermediate CSC which will be replaced by part of G3 Paramedic Common Curricula.
<i>Health Tech Pre-Radiology CSC</i>	Dr. Ogden discussed a request to discontinue Health Tech Pre-Radiology CSC which will be replaced by G3 Pre-Allied Health CSC.
<i>Health Tech/Pre-Respiratory CSC</i>	Dr. Ogden discussed a request to discontinue Health Tech/Pre-Respiratory CSC which will be replaced by G3 Pre-Allied Health CSC.
<i>Pharmacy Technology CSC</i>	Dr. Ogden discussed a request to discontinue Pharmacy Technology CSC which will be replaced by the FastForward Pharmacy Tech program which is now being offered.

	<p>Dr. Garrett made a motion (as the Curriculum Committee did not have a quorum) with Mr. Krantz duly seconding to approve the new program, the five program name changes, and the five discontinues as presented.</p> <p>The motion was approved unanimously.</p>
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<b>FACILITIES AND FINANCE COMMITTEE</b>	
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<p><i>Poet Laureate Visual Luminary Contests Budget Increase</i></p>	<p>The VCCS sponsored a Poet Laureate/Visual Luminary Contest in Charlottesville on March 2024 which colleges were required to participate in. Many of the expenses will be incidental food costs which will align well with local funds. A motion was made by the Committee to increase the Poet Laureate Visual Luminary Contest’s budget by \$1,200 as requested.</p> <p>The motion carried unanimously.</p>
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<p><i>Parking Fee Increase</i></p>	<p>CVCC proposed to increase the Parking Fee by \$.50 (per credit hour) from \$2.00 to \$2.50 to provide resources for future parking lot paving needs. There are future paving needs for parking lots 1, 2, 4, 5, 6, and 7. This increase is requested to offset inflation when this paving is required, and paving quotes that have been received are already much higher than estimated by architects and engineers.</p> <p>A motion was made by the Committee to increase the parking fee as requested.</p> <p>The motion carried unanimously.</p>
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<p><i>Local Funds and College Revenue Budget 2024-2025</i></p>	<p>The Local Funds and College Revenue Budget for 2024-2025 was reviewed and discussed. A motion was made by the Committee to approve the budget as presented.</p> <p>The motion carried unanimously</p>
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<p><i>Local Funds Financial Report</i></p>	<p>The Local Fund Quarterly Financial Report and Financial Statements were reviewed. A motion was made by the Committee to approve the Local Funds Budget for 2024-2025 as presented.</p> <p>The motion carried unanimously.</p>
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<b>PRESIDENT’S CABINET REPORT</b>	
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<p><i>Dr. Kris Ogden, VP of Academics and Student Affairs</i></p>	<p>Dr. Ogden began her report by stating it has been two months since she began this new position. She stated this spring semester has been very busy with a student picnic held yesterday, graduation planned for May 15, enrollment of summer and fall courses, published a new online catalog, new course schedule published online for credit and workforce, summer programs planned for the youth, an open house held last Saturday, and an open house held for specific programs such as Machine Tool.</p> <p>Dr. Ogden reported that the Early College, STEM Academy, and CTE cohorts have completed the admissions’ process for fall semester through their school divisions.</p>
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	<p>Dr. Ogden stated, on Friday, CVCC will host welding wars here on Campus which will feature the welding skills of CVCC students, high school students and professionals. She also stated a Career Fair will be held here on May 1.</p> <p>Dr. Ogden reported library renovations will be completed for this upcoming fall semester.</p> <p>Dr. Ogden reported Dr. Cindy Wallin, Associate Vice President of Arts and Sciences, and Patrick Gatti, Director of the Bedford Center, have submitted their plans to retire, and the Trio director has already accepted another position. She stated recruitment for these three positions has begun.</p>
<p><b>Mr. Lewis Bryant, III,</b> <i>VP Finance and Administration</i></p>	<p>Mr. Lewis Bryant began his report by stating new library furniture should arrive during the week of May 13. He stated the New Learning Commons concept will be unveiled also.</p> <p>Mr. Bryant reported a major upgrade was made to the library elevator.</p> <p>Mr. Bryant discussed the VCCS is leasing the large HVAC units outside Amherst Hall here at CVCC because the renovations are taking such a long time to even begin. He stated those units use a lot of electricity (more than \$150,000 a year) and stated the VCCS is also helping with that.</p> <p>Mr. Bryant reported he is working on the Bedford Center lease as the current lease expires in 2025.</p>
<p><b>Ms. Jodi Gillette,</b> <i>Executive Director of Institutional Advancement and Educational Foundation</i></p>	<p>Ms. Jodi Gillette began her report on Institutional Advancement by stating the marketing efforts continue to move forward as can be seen as one of the factors in the increase in enrollment. She stated updates are being made quickly on the website which provides students with current information.</p> <p>Ms. Gillette reported the marketing specialist reviewed the marketing campaign schedule and stated it will change from three cycles to two to ensure it better aligns with the College's enrollment schedule. She also reported the social media posts are intentional and will help keep subscribers interested.</p> <p>Ms. Gillette reported on the rebranding of CVCC's mascot and stated as the results of a student/faculty/staff survey, Calvin the Cougar will be replaced by a Central Virginia Community College Ridgecat named "Blu" beginning July 1.</p> <p>Ms. Gillette reported a monthly alumni newsletter is being published with stories, events, alumni spotlight, and at the end, an opportunity to donate. She reported on the Educational Foundation and stated several events were funded to help build community relations such as the partial eclipse event on April 8 with approximately 500-600 people attending here on campus, the creation of a nine-hole disk golf course, and a student engineering competition.</p> <p>Ms. Gillette reported a grant-funded childcare feasibility study is ongoing, three round table lunches with Dr. Capps and 28 stakeholders have been</p>

	<p>held, lunch with Dr. Capps and graduation speaker is scheduled closer to graduation, a philanthropy luncheon celebrated with Dr. Muriel Mickles was held recently in Richmond, and the employees' (those giving to the employee campaign) appreciation lunch which will be held tomorrow.</p> <p>Ms. Gillette reported a meeting is scheduled with the committee leaders this week to discuss the new strategic plan.</p>
<b>Ms. Michelle VanVliet, Interim Dean of Institutional Effectiveness</b>	<p>Ms. Michelle VanVliet began her report by stating part of the recent reaffirmation was CVCC's Quality Enhancement Plan titled "Solving for Success" with the focus on student completion of required gateway math courses of their program within their first year of enrollment. She stated the College is working with two groups, math faculty and advising staff, to get students enrolled early and into any support services provided. Ms. VanVliet reported there has been a lot of focus on professional development for those two groups, and a consultant has been hired to help with this.</p> <p>Ms. VanVliet reported Beth Shelton (math faculty) has filmed two short promotional videos for two of those math gateway courses (MTH 154 and 161) and are linked to CVCC's online catalog.</p> <p>She stated free summer in-person boot camps, lasting less than a week, are scheduled to refresh students' math skills. Each student completing the camps will receive a free calculator which can be used in their upcoming classes.</p> <p>Ms. VanVliet reported her office is busy with end of year assessment activities with student satisfaction surveys, the general education assessment for all associate degree graduates, and for all graduates an exit survey about their experience at CVCC.</p>
<b>Chief William Wilkerson, Chief of Police</b>	<p>Chief William Wilkerson reported:</p> <ul style="list-style-type: none"> <li>• Speed limit will be lowered to 15 mph on campus, 25 mph on campus drive</li> <li>• Attended a governor's office meeting on April 23</li> <li>• Completed a tabletop exercise with Kim Hobert, VCCS</li> <li>• Updated sex offender policy through governance</li> <li>• "You Got a Friend" event planned</li> </ul>
<b>Dr. John Capps, President</b>	<p>Dr. John Capps began his report by stating there is no state budget at this time, but plans are to reconvene on May 13 to create a new budget, and hopefully, approve it on May 15. He stated the VCCS had high hopes of getting additional funding this year and had originally submitted a request for \$320M in additional funding for capacity building and various operational expenses. Dr. Capps reported the governor elected to not include any of that in his introduced budget. He stated VCCS then asked the General Assembly to approve budget amendments in the reduced amount of \$198M in additional funding but did not receive that funding either. Dr. Capps reported the General Assembly in their budget did include \$10M for tuition moderation intending to stop rising tuition cost, but the</p>

	<p>governor approved only \$7.5M. He stated with this amount, the VCCS will not be able to make ends meet. But hopes are the new budget will increase the funding to allow the needs of the students to be met.</p> <p>Dr. Capps reported the VCCS State Board is projecting a range of tuition increase of 1 percent to 4.9 percent and will make that decision on May 16; however, the governor's budget amendment precluded any increase above 3 percent.</p> <p>Dr. Capps stated there is additional funding for FastForward and \$24M for the VCCS' modest renovations related to Workforce Development.</p> <p>Dr. Capps reported enrollment is up (fall was up almost 4%, spring is up by 7%, and summer is up 33%) which is the result of all the good reports given during this meeting.</p> <p>Dr. Capps discussed performance-based funding and stated 80% of the funding received from the VCCS is based on enrollment and 20% is based on how the college does on performance metrics. He stated the latter resulted in a \$90,000 increase in CVCC's budget.</p> <p>Dr. Capps stated May 15 is graduation which is the climax of the academic year. He reported, this year, CVCC will award 1,823 credentials (last year 1,440). This year there are 1,236 graduates (1,002 last year) and will be awarding 725 non-credit credentials (last year 400). He stated this year there will be 529 workforce graduates with 357 last year. Dr. Capps stated this is a result of all the hard work being done here at CVCC.</p>
<b>OLD BUSINESS</b>	None
<b>NEW BUSINESS</b>	None
<b>CHAIR'S REPORT</b>	Ms. Svrcek thanked everyone for all the work that has been done this past year. She also congratulated Dr. Ogden on her new position.
<b>ADJOURNMENT</b>	There being no further business, the meeting adjourned at 6:15 p.m.



Dr. John Capps, Secretary

APPROVED:

  
 CHAIR

7-17-2024  
 DATE