

**Approved by Board, January 27, 2025**

**PATRICK & HENRY COMMUNITY COLLEGE  
College Board Meeting  
12:30 p.m. – November 18, 2024**

**Minutes**

The Patrick & Henry Community College Board held its regular meeting at 12:30 p.m. on Monday, November 18, 2024, in the Hooker Exhibit Hall, Frith Economic Development Center, with Ms. Jewell Drewery, Chair, presiding.

**MEMBERS PRESENT:** Ms. Pamela Allen; Ms. Dayna Bobbitt; Mr. Tim Chitwood; Mr. Gary Collins; Ms. Jewell Drewery, Chair; Mr. George Hippisley; Dr. Shana LeGrant; Mr. Wayne Moore; Mr. Ouss Sahhar; Mr. Tim Stone, Vice-Chair; and Mr. Stu Warren.

**MEMBERS ABSENT:** Mr. Robert Foster; Ms. Belinda Graham; Mr. Roger Hayden; and Mr. Brandon Scott.

**OTHERS PRESENT:**

Dr. Greg Hodges, Jennifer Bowles, Sharon Claggett, Meghan Eggleston, Sue Ann Ehmann, Jack Hanbury, Monica Hatchett, Brian Henderson, Rhonda Hodges, Sarah Beth Morrison, Letitia Pulliam, LaDonna Varner, Amy Webster, Dr. Chris Wikstrom, Donata Worrell, Roberta Wright, and Terry Young.

Monique Holland, representing the Martinsville Bulletin, was also present.

Ms. Jewell Drewery, Chair, called the meeting to order at 12:30 p.m. A quorum was present.

**APPROVAL OF MINUTES OF THE SEPTEMBER 16, 2024, MEETING**

**Motion #1.** Mr. Wayne Moore made a motion to approve the minutes of the September 16, 2024, regular meeting. Seconded by Mr. Stu Warren, the motion passed by unanimous vote.

To accommodate Board member, Ouss Sahhar, who had to leave the meeting early, the chair adjusted the order of the agenda to receive his Committee Report early.

**ACADEMIC AND STUDENT AFFIARS COMMITTEE REPORT (Ouss Sahhar)**

**Board Report #449 Wellness Discontinuance**

Mr. Sahhar reported that the committee met and approved Board Report #449. He then asked Dr. Chris Wikstrom to summarize that report for the board. Dr. Wikstrom informed the board that career opportunities for those with a Career Studies Certificate in Wellness had declined considerably. There are other career studies that offer better job opportunities; therefore, it is recommended that this program be discontinued. Mr. Sahhar then stated that the committee is putting this forward as a motion to approve Board Report #449, which had already been

seconded by the committee. With no further discussion from the board, it was voted on and passed unanimously.

### **PRESIDENT'S REPORT**

Given by Dr. Greg Hodges

#### **Accomplishments for FY 2025**

- Awarded \$74,800 by the Virginia Department of Criminal Justice Services. These funds will pay for repeaters that will enhance the range of our new two-way radios.
- Received a grant to partner with the SOVA Innovative Hub to expand our support of local entrepreneurs and to further develop the RISE Collaborative in our service region.
- Received a grant for \$176,267 from the Ratcliffe Foundation to expand Heavy Equipment Operation programming into Patrick County.
- Received a grant from the Road to Success in Virginia Program (RSVP) in the amount of \$128,650.
- Received a \$12,430 grant from HEAT for surveillance camera equipment.
- Received the Gerald Baliles Annual Award for the Rural Virginia Horseshoe Initiative (RVHI) in the amount of \$100,000.
- Awarded \$15,000 from SCHEV to fund middle school visits to our campus.
- Awarded a \$20,000 scholarship and sponsorship funding by the Gene Haas Foundation.
- P&HCC and Ferrum College signed articulation agreements for Sports Management and Social Work.
- Signed a three-way agreement with Danville Community College and Southside Virginia Community College to expand building trades training programs across the southern Virginia region through Career and Technical Education (CTE) academies, dual enrollment opportunities, and early college programs.
- Signed an MOU with Henry County Adult Detention Center to become the education and training provider for the justice impacted population.
- P&HCC is one of eight colleges to sign the Tartan Transfer Agreement to accelerate transfer opportunities to those students who wish to transfer to Radford University.
- P&HCC student Andrew Mullins was awarded the 2024 "Hire Ed" Student Success Story from the Virginia's Community Colleges.

#### **Strategic Plan Update**

- Goal #1 – Enrollment. For the first 3 years of the plan, we have met the goal to stabilize institutional enrollment such that the year-over-year enrollment change is less than 3% for three consecutive years.
- Goal #2 – Progress. 70% of students enrolled in a workforce and/or Gateway Math and Gateway English course will successfully complete that course annually. We well exceeded that goal.
  - Gateway Math Completion 80.0%

- Gateway English Completion 86.9%
  - Workforce Completion 90.2%
- Goal #3 – Completion. The number of credentials earned will meet or exceed the prior year's credentials earned. We had a one-year increase of 28.3%

## **BUDGET & FINANCE**

### **Report on Local Funds Expenditures – Period Ending October 31, 2024**

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

- **Local Funds Summary**
  - All funds are in the black except for Locality Funds because we have not yet received the drawdown money from Henry County. That should be rectified shortly.
- **Locality Fund Budget**
  - We have transferred \$20,000 of the \$45,000 allotted to Student Activities.
- **Auxiliary Funds Budget**
  - Our college bookstore (Follett) is undergoing restructuring within the company and commissions have not been paid. This should be straightened out shortly.
- **Auxiliary Funds Investments Performance**
  - The \$20,000 we took out earlier has already been fully recovered. We are doing well.
- **Student Activities Budget**
  - Due to the restructuring of this budget, we are in the black and anticipate staying in the black this year.
- **Student Activities Funds**
  - The breakdown of the various student activity funds shows most are in the black.
- **Parking Funds**
  - We budgeted \$25,000 as a placeholder. We anticipate using part of these funds for a new scoreboard for the softball field.

## **ACADEMIC & STUDENT AFFAIRS**

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

- Fall semester is wrapping up well.
- Dual Enrollment was solidly up.
- We are gearing up for Spring semester which is looking good so far.

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

Report given by Rhonda Hodges, VP of WECD

- **Workforce development**
  - **Fast Forward** (Short-Term, Non-Credit programs that lead to industry recognized credentials/certification.)
    - As of this morning our enrollments are up 31% over this time last year.
- **Community Development**
  - P&HCC is again partnering with the Chamber's Partnership for Economic Growth (C-PEG) to offer the bootcamp for Grow MHC. Eight businesses are participating.
  - P&HCC partnered with the Martinsville-Henry County Chamber of Commerce and the West Piedmont Workforce Development Board to host a Manufacturing Career Expo at the MET on October 29. High school students from Martinsville City and Henry County Schools were able to meet with representatives from Eastman, Virginia Glass/Virginia Mirror, and United Felts to discuss career and internship opportunities. The students also toured the MET facilities and were able to learn about programs from the faculty.
  - P&HCC, West Piedmont Regional Adult and Career Education, and Henry County Public Schools have partnered to re-launch Middle College on the P&HCC campus. This accelerated GED program is open to anyone who scores at a ninth-grade level or above on the Test for Adult Basic Education (TABE). Students will be able to meet with P&HCC advisors while on campus.

## **INSTITUTIONAL ADVANCEMENT**

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

- We received \$20,000 from the Gene Haas Foundation to support scholarships for students in our CNC & Precision Machining program.

- We are excited to announce that Longwood University's Elementary Education Program is sponsoring our Patriot Pantry for the month of November.
- We are also pleased to partner with Bassett Physical Therapy as a sponsor for our Athletics program.
- Thanks to those of you who participated in and/or sponsored our Athletics Golf Tournament. We had a wonderful day and raised over \$8,000 to support athletic programming.
- Each year the Foundation sets aside a pot of money to award mini grants to staff and faculty to encourage creative students' projects and innovation that might not otherwise be possible without this additional funding. This year's winners were:
  - Patti Amos – Compassionate Classroom project
  - Val Dillard – Scavenger Hunt for Success
  - Rachel Hodge – Creating Educational Materials using Copilot
  - Amber Shelton – Care Week project
  - Derick Simpson – Board Prep Pass Plan
  - Chris Wagoner – Full Color Printing Laser Cutter
- Phi Theta Kappa is an academic honor society for college students, and we are fortunate to have an active chapter here at P&H. Several years ago, the Foundation started paying PTK membership dues for our students as an investment in leadership opportunities as well as future scholarship opportunities for those who transfer to a 4-year college or university. This fall we paid membership dues for fifty-five students to become PTK members.
- P&HCC Productions will be presenting "Holiday Extravaganza" – a musical revue of all things merry, bright, and happy on December 4 – 7. Tickets are on sale now online.
- We will be sending out our annual end of year appeal – I hope you will consider donating in support of all the wonderful work we do here at the college. We would love to be able to say we have 100% participation from both the college and foundation boards, so please consider an end of year gift if you have not already given!

## **ATHLETICS**

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

- Golf Tournament fundraiser on October 11<sup>th</sup> at Chatmoss Country Club was an enormous success. We raised over \$8,000.
- Valley Star bank is offering our student athletes a financial literacy program. Those who complete the program will receive a checking account and \$200 from Valley Star.
- Our Softball ring ceremony will be held on December 14<sup>th</sup> at the Virginia Museum of Natural History.

**LEGISLATIVE COMMITTEE REPORT (Pam Allen)****A. Board Report #447 Amending Section 8 of Board Policy Manual**

Ms. Allen reported that the committee met and approved Board Report #447. She then asked Jack Hanbury to explain the Board Report in greater detail. Mr. Hanbury explained that under the current policy in order to revise, amend, add, or delete provisions within the policy manual, it must be submitted to the Board at one meeting and voted on at the next meeting. This creates an exceptionally lengthy process for taking action. The proposal is to be able to submit changes and vote on those changes at the same meeting. Dr. Hodges explained that we are the only one of the twenty-three Virginia colleges that does this. It started when documents had to be mailed to Board members giving them sufficient time to receive and study the documents before the next meeting. In this digital age, that extra time is no longer necessary. Ms. Allen then stated that the committee is putting this forward as a motion to approve Board Report #447, which had already been seconded by the committee. With no further discussion from the board, it was voted on and passed unanimously.

**B. Board Report #448 Adopting Electronic Meeting Policy**

Ms. Allen reported that the committee met and approved Board Report #448. She then asked Jack Hanbury to explain the Board Report in greater detail. Mr. Hanbury explained that this policy will allow for Electronic Meetings to be held under certain circumstances.

- The Board could have up to two meetings per year remotely, (optional, if the need arises). These would include any committee meetings that might be scheduled on that same date.
- If a Board member could not attend due to illness or illness of a family member, or they live more than sixty miles away, they could attend remotely, although they would not be counted towards a quorum.
- Remote meetings would be held via Zoom.

Ms. Allen then stated that the committee is putting this forward as a motion to approve Board Report #448, which had already been seconded by the committee. With no further discussion from the board, it was voted on and passed unanimously.

**BUDGET & FINANCE COMMITTEE REPORT (Dr. Shana LeGrant)****a. Board Report #450 2026 Locality Funds Requests**

Dr. LeGrant reported that the committee met and approved Board Report #450. She then asked Jack Hanbury to explain the Board Report in greater detail. Mr. Hanbury explained that each year the college requests funds from the localities we serve. We are submitting level requests from Martinsville and Henry County, but this year we are asking that the prior level of funding from Patrick County be restored for FY2026. They had

previously reduced the amount they gave. Dr. LeGrant then stated that the committee is putting this forward as a motion to approve Board Report #450, which had already been seconded by the committee. With no further discussion from the board, it was voted on and passed unanimously.

### **MISCELLANEOUS**

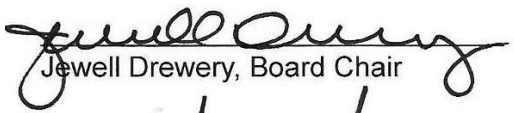
a. Presidential Evaluation Update (Dr. Hodges)


Dr. Hodges explained that this year we will begin a new process for creating the yearly presidential evaluation for the Chancellor. Board members have received a letter from the Chancellor, the state policy that governs the responsibilities of the president, and the timeline for the new procedures. In the spring, each board member will receive an email to fill out an anonymous survey regarding their evaluation of the president. These responses will be aggregated, and the board chair will receive copies from which the presidential evaluation letter will be constructed. This procedure will give voice to all the board members for evaluating the president's performance.


### **ADJOURNMENT**

With no further discussion or comments brought forth, Jewell Drewery, Chair, reminded the Board that the next regular meeting of the Board will be January 27, 2025. She wished everyone a happy holiday and adjourned the meeting at 1:29 pm.

Minutes Approved By:

  
Jewell Drewery, Board Chair

  
Greg Hodges, Secretary to the Board

  
Recorded by Sue Ann Ehmann