



VHCC Board Meeting Agenda
Tuesday, May 13, 2025

Lunch – 12:00 p.m. in OTC 101

Meeting to occur at 1:00 p.m. in ADM Boardroom:

- I. Call to Order
- II. Minutes – February 4, 2025 (Attachment #1)
- III. Public Comments
- IV. College Updates
 - A. Instruction and Student Services – Dr. Derek Whisman
 - i. Action Item – None
 - ii. Information Item – Enrollment Update (Attachment #2)
 - B. Institutional Advancement and VHCC Foundation – Laura Pennington
 - i. Action Item – None
 - ii. Information Item – IA & Foundation Board Report (Attachment #3)
 - C. Finance and Administrative Services – Chris Fields
 - i. Action Item – None
 - ii. Information Item – Campus Improvement Projects Updates (Attachment #4)
 - D. President’s Office – Dr. Adam Hutchison
 - i. Action Item – Closed Session: Discussion of legal issue, pursuant to the personnel exemption of Section 2.2-3711(A)(7) of the Code of Virginia
 - ii. Information Items –
 - 1. Workforce Development Board Report (Attachment #5)
 - 2. Dual Enrollment
- V. Board Chair Address
 - A. Action Item – Closed Session: Discussion of Presidential Evaluation Plan, pursuant to the personnel exemption of Section 2.2-3711(A)(1) of the Code of Virginia
- VI. Adjournment

Attachment #1

VIRGINIA HIGHLANDS COMMUNITY COLLEGE

Meeting Number 337

Tuesday, February 4, 2025

Location: ADM Boardroom

The Virginia Highlands Community College Board convened at 12:00 p.m. on Tuesday, February 4, 2025. Lunch was at noon, and the business portion of the meeting immediately followed at 1:00 p.m. in the ADM Boardroom.

Members Present

Dr. Doug Arnold, Washington County
Don Ashley, City of Bristol
Gwen Beattie, Smyth County
Donald Bowman, City of Bristol
Charlie Fugate, Washington County
Pamela Hill, Smyth County
Beth Rhinehart, City of Bristol
Dan Smith, Washington County
Tonya Triplett, Washington County

Staff Present

Dr. Adam Hutchison, President and Secretary to the Board
Jessie O'Quinn, Executive Assistant to the President
Christine Fields, Vice President of Finance and Administration
Laura Pennington, Vice President of Institutional Advancement
Dr. Derek Whisman, Vice President of Instruction and Student Services

Call to Order

Don Bowman, Chair, called the meeting to order.

Approval of Minutes

Board Member Dan Smith made the motion to approve the minutes for November 12, 2024 Minutes No. 336. Board Member Gwen Beattie seconded, Board Member Beth Rhinehart abstained due to not being present at this meeting, and the motion carried with remainder of the Board in favor.

Public Comments

There were no public comments.

College Updates

Department Highlight

Dr. Adam Hutchison mentioned we once again invited guests today as a “Department Highlight” of our campus. Faculty members Donnie Melvin and Erick Farris presented details of their Electrical Technology Program.

Instruction and Student Services

Dr. Derek Whisman, Vice President of Instruction and Student Services, began his address to the Board by asking for approval of several program changes effective Fall 2025:

- New Career Studies Certificate (CSC) in Victim Advocacy Assistant
- Discontinue Associate of Applied Science (AAS) in Human Services
- Discontinue Certificate in Human Services Advocate
- New Associate of Science (AS) in Social Sciences, Major in Social Work
- Discontinue CSC in Industrial Electricity

The details were in the packet that was handed out today. All of these proposals have been reviewed and approved by our Curricula and Programs Committee and Dr. Whisman.

The first program change proposal is a new CSC in Victim Advocacy Assistant. This one-year program would prepare students for entry level work as victim advocates in the criminal justice system and community organizations. Letters of support from community agency representatives were included. Board Member Dan Smith made a motion to approve the new CSC in Victim Advocacy Assistant. Board Member Tonya Triplett seconded, and the motion carried with all in favor.

The next proposal that Dr. Whisman presented is discontinuing the Certificate in Human Services Advocate and the AAS Degree in Human Services. These would be replaced with an AS Degree in Social Sciences, Major in Social Work. This new degree is fully transferable to all Transfer VA partners and better aligns with students’ needs. Board Member Pam Hill made a motion to discontinue the Certificate in Human Services Advocate and the AAS Degree in Human Services, and replace with the AS in Social Sciences, Major in Social Work. Board Member Don Ashley seconded, and the motion carried with all in favor.

The last proposal is discontinuing the Industrial Electricity CSC. This was created nine years ago for a specific employer that is no longer needed, and the course layout is now considered confusing and out of sequence. Furthermore, there are five other electrical technician certificates students can pursue which are much more relevant. Board Member Gwen Beattie made a motion to approve the new CSC in Victim Advocacy Assistant. Board Member Beth Rhinehart seconded, and the motion carried with all in favor.

Dr. Whisman also provided an enrollment update. For Spring semester, our most accurate numbers as of today indicate we have an increase of 80 FTE compared to this time last year. Dr. Whisman reports that we expect enrollment to grow as the Washington County Promise Program begins this Fall semester.

Institutional Advancement and Educational Foundation

Vice President Laura Pennington provided updates in her division. The ribbon cutting for the Paramount Advanced Technology Workforce Center (PATWC) will be held on March 19. The Holiday Meal Boxes for students were a success and provided meals for 116 families during the Thanksgiving and Christmas holidays. Ms. Pennington also shared that last week, she and Dr. Hutchison once again took three students to Richmond for the Southwest Virginia Legislative Reception and VHCC Day at the Capitol.

Finance and Administrative Services

Christine Fields, Vice President of Finance and Administration, gave a few brief updates of active campus projects. We have \$1 million in renovations dedicated to our Nursing Simulation Lab with an estimated start date in the Summer. The exterior doors project and electrical work of the patio will also begin soon. The Master Plan is still underway, and SFCS team is coming to campus the week of February 17 to talk with different groups.

President's Office

Dr. Hutchison began by asking the Board for approval for three Professor Emeritus nominations this year: Jim Kroll, Mary Munsey, and Melba Bolling. This process is a special way to honor retired faculty and staff that were long time employees with excellent service to the College. The three nominations have already been reviewed and approved by Human Resources, the ad hoc committee, and Dr. Hutchison. They will now need Board approval. Board Member Pam Hill made a motion to approve the Professor Emeritus nominations for these three individuals. Board Member Beth Rhinehart seconded, and the motion carried with all in favor.

Dr. Hutchison also informed the Board that the State Board for Community Colleges will have their next meeting here in Abingdon on March 19-20. Chancellor Doré and his staff will also be here. There are a couple of events incorporated in this visit, one of which is the ribbon cutting for the PATWC. Dr. Hutchison, along with individuals from Southwest Virginia Community College and Mountain Empire Community College, will be at their Board Meeting on March 20 to discuss the healthcare industry in our region. Dr. Hutchison mentioned to be on the lookout for invitations and further details.

Lastly, while he was in Richmond last week for the legislative sessions, Dr. Hutchison shared that there is some legislation around dual enrollment which possibly could allow us to offer more dual enrollment classes to more students at a lower cost. If the legislation passes, it will affect some behind the scenes processes.

Adjournment

The Board Meeting adjourned at 2:25 p.m.

Submitted By: _____
Dr. Adam Hutchison, President

Approved By: _____ Date _____
Don Bowman, Chair

Attachment #2

Fall 2025 Point-in-Time FTE Enrollments Compared with Fall 2024
Compare Dates: May 5, 2025 with May 6, 2024

College	Fall 2025 Total FTE	Fall 2024 Total FTE	Total FTE Change, N	Total FTE Change, %	Fall 2025 Regular FTE	Fall 2024 Regular FTE	Regular FTE Change, N	Regular FTE Change, %	Fall 2025 Dual FTE	Fall 2024 Dual FTE	Dual FTE Change, N	Dual FTE Change, %	Fall 2024 Final FTE	Fall 2024 Final FTE Change, %
Blue Ridge	585	567	18	3.18	567	540	27	4.96	18	27	-9	-33.08	2,100	-72.17
Brightpoint	900	992	-92	-9.31	873	960	-87	-9.09	27	32	-5	-15.80	4,823	-81.34
Central Virginia	593	515	78	15.11	491	407	84	20.71	102	108	-6	-5.90	2,063	-71.25
Danville	403	465	-62	-13.24	399	459	-60	-13.09	4	5	-1	-26.58	1,523	-73.53
Eastern Shore	127	57	70	122.20	125	56	70	124.46	1	1	0	16.67	498	-74.53
Germanna	928	853	75	8.74	794	772	22	2.90	134	82	52	63.94	4,618	-79.91
J. Sargeant Reynolds	984	886	98	11.09	945	870	75	8.66	39	16	23	142.15	4,915	-79.98
Laurel Ridge	912	980	-68	-6.92	687	792	-105	-13.27	226	189	37	19.73	3,512	-74.02
Mountain Empire	505	528	-23	-4.38	391	428	-38	-8.81	115	100	15	14.60	1,370	-63.12
Mountain Gateway	121	99	22	22.36	96	85	11	12.99	25	14	11	79.15	536	-77.33
New River	795	870	-76	-8.68	790	864	-74	-8.62	5	6	-1	-17.39	2,555	-68.89
Northern Virginia	4,234	4,154	80	1.92	4,194	4,113	81	1.97	40	41	-1	-3.57	28,680	-85.24
Patrick & Henry	428	525	-97	-18.50	413	500	-87	-17.41	15	25	-10	-40.70	1,406	-69.58
Paul D. Camp	87	81	6	6.89	84	78	5	6.73	3	3	0	10.87	656	-86.75
Piedmont Virginia	640	644	-4	-0.61	561	588	-27	-4.62	79	56	23	41.23	2,664	-75.97
Rappahannock	396	275	121	43.82	359	259	100	38.61	37	16	21	128.33	1,665	-76.22
Southside Virginia	403	457	-54	-11.91	383	437	-54	-12.41	20	20	-0	-1.01	1,904	-78.85
Southwest Virginia	548	526	22	4.25	476	454	23	5.03	72	72	-0	-0.65	1,602	-65.79
Tidewater	1,896	1,799	97	5.42	1,688	1,702	-14	-0.81	209	97	111	114.39	9,361	-79.74
Virginia Highlands	407	457	-50	-10.87	355	399	-44	-11.05	52	57	-6	-9.64	1,225	-66.75
Virginia Peninsula	789	734	55	7.53	770	729	40	5.54	19	4	15	337.88	3,388	-76.71
Virginia Western	944	969	-25	-2.61	920	942	-23	-2.40	24	26	-3	-10.08	3,487	-72.94
Wytheville	559	467	92	19.63	535	456	79	17.42	24	11	12	108.88	1,357	-58.83
VCCS	18,183	17,901	282	1.58	16,895	16,891	5	0.03	1,288	1,010	278	27.48	85,907	-78.83

The purpose of this report is to compare enrollments on the day the report is run with enrollments from the previous year at the same point in the semester. Changes from year to year may be due to a number of factors other than actual increase/decrease in enrollment, such as changes in college registration dates, or when colleges enter dual enrolled students into SIS, etc. Daily/weekly fluctuations in enrollment are typical throughout a semester. These are preliminary numbers. We urge caution in their interpretation. Current term data shown in this report come from SIS Query as of the morning the report was run. Prior year data come from SAS data files built the previous year, also from SIS. Only credit enrollments are included. Audit enrollments are excluded.

Questions about this report should be directed to Dr. Catherine Finnegan, Assistant Vice Chancellor for Research & Reporting, at cfinnegan@vccs.edu.

Fall 2025 Point-in-Time Headcount Enrollments Compared with Fall 2024

Compare Dates: May 5, 2025 with May 6, 2024

College	Fall 2025 Total HC	Fall 2024 Total HC	Total HC Change, N	Total HC Change, %	Fall 2025 Regular HC	Fall 2024 Regular HC	Regular HC Change, N	Regular HC Change, %	Fall 2025 Dual HC	Fall 2024 Dual HC	Dual HC Change, N	Dual HC Change, %	Fall 2024 Final HC	Fall 2024 Final HC Change, N	Fall 2024 Final HC Change, %
Blue Ridge	901	856	45	5.26	871	820	51	6.22	30	36	-6	-16.67	3,790	-2,889	-76.23
Brightpoint	1,524	1,581	-57	-3.61	1,474	1,524	-50	-3.28	50	57	-7	-12.28	9,380	-7,856	-83.75
Central Virginia	893	772	121	15.67	760	633	127	20.06	133	139	-6	-4.32	3,481	-2,588	-74.35
Danville	503	595	-92	-15.46	497	589	-92	-15.62	6	6	0	0.00	2,465	-1,962	-79.59
Eastern Shore	198	88	110	125.00	195	86	109	126.74	3	2	1	50.00	859	-661	-76.95
Germanna	1,411	1,362	49	3.60	1,247	1,239	8	0.65	164	123	41	33.33	8,544	-7,133	-83.49
J. Sargeant Reynolds	1,555	1,402	153	10.91	1,501	1,375	126	9.16	54	27	27	100.00	8,681	-7,126	-82.09
Laurel Ridge	1,273	1,396	-123	-8.81	997	1,108	-111	-10.02	276	288	-12	-4.17	5,902	-4,629	-78.43
Mountain Empire	770	804	-34	-4.23	512	554	-42	-7.58	258	250	8	3.20	2,116	-1,346	-63.61
Mountain Gateway	156	127	29	22.83	124	111	13	11.71	32	16	16	100.00	989	-833	-84.23
New River	1,023	1,099	-76	-6.92	1,013	1,087	-74	-6.81	10	12	-2	-16.67	4,254	-3,231	-75.95
Northern Virginia	6,918	6,685	233	3.49	6,831	6,600	231	3.50	87	85	2	2.35	56,457	-49,539	-87.75
Patrick & Henry	532	656	-124	-18.90	515	619	-104	-16.80	17	37	-20	-54.05	1,908	-1,376	-72.12
Paul D. Camp	128	134	-6	-4.48	116	123	-7	-5.69	12	11	1	9.09	1,219	-1,091	-89.50
Piedmont Virginia	1,125	1,063	62	5.83	994	979	15	1.53	131	84	47	55.95	5,263	-4,138	-78.62
Rappahannock	659	444	215	48.42	585	414	171	41.30	74	30	44	146.67	2,962	-2,303	-77.75
Southside Virginia	667	753	-86	-11.42	634	718	-84	-11.70	33	35	-2	-5.71	3,306	-2,639	-79.82
Southwest Virginia	695	652	43	6.60	614	569	45	7.91	81	83	-2	-2.41	2,364	-1,669	-70.60
Tidewater	3,241	2,935	306	10.43	2,779	2,745	34	1.24	462	190	272	143.16	16,884	-13,643	-80.80
Virginia Highlands	568	625	-57	-9.12	506	558	-52	-9.32	62	67	-5	-7.46	2,082	-1,514	-72.72
Virginia Peninsula	1,234	1,165	69	5.92	1,200	1,152	48	4.17	34	13	21	161.54	6,410	-5,176	-80.75
Virginia Western	1,438	1,443	-5	-0.35	1,404	1,405	-1	-0.07	34	38	-4	-10.53	6,332	-4,894	-77.29
Wytheville	712	571	141	24.69	685	556	129	23.20	27	15	12	80.00	2,107	-1,395	-66.21
VCCS	28,124	27,208	916	3.37	26,054	25,564	490	1.92	2,070	1,644	426	25.91	157,755	-129,631	-82.17

The purpose of this report is to compare enrollments on the day the report is run with enrollments from the previous year at the same point in the semester. Changes from year to year may be due to a number of factors other than actual increase/decrease in enrollment, such as changes in college registration dates, or when colleges enter dual enrolled students into SIS, etc. Daily/weekly fluctuations in enrollment are typical throughout a semester. These are preliminary numbers. We urge caution in their interpretation. Current term data shown in this report come from SIS Query as of the morning the report was run. Prior year data come from SAS data files built the previous year, also from SIS. Only credit enrollments are included. Audit enrollments are excluded. Questions about this report should be directed to Dr. Catherine Finnegan, Assistant Vice Chancellor for Research and Reporting, at cfinnegan@vccs.edu.

Fall 2025 Point-in-Time Credit Hours per Student Compared with Fall 2024

Compare Dates: May 5, 2025 with May 6, 2024

College	Fall 2025 Total Credits per Student	Fall 2024 Total Credits per Student	Total Credits per Student Change, N	Total Credits per Student Change, %	Fall 2025 Regular Credits per Student	Fall 2024 Regular Credits per Student	Regular Credits per Student Change, N	Regular Credits per Student Change, %	Fall 2025 Dual Credits per Student	Fall 2024 Dual Credits per Student	Dual Credits per Student Change, N	Dual Credits per Student Change, %
Blue Ridge	9.73	9.93	-0.20	-1.98	9.76	9.88	-0.12	-1.18	8.90	11.08	-2.18	-19.70
Brightpoint	8.86	9.41	-0.56	-5.91	8.88	9.45	-0.57	-6.01	8.10	8.44	-0.34	-4.01
Central Virginia	9.96	10.01	-0.05	-0.49	9.69	9.64	0.05	0.54	11.50	11.70	-0.19	-1.66
Danville	12.02	11.72	0.31	2.63	12.05	11.70	0.35	3.00	9.67	13.17	-3.50	-26.58
Eastern Shore	9.61	9.73	-0.12	-1.25	9.65	9.74	-0.10	-1.01	7.00	9.00	-2.00	-22.22
Germanna	9.86	9.40	0.47	4.96	9.55	9.34	0.21	2.24	12.23	9.94	2.28	22.96
J. Sargeant Reynolds	9.49	9.48	0.01	0.16	9.44	9.49	-0.04	-0.47	10.85	8.96	1.89	21.07
Laurel Ridge	10.75	10.53	0.22	2.07	10.33	10.72	-0.39	-3.62	12.27	9.82	2.45	24.94
Mountain Empire	9.84	9.86	-0.02	-0.16	11.45	11.60	-0.15	-1.33	6.66	6.00	0.66	11.05
Mountain Gateway	11.68	11.72	-0.04	-0.38	11.65	11.51	0.13	1.14	11.81	13.19	-1.38	-10.43
New River	11.66	11.88	-0.22	-1.89	11.70	11.93	-0.23	-1.94	7.60	7.67	-0.07	-0.87
Northern Virginia	9.18	9.32	-0.14	-1.52	9.21	9.35	-0.14	-1.48	6.84	7.26	-0.42	-5.78
Patrick & Henry	12.06	12.00	0.06	0.49	12.03	12.12	-0.09	-0.73	12.94	10.03	2.91	29.06
Paul D. Camp	10.19	9.10	1.08	11.90	10.80	9.54	1.26	13.17	4.25	4.18	0.07	1.63
Piedmont Virginia	8.53	9.09	-0.55	-6.09	8.46	9.00	-0.55	-6.06	9.10	10.05	-0.95	-9.44
Rappahannock	9.01	9.30	-0.29	-3.10	9.21	9.39	-0.18	-1.91	7.41	8.00	-0.59	-7.43
Southside Virginia	9.06	9.11	-0.05	-0.56	9.06	9.14	-0.07	-0.81	8.94	8.51	0.43	4.99
Southwest Virginia	11.83	12.10	-0.27	-2.20	11.64	11.96	-0.32	-2.67	13.30	13.06	0.24	1.81
Tidewater	8.78	9.19	-0.42	-4.53	9.11	9.30	-0.19	-2.02	6.77	7.68	-0.91	-11.83
Virginia Highlands	10.75	10.96	-0.21	-1.93	10.53	10.74	-0.20	-1.91	12.55	12.85	-0.30	-2.35
Virginia Peninsula	9.59	9.45	0.14	1.52	9.62	9.50	0.13	1.32	8.50	5.08	3.42	67.42
Virginia Western	9.84	10.07	-0.23	-2.27	9.83	10.06	-0.23	-2.33	10.50	10.45	0.05	0.50
Wytheville	11.77	12.27	-0.50	-4.06	11.72	12.30	-0.58	-4.69	13.07	11.27	1.81	16.04
VCCS	9.70	9.87	-0.17	-1.73	9.73	9.91	-0.18	-1.85	9.33	9.22	0.11	1.24

The purpose of this report is to compare credits hours per student on the day the report is run with the numbers from the previous year at the same point in the semester. Changes from year to year may be due to a number of factors other than actual increase/decrease in enrollment, such as changes in college registration dates, or when colleges enter dual enrolled students into SIS, etc. Daily/weekly fluctuations are typical throughout a semester. These are preliminary numbers. We urge caution in their interpretation. Current term data shown in this report come from SIS Query as of the morning the report was run. Prior year data come from SAS data files built the previous year, also from SIS. Only credit enrollments are included. Audit enrollments are excluded.

Questions about this report should be directed to Dr. Catherine Finnegan, Assistant Vice Chancellor for Research and Reporting, at cfinnegan@vccs.edu.

Summer 2025 Point-in-Time FTE Enrollments Compared with Summer 2024

Compare Dates: May 5, 2025 with May 6, 2024

College	Summer 2025 Total FTE	Summer 2024 Total FTE	Total FTE Change, N	Total FTE Change, %	Summer 2025 Regular FTE	Summer 2024 Regular FTE	Regular FTE Change, N	Regular FTE Change, %	Summer 2025 Dual FTE	Summer 2024 Dual FTE	Dual FTE Change, N	Dual FTE Change, %	Summer 2024 Final FTE	Summer 2024 Final FTE Change, N	Summer 2024 Final FTE Change, %
Blue Ridge	501	468	34	7.20	473	452	21	4.64	28	15	13	82.97	560	-59	-10.55
Brightpoint	1,296	1,195	101	8.41	1,278	1,178	100	8.51	18	17	0	1.91	1,228	68	5.53
Central Virginia	565	504	60	11.92	535	482	53	10.91	30	22	8	34.14	552	13	2.30
Danville	322	357	-36	-10.03	320	353	-34	-9.50	2	4	-2	-53.85	385	-63	-16.41
Eastern Shore	80	73	7	9.22	79	72	7	10.09	0	1	-1	-53.33	80	-0	-0.42
Germanna	1,454	1,452	3	0.17	1,411	1,406	5	0.38	43	46	-3	-6.19	1,448	6	0.41
J. Sargeant Reynolds	1,291	1,200	91	7.55	1,226	1,136	90	7.91	65	64	1	1.24	1,423	-132	-9.27
Laurel Ridge	708	607	101	16.57	633	536	97	18.02	75	71	4	5.63	727	-20	-2.71
Mountain Empire	250	260	-11	-4.15	229	235	-6	-2.56	21	26	-5	-18.65	311	-62	-19.80
Mountain Gateway	58	58	0	0.00	48	52	-5	-8.80	11	6	5	75.00	91	-33	-35.82
New River	445	439	7	1.49	428	425	3	0.63	17	14	4	28.43	508	-63	-12.41
Northern Virginia	8,070	7,695	375	4.87	8,007	7,632	376	4.92	62	63	-1	-1.37	8,970	-901	-10.04
Patrick & Henry	196	196	0	0.20	193	195	-2	-1.13	4	1	3	205.26	228	-32	-13.91
Paul D. Camp	107	138	-31	-22.40	87	115	-28	-24.64	21	23	-3	-11.24	152	-44	-29.25
Piedmont Virginia	536	534	3	0.50	494	484	10	2.05	42	49	-7	-14.71	588	-52	-8.78
Rappahannock	313	281	33	11.67	237	249	-12	-4.64	76	32	44	139.50	331	-18	-5.43
Southside Virginia	379	408	-29	-7.13	354	389	-35	-9.03	25	19	6	31.47	409	-30	-7.30
Southwest Virginia	367	389	-22	-5.65	355	365	-9	-2.52	11	24	-13	-53.35	470	-104	-22.06
Tidewater	3,168	3,301	-133	-4.02	3,076	3,190	-114	-3.57	92	111	-19	-17.16	3,461	-293	-8.46
Virginia Highlands	222	222	-1	-0.27	201	205	-4	-1.85	21	18	3	18.25	280	-58	-20.77
Virginia Peninsula	826	834	-8	-0.96	796	806	-10	-1.23	29	27	2	7.04	1,001	-175	-17.46
Virginia Western	783	788	-5	-0.61	764	773	-9	-1.15	19	15	4	26.75	813	-30	-3.71
Wytheville	277	243	34	13.86	241	212	29	13.91	36	32	4	13.47	270	7	2.59
VCCS	22,214	21,643	571	2.64	21,465	20,941	524	2.50	749	702	47	6.70	24,288	-2,074	-8.54

The purpose of this report is to compare enrollments on the day the report is run with enrollments from the previous year at the same point in the semester. Changes from year to year may be due to a number of factors other than actual increase/decrease in enrollment, such as changes in college registration dates, or when colleges enter dual enrolled students into SIS, etc. Daily/weekly fluctuations in enrollment are typical throughout a semester. These are preliminary numbers. We urge caution in their interpretation.

Current term data shown in this report come from SIS Query as of the morning the report was run. Prior year data come from SAS data files built the previous year, also from SIS. Only credit enrollments are included. Audit enrollments are excluded.

Questions about this report should be directed to Dr. Catherine Finnegan, Assistant Vice Chancellor for Research & Reporting, at cfinnegan@vccs.edu.

Summer 2025 Point-in-Time Headcount Enrollments Compared with Summer 2024

Compare Dates: May 5, 2025 with May 6, 2024

College	Summer 2025 Total HC	Summer 2024 Total HC	Total HC Change, N	Total HC Change, %	Summer 2025 Regular HC	Summer 2024 Regular HC	Regular HC Change, N	Regular HC Change, %	Summer 2025 Dual HC	Summer 2024 Dual HC	Dual HC Change, N	Dual HC Change, %	Summer 2024 Final HC	Summer 2024 Final HC Change, N	Summer 2024 Final HC Change, %
Blue Ridge	1,382	1,344	38	2.83	1,253	1,275	-22	-1.73	129	69	60	86.96	1,736	-354	-20.39
Brightpoint	3,332	3,014	318	10.55	3,280	2,962	318	10.74	52	52	0	0.00	3,409	-77	-2.26
Central Virginia	1,322	1,211	111	9.17	1,244	1,144	100	8.74	78	67	11	16.42	1,429	-107	-7.49
Danville	597	711	-114	-16.03	591	703	-112	-15.93	6	8	-2	-25.00	819	-222	-27.11
Eastern Shore	217	197	20	10.15	215	194	21	10.82	2	3	-1	-33.33	223	-6	-2.69
Germanna	3,355	3,489	-134	-3.84	3,237	3,346	-109	-3.26	118	143	-25	-17.48	3,758	-403	-10.72
J. Sargeant Reynolds	3,022	2,927	95	3.25	2,765	2,668	97	3.64	257	259	-2	-0.77	3,980	-958	-24.07
Laurel Ridge	1,816	1,650	166	10.06	1,563	1,368	195	14.25	253	282	-29	-10.28	2,127	-311	-14.62
Mountain Empire	510	537	-27	-5.03	461	470	-9	-1.91	49	67	-18	-26.87	670	-160	-23.88
Mountain Gateway	167	163	4	2.45	138	145	-7	-4.83	29	18	11	61.11	290	-123	-42.41
New River	1,225	1,164	61	5.24	1,162	1,109	53	4.78	63	55	8	14.55	1,475	-250	-16.95
Northern Virginia	19,133	18,618	515	2.77	18,932	18,419	513	2.79	201	199	2	1.01	23,626	-4,493	-19.02
Patrick & Henry	520	499	21	4.21	512	494	18	3.64	8	5	3	60.00	708	-188	-26.55
Paul D. Camp	252	334	-82	-24.55	194	274	-80	-29.20	58	60	-2	-3.33	412	-160	-38.83
Piedmont Virginia	1,429	1,446	-17	-1.18	1,284	1,264	20	1.58	145	182	-37	-20.33	1,715	-286	-16.68
Rappahannock	864	749	115	15.35	632	641	-9	-1.40	232	108	124	114.81	942	-78	-8.28
Southside Virginia	911	989	-78	-7.89	839	933	-94	-10.08	72	56	16	28.57	1,070	-159	-14.86
Southwest Virginia	732	758	-26	-3.43	701	703	-2	-0.28	31	55	-24	-43.64	956	-224	-23.43
Tidewater	6,715	7,117	-402	-5.65	6,446	6,815	-369	-5.41	269	302	-33	-10.93	8,155	-1,440	-17.66
Virginia Highlands	542	490	52	10.61	485	450	35	7.78	57	40	17	42.50	692	-150	-21.68
Virginia Peninsula	1,993	2,051	-58	-2.83	1,882	1,961	-79	-4.03	111	90	21	23.33	2,817	-824	-29.25
Virginia Western	2,190	2,214	-24	-1.08	2,136	2,167	-31	-1.43	54	47	7	14.89	2,425	-235	-9.69
Wytheville	739	604	135	22.35	625	492	133	27.03	114	112	2	1.79	734	5	0.68
VCCS	52,965	52,276	689	1.32	50,577	49,997	580	1.16	2,388	2,279	109	4.78	64,168	-11,203	-17.46

The purpose of this report is to compare enrollments on the day the report is run with enrollments from the previous year at the same point in the semester. Changes from year to year may be due to a number of factors other than actual increase/decrease in enrollment, such as changes in college registration dates, or when colleges enter dual enrolled students into SIS, etc. Daily/weekly fluctuations in enrollment are typical throughout a semester. These are preliminary numbers. We urge caution in their interpretation. Current term data shown in this report come from SIS Query as of the morning the report was run. Prior year data come from SAS data files built the previous year, also from SIS. Only credit enrollments are included. Audit enrollments are excluded. Questions about this report should be directed to Dr. Catherine Finnegan, Assistant Vice Chancellor for Research and Reporting, at cfinnegan@vccs.edu.

Summer 2025 Point-in-Time Credit Hours per Student Compared with Summer 2024

Compare Dates: May 5, 2025 with May 6, 2024

College	Summer 2025 Total Credits per Student	Summer 2024 Total Credits per Student	Total Credits per Student Change, N	Total Credits per Student Change, %	Summer 2025 Regular Credits per Student	Summer 2024 Regular Credits per Student	Regular Credits per Student Change, N	Regular Credits per Student Change, %	Summer 2025 Dual Credits per Student	Summer 2024 Dual Credits per Student	Dual Credits per Student Change, N	Dual Credits per Student Change, %
Blue Ridge	5.44	5.22	0.22	4.25	5.67	5.32	0.34	6.48	3.25	3.32	-0.07	-2.13
Brightpoint	5.83	5.95	-0.12	-1.94	5.85	5.97	-0.12	-2.01	5.13	5.04	0.10	1.91
Central Virginia	6.41	6.25	0.16	2.52	6.45	6.32	0.13	1.99	5.69	4.94	0.75	15.22
Danville	8.08	7.54	0.54	7.15	8.11	7.53	0.58	7.66	5.00	8.13	-3.13	-38.46
Eastern Shore	5.51	5.56	-0.05	-0.84	5.53	5.57	-0.04	-0.66	3.50	5.00	-1.50	-30.00
Germanna	6.50	6.24	0.26	4.18	6.54	6.30	0.24	3.76	5.53	4.86	0.67	13.69
J. Sargeant Reynolds	6.41	6.15	0.26	4.17	6.65	6.39	0.26	4.12	3.80	3.73	0.08	2.03
Laurel Ridge	5.85	5.52	0.33	5.92	6.07	5.88	0.19	3.30	4.45	3.78	0.67	17.74
Mountain Empire	7.34	7.27	0.07	0.93	7.44	7.49	-0.05	-0.66	6.41	5.76	0.65	11.23
Mountain Gateway	5.25	5.37	-0.13	-2.40	5.18	5.41	-0.23	-4.17	5.55	5.11	0.44	8.62
New River	5.45	5.65	-0.20	-3.56	5.52	5.75	-0.23	-3.96	4.16	3.71	0.45	12.12
Northern Virginia	6.33	6.20	0.13	2.05	6.34	6.21	0.13	2.08	4.66	4.77	-0.11	-2.35
Patrick & Henry	5.67	5.89	-0.23	-3.84	5.64	5.91	-0.27	-4.61	7.25	3.80	3.45	90.79
Paul D. Camp	6.39	6.22	0.18	2.85	6.72	6.31	0.41	6.44	5.31	5.78	-0.47	-8.18
Piedmont Virginia	5.63	5.54	0.09	1.70	5.77	5.75	0.03	0.46	4.36	4.07	0.29	7.05
Rappahannock	5.44	5.62	-0.18	-3.20	5.63	5.82	-0.19	-3.28	4.91	4.41	0.51	11.49
Southside Virginia	6.24	6.19	0.05	0.82	6.33	6.26	0.07	1.17	5.22	5.11	0.12	2.25
Southwest Virginia	7.51	7.69	-0.18	-2.29	7.61	7.78	-0.17	-2.24	5.39	6.51	-1.12	-17.24
Tidewater	7.08	6.96	0.12	1.72	7.16	7.02	0.14	1.95	5.13	5.52	-0.39	-6.99
Virginia Highlands	6.14	6.81	-0.67	-9.84	6.22	6.83	-0.61	-8.94	5.46	6.58	-1.12	-17.02
Virginia Peninsula	6.22	6.10	0.12	1.92	6.35	6.17	0.18	2.91	3.97	4.58	-0.60	-13.21
Virginia Western	5.36	5.34	0.03	0.48	5.36	5.35	0.02	0.29	5.35	4.85	0.50	10.32
Wytheville	5.63	6.05	-0.42	-6.94	5.79	6.46	-0.67	-10.33	4.73	4.24	0.49	11.48
VCCS	6.29	6.21	0.08	1.30	6.37	6.28	0.08	1.33	4.71	4.62	0.08	1.83

The purpose of this report is to compare credits hours per student on the day the report is run with the numbers from the previous year at the same point in the semester. Changes from year to year may be due to a number of factors other than actual increase/decrease in enrollment, such as changes in college registration dates, or when colleges enter dual enrolled students into SIS, etc. Daily/weekly fluctuations are typical throughout a semester. These are preliminary numbers. We urge caution in their interpretation. Current term data shown in this report come from SIS Query as of the morning the report was run. Prior year data come from SAS data files built the previous year, also from SIS. Only credit enrollments are included. Audit enrollments are excluded. Questions about this report should be directed to Dr. Catherine Finnegan, Assistant Vice Chancellor for Research and Reporting, at cfinnegan@vccs.edu.

Attachment #3

Institutional Advancement & VHCC Foundation

College Board Report Highlights · May 2025

Report Contents:

- Resource Development/Fundraising
- Sponsored Programs
- Marketing and Public Relations
- Upcoming Dates and Events

❶ Resource Development/Fund Raising:

Advanced Technology Center Capital Project

The official ribbon cutting took place on March 19th while the VCCS State Board was in Abingdon for their regular quarterly board meeting. A lease is in place between the College and the Foundation for the period during which the Foundation maintains ownership of the building, and the College is delivering programs and services in the building. We continue to work with Burwil on a final punch-list.

Foundation Scholarships and Student Support

- The scholarship application cycle for the 2025-26 academic year will close on May 15, 2025. This application cycle is one of the main entry points for students to access scholarship funds from: the VHCC Foundation, the Tobacco Commission, Smyth Promise, Washington Promise, and third-party sponsorships.
- Student emergency funding continues to be a critical safety net for VHCC students for things like books/access codes, uniforms, testing fees, utilities, rent, and food. Additional support is provided through the Phil Station Food Depot, the College Express transportation program, and other efforts. The sponsorship campaign is ongoing for the Phil Station in particular (after a successful \$2700.00 Giving Tuesday event).

Other Highlights

- The Foundation and the College recognized the Wellspring Foundation at the *Chancellor's Leadership in Philanthropy* luncheon in Richmond. VHCC's sister colleges and the VCCS also celebrated the leadership, support, and engagement of 23 other honorees.
- The Foundation pilot-tested the use of a web-based point of sale and fundraising/event tool with the VHCC Greenhouse's recent spring plant sale during *Garden Faire*. With some adjustments, the Foundation should be able to support additional student/program fundraisers going forward.
- At the Foundation board's April meeting, First Bank & Trust was on hand to facilitate an initial workshop to help the board plan for financial management and investment as it moves past the period of time that it was focused on the Paramont Center.
- More than \$7,500 has been raised to support the VHCC Arts Array Program from partners.
- Search for a full-time Advancement and Marketing Specialist is in process.

② Sponsored Programs (Grants, Contracts & Categorical Funding):

- Recent Awards: Wellspring Foundation (\$806,617.35 for additions to the Paramount Center).
- Pending Applications: US Department of Education (Excel Program); GMU Sub-Award (Small Business Development Center); Virginia Tobacco Commission (Workforce Financial Aid Scholarships); National Science Foundation (Regional STEM initiative with UT and Virginia Tech); and US Department of Energy (Energy Storage Pilot Demo Program with BVU, EarthEn, and Energy DELTA Lab).
- Staffing Note: Sponsored Programs Officer position will be posted this summer/fall.

③ Marketing and Public Relations:

Top Marketing & PR Highlights

- Launch of regional college going marketing campaign, The Path. Partnership with sister colleges, MECC, SWCC, and WCC.
- Community College Month celebration campaign.
- Final preparation for Class of 2025 health pinning and commencement ceremonies.
- Redesign of existing Program Pathway collateral toward Program Guides.
- Support and coverage/promotion a number of student events on and off-campus.
- Continued promotion of Washington County Promise Program.
- Continued promotion of Fall enrollment campaign, “Everyone Starts Here” (several waves and flights of print, outdoor, cable, broadcast, digital, radio, social, etc.).
- Continued implementation of major VCCS-sponsored enrollment management initiative utilizing powerful enterprise-level CRM (Salesforce, Marketing Cloud, texting platform, etc). New Request for Information (RFI) form launched on December 5th and the Salesforce/Marketing Cloud environment launched on December 9th. Training and planning have been taking place.

② Upcoming Dates/Events:

- May 29 First Day of Summer Classes

**** Check out the College Calendar for Complete Listing ****

Be sure to follow, like and share us on our social media channels:



Attachment #4

TO: VHCC Local Board
FROM: Christine Fields
DATE: May 1, 2025
SUBJECT: Campus Improvement Projects – Status Update

Please find below an update on current campus improvement initiatives, including timelines, funding sources, and project statuses:

Ongoing Campus Improvement Projects

1. Patio Renovation – Phases I & II

- *Status:* In Progress
- *Details:* Design is complete. Construction contract has been issued to include new pergolas, lighting enhancements, and upgraded electrical infrastructure. Electrical work is scheduled for completion by mid-May 2025. Pergola installation is pending approval from VCCS and the Division of Engineering and Buildings.
- *Funding:* Special Projects (State Funds)
- *Estimated Cost:* \$500,000 (includes design, renovation, furnishings, and equipment)

2. Comprehensive Campus Master Plan

- *Status:* In Progress
- *Details:* SFCS is actively collecting existing as-builts and conducting a full facility assessment, including mechanical, electrical, and plumbing (MEP) systems.
- *Funding:* State Funds
- *Estimated Cost:* \$310,000

3. VCCS Maintenance Reserve Projects

- *Status:* In Progress
- *Components:*
 - a. *Exterior Door Replacement:* Six campus buildings will receive new exterior doors. Work begins late May 2025 with completion expected by August.
 - b. *Asbestos Abatement:* Final plans approved by VCCS. Notice to proceed issued. Work on ISC, MEC, and NEB buildings starts late May/early June.
 - c. *OTC HVAC Replacement:* Redesign of existing 2-pipe system to a more efficient 4-pipe system is underway. Anticipated start: Spring/Summer 2026.
 - d. *ADA Restroom Renovations:* Planning phase underway to modernize restrooms in ADM, ISC, MEC, OTC, and NEB.

4. Nursing Simulation Lab Renovation (Workforce Pipeline Capital Funds)

- *Status:* In Progress

- *Details:* A&E is finalizing construction documents for VCCS submission.
- *Anticipated Start:* Spring/Summer 2026
- *Estimated Cost:* \$1.1 million
- 5. ISC Lighting & Ceiling Tile Upgrades**
 - *Status:* In Progress
 - *Details:* Complete building-wide upgrade to energy-efficient LED lighting and new ceiling tiles.
 - *Start Date:* June 2025
 - *Funding:* State Funds
 - *Estimated Cost:* \$300,000
- 6. LRC Facility – Pre-Planning Phase**
 - *Status:* In Progress
 - *Details:* SFCS has been asked to include this initiative in its Master Plan scope to assess renovation feasibility and develop conceptual designs.
 - *Funding:* State Funds
 - *Estimated Cost:* \$250,000
- 7. NEB Facility – Pre-Planning Phase**
 - *Status:* In Progress
 - *Details:* Coordination with VCCS is underway to select A&E professionals for a feasibility study on renovating and expanding the NEB building.
 - *Funding:* State Funds
 - *Estimated Cost:* \$250,000
- 8. ISC Science Lab Renovation Feasibility Study**
 - *Status:* In Progress
 - *Details:* Identifying qualified A&E firm to assess and redesign four science labs in ISC.
 - *Funding:* State Funds
 - *Estimated Cost:* \$250,000

Attachment #5

Board Report

May 2025

Fast Forward 2024 – 2025 Completion Comparison

Training Program	2023-2024 Enrollment	2023-2024 Completion	2023-2024 Completion Rate	2024-2025 Enrollment	2024-2025 Completion	2023-2024 Completion Rate
Certified Billing and Coding Specialist	12	10	83.3%	12	10	83.3%
Certified Nurse Aide	52	46	88.46%	38	13*	-
Certified Clinical Medical Assistant	-	-	-	6	6	100.0%
Certified Phlebotomy Technician	37	35	94.59%	51	47	92.2%
Certified Fiber Optic Technician	2	2	100.0%	Starts on 5/27	-	-
Commercial Driver's License Class A Endorsement	50	49	98.0%	66	66	100.0%
EPA Section 608 Technician Certification	13	13	100.0%	13	13	100.0%
Heavy Equipment Operator	-	-	-	6	4*	-
Remote Pilot Airman Certification	15	15	100.0%	9	9	100.0%
Total Enrollment	168	157	93.5%	190	155*	95.1%

*Testing incomplete for current course

Customized Training (Apr/May 2025) 3 companies, 40 employees, 34 contact hours (CPR/First Aid, & Microsoft Excel)

Motorcycle Rider Safety Training- 3 classes. 37 individuals- 15 (so far) completed training

Women in Manufacturing Symposium (Mar) – Co-Sponsor w/ SVAM

VHCC Graduation – Workforce credentialed students acknowledged in printed program

Certified Medical Administrative Assistant- starting June 10

CDL-B (S endorsement)- tentatively starting in the Summer

Trades Programs Update – Carpentry Level 1 starting Fall 2025 & Plumbing Level 1 starting Spring 2026.
Both will be held on campus in MEC (old bookstore location).

Partnering for Progress Workforce Event (April 23)- NR/MR Workforce Development Board and partners visited campus for informational sessions with workforce instructors to gain a better understanding of our program offerings so they can more effectively guide their clients toward suitable career pathways.

CERTIFIED MEDICAL ADMINISTRATIVE ASSISTANT

**YOUR FUTURE IN HEALTHCARE
STARTS HERE – ENROLL IN CMAA
TRAINING TODAY!**

Get started in your healthcare career as a medical administrative assistant. As a professional assisting a medical office, you will be on the front lines as a patient service representative utilizing computer software, medical record systems, telephone etiquette, email and written correspondence, and interpersonal communication with diverse audiences. This program covers the professional soft skills and hands-on technical skills to work as a patient service representative, medical secretary, medical administrative assistant, or medical records clerk. This program is ideal for students who have never worked in healthcare or are looking for an introduction to the healthcare field.

- Program Length: 10 weeks
- Course Fee/Out-of-State: \$1,545.00
- FastForward Price: \$515.00
- Financial Assistance Price: \$0.00




LEARN THE SKILLS!


- Professional interpersonal communication
- Medical ethics and law
- Medical terminology
- Patient scheduling
- Medical records management
- Basics of medical billing

GET THE CERTIFICATION!

Students will be prepared to sit for the Certified Medical Administrative Assistant (CMAA) exam through the National Healthcareer Association (NHA).

FOR MORE INFORMATION

 276-739-2445

 www.vhcc.edu/workforce

FastForward Your Career in Construction !

Ready to launch a hands-on career in the skilled trades?

Join our 18-week NCCER training program combining Core Craft Skills and Carpentry Level 1—a perfect blend to get you job-ready in no time!

NCCER CARPENTRY LEVEL 1 & CORE CRAFT SKILLS

Program Length 18 Weeks - Two certifications in one program!

What You'll Learn

Core Craft Skills: Safety, tools, communication, and construction basics

Carpentry Level 1: Framing, layout, materials, and jobsite skills

Gain the knowledge and skills to enter the workforce with confidence!

Affordable Training Options

Total Course Value: \$3,447.00

FastForward Price: \$1,149.00

With Financial Assistance: Only \$114.90

(Currently fully covered with available aid!)

Why Enroll?

Nationally recognized NCCER certification!

Hands-on, real-world experience!

Entry-level job readiness in construction & carpentry!

Eligible for financial assistance!



CONTACT US TODAY TO LEARN MORE OR REGISTER!

276-739-2445 OR 276-739-2430



Virginia Highlands
COMMUNITY COLLEGE

WORKFORCE DEVELOPMENT & CONTINUING EDUCATION

Small Business Development Center (SBDC)

Cindy Fields

The Virginia Highlands SBDC serves the City of Bristol, Virginia, as well as Smyth and Washington Counties. The mission of the Small Business Centers is to provide one-on-one mentoring using a feet on the street approach for small businesses and to provide training and financial assistance to help grow the local economies.

In 2024, the VHCC SBDC provided 19 trainings to 250 businesses, directly counseled 187 businesses (170 percent of goal) in excess of 750 direct counseling hours and worked with 48 long-term clients. The outcome of the work of the center produced 18 confirmed new businesses, capital investment (through loans, owner equity and grants) of \$3,856,569, and documented sales increases of \$3,748,680 over the prior year.

The center participated in three business challenges in the service area and collaborates with many local eco-system partners to encourage entrepreneurship in the area. The top three types of business sectors served were Food Service, Retail Trade and Construction, which represented 52 percent of the total clients served.