

VIRGINIA HIGHLANDS COMMUNITY COLLEGE

Meeting Number 325

Tuesday, February 1, 2022

Location: Keyser-Aday Theatre

The Virginia Highlands Community College Board convened at 12:00 p.m. on Tuesday, February 1, 2022. Lunch was at noon, and the business portion of the meeting immediately followed at 1:00 p.m. in the Keyser-Aday Theatre.

Members Present

Don Ashley, City of Bristol
Gwen Beattie, Smyth County
Donald Bowman, City of Bristol
Pamela Hill, Smyth County
Dr. John Lentz, Washington County
Tony Miller, Washington County (via Zoom)
Dr. Brian Ratliff, Washington County
Joe Straten, Washington County

Members Absent

Beth Rhinehart, City of Bristol

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
Robert Phillips, Dean of Workforce Development
Mary Snead, Finance Manager
Dr. Stacy Thomas, Vice President of Instruction and Student Services

Call to Order

Dr. John Lentz, Chair, presided and called the meeting to order.

Approval of Minutes

Upon review, Board Member Dr. Brian Ratliff made the motion to approve the minutes for November 2, 2021 Minutes No. 324. Board Member Joe Straten seconded, and the motion carried by acclamation.

Public Comments

There were no Public Comments.

Department Updates

Instruction and Student Services

Dr. Stacy Thomas, Vice President of Instruction and Student Services, began his address to the Board by asking for approval of a new Citizens Advisory Committee Membership request for the Nursing Advisory Committee. Board Member Don Bowman made a motion to approve the new member for the Citizens Advisory Committee membership. Board Member Pam Hill seconded the motion, and it carried by acclamation.

Dr. Thomas also provided an enrollment update for Spring semester. Currently, VHCC is up in enrollment by 7.92% in total FTE and 6.38% in regular FTE (excluding Dual Enrollment). The VCCS as a whole is down 3.85% in total FTE and down 4.39% in regular FTE. Our current headcount for the semester is 2,153 students.

The 2022 Graduation will be held Friday, May 13. There will possibly be a third ceremony on Saturday, May 14 due to the enrollment growth.

Workforce Development and Continuing Education

Robert Phillips, Dean of Workforce Development, shared a Workforce Development Report handout. Workforce Credentials enrollments are down slightly from last year. Some Workforce programs are now offered on the credit side. Several program updates include: program overhaul for Certified Billing & Coding, more interest in the CDL program (now including teen training), and student demographic change in Remote Pilot Airman training.

Institutional Advancement and Educational Foundation

Vice President Laura Pennington began her address to the Board by providing updates in her division. The Phil Station and the Community Service Committee collaborated to donate 54 Christmas meal boxes. The Advancement Office has been circulating a retiree newsletter to increase engagement. Ms. Pennington also provided a quick update on the Advanced Technology Center, stating the structural steel is now in place.

Finance and Administrative Services

Vice President Christine Fields provided updates in her division. The operating budget has expenses at 47% and currently at 50% through the fiscal year. For the Higher Education Emergency Relief Funds (HEERF), VHCC has funded over \$2.1 million in student aid and spent over \$1.5 in institutional funds. On the facility improvements side, the parking lot renovation will be complete by April. The Collins Student Center project is out to bid soon with work to begin in May. Other projects on campus are delayed due to difficulty in finding materials.

President's Report

President Dr. Hutchison asked for approval for a Classified Staff Emeriti nomination this year: Ralph "Bucky" Farris, Former Chief of Police. The nomination form and VHCC policy for Classified Staff Emeritus were included in the agenda packet. The nomination has already been reviewed and approved by Human Resources, the ad hoc committee, and Dr. Hutchison. It will now need Board approval. Board Member Don Bowman made a motion to approve the Classified Staff Emeriti nomination for Bucky Farris. Board Member Gwen Beattie seconded, and the motion carried by acclamation.

Dr. Hutchison asked for approval of the Board Resolution for Chancellor Glenn DuBois, who will be retiring in June. The VCCS colleges have collectively asked local boards for a resolution in appreciation to Dr. DuBois. Board Member Don Bowman made a motion to approve the resolution. Board Member Dr. Brian Ratliff seconded, and the motion carried by acclamation.

For the last action item, Dr. Hutchison presented the revised Faculty Senate Constitution for approval. Board Member Pam Hill made a motion to approve the Constitution. Board Member Joe Straten seconded, and the motion carried by acclamation.

Dr. Hutchison also mentioned that the General Assembly is now in session. Some important items being discussed are: an existing budget bill to renovate our LRC Building, a budget amendment for a Nursing Education Expansion, and a budget amendment to increase the number of full-time student advisors at VCCS colleges.

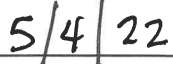
Board Chair Address

Board Chair Dr. John Lentz addressed the Board by stating that he continues to hear great feedback about VHCC in other capacities that he is serving and is thankful for another great year.

Board member Joe Straten made a motion to adjourn the meeting. Board member Dr. Brian Ratliff seconded, and the Board unanimously approved adjournment at 1:55 p.m.

Submitted By: 
Dr. Adam Hutchison, President

Approved By: 
Dr. John Lentz, Chair


Date