

VIRGINIA HIGHLANDS COMMUNITY COLLEGE
Meeting Number 339
Tuesday, August 12, 2025
Location: ADM Boardroom

The Virginia Highlands Community College Board convened at 12:00 p.m. on Tuesday, August 12, 2025. Lunch was at noon, and the business portion of the meeting immediately followed at 1:04 p.m. in the ADM Boardroom.

Members Present

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

Members Absent

Gwen Beattie, Smyth County
Pamela Hill, Smyth 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

Staff Absent

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 Don Ashley made the motion to approve the minutes for May 13, 2025 Minutes No. 338. Board Member Beth Rhinehart seconded, and the motion carried with all in favor.

Public Comments

There were no public comments.

Board Organization

Mr. Bowman stated that the time has come to elect the new Chair and Vice Chair for the 2025-2026 year. Board Member Tonya Triplett made the motion to once again elect Board Member Don Bowman for the position of Chair and to appoint Board Member Doug Arnold in the position of Vice Chair. Board Member Beth Rhinehart seconded, and the motion carried with all in favor.

College Updates

Instruction and Student Services

In Dr. Derek Whisman's absence, Dr. Hutchison asked the Board for approval of the Citizens Advisory Committee membership requests for the new academic year 2025-26. The list was provided in the Board packet for review. Board Member Doug Arnold made a motion to approve the new members for the Citizens Advisory Committee membership. Board Member Dan Smith seconded the motion, and it carried with all in favor.

Dr. Hutchison also provided an enrollment update. Both Summer and Fall Semester data reports were included in the attachment. Focusing on the Fall semester, we currently have 928 FTE but this number continues to grow as students are still enrolling. This does not include dual enrollment students yet.

Institutional Advancement and Educational Foundation

In Vice President Laura Pennington's absence, Dr. Hutchison provided updates in her division. VHCC was awarded additional funds from the Wellspring Foundation to complete some follow-up work and improvements of the Paramount Advanced Technology Center. The annual VHCC Foundation Golf Tournament is scheduled for October 6. Dr. Hutchison also was pleased to announce that the Wellspring Foundation has committed another \$4 million to expand the Washington County Promise Program, increasing the total amount to \$18.9 million. This will cover another three years of graduating classes, until the year 2040. Dr. Hutchison is leading efforts to launch a Bristol Promise Program. Ms. Pennington had also included VHCC social media data in the attachments as informational items.

Finance and Administrative Services

Christine Fields, Vice President of Finance and Administration, asked the Board to approve the transfer of 2024-2025 Bookstore Income and transfer of Parking Fee Revenue. The first transfer would take \$24,702 from the Bookstore Commissions and move \$18,000 into the President's Discretionary Fund and move \$6,702 into the Campus Improvements – Clearing Fund. She also requested that the Parking Fee revenue of \$51,970 be transferred into the Parking Auxiliary Capital

Outlay Fund. Board Member Dan Smith made the motion to approve the two transfers. Board Member Beth Rhinehart seconded the motion, and it carried with all in favor.

Ms. Fields continued by asking for approval of the 2025-2026 Vending Commission and Student Activity Fee Budget based on a projected 1,300 FTE. Board Member Don Ashley made the motion to approve the budget. Board Member Dan Smith seconded, and the motion carried with all in favor.

Ms. Fields also shared with the Board the Validated Resource Distribution as of July 2025, which shows General Fund revenues and Non-General Fund revenues.

To conclude, Ms. Fields also gave a few brief updates of current campus projects, as outlined in the attachment. The three buildings under construction this summer will be ready and items put back into place by this Friday. Another ongoing priority is the Comprehensive Campus Master Plan.

President’s Office

Dr. Hutchison provided the Workforce Development report. Beginning Fall semester, EMT courses will be moved to Workforce Development to meet the needs of students seeking a fast-track training program rather than pursuing a full degree. Shannon Mutter has also been building a partnership with the Virginia Highlands Airport for Aviation Ground School.

Dr. Hutchison also discussed progress on the Dual Enrollment program. Changes in dual enrollment regulations are causing ripple effects, and VHCC is working with school districts to address potential issues and maintain a plan.

Board Chair Address

Board Chair Don Bowman mentioned that he and Vice Chair Doug Arnold were able to attend the Chancellor’s Retreat in Roanoke last week. Some topics discussed were board governance and AI technology.

Adjournment

The Board unanimously approved adjournment at 2:33 p.m.

Submitted By: _____
Dr. Adam Hutchison, President

Approved By: _____ Date _____
Don Bowman, Chair