PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD

Board Meeting No. 247

May 7, 2014

Meeting number two hundred forty-seven of the Piedmont Virginia Community College Board was held Wednesday, May 7, 2014, in the W. A. Pace Jr. Board Room.

Present

Laila Bare
Bruce Dotson
Alvin Edwards
Leonard Gardner
Debbi Goodman
Robert Hodous

Peter Kleeman
Sean McCord
Sean Moynihan
Ava Pippin
Thomas Proulx

Absent

Vera Cooke-Merritt
Stephen Davis

Others

Frank Friedman, President
Pat Buck, Assistant to the President & Special Projects Coordinator
John Donnelly, Vice President for Instruction & Student Services
Sue Haas, Chief Information Officer
Jolene Hamm, Director of Institutional Research, Planning & Institutional Effectiveness
Steve Parker, Vice President for Finance & Administrative Services
Jeannie Perutelli, Professional Association of Support Staff
Nathaniel Rice, Student Government Association
James Ross, Vice President for Institutional Advancement & Development
Shawn Harris, Police Chief
Media

Welcome and Call to Order

Dr. Bare welcomed those present and called the meeting to order at 4 p.m. Dr. Bare asked that Mr. Hodous serve as parliamentarian for the meeting.

Mr. Parker introduced PVCC’s new police chief, Shawn Harrison. She comes with a distinguished career, most recently having served as deputy chief for Baltimore City Community College. Chief Harrison is looking forward to forming the department to serve the needs of the College.
Approval of Minutes

The proceedings of the March 5, 2014, meeting were approved.

Public Comment

None

President's Report

Budget/VCCS/PVCC Updates.

- The Council of Presidents met with the Governor last month and the Attorney General this month, both times inquiring what would happen if there is not a budget by July 1. In each instance COP was told the lack of approval wouldn’t get to that point. The recommended budgets of the House and Senate give higher education and community colleges a small increase in funding; salary increases (Senate budget gives a 2% salary increase to faculty and staff in the middle of the biennium rather than one in each year of it; the House budget includes caveats on a 1% salary increase in the first year and a 1% salary increase in the second year); the Senate’s added funding to increase the community college transfer grant—$2.4 and $3 million in the first and second years, respectively. The State Board for Community Colleges meets in two weeks and is expected to address a tuition increase in amounts similar to what is being done at four year institutions—perhaps in the 3-5% range.
- Attorney General Mark Herring issued a ruling on immigration issues, declaring that some illegal immigrants who were brought to this country as children can qualify for in-state college tuition under existing law. Only a handful of students could be expected to benefit from this ruling at PVCC.
- A new strategic plan for the Charlottesville-Albemarle Technical Education Center has been adopted by the CATEC board. President Friedman and Dr. Donnelly have been involved with the consulting firm engaged to produce the plan and has worked closely with both City Council and the Albemarle County Board of Supervisors during the process. The plan will be beneficial to all students pursuing a career in technical education. The pilot will launch fall 2015.

College Updates

Dr. Donnelly

- Final exams started this week and end Monday. This year there are 637 graduates and 275 are expected to participate in the ceremony.
- The dean of the business, math and technology division has resigned and the search process has commenced. It is hoped that a new dean will be hired by July 1.
- Two new programs are expected to be launched spring or fall 2015 in partnership with Martha Jefferson and UVA Hospitals. Preliminary approval and funding have been received for the pharmacy tech and central sterile processing certificates. A signing ceremony will be scheduled.
- As part of the new faculty evaluation plan, 25 nominations were received and 8 faculty received rewards in the form of a monetary raise or bonus.
- The summer career academies for high school and middle school students offered through Workforce Services had a record 600 enrollments.
The PVCC chapter of the Phi Theta Kappa Honor Society held its induction of new members last week which included a national PTK officer as the guest speaker; the officer also met with college leaders regarding student success.

The Student Government Association recently held its first induction ceremony.

The Plugged-In Program through the Adult Learning Center will graduate 7 students with a certificate in retail customer service. Partnering with PVCC for job skills, the program works with low income students to get their GED.

Dr. Ross

Dr. Ross reported that the College rolled out a new website in March with lots of hard work and no major problems. It has increased functionality, allowing students to view class schedules and register with ease. The redesigned website will provide more recognition for donors and will be helpful in reaching out for alumni support.

A record number of faculty applications were received for the Educational Foundation’s request for grant proposals.

Dr. Hamm

The final spring enrollment report includes an FTE of 2,579 and a headcount of 5,288, both slightly higher than last spring and one of five community colleges that had positive increases in both FTE and headcount. The VCCS experienced an overall decline. Some things that could contribute to our increase are the strong relationships with the high schools and both hospitals.

Strategic planning is underway; a draft of the plan will be presented to the Board at its summer retreat for feedback.

Mr. Parker

Research for a new student ID card system is underway, looking into such things as debit accounts for college services (copy machines, vending, etc.), exploring what other community colleges are using, and polling students.

Mr. Parker and Dr. Donnelly have been working with the UVA Credit Union to implement a full-service student-run branch on campus that would be available to all faculty, staff, students and our Boards. It will provide opportunities for employment for students and teaching opportunities for faculty; the Credit Union will offer seminars and workshops. It is expected to be up and running in the fall.

The contractor involved in the valve and drain pipe repair of the dam caused the valve to drain too fast, resulting in a completely drained lake. The VCCS repair project is expected to be completed in 60 days. There are no plans to stock the lake with fish as it had not previously been a stocked pond.

Ms. Haas

During her first seven weeks at the College, Ms. Haas has been meeting and listening to stakeholders about how things work and how things are going.

Phase one installation of 47 access points to improve internet accessibility has been completed

Upgraded switches have been purchased and will be installed.

Two tracking systems are currently in place but she has plans to consolidate them to review performance and issue tracking and cycle times; it will provide one place for users to report problems and should be completed by summer’s end.
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- She has been working with Dr. Hamm on the strategic plan and has been writing the Information Technology Strategic Plan with stakeholder input. There likely will be major hardware purchases.  
- Ms. Haas will be glad to offer tours of the computer labs to interested Board members.

Curriculum Advisory Committees

Dr. Donnelly noted that the advisory committee members provide business expertise with CTE program development. Included in the 2014-17 list are three new committees – culinary arts, entrepreneurship and cyber security. The localities for each member listed represent residence or employer and it is an ongoing ambition to have members from outlying counties. Board members may provide leads for new members to Dr. Donnelly for the deans. Ideal members are business owners, HR directors, and company managers likely to hire graduates who can offer guidance on required employee skills. Board members are not prohibited to serve on the advisory committees. On a motion by Dr. Edwards, seconded by Mr. McCord, the Board unanimously approved the membership as presented.

Tuition Differential Increase Proposal Recommendation

Dr. Friedman reviewed the background for the recommendation, noting that the SBCC adopted the concept that salary compensation decisions should be adjusted to account for geographical differences where such differences affect the competitiveness of employment offers and retention efforts. With College and State Board approval, VCCS policy 4.3.0(b) allows colleges to assess a local tuition differential to students taking credit courses. The proposal comes to the Board as a unanimous recommendation from President’s Staff for approval of a differential increase of $1 per credit hour for in-state and out-of-state students. This increase is in addition to a regular tuition increase that might be approved by the State Board for 2014-15. The Chancellor authorized the College to submit the request through the College Board to the State Board for consideration. The increase would be implemented for the fall 2014 semester and, with level enrollment, the College will collect an additional $95,000 from the differential to fund a 2% across-the-board increase for teaching faculty. The motion for approval to request approval for the tuition differential increase was made by Mr. Hodous, seconded by Dr. Edwards, followed by questions: This 2% would be in addition to any increase passed by the General Assembly; increases are only appropriated by the General Assembly or the State Board but only this mechanism can allow colleges to provide an increase; this mechanism would only be available by request to the Chancellor if he provides the opportunity in the future; students would see an increase of $5.50-6/crédit hour if all tuition and fees are approved; at this time we don’t know if the salary increase is for adjuncts as well as full-time faculty but it is not for administrative faculty, counselors or librarians; our differential amount is much lower than other community college requests. The Board unanimously approved the motion. Dr. Friedman extended thanks on behalf of the faculty.

Committee Reports

Budget and Finance Committee. Mr. Moynihan, chair, reporting on behalf of the committee, provided a written committee report. Upon review of each of the three items on the agenda, the committee recommended approval of each as listed below; all three items were unanimously approved.

- Local Funds Budget, 2014-15: Motion by Dr. Kleeman, second by Mr. Proulx.
• Auxiliary Reserve Plan for College Parking Facilities, 2014-16 Biennium: Motion by Mr. Moynihan, second by Mr. McCord.
• Request to Increase Student Activity Fee: Motion by Mr. Hodous, second by Dr. Edwards

**Nominating Committee.** Dr. Kleeman, chair, reporting on behalf of the committee, provided a written committee report. The slate of officers presented is Chair: Ava Pippin (Louisa County and current vice-chair); Vice Chair: Sean McCord (City of Charlottesville) and Sean Moynihan (Albemarle County). There were no nominations from the floor. Mr. Hodous moved the nominations closed by acclamation; Dr. Edward seconded the motion. Ballots were distributed following a brief address by each candidate, tallied by Ms. Buck and submitted to Dr. Bare for announcement. Commencing July 1 for two years, Ms. Pippin will serve as chair and Mr. Moynihan as vice chair.

**Chair's Report**

**Awards and Recognition Ceremony and Reception.** Board members are invited to the 3:30 p.m. May 9 awards ceremony. Dr. Bare will present the recipient of the College Board Service Award with a plaque and monetary award on behalf of the Board.

**Commencement Events.** Pinning events: Radiography Technology and Sonography both at 6 p.m., May 13 and May 14 respectively in the V. Earl Dickinson Theater; both the nursing pinning and commencement exercises are at the JPJ Arena at 1 p.m. and 6 p.m. respectively, followed by receptions. Board members are asked to arrive by 5:30 for robing.

**Next College Board Meeting.** The next meeting of the College Board is scheduled for 4 p.m. on Wednesday, September 3, 2014, at PVCC.

**Evaluation of President.** Dr. Bare asked members to submit to her within two weeks their feedback on Dr. Friedman’s leadership for incorporation into the Board’s evaluation for submission to the Chancellor. The Chancellor utilizes the Board’s input, along with the accomplishment report of the College’s goals for the current year and the proposed goals for the upcoming year for the yearly presidential evaluations.

**Summer Planning Session.** Among other agenda items, there will be a review of the accomplishments of the strategic plan and an opportunity to provide input for a new plan. Ms. Buck will be in touch regarding date options.

**Information Items**

The following items were provided for information: Terms of Office, College Board Committees and March-April Media Highlights.
Board Member Presentations

Dr. Friedman thanked each departing Board member for their dedication and service to the Board and presented parting gifts to Chair Laila Bare (PVCC arm chair) who served 10 years; and engraved keepsake boxes to Mr. Gardner (two full terms and a previous term as well) and Ms. Cooke-Merritt (two full terms).

Adjournment

The meeting was adjourned at 5:40 p.m.

Respectfully submitted,

Frank Friedman
President and Secretary to the Board

APPROVAL

Ava A. Pippin
Chair