PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD

Board Meeting No. 249

September 10, 2014

Meeting number two hundred forty-nine of the Piedmont Virginia Community College Board was held Wednesday, September 10, 2014, in the W. A. Pace Jr. Board Room.

Present

Stephen Davis       Peter Kleeman
Bruce Dotson        Sean Moynihan
Alvin Edwards       Ava Pippin
Frank Gallo         Thomas Proulx
Debbi Goodman       Fred Richardson
Robert Hodous       Joseph Scruggs

Absent

Sean Michael McCord

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
Connie Jorgensen, College Senate
Hee Yun Joo, Student Government Association
Steve Parker, Vice President for Finance & Administrative Services
James Ross, Vice President for Institutional Advancement & Development
Anita Showers, Manager of Marketing & Media Relations
Kris Swanson, Chancellor’s Faculty Advisory Committee
Jennifer Atkins, Human Resources Manager
New Faculty: Irene Aghahowa (nursing), Heather Davis (nursing), Michael Rahilly (psychology) and Tamara White (English)

Media

Welcome and Call to Order

Ms. Pippin welcomed those present and called the first meeting of the academic year to order at 4 p.m. Congratulations were extended to Stephen Davis and his wife on the recent birth of their daughter.

Approval of Minutes

The proceedings of the May 7, 2014, meeting and July 15, 2014, retreat were unanimously approved on a motion by Dr. Edwards, seconded by Mr. Hodous.
Public Comment

None

Introduction of New Faculty

Dr. Donnelly introduced and welcomed new faculty. Attending the meeting and providing brief comments about themselves were: Irene Aghahowa, Heather Davis, Michael Rahilly, Linda Starks and Tamara White. Not able to attend were Adam Hastings (dean of business, mathematics and technologies) and Aaron Miller (art).

Presentation of Pins to New Board Members

Ms. Pippin presented college lapel pins to new board members Mr. Scruggs (Buckingham County), Mr. Gallo (Fluvanna County) and Dr. Richardson (Greene County). Dr. Edwards also received his lapel pin.

Ms. Pippin called attention to business cards and note cards provided for Board member use.

President’s Report

Introduction of College Representatives. Dr. Friedman introduced and welcomed the representatives of the shared governance bodies for 2014-15. Attending were Connie Jorgensen, College Senate; Hee Yun Joo, Student Government Association; and Kris Swanson, Chancellor’s Faculty Advisory Committee. Kim Hoosier and David Moyer (Faculty Senate co-chairs) and Jeannie Perutelli (PASS) were not in attendance. Dr. Friedman encouraged Board members to interact with them at the meetings and encouraged the representatives to be involved in discussions.

Budget/VCCS/PVCC Updates. The start of the school year has been a smooth one, but a budget cut has been mandated. At adjournment, the General Assembly had money for salaries/bonuses for faculty and staff but a revenue shortfall was announced in April and revenue continued the decline. All salary/bonus and new money for higher education was stripped from the original proposed budget. The Governor recently announced that all state agencies are to prepare a 5% reduction plan for this year and a 7% reduction plan for the next fiscal year; the 7% is a permanent reduction of state funding which results in permanently reduced budget from that point forward. The cuts equate to $414,367 and $566,210 respectively. K-12 is exempt from the reduction plan mandate to date. Our plan will be submitted to VCCS by Friday and in turn they submit a System compilation the following Friday. Since receiving word of the mandate, open meetings have been held with the College Senate, the Faculty Senate and PASS to review and gather input and guidance—each of which were outstanding and well attended sessions, with thoughtful, intelligent conversations. Additional feedback by email was requested and the response has been gratifying. Cuts for 2014 will be manageable without impact on operations and budgets. Next year’s cuts are permanent and will impact personnel in some areas, though the details are not finalized. We will be looking at efficiencies, including outsourcing without sacrificing core function; deferring purchases; using the guiding principle of preserving the core mission of access and student success while examining courses, programs and student services; targeted vs. across the board reductions; reduction vs. elimination. The Governor has instructed that there will be no mid-year tuition increases in higher education; the General Assembly will determine what, if any, tuition increases will be allowed for fall 2015. The Chancellor has said that cuts cannot impact student success in persistence and graduation and long-term
initiatives which received a part of this year’s tuition increase; there could be hiring in those areas and laying off in others.

Funding for the student success center would be sought in the 2016 session of the General Assembly, but how the cuts will impact funding for any construction remains to be seen.

Dr. Friedman recently met with school superintendents Dr. Atkins and Dr. Moran regarding the future of CATEC. They are exploring the best way to serve the career technical needs of the community via a shared-use facility built on PVCC’s campus. They will be meeting with Secretary of Education Holton to explore opportunities and interest in making this collaboration a pilot/demo project with state funding.

**College Updates**

**Dr. Donnelly**

- Adam Hastings, former CATEC director, has been hired as the College’s new dean of business, math and technologies. Three new advisors are being hired to help with implementation of the new advising plan and retention.
- The SAILS program is fully implemented with faculty participation after its pilot period.
- Research and development on new programs is underway with a planned fall 2015 roll out. They include advanced manufacturing (engineering technology), cybersecurity, networking, central sterile processing and pharmacy technology.
- In partnership with UVA on an NEH grant, seven humanities PVCC faculty will teach non-western content. Funds are also available to add international travel opportunities for students and to bring international speakers on campus.
- The Giuseppe Center recently partnered with the Art Guild of Greene County on a photography exhibit which received good press and saw new visitors to the Center.

**Dr. Ross**

- Dr. Ross provided copies of College publications, including the annual report, that Board members can use as marketing tools.
- The annual campaign will start soon and introductions to possible donors are welcome.
- Dickinson Theater events are another way to introduce people to the College; contact Ms. Buck for comp tickets.

**Mr. Parker**

- Mr. Parker introduced Jennifer Atkins, manager of human resources, who has been at the College a year. She is a welcome addition to his department.
- In our continuing efforts to support sustainability, we are nearing completion of a project to replace all lighting in the parking lots with LED lights. This will generate cost savings in the short term and long term for the College.
- We have recently purchased a water fountain/bottle filling station, which is located in the 100 hallway. It has already prevented over 3,000 bottles from being added to our landfills. Additional filling stations will be installed in other locations throughout the campus this semester. The station has been well received.
• Each year, the VCCS is required by the U.S. Dept. of Education to conduct an on-site compliance review of two colleges. The purpose of these reviews is to ensure compliance with legislation applicable to career and technical education, primarily as it relates to ADA and non-discrimination requirements. Last year, PVCC was one of the colleges selected for an on-site review and was completed last spring. Most of the VCCS recommendations emanating from the review were facilities-related that were technical in nature, such as a reception counter being six inches higher than code allowed, or a sign for a van accessible parking space being lower than the 60 inches required by code. Other non-facility related recommendations included reviewing the make-up of our health science advisory committees to insure diversity; continually reviewing student recruitment team demographics to insure diversity in off-campus recruitment activities; and including a properly formatted non-discrimination statement in the faculty handbook, student handbook, job postings and other publications. The VCCS confirmed in late spring that all findings/recommendations have been or are in the process of being satisfactorily addressed by the College.

Dr. Hamm
• This semester marks the beginning of our SACSCOC 5th year interim report where we will provide to SACSCOC our progress on the Quality Enhancement Project, “Write Here! Write Now!” as well as reporting on 17 comprehensive standards and federal measures. We will find out this fall if site visits are needed in the spring.
• This year, PVCC will conduct the Community College Survey of Student Engagement (CCSSE) for the ninth time. This survey is a national survey which provides important guidance for college initiatives to improve student retention and success.
• We are currently in the 14th day of classes with enrollment figures continuing to fluctuate on a daily basis throughout the semester. Similar to the VCCS, we are currently experiencing a very slight decline in enrollment. An enrollment report will be provided at the November meeting.
• For the summer term, we had 2,154 students enrolled with an FTE of 690. As compared to summer term 2013, this is a decline of 0.5 percentage points in FTE and 0.6 percentage points in headcount. As compared with other institutions in the VCCS, we had a strong summer semester.
• The new strategic plan is in its final draft and will be provided at the November meeting; input was gathered from the service region community, students, faculty and staff.

Ms. Haas
• Over the summer, purchases were made based on the College’s technology plan and three labs were updated; an additional lab will be updated by spring semester and four classrooms are now electronic.
• Vacant and new positions have been filled in the IT department including a part-time web programmer, a full-time administrative assistant and a network analyst. The Help Desk has been enhanced with the addition of work study staff to help with phone support and broadening assistance for the Help Desk is being reviewed.
• Process improvements are continually reviewed and revised as necessary.
Old computing equipment can be donated to 501c corporations after meeting certain criteria, especially when the funding source is from the Equipment Trust Fund. Board members may contact Ms. Buck if they are aware of eligible corporations who may find value in older computers; Ms. Haas will work with to ensure eligibility.

Ms. Haas offered to provide lab tours following the meeting.

Chair’s Report

2013-14 Performance Report: A summary of activities for the previous year was reviewed.

2014-15 Committee Assignments: The revised committee membership was reviewed and Ms. Pippin thanked those who will chair committees (Dr. Kleeman, Community Relations; Curriculum needs to select a chair; and Mr. Moynihan, Finance and Building). The committees typically meet prior to Board meetings when needed and are contacted by their respective staff liaisons. Mr. Scruggs will serve on Community Relations and Dr. Richardson and Mr. Gallo on Curriculum.

Next College Board Meeting. The next meeting of the College Board is scheduled for 4 p.m. on November 5 at the College.

VCCS Annual Meeting. The meeting is scheduled for November 18-19 in Richmond. Details will be disseminated upon receipt from the Chancellor’s office. Dr. Friedman commented it is an opportunity to meet their counterparts and provides good networking opportunities. Both the College and Educational Foundation Board members are invited.

Other

While this meeting did not include a program highlight, suggestions from the Board were welcomed for future meetings. Program highlights provide a 15 minute in-depth look at some aspect of the College. Suggestions included workforce services and the kudzu problem on Rt. 20. Ms. Pippin invited Board members to contact her with other ideas.

Dr. Kleeman noted that the Community Relations Committee will commence the process for selecting and funding the College Board Service Award; the vote will take place at the March meeting. Ms. Pippin reviewed other committee actions listed on the Board calendar. The staff liaisons are Dr. Donnelly, Curriculum Committee; Dr. Ross, Community Relations; and Mr. Parker, Finance and Building.

The new State Board liaison is Rear Admiral Robert Foundation, Ret.

Dr. Donnelly reported on the status of the localities participating in the early college initiative related to HB1184. Greene is further ahead than others with several on track to graduate in May; Nelson is moving forward and has received some tuition offset funding; Charlottesville has identified programs but not enrolled a lot of students; Louisa is doing a lot; and Fluvanna has identified programs but there is no enrollment.
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Information Items

The following informational items were provided: Board Membership List, Terms of Office, College Board Calendar, State Board Membership/Liaison and Summer Media Highlights.

Adjournment

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

[Signature]

Frank Friedman
President and Secretary to the Board

APPROVAL

[Signature]

Ava A. Pippin
Chair