

**PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD**

**Board Meeting No. 290**

**September 1, 2021**

Meeting number two hundred ninety of the Piedmont Virginia Community College Board was held Wednesday, September 1, 2021, in the W.A. Pace Board Room.

**Members Present**

Pam DeGuzman, chair, City of Charlottesville  
Charles Dassance, Albemarle County  
Leslie Fravel, City of Charlottesville  
Frank Gallo, Fluvanna County  
Chinta Gaston, City of Charlottesville  
Alfreda Morris, Albemarle County  
Thomas Proulx, Nelson County  
Fred Richardson, Greene County  
Lola Richardson, vice chair, Louisa County  
PJ Rooney, Albemarle County  
Joseph Scruggs, Buckingham County

**Members Absent**

R. Madison Cummings, Jr., Albemarle County  
Janet Morrow, City of Charlottesville

**Staff Present**

Frank Friedman, president  
Olugbemiga Adekunle, dean of Business, Mathematics, and Technologies  
Anne Allison, Faculty Senate co-chair  
Susian Brooks, marketing and media relations director  
Ben Copeland, vice president for finance and administrative services  
John Donnelly, vice president for instruction and student services  
Leonda Keniston, dean of humanities  
Rebecca Parkhill, assistant to the president and special projects coordinator  
Todd Platts, College Senate  
Elizabeth Cook-Riddle, assistant professor of nursing  
Tom Ruggeri, interim chief information officer  
Harry Stillerman, vice president for institutional advancement and development  
Emmanuel Ukpe, associate professor of cybersecurity/networking  
Joanna Vondrasek, Chancellor's Faculty Advisory Committee representative  
Barbara Warschawski, associate professor of accounting/business  
Kenneth Welborn, instructor of electronics and industrial engineering technology

**Others Present**

Ashab Alamgir, SGA

**VCCS Guests**

Glenn DuBois, chancellor  
Malinda Carter, associate vice chancellor for human resources  
Carla Kimbrough, diversity and strategic recruitment manager  
Jil Stoddard, human resources generalist

**Welcome and Call to Order**

Chair DeGuzman welcomed those present and called the meeting to order at 4 p.m.

**Approval of Minutes**

This agenda item was deferred to later in the meeting.

**Public Comment**

No public comment.

**Introductions**

New board members, members of college governance, and new faculty were introduced. All were welcomed by the board.

**Presidential Search Discussion with Chancellor DuBois**

Chancellor DuBois congratulated Dr. Friedman and noted it will be the chancellor's last presidential search as he is also retiring.

*Initial Process.* Beginning in mid-September, visioning exercise will be conducted via a survey to all members of the college community, including the board. The survey will consist of two primary questions: What do we have at PVCC that we must maintain at all costs and keep working on, and what is still left to be done? Once the chancellor receives a consensus on the views of the community regarding what is important to them, we will find a leader with the skills and background to help achieve those directives.

Most leaders hired into the VCCS system stay for a long period of time. This shows the VCCS is a great system in which to work. Dr. DuBois is confident we will generate a strong pool due to our reputation.

*Recruitment.* The VCCS Human Resources Office will use the survey results to frame a national advertisement. National advertisements will be placed, leading to a likelihood of over 100 applications. The VCCS Strategic Plan should be kept in mind during the hiring process.

*Diversity.* The VCCS has done a good job in diversification based on gender. VCCS has more female presidents than ever before. The system is getting better on race and ethnicity but are nowhere near the goal line.

*Search Committee.* The search committee will consist of ten to twelve people. It will be chaired and co-chaired by two current VCCS presidents. Three PVCC College Board members will also be on the committee. The board members will be the only representatives of PVCC on the Search Committee. Approximately three meetings will be in Richmond at the System Office. One faculty member and others from within the VCCS system will be placed on the committee.

The committee will select approximately ten semi-finalists. Confidential interviews will be held at the System Office. This is usually a two-day process, with four or five interviews one day, then four or five the second day. The chancellor will also personally interview each semi-finalist.

The chancellor then meets with the search committee to discuss candidates. The candidate pool will be narrowed down to two to four finalists. Once the finalists are determined, they are put through an extensive vetting process. A firm is hired to do the vetting and talk to many people in that person's career. If patterns of problems are found, we will not pursue the candidate any further. Approximately ninety percent pass the vetting process.

*Certification.* Once the candidates have been finalized, a subcommittee of the State Board for Community Colleges will authorize the finalists. Once certified as finalists, the names become public information.

*PVCC's Role.* Upon approval by the State Board, interviews will be scheduled at PVCC. Each candidate is invited to bring their partner/spouse and spend a day to a day-and-a-half in Charlottesville. The candidates will go through a gauntlet of interviews with faculty, classified staff, students, and board members. An open session may be held, which would include local business leaders, K12 leaders, the press, etc. Dates will be available ahead of time.

For the candidate's partner or spouse, PVCC will find out their interests and put together a program to keep that individual engaged. The spouse should feel comfortable that this is the right community and the right job.

All stakeholders will be surveyed following the interviews. The survey results will be placed on a dashboard. The dashboard will provide a consensus with a picture of how the community sees each candidate and will provide both qualitative and quantitative data.

The chancellor will then meet with the board and ask each board member their impressions of each candidate. The dashboard information will be shared with PVCC's College Board. Dr. DuBois told the board members that this is the most important responsibility they will have during their term on the board.

*Budget.* The System Office covers costs until the finalists are on campus.

*Timeline.* The search can be completed by March or April, although the selected president may need to take more time to leave their current position. Dr. Friedman's timing syncs up with others who might be looking to leave a position. A July 1 start date is reasonable. This process will not be rushed, and due diligence will be performed. The process will be thorough, transparent, and involve many people. The names of the ten candidates will be kept confidential until the finalists are selected.

Ms. Carter added that in terms of a candidate pool, there is flexibility to add more candidates since the job search is open until filled.

The chancellor will reach out to potential candidates and encourage them to apply for the position. If they do not pass with the committee, they will not go further. The chancellor noted the candidates should not be disqualified if they do not have community college experience on the resume.

Question: What are we doing to recruit the candidates? When does the call go out?

The recruitment process hasn't started as the chancellor will await the results of the visioning exercise to get consensus. In addition to the Chronicle of Higher Education, Ms. Carter has a list of over 3,000 senior executives across the country. She will also have conversations with individuals she has heard about through awards, informational webinars, and other networking opportunities. Once the survey is complete, advertising will begin.

Ms. Kimbrough noted the VCCS Human Resources Office is very open to board members who want to share ideas of where to look for interested candidates.

Chair Deguzman's responsibility is to determine three PVCC College Board members to serve on the search committee. Those individuals have already been identified as Lola Richardson, Chick Dassance, and Janet Morrow.

#### Approval of Minutes

The proceedings of the May 5 and July 15, 2021, meetings were unanimously approved on a motion by Fred Richardson and seconded by Lola Richardson.

#### Program Highlight: Covid and Teaching and Learning

Drs. Copeland and Donnelly provided an update on Covid to the College Board. This presentation was previously shared with the faculty. The measures put in place since the college reopening were shared with the board. Classroom safety precautions, mask mandate, "what-if" scenarios, quarantine guidelines, and contingency plans if a faculty member is diagnosed were topics of the presentation. See *Attachment 3*.

The Blue Ridge Health District was on campus during the first week of classes to provide testing. Approximately 21 individuals received shots during that time.

Students will receive a \$100 gift card if they show their vaccination card to the cashier. At this time, almost 700 students have participated. Federal grant money is used to support this initiative.

Dr. Copeland shared PVCC's response to the Governor's Executive Directive 18, which requires all state employees to be vaccinated.

A question was raised regarding the decision on the mask mandate. That decision was made by VCCS.

Dr. Friedman noted the impressive work by Mr. Ruggeri and Ms. Nicholas. Mr. Ruggeri provided detailed instructions for the process and Ms. Nicholas will oversee compliance to the directive. According to the Governor's directive and VCCS policy, if an employee fails to comply with the vaccination and/or testing, they will receive one verbal warning. Failure to comply a second time results in a written warning. The

third step is termination. PVCC administration does not want that to happen and is working hard to ensure everyone complies.

### President's Report

Dr. Friedman noted the chancellor is very collaborative and easy to work with. The chancellor makes the final decision on the new president.

*Budget.* Although Covid has disrupted everything, our budget survived due to the addition of federal funds. Had the college not received these funds, approximately 30 faculty/staff would have been laid off.

*Staffing.* Filling job vacancies is a great concern right now. The entire community is having the same issue. The college is receiving fewer and fewer applications for key positions. Search processes are being expanded. PVCC is losing many employees to other jobs, but those positions are not being backfilled due to the lack of applicants. This does not seem to be an issue at the university level. UVA, JMU, and others are not experiencing this difficulty, although nursing vacancies are an issue for both schools and hospitals. The college also needs to fill unique positions, but we are not competitive regarding salary. Dr. Donnelly stated there is a great threat to the future of the VCCS if the salary issue is not addressed.

Dr. Friedman shared two examples of recent searches for executive positions. The Chief Information Officer position had many applicants, and the Search Committee spent all summer attempting to fill this position. All our offers were declined by the candidates. The college is fortunate to have Mr. Ruggeri as an experienced interim CIO. This was a long, involved process that did not end successfully. A new search will begin in January.

The second example is for the Director of Institutional Research, Planning, and Institutional Effectiveness (IRPIE). This was also a long, involved process but did have success. Brittany Resmann was hired to fill the role and will start on October 6.

*Enrollment.* Dual enrollment looks good, but students are coming in slower than normal. The understanding is that they are out there but need to be entered into the system. If that is true, PVCC should be ahead of last fall's enrollment and could break the 5,000-student barrier as non-dual-enrollment has increased. Dr. Friedman is hopeful it has something to do with PVCC4U100%. More detail will be provided in the November meeting.

Dr. F. Richardson asked about the Early College Scholars Program. Approximately thirty students are enrolled in the Early College Scholars Program in Greene County. These students do not qualify for the PVCC4U100% program because they are high school students. To receive PVCC4U100%, the student must be a high school graduate and must file a FAFSA. Very few families are paying from their own finances and most students in this program receive scholarships. Mr. Stillerman requested board members advise him if they are aware of any students paying out-of-pocket.

Currently, 539 students are using funds from PVCC4U100%. If all 539 students continue in fall and spring classes, they will receive over a million dollars in institutional funds on top of other financial aid they will receive.

PVCC has met its fundraising goal for expanding the Associate Degree Nursing Program to the Giuseppe Center. The \$700,000 goal has been met. The goal is to accept an incoming class of fifty students this January. The barrier is hiring additional faculty. Dr. Donnelly is meeting with hospitals to work on clinical opportunities. Hospitals desperately need nurses. This cohort may need to come to the main campus depending on the course. These students will not receive priority in classes at the campus.

<b>College Updates</b>
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*Dr. Copeland*

- Dr. Copeland introduced PVCC's new Police Chief, Dwayne Bowles. Chief Boyles has been working at PVCC approximately six weeks. The chief is a retired state trooper from West Virginia and was the #2 person in the organization. He plans to build a strong department.
- A few HVAC systems are being replaced.
- The Advanced Technology Training Center building is proceeding on schedule. Multi-layer review cycles are involved, including state level reviewers such as the Department of Engineering. A bid should go out in the next few months.
- Federal funds were used to create new HyFlex classrooms. Eleven classrooms on campus were converted to HyFlex and received new paint, ceilings, lights, and carpets. Federal funds were also used to cover lost revenue and student debt relief as well as funding for PVCC4U100%. Lost revenue goes back to March 2020 when enrollment declined significantly. For student debt, if the debt occurred during the pandemic, it was written off. That money was the brainchild behind PVCC4U100%. 539 students have taken advantage of this program.
- These federal funds were also used to purchase PPE for clinical students, masks at all building entrances, extra cleaning supplies, and air quality. Many changes in services we took on during the pandemic benefitted us and helped our efficiencies. Air quality changes included an opportunity to replace the Giuseppe Center HVAC system. This will cost \$350-400,000 to replace and will relieve our maintenance going forward.

*Dr. Donnelly*

- The Blue Ridge Health District provided vaccination clinics on campus during the first week of classes. Twenty-one students received shots that week. This is a great partnership, and we may want to do more as the semester goes on.
- As Dr. Copeland mentioned, eleven HyFlex classrooms were created. Each has new chairs, tables with casters, dimmable LCD, white boards, secondary monitors to see Zoom participants, touch screen monitors for faculty to use as a white board, ceiling microphones, Panopto, and Zoom lecture capture. This is quite an improvement from standard classrooms. The college may create more HyFlex classrooms next summer. The faculty have been supportive of these new classrooms.
- Second Chance Pell is available for our incarcerated students. The program restarted this fall at Buckingham Correctional Center and Dillwyn Correctional Center. The college also provides a program at Fluvanna Correctional Center for Women, but the warden did not want to host classes this fall due to Covid. A total of fifty students are participating. More would have registered, but they are under social distancing guidelines of thirteen students per classroom. Fluvanna will hopefully return in the spring.

- The nursing program has been expanded to the Giuseppe Center. A nursing lab replaces a computer classroom. The lab has eight beds, and more equipment is being ordered.
- An associate degree program in Surgical Technology was created last year. The first class of 10 students has enrolled this semester.
- A plan is being developed to offer virtual mental health services for our students. System policy initially did not allow community colleges to provide mental health services to students, but the policy has been waived. This will be a tremendous help to our students.
- The One Book project is ongoing. The current book is titled, "Misinformation Age." If you would like a book, contact [onebook@pvcc.edu](mailto:onebook@pvcc.edu) or Dr. Donnelly.
- A question was asked regarding the geographical reach of Network2Work. The program is available state-wide. The state expanded PVCC's program, with PVCC working with employers in our service region. If an employer in Orange is seeking Network2Work assistance, the dean would collaborate with Germanna Community College, since Orange is in their service region.

*Mr. Ruggeri*

- The wireless upgrade is almost complete, resulting in much better wireless access in the buildings.
- Cybersecurity is a primary focus. Insurance premiums for the system have doubled to over \$800,000. VCCS is working to get more security involved to convince insurance companies to lower rates.
- Multifactor identification has been implemented for all employees accessing the MyPVCC site. It is not currently required by students but will soon be part of their sign-in process as well.
- New, more robust security training is being implemented. Each test is different.
- Some switch upgrades are underway.

*Mr. Stillerman*

- Last August, the Educational Foundation Board launched a new capital campaign with a goal of \$11 million. This is the most ambitious campaign in our history. The response has been amazing. Enhancing facilities (new ATTC), expanding Workforce Services programs, and increasing student access and success initiatives are priorities for this funding. As of this week, the campaign has raised more than \$10 million.
- Mr. Stillerman mentioned the following events:
  - Jim and Bruce Murray are hosting a PVCC event at V House. They have invited over 100 people to come and learn about PVCC. UVA President Ryan will attend and make remarks about PVCC.
  - The Annual President's Reception event is October 14. Board members will receive an invitation.
  - Piedmont Scholars inaugural class will be recognized with an event on September 23.
  - Mentalist/illusionist Craig Karges will be performing at the Dickinson Building this Friday at 7:30 p.m.
- PVCC is still enrolling students in 12-week and 8-week classes.
- Susian Brooks and her team did an outstanding job on the Annual Report. Contact Mr. Stillerman if you have not received one.

A question was asked regarding the G3 program. The third "G" in G3 used to be "give back." That language did not make it through the General Assembly as they recognized community college students are very busy and loading them with a community service requirement was too much.

**Chair's Report**

- 2021 Performance Report. Although many things were canceled due to Covid, the board did get much done this year and anticipate doing even more next year. *See Attachment 4.*
  - Dr. Friedman noted two unique/important activities this coming year for the board. First is the search for the new president. Also, one year from now will be the 50<sup>th</sup> Anniversary of the opening of PVCC. A celebration will be planned for next fall. Board involvement will be very important.
- Dr. DeGuzman will be sending committee assignments soon. If you would like any changes, please let her know.
- The next College Board meeting is scheduled for November 3, 2021.

Informational items were shared with the College Board members. *See Attachment 5.*

There being no further business, the meeting was adjourned at 5:44 p.m.

Respectfully submitted,



Frank Friedman  
President and Secretary to the Board

APPROVAL



Lola Richardson  
Vice Chair