

PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD

Board Meeting No. 270

May 2, 2018

Meeting number two hundred seventy of the Piedmont Virginia Community College Board was held Wednesday, May 2, 2018, in the W. A. Pace Jr. Board Room.

Present

Stephen Davis	Janet Morrow
Frank Gallo	Sean Moynihan
Robert Hodous	Fred Richardson
Alfreda Morris	Lola Richardson
Sean McCord	Joseph Scruggs

Absent

Pam Baker DeGuzman
Bruce Dotson
Thomas Proulx

Others

Frank Friedman, President
Pat Buck, Assistant to the President & Special Projects Coordinator
Wendi Dass, College Senate Co-Chair
John Donnelly, Vice President for Instruction & Student Services
Debbie Fauber, Administrative Computing Manager
John Gulley, Faculty Senate Co-Chair
Sue Haas, Chief Information Officer
Jolene Hamm, Director of Institutional Research, Planning & Institutional Effectiveness
Leigh-Anne Lawrence, Director of Marketing & Media Relations
Kim McManus, Vice President for Finance & Administrative Services
Harry Stillerman, Vice President for Institutional Advancement & Development
Joanna Vondrasek, Faculty Senate Co-Chair

Welcome and Call to Order

Mr. Moynihan welcomed those present and called the meeting to order at 4:02 p.m.

Approval of Minutes

The proceedings of the March 14, 2018, meeting were unanimously approved on a motion by Mr. Davis and seconded by Ms. Richardson.

Public Comment

None

Presentation of College Board Service Award

Mr. Moynihan congratulated Debbie Fauber and presented her with the 2018 College Board Service Award--an engraved plaque and a monetary award. Ms. Fauber graciously accepted the award and thanked the Board for recognizing her service activities.

President's Report

Dr. Friedman reported that the General Assembly is at an impasse with the budget but the final figures will likely not have a huge impact on our allocation. The budget figures should be released around July 1 this year, but budget managers can assume they will have at least the same as last year and can move forward with purchases with that in mind. There is no news on a salary increase, but it is hoped there will be a 2-3% increase. The State Board for Community Colleges meets in two weeks at which time tuition will be set; a best guess is a small to moderate increase in the 1-3% range.

An elaborate process is involved in the selection of the Quality Enhancement Plan for SACSCOC approval. The selected topic will be announced soon.

A request for proposals for the selection of an architect for the Advanced Technology and Student Success Center has been sent out. The VCCS will narrow down the applicants who will then be interviewed by a committee comprised of both PVCC and VCCS members.

An attorney is working with Vice President McManus on a request for proposals for the lease of land behind the Dickinson Building. The Real Estate Foundation will be involved in the selection of the developer and will subsequently deal with zoning and regulatory issues.

The teaching rewards and recognitions program has been expanded to include staff and administrators this year. Approximately \$27,000 of College funds will be used to award a bonus to those selected.

College Updates

Mr. McManus

- A tabletop emergency exercise on hazardous materials incidents is scheduled for May 16. The exercise is produced by the EPA and will be attended by our College team and Albemarle/Charlottesville fire, rescue, and police.
- A new trades technician has been hired and he has a journeyman plumbing certification.
- New janitorial service and landscaping service companies have been identified and are on contract.
- Furniture upgrades will take place in several locations to replace worn and unusable pieces.
- Several classrooms are being converted to collaborative classrooms; parking lines are being painted; and new outdoor directional signs are being installed.

Mr. Stillerman

- The \$1.8 million fundraising goal for the Educational Foundation was at 23% at the end of April.
- A record number of 15 teaching and learning grants have been awarded to faculty and staff, totaling \$63,000.
- One hundred fifty Educational Foundation scholarships totaling \$375,000 will be awarded this week.
- Board members are invited to attend the Early College Graduation celebration at the Giuseppe Center. Fundraising provided enough money to cover tuition for the 18 graduating Greene County students, all of whom are transferring to four-year institutions. A total of 49 graduates have participated in the program, \$125,000 scholarship awards have been made, and 92 students have taken 678 credits. Dr. Friedman has discussed expanding the program with the respective superintendents of the Charlottesville and Albemarle school systems, with a hopeful start in fall 2019. There are a small number of Louisa and Fluvanna students involved in the program. Greene is the only system with scholarship funds, but that doesn't preclude fundraising efforts in other localities.

Ms. Haas

- The Information Technology Committee has updated the IT strategic plan. It includes promoting portability and access, identity access management, mobile computing support, fostering innovative teaching methods, support for non-credit instruction, and Shared Services efforts.

Dr. Hamm

- The Planning and Budgeting Committee has developed the 2018 Strategic Plan; it will come to the Board for approval at its September meeting.
- There was a slight decrease of 1.5% in spring enrollment (5022 headcount); the VCCS experienced a 2% decline.
- Preliminary figures for graduation indicate that approximately 1,000 students will graduate. The top associate degree programs include general studies and nursing, and 1,362 degrees and certificates were completed.

Dr. Donnelly

- Hiring for vacant faculty positions is nearing completion for nursing, accounting, math, anatomy and physiology, and for the associate dean of nursing.
- The cybersecurity program is growing and currently has 74 students enrolled.
- A new and user-friendly statewide admission application was launched last week.
- Nicole Winkler was awarded the VCCS Chancellor's Award for Teaching Excellence for 2018.
- The Festival of Cultures event takes place on May 12 at Washington Park.
- The annual Academic and Leadership Awards Convocation was held last month.
- A professional development program relating to teaching effectiveness has been launched for the upcoming year. Over 30 full and part-time faculty will be involved in the first year of the program.
- The VCCS has signed an agreement with the labor union that will provide workers for the pipeline, if it is approved. Colleges in the pipeline areas would provide training that meets the specifications of the union. None of the colleges take a position on whether the pipeline happens or not, but only focuses on the training for the high paying jobs in construction.

Curriculum Advisory Committee Appointments

Dr. Donnelly reviewed the membership of the Curriculum Advisory Committees. These committees are required for all associate degree and certificate programs that are workforce focused; the committees are established to advise on curricula and employment needs in the community and typically meet once per semester. The academic deans select members in a variety of ways, including recommendations from current committee members and employers. Some gains have been made to diversify membership geographically and racially. Dr. Friedman suggested Board members contact Dr. Donnelly if they are aware of individuals who may want to serve on these committees. On a motion by Mr. Davis and seconded by Dr. Richardson, the appointments as presented were unanimously approved.

Committee Reports

Curriculum Committee. On behalf of the committee, Dr. Richardson reported on a new Career Studies Certificate in Multimedia and Motion Graphics. Endorsed by the Graphic Design Advisory Committee and designed to meet employment needs in our region, it is a two-semester certificate and includes 6 new courses to PVCC, and will require two adjunct faculty. Graduates will be prepared to take the industry-standard exam. On a motion by Dr. Richardson and seconded by Mr. Hodous, the Board unanimously approved the proposal.

Finance & Building Committee. On behalf of the committee, Mr. Hodous reported on the 2018-19 local funds budget. Club funding requests change from year to year based on student interest and are carefully reviewed by Shawn Anderson and recommended by the Student Services Committee. On a motion by Mr. Hodous and seconded by Ms. Richardson, the Board unanimously approved the budget. Mr. Davis submitted his proxy vote to Mr. Moynihan prior to the meeting due to an early departure.

Nominating Committee. Comprised of Sean Moynihan, Tom Proulx, and Bruce Dotson, the committee presented Mr. Hodous for chair and Dr. DeGuzman for vice-chair. Mr. McCord called for a point of order regarding meeting attendance; policy from the *College Board Policies and Procedures Manual* regarding this point of order is stated below:

- 2.7.2** Should a member find it impractical, for personal or business reasons, to attend College Board meetings regularly and should a member be absent for three consecutive meetings or for 40 percent or more of the meetings scheduled between July 1 and the next succeeding June 30, he or she will be notified in writing by the College Board chair that the matter will be presented to the College Board, in executive session, at its next meeting. This notice shall inform the member that he or she may present such justification for absences as he or she may desire or may offer to resign.

The two-year term for officers was discussed; Dr. Friedman noted there is an assumption that Board members will be appointed to a second four-year term. In recent history, the Board wanted to make terms of office two years in regards to consistency and experience.

On behalf of the committee, Mr. Moynihan submitted Mr. Hodous for Chair; Ms. Morrow seconded the committee's nomination. Mr. Davis submitted his proxy vote to Mr. Moynihan prior to the meeting due to an early departure; Mr. McCord abstained from voting; all others present voted in the affirmative.

Mr. Moynihan inquired about the Board's wishes to table the election of vice chair pending follow up with Dr. DeGuzman, move forward with the vote, or take under consideration someone who would want to be considered for the vice chair position. Ms. Morrow made the motion to table the decision and Dr. Richardson seconded it. The vote was 5 for tabling, 2 for not tabling, and 1 abstention.

Chair's Report

Process for Evaluation of President. Mr. Moynihan will solicit input from the Board for the evaluation to be submitted to the Chancellor, and requests feedback by May 15.

Awards and Recognition Ceremony. The annual awards and recognition ceremony takes place on May 5 at the Holiday Inn Emmet St. The reception is at 6 p.m., dinner at 6:30 p.m., and is followed by the awards ceremony and a live band.

Commencement Events.

1. Radiography Technology Pinning, 6 p.m., May 8, Dickinson Theater
2. Diagnostic Medical Sonography Pinning, 6 p.m., May 9, Dickinson Theater
3. Fluvanna Correctional Center for Women Graduation, 8:30 a.m., May 10, FCCW
4. Early College Graduation Ceremony, 6 p.m., May 10, Eugene Giuseppe Center
5. Nursing Pinning Ceremony, 1 p.m., May 11, JPJ Arena
6. Commencement 6 p.m., May 11, JPJ Arena

Next College Board Meeting. The next meeting of the College Board is at 4 p.m. on September 5, 2018.

Louisa County Joint Meeting. Ms. Buck is collecting Board member availability for the Louisa meeting.

Information Items

The following information item was provided: College Board Calendar.

Presentation to Board Members

Sean Moynihan received a personalized PVCC chair in recognition of his service as chair for the past two years. Dr. Friedman noted he has done a wonderful job providing great leadership and thanked Mr. Moynihan for his service as chair.

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Sean McCord received a personalized wooden keepsake box in recognition of his 8 years of service as a representative from the City of Charlottesville. Dr. Friedman thanked Mr. McCord for his service and support of PVCC.

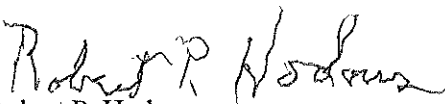
Adjournment

The meeting was adjourned at 5:46 p.m.

Respectfully submitted,

Frank Friedman
President and Secretary to the Board

APPROVAL


Robert P. Hodous
Chair