COLLEGE BOARD MEETING

***

Wednesday, September 5, 2012
4 PM
W. A. Pace Jr. Board Room
PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD

Agenda

September 5, 2012
4 p.m.
W. A. Pace Jr. Board Room

Laila Bare
Presiding

1. Welcome and Call to Order

2. Approval of May 2, 2012 and July 9, 2012 minutes (attachment #1, for action)

3. Public Comment

4. Presentation of Pins to New Board Members

5. Introduction of New Vice President for Finance & Administrative Services (Dr. Friedman)

6. Introduction of New Faculty (Dr. Donnelly)

7. President’s Report
   A. Introduction of College Representatives
   B. Budget/VCCS/PVCC Updates
   C. College Updates (Drs. Atkins-Brady, Donnelly, Mr. Parker, Mr. Samanta, Ms. King)

8. Academic Activities Audit Report (Dr. Donnelly, attachment #2)

9. Chair’s Report
   A. 2011-12 Performance Report (attachment #3)
   B. 2012-13 Committee Assignments
   C. College Board Web Page
   D. Next College Board Meeting, November 7, 2012
   E. VCCS Annual Meeting, November 13-14, 2012

10. Other

11. Information Items (attachment #4)
   A. Board Membership
   B. Terms of Office
   C. College Board Calendar
   D. State Board Membership
   E. Summer Media Highlights

12. Executive Session to Discuss Personnel Matter

13. Program Highlight: Walking Tour of Auditorium and First Quadrant Math Center
PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD

Board Meeting No. 236

May 2, 2012

Meeting number two hundred thirty-six of the Piedmont Virginia Community College Board was held Wednesday, May 2, 2012, in the W. A. Pace Jr. Board Room.

Present

Laila Bare          Peter Kleeman
Stanley Cook       Sean Michael McCord
Vera Cooke-Merritt Suzanne Morse Moomaw
Mary Loose DeViney Paul Newland
Leonard Gardner    Ava Pippin
Debbi Goodman      Donna Plasket
Deborah Harvey

Others

Frank Friedman, President
Tara Atkins-Brady, Director of Institutional Research, Planning & Institutional Effectiveness
Pat Buck, Assistant to the President & Special Projects Coordinator
Kit Decker, Co-President, Faculty Senate
John Donnelly, Vice President for Instruction & Student Services
Bruce Glassco, Chair, College Senate
Jorge Grajales-Diaz, Incoming College Senate Chair
William Jackameit, Vice President for Finance & Administrative Services
Mary Jane King, Director, Institutional Advancement & Development
Shivaji Samanta, Chief Information Officer
Anita Showers, Manager of Marketing & Media Relations
Media

Welcome and Call to Order

Dr. Moomaw welcomed those present and called the final meeting of the academic year to order at 4 p.m.

Approval of Minutes

On a motion by Dr. Kleeman, seconded by Dr. Plasket, the proceedings of the March 7, 2012, meeting were approved.

Public Comment

None
President’s Report

Budget/VCCS/PVCC Updates. The General Assembly submitted a budget to the Governor for review; it is expected that he will offer amendments to it. They meet May 14 to consider and adopt the biennial budget. As long as there are no surprises in the next 10 days, the budget should be relatively favorable for higher education and PVCC with a slight increase from the State. It’s too early to determine how much new money the College will receive but hoping for a $450,000 increase. That would not restore all that has been lost but as proposed, there is money in the budget to help fund prior enrollment growth. The budget as presented to the Governor also includes funding a 3% bonus for all full-time faculty and staff on December 1, 2012, contingent on the Commonwealth having a surplus on July 1 and a 2% salary increase for July 2013.

The SBCC will act on tuition at its May 17 meeting. In looking at some of the universities and based on informal discussion, we may see a 3.5-4% increase, the smallest in a decade. Once we get the revenue numbers from the VCCS we prepare the College budget for next year. There will be four major priorities competing for the new money from the State and tuition dollars: increase the number of full-time faculty, opening the Greene County center, operating costs for the Jefferson School and the student success initiative.

The fall class schedule has been developed for the Greene County center. The College takes occupancy of its Jefferson School space in December, with classes offered there in the spring semester.

The RFP for a campus child minding service resulted in one proposal but the committee recommended against it following negotiations with the vendor. As a result, we are now in negotiations with a community provider for a partnership for full-time day child care and night time drop off care for students, faculty and staff at reasonable rates at a site only 10 minutes from campus.

Bill Jackameit has announced his retirement effective the end of August; this is his last official meeting of the College Board. On behalf of the Board, Dr. Moomaw thanked him for all he has done for the College and the Board.

College Updates

Dr. Donnelly

- The VCCS has mandated a reduction in credits required for graduation. Phase one, transfer degree programs, has been completed. The initiative is designed to increase student success by reducing total tuition and completing graduation requirements earlier. These programs will now have 60-61 credits. The reduction involved mostly physical education classes because they are generally one credit. The change will be implemented fall 2012 for new students. The next audits will involve applied degrees and certificate programs.
- There will be six faculty positions filled for the upcoming year, some of which are replacements and some new positions.
- A Title III grant has been submitted with a focus on student success and academic support services.
• The EMS program has been awarded a grant to purchase simulators, very important pieces of instructional equipment.
• The Greene County Center will house 16 mostly general education classes for the fall semester, scheduled primarily in the afternoon (for high school students) and evening; a medical terminology course will be offered via distance learning.
• For the Jefferson School, a shell draft of a 65 credit degree culinary arts program has been developed which will eventually proceed through the local and state approval process. The program will be offered for the fall 2013 semester.

Dr. Jackemeit
• Highlights of facilities projects include:
  o The Greene County site construction is running ahead of schedule; the main building north entrance renovation will be completed in about two weeks; the main building west side landscaping project is complete and was paid for with local funds; masonry repairs to the brick wall at the main building west entrance bowl are complete; the Stultz Center emergency generator installation will be completed this week; replacement of the pole lights at the south entrance and ceiling repairs to the Technology Wing entrance have been completed.
• The south entrance ADA accessibility project will finally go forward, commencing after graduation. There will be parking lot modifications related to ADA regulations including sidewalk grading, parking, etc.
• Conversion of the 200 wing science labs into the new math emporium continues. It is a big project involving structural work which is out to bid. The full project is scheduled for completion in mid-August.
• Renovation of the main building auditorium is expected to be completed mid-August as well. The prebid conference is Friday; it has a 45 day build period.
• A tornado exercise and continuity of business operation exercise was conducted.

Mr. Samanta
• His department has done lots of tech installs and upgrades and are gearing up for more, including the Greene County and Jefferson School sites. The math emporium will utilize virtual computers, a cost-saving but effective measure.

Ms. King
• The College won two national awards for its digital and printed class schedule from the National Center for Marketing and Public Relations and was the only Virginia community college to be represented in the competition.
• Application deadline for the Educational Foundation’s high school scholarships is this Friday. Board members will be notified when the award ceremonies are scheduled at the area high schools. Nelson County has tripled the number of applications and will award five scholarships.
• The open house at the Greene Center is scheduled from 4-7 p.m. on Wednesday, August 15.
Dr. Atkins-Brady

- Spring enrollment is expected to close with 5,413 students, a bit down from last year. Summer and fall registration is under way but too early to predict a trend. Dr. Friedman noted that spring semester enrollment will be down systemwide; monitoring enrollment is a large part of the budget.
- The graduate profile for the last three semesters reveals more than 600 degrees and certificates awarded, an increase over previous years. More details will be available once certified. Statistics on those who transfer and complete four-year degrees is difficult to get, but as the institutions begin to use and report to the national clearinghouse, it will become more available.

Curriculum Advisory Committee Appointments. Dr. Donnelly reviewed and presented for approval the new appointments and reappointments to the committees. Members are recruited by faculty and deans from business and industry. On a motion by Dr. Plasket, seconded by Mr. McCord, the Board unanimously approved the recommendations.

2011 Strategic Plan Year One Update

Dr. Atkins-Brady provided a brief overview of the 2011 plan which addressed the four institutional priorities of student completion and success, access to education, excellence in instruction and student support, and resources to support teaching and learning. It contains 73 specific actions related to the priorities and 43 desired outcomes in the areas of access and enrollment, instructional environment, student engagement, student persistence, student satisfaction, and student completion. Most are in process or completed, having made great progress on the plan.

Recommendation for Awarding PVCC Medallion

On a recommendation from the Awards Committee to Dr. Friedman, he recommended for Board approval the presentation of a PVCC Medallion to Ken Lawson. The PVCC Medallion, the College’s highest nonacademic honor, is awarded to persons who, through special acts or sustained service, have made extraordinary contributions to PVCC. Mr. Lawson is in his second year as chair of the Educational Foundation Board. Without his leadership in fundraising and his work with the Greene County Board of Supervisors, the Greene County Center would not exist. On a motion by Mr. Gardner, seconded by Dr. Kleeman, the board unanimously approved the motion.

Committee Reports

Finance and Building. Dr. Newland, chair of the committee, reported on the following items.

1. Local Funds Budget, 2012-13: Dr. Newland provided a review of the proposed budget and recommended approval. On a motion by Dr. Cook, seconded by Ms. Harvey, the budget was unanimously approved.

2. Auxiliary Reserve Parking Plan: Upon recommendation of approval from the committee and a motion by Ms. Harvey and seconded by Dr. Kleeman, the plan was unanimously approved. Dr. Friedman noted that it is a long-range planning document for repair rather than a scope of work. An increase in student fees may be necessary in the future.

Dr. Cook inquired about directional signage for the college on Rt. 20. Dr. Jackameit is working with the appropriate state entity on the purchase.
Nominating Committee. Dr. Harvey, chair of the committee presented the slate of officers for 2012-2014. Committee members Dr. Newland and Ms. Cooke-Merritt met on March 14 and reviewed potential candidates. Presented for approval was Dr. Bare for chair and Ms. Goodman for vice chair. On a motion by Dr. Kleeman, seconded by Dr. Plasket, the slate was unanimously approved. The board approved the slate of Dr. Bare and Ms. Goodman to serve as chair and vice chair, respectively. They will serve two-year terms commencing July 1.

Chair’s Report

Dr. Moomaw thanked board members and college staff for their support during her tenure as chair. She was thanked for her service.

Commencement Events. Upcoming events related to graduation include the sonography pinning and the radiography technology pinning at 6 p.m. on May 9 and 10 respectively, both in the Dickinson Theater. The nursing pinning takes place at 1 p.m. prior to the 6 p.m. commencement exercises, both at John Paul Jones Arena. Board members are asked to arrive by 5:30 at JPJ for robes.

Next College Board Meeting. The next meeting of the College Board is scheduled for 4 p.m. on September 5, 2012.

Summer Planning Session. The board wishes to have a summer planning session. Information and scheduling will be forthcoming.

President’s Evaluation. Dr. Moomaw has emailed the board for feedback in preparing Dr. Friedman’s annual evaluation for submission to the Chancellor.

Other

Dr. Kleeman sent a personal note to Ms. Showers regarding the positive marketing and press the College has received.

Mr. McCord’s oldest daughter is graduating high school and will be attending PVCC.

Information Items

The following items were provided for information: March-April Media Highlights.

Board Member Presentations

Clocks were presented to Dr. Harvey for her 11 years of service as the Nelson County representative and to Dr. Moomaw for her two years as board chair and 2 years as vice chair.
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**Executive Session to Discuss Real Estate Matter**

Ms. Harvey moved that the PVCC Board convene in closed session, in accordance with Section 2.2-3711(A) (3) of the Code of Virginia, to discuss a potential land development opportunity because discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the College and the State Board for Community Colleges, specifically the College’s conveyance to the PVCC Real Estate Foundation of property.

Roll call vote in the affirmative to convene in closed session:

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Dr. Jackameit was asked to remain for the session.

Upon conclusion of the closed session, a roll call vote certifying that to the best of each member’s knowledge 1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act and 2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.

Each member present certified by saying “I so certify.”

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Respectfully submitted,

Frank Friedman
President and Secretary to the Board

APPROVAL

Laila B. Bare
Chair
PIEDMONT VIRGINIA COMMUNITY COLLEGE BOARD

Board Meeting No. 237

July 9, 2012

Meeting number two hundred thirty-seven of the Piedmont Virginia Community College Board was held Monday, July 9, 2012, in the V. Earl Dickinson Building.

Present

College Board Members:  Laila Bare, Stephan Davis, Len Gardner, Debbi Goodman, Peter Kleeman, Suzanne Morse Moomaw, Sean Moynihan, Russell Otis, Ava Pippin, Donna Plasket

Absent:  Vera Cooke-Merritt, Mary Loose DeViney, Sean McCord

Others:  Frank Friedman, Tara Atkins-Brady, Pat Buck, John Donnelly, William Jackameit, Mary Jane King, Shivaji Samanta

Welcome and Call to Order

Dr. Bare welcomed those present and called the meeting to order at 3:55 p.m.

Introductions

All attendees, including the recently appointed board members, were introduced and welcomed. Stephen Davis and Sean Moynihan, Albemarle County; and Russell Otis, Nelson County, are each serving their first four-year term.

President’s Remarks

The retreat setting is an opportunity to talk about broader issues rather than routine business. As Dr. Friedman and his staff were discussing the agenda for this meeting, UVA was in the throes of controversy. The lesson he took from UVA’s issue deals with shared vision. This retreat gives the College Board a chance to talk about their visions and pose questions to college staff about them, working together in small group sessions to arrive at a shared vision for PVCC.

Small Group Discussions

Each board member selected one of six topics to discuss in a small group with a college staff member questioning and addressing where are we going and where do we want to go. Each group reported briefly on their discussion:

Full Group Discussion

- Academic Programs (John Donnelly)
  - How do we assess whether the College is meeting the needs of students? The question led to a discussion of private good vs. public good. The College is meeting the needs of the students: they get jobs, degrees/certificates, transfer and/or upgrade job skills. How do we assess the public good aspect? How can we get high
school students to think about their future/jobs? Where does decision making begin, how do we know we are serving?

- Scholarship awarding operates well. Not everyone needs/wants to go to college; what can we do to help that population get information on how to make a living in this economy? They need to know what kinds of jobs there are, perhaps by way of a required course.
- If we grow academic programs, where do we grow? Existing data is used to make that decision, but should the College get input from the community on what we need to offer and expand upon? Alternatively, perhaps the College could be recognized for a smaller number of programs for their breadth or depth.
- Need big time ideas to get big time national grants, perhaps being known nationally for a particular curricular/physical plan.

Access to Education (Tara Atkins-Brady)
- Access vs. marketing--need to work together.
- Are we serving high school students, transfer candidates, the community at large well?
- There are individuals in our service areas that are not accessing our sites physically or electronically, so how can we provide better access to that group?
- Financial access—we do have an ever growing pool of scholarships.
- Consider piggybacking with other established and successful resources and partnerships.
- Look at who’s not coming, i.e. the underrepresented populations which are typically minority and low income individuals. How do we better serve them? We need to break down the intimidation factor. What other barriers are there besides the typical? Language is an issue but there are agencies providing ESL courses and services in the community but there needs to be a seamless level of support to these people.
- Some students don’t know what they want to do so they need career exploration opportunities. The College offers career fairs, has career coaches, etc.
- Those that need the College the most don’t have the information/influence since their friends and family haven’t attended college. We need to get them on campus to show them opportunities.
- May want to consider a program highlight at a board meeting regarding how to expand outreach.
- Produce a commercial about the success of those who are the first in the family to go to college. There is state financial aid money to help with getting a degree when only a few more courses are needed; this needs a targeted outreach approach.
- Think of creative ways to get prospective students to meet current students, i.e. a quick session to do an activity in a class.
- Bottom line, the vision is identifying and removing barriers.

Distance Learning (Shivaji Samanta)
- Distance learning is a good thing and there are many ways to deliver it. One model recently implemented is a partnership with Northern Virginia Community College in which they have the instructors, offer us courses to list as ours and there is a sharing of the student enrollment with us (75%); 10 courses will be delivered this fall.
- Distance learning is for current as well as for recruiting new students. Distance learning gives the College more leverage/opportunities for students, breaking barriers for some.
We need to look at the demographics of the 300 or so students who are only taking online courses—what type of students are they and what are they taking? We do have concerns about the quality of learning and we want the same standards for those doing in class learning.

> Enhance marketing of re-certification courses for teachers/nurses, etc.

☐ Facilities (Bill Jackaneit)
   > A student center is a priority for us and is in the strategic plan. The State doesn’t fund them, thus the College must raise the money and we are exploring options to do so. The center can be a showcase to help with recruiting; it demonstrates a collegiate environment; it provides students with a fuller collegiate experience.

☐ Financial Resources (Mary Jane King)
   > Need big ideas, not just to attract money, but people will rally around a cause that resonates.
   > Need to get alumni involved in fundraising—they remember what they didn’t have.
   > The Foundation has been successful at getting dollars up to the $100,000 level, but need big ideas to get bigger dollars. Student stories are told via print class schedules, online, annual reporting, etc.
   > Are there student ambassadors? There are plans and a budget for that.

☐ Off Campus Sites/Program Offerings (Frank Friedman)
   > Can’t hope to have all offerings in all localities, but perhaps enhance access, i.e. orientation.
   > Educate parents that college is accessible.
   > It is important for board members to know that college sites (i.e. Greene County Center) must be donated, that start up costs are raised externally, and that the College doesn’t commit to a project until money is in hand; we need to be careful not to spread operation expenditures too thin.

Due to a major storm and loss of power, the remainder of the agenda was tabled. Ideas are welcome on the following topics.

☐ Outreach, Marketing, Recruitment (Mary Jane King)
☐ Promoting College-Readiness of High School Students (Frank Friedman)
☐ Student Success (Tara Atkins-Brady)
☐ Technology (Shivaji Samanta)
☐ Teaching and Learning (John Donnelly)
☐ Workforce Services (short-term training for workforce development) (Bill Jackaneit)
The meeting adjourned to continued conversation at a reception and over dinner.

Respectfully submitted,

[Signature]

Frank Friedman
President and Secretary to the Board

APPROVAL

Laila B. Bare
Chair
ACADEMIC ACTIVITIES AUDIT

Final Report

April 10, 2012

Internal Audit Department
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## Issues, Recommendations, and Management Action Plans

| Issue # | Title                                                                 | B | R | C | D | C | N | V | C | C | P | V | C | C | P | V | C | C | S | W | V | C | C | V | W | C | V | H | C | C | Page |
| 1       | Appropriately Determine Teaching Overloads and Limits for Pay          | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | 5    |
| 2       | Fully Document Faculty Workloads and Accurately Calculate Workload Credits | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | 7    |
| 3       | Determine the Correct Rate of Pay and Limit the Teaching Credits for 12-Month Administrative and Professional Faculty Who Teach Classes for Extra Pay | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | 8    |
| 4       | Properly Assign, Approve, and Document Released Time                   | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | 10   |
| 5       | Revise College Overload Policy to Comply with VCCS Policy Requirement   | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | 13   |
| 6       | Disburse Overload at the Appropriate Time Periods                      | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | 14   |
| 7       | Document Modified Work Schedules for Administrative and Professional Faculty Who Teach Classes for Extra Pay | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | 15   |
| Acknowledgments                 | 16   |
EXECUTIVE SUMMARY

Overview
This report contains the results of our Academic Activities audit which was performed at eight community colleges. The audit encompassed a review of the full-time, administrative and professional, and adjunct faculty workload and payment requirements of the Virginia Community College System (VCCS).

The audit process involved reviewing the VCCS Policy Manual, VCCS “Lecturer Rate Tables”, the Productivity Analysis System reports, the Student Information System’s course assignments, interviewing System Office and college personnel, and reviewing relevant college policies and documentation. From this information, we obtained an understanding of the colleges’ administration of faculty workloads, additional payments for teaching assignments beyond regularly required teaching assignments, and adjunct faculty workloads and payments. Our understanding enabled us to perform audit work relevant to the administrative effectiveness and controls for specific teaching assignments and pay.

Background
The VCCS is responsible for offering a curriculum of consistently high quality to students at all of the community colleges. Each of the twenty-three colleges in the VCCS has been delegated with the responsibility for the administration of academic programs in accordance with applicable state and VCCS guidelines. At each community college, the offices of the vice president of academics, division deans, and human resources share responsibility for overseeing, managing, approving, and processing the assignments of full-time and administrative and professional faculty workloads, overloads, released time, and adjunct faculty workloads and pay rates.

Purpose, Scope, and Objectives
The Academic Activities audit was performed to ensure that the colleges were properly determining and documenting full-time faculty workloads, overload payments, adjunct faculty workloads and rates of pay, and that procedures and controls were in place and operating to ensure the reliability and integrity of data. The period under review was from July 1, 2010 through June 30, 2011. The following eight colleges were included in the scope of the audit:

- Blue Ridge Community College
- Danville Community College
- Northern Virginia Community College
- Patrick Henry Community College
- Piedmont Virginia Community College
- Southwest Virginia Community College
- Virginia Highlands Community College
- Virginia Western Community College
The primary objectives of the Academic Activities audit were to determine whether:

- Full-time faculty workloads, released time, and administrative/professional faculty teaching assignments for additional pay were properly administered;
- Teaching overloads were appropriately managed;
- Adjunct faculty workloads were properly administered and paid; and
- Procedures and controls were in place and operating to ensure the reliability and integrity of data.

The evaluation of these objectives was measured against the colleges’ compliance with applicable criteria included in the VCCS Policy Manual and the VCCS “Lecturer Rate Tables”.

Our examination was conducted in accordance with the Standards for the Professional Practice of Internal Auditing promulgated by the Institute of Internal Auditors. Such tests of the records and other audit procedures were performed as considered necessary.

Conclusion
In our opinion, based on the results of our review, several colleges were not in compliance with VCCS policies. Control weaknesses and opportunities for improvement were observed in the following areas:

- Teaching overloads were not properly determined, limits adhered to, and disbursed at the appropriate time period. [Issues 1, 6]
- Faculty workloads and released time assignments were not fully documented and workload credits were not accurately calculated. [Issues 2, 4]
- The rates of pay were not correctly calculated, the teaching credit limits were not adhered to, and modified work schedules were not documented for administrative and professional faculty who taught classes for additional pay. [Issues 3, 7]
- College policy for full-time faculty overload did not fully comply with VCCS full-time faculty overload policy requirements. [Issue 5]

Specific audit findings and recommendations are described in the section entitled "ISSUES, RECOMMENDATIONS, AND MANAGEMENT ACTION PLANS". The recommendations have been discussed with respective members of college management, and in some cases, corrective action has already been implemented. In addition, VCCS System Office management will provide a mandatory training session for all colleges regarding VCCS policy requirements concerning the calculation and payment of full-time faculty workload credits, overloads, and administrative/professional faculty teaching classes for extra pay.
### TABLE OF ABBREVIATIONS/ACRONYMS

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<th>ABBREVIATIONS/ACRONYMS</th>
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<td>Blue Ridge Community College</td>
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<td>DCC</td>
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<td>NVCC</td>
<td>Northern Virginia Community College</td>
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<td>PAS</td>
<td>Productivity Analysis System</td>
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<td>Patrick Henry Community College</td>
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ISSUES, RECOMMENDATIONS, AND MANAGEMENT ACTION PLANS

ISSUE 1: APPROPRIATELY DETERMINE TEACHING OVERLOADS AND LIMITS FOR PAY

CRITERIA/SOURCE
A faculty member may be offered a teaching overload not exceeding ten (10) credit hours for pay per academic year (fall and spring semesters). Faculty members shall be considered as working an overload when they teach greater than thirty (30) credit hours or greater than forty (40) contact hours; in cases where the number of credit hours for a full teaching load falls below twenty-four (24) credit hours, a faculty member shall be considered as working an overload when he/she teaches greater than forty-eight (48) contact hours. Where necessary, contact hours shall be converted to credit hours at rates consistent with prescribed course hour conversions. (VCCS Policy Manual, Section 3.8.4)

The standard practice among community colleges is to apply a 2:1 ratio when converting contact hours to overload credits.

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<thead>
<tr>
<th>COLLEGE</th>
<th>CONDITION</th>
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<tbody>
<tr>
<td>NVCC</td>
<td>Our review of 24 full-time faculty overloads revealed that one faculty member was paid for teaching an overload of 13 workload credits. Although there was no overpayment, the overload assignment exceeded the VCCS policy limitation of 10 overload credits per academic year totaling $2,303.91.</td>
</tr>
<tr>
<td>PHCC</td>
<td>Our review of ten full-time faculty overloads revealed that two faculty members were paid for teaching overloads of 12.76 and 12.57 workload credits. Although there were no overpayments, the overload assignments exceeded the VCCS policy limitation of 10 overload credits per academic year totaling $4,483.12.</td>
</tr>
<tr>
<td>PVCC</td>
<td>The College did not calculate an overload for one full-time faculty member whose workload was comprised of 30 workload credits and 42 contact hours. The faculty member’s workload should have resulted in an overload calculation of two contact hours, and converted to one credit overload payment resulting in an underpayment of $848.69.</td>
</tr>
<tr>
<td>VWCC</td>
<td>Our review of the College’s procedures for computing overloads revealed that when a full-time faculty member’s overload is based on contact hours the College calculated the overload by multiplying the number of contact hours over forty by three-fourths. Although there was no overpayment based on the College policy, the College did not apply the VCCS standard practice of a 2:1 ratio when converting contact hours to overload credits leading to a difference totaling $2,305.97.</td>
</tr>
<tr>
<td>COLLEGE</td>
<td>RECOMMENDATION</td>
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</tr>
<tr>
<td>NVCC</td>
<td>The colleges should limit the assignment of teaching overloads to 10 workload credits for pay per academic year. This will help ensure that the colleges fully comply with VCCS policy.</td>
</tr>
<tr>
<td>PHCC</td>
<td></td>
</tr>
<tr>
<td>PVCC</td>
<td>When a full-time faculty member’s overload is based on contact hours, the colleges should apply the 2:1 ratio when converting the contact hours over 40 to overload credits. This will help ensure that faculty overloads based on contact hours are calculated in accordance with VCCS policy and standard practices within the VCCS.</td>
</tr>
<tr>
<td>VWCC</td>
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<tr>
<th>COLLEGE</th>
<th>MANAGEMENT ACTION PLAN</th>
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<tbody>
<tr>
<td>NVCC</td>
<td>Credentialing specialists in Human Resources and the Academic Compliance Officer will conduct regular audits of workload reports to ensure compliance with the appropriate policies. All faculty will be limited to 10 overload credits per year for pay purposes.</td>
</tr>
<tr>
<td></td>
<td><strong>Responsible Position:</strong> Executive Vice President</td>
</tr>
<tr>
<td></td>
<td><strong>Target Completion Date:</strong> August 2012</td>
</tr>
<tr>
<td>PHCC</td>
<td>Due to increased enrollments coupled with decreased funding over the last five years, many highly-qualified administrators and full-time faculty took on a larger teaching load responsibility. In an effort to comply with VCCS policy while still attempting to meet the needs of students in their respective degree programs, the College is working diligently to increase the number of full-time faculty employed and available to teach a variety of disciplines. In order to offer these courses to students while still working within VCCS policy, the College will continue to request additions to the full-time faculty roster and work to reallocate resources to increase its number of full-time faculty and qualified adjunct faculty. The College has put measures in place to fully comply with VCCS policy 3.8.4 and limit the assignment of teaching overloads to 10 workload credit hours for pay per academic year.</td>
</tr>
<tr>
<td></td>
<td><strong>Responsible Position:</strong> Vice President of Academic and Student Development Services</td>
</tr>
<tr>
<td></td>
<td><strong>Target Completion Date:</strong> July 1, 2012</td>
</tr>
<tr>
<td>PVCC</td>
<td>Academic Deans and the Vice President of Instruction and Student Services will be reminded of the policy regarding faculty who teach over 40 contact hours and the requirement that those affected faculty members be paid an overload.</td>
</tr>
<tr>
<td></td>
<td><strong>Responsible Position:</strong> Vice President for Instruction and Student Services</td>
</tr>
<tr>
<td></td>
<td><strong>Target Completion Date:</strong> March 1, 2012</td>
</tr>
<tr>
<td>VWCC</td>
<td>The College will ensure that overload pay is calculated according to the VCCS Policy 3.5.0 and 3.8.4. To ensure that overload is calculated correctly beginning fall 2012, the division deans will work closely with the Office of the Vice</td>
</tr>
</tbody>
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*Academic Activities Audit*  
6  
*Internal Audit Department*
President of Academic and Student Affairs to verify the load is compliant with VCCS policy 3.8.5. Additionally, Human Resources will also verify pay rates before the reports are sent to the payroll office.

**Responsible Position:** Vice President of Academic and Student Affairs

**Target Completion Date:** August 16, 2012

**ISSUE 2: FULLY DOCUMENT FACULTY WORKLOADS AND ACCURATELY CALCULATE WORKLOAD CREDITS**

**CRITERIA/SOURCE**

Faculty teaching loads during the academic year shall include such combinations of day, evening, and weekend classes as the needs of the college require. Twelve-fifteen (12-15) credit hours and fifteen-twenty (15-20) contact hours per semester are required for all full-time faculty. For the purpose of workload calculations, every lecture hour shall equate to one (1) credit hour and one (1) contact hour; and every laboratory hour shall equate to one-half (1/2) credit hour and one (1) contact hour. A faculty teaching load may also be adjusted by the college to take into consideration such factors as the use of instructional assistance, team teaching, the use of non-traditional instructional delivery systems, special assignments, and curriculum development. Teaching-load adjustments shall be expressed in terms of an equivalent teaching load for the purpose of computing a faculty member's total teaching load. (*VCCS Policy Manual*, Section 3.5.0)

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<tr>
<td>NVCC</td>
<td>Our review of the “Faculty Worksheets” revealed that eight of 27 full-time faculty workloads did not always include the appropriate lecture, lab, and contact hours. The division offices did not always enter the lecture, lab, and contact hours associated with individual courses that comprised the faculty members’ workloads. Also, one full-time faculty member’s workload was inaccurate because workload credits were not adjusted for collapsed classes. The faculty member’s workload calculation was overstated by six workload credits and resulted in an overload overpayment of $5,781.72.</td>
</tr>
<tr>
<td>VWCC</td>
<td>Our review of the “Instructor Workload Reports” revealed that one of 10 full-time faculty workloads did not include the proper number of workload credits. The faculty member’s workload was understated by one-half credit hour because workload credits were not calculated correctly for lab contact hours.</td>
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<tbody>
<tr>
<td>NVCC</td>
<td>The College should ensure that the appropriate lecture, lab, and contact hours are included in the full-time faculty workloads, and that the appropriate number of workload credits are calculated for collapsed classes. This will help ensure that adequate documentation is maintained to support the workload credits and contact hours, and that workload credits are properly reduced for collapsed classes and resulting overloads are calculated correctly.</td>
</tr>
</tbody>
</table>
The College should ensure that proper calculations are made for workload credits based on the *VCCS Policy Manual*, Section 3.5.0. This will help ensure that faculty members are awarded the appropriate number of workload credits.

**COLLEGE** | **MANAGEMENT ACTION PLAN**
---|---
**NVCC** | The Director of Human Resources will work with College Enterprise Technologies and ERP Application Support to modify the workload reports to reflect the appropriate lecture, lab and contact hours for each course. Human Resources will train division personnel and other appropriate individuals in entering and recording lab and contact hours. Academic division deans and provosts will be responsible for monitoring workload reports to ensure compliance with VCCS and NVCC policies. Credentialing specialists in Human Resources and the Academic Compliance Officer will conduct regular audits of workload reports to ensure compliance with the appropriate policies. Human Resources will maintain a check list to ensure workload reports are received from all faculty prior to filing in the official personnel files.

**Responsible Position:** Executive Vice President

**Target Completion Date:** Summer Session 2012

**VWCC** | The College will ensure that proper calculations are made for workload credits based on VCCS Policy 3.5.0. The College will implement two new automated processes to determine faculty workloads, and VWCC has updated all formulas for calculating faculty workload. The office of the Vice President of Academic and Student Affairs is working closely with the division deans to check and verify workloads.

**Responsible Position:** Vice President of Academic and Student Affairs

**Target Completion Date:** August 15, 2012

**ISSUE 3: DETERMINE THE CORRECT RATE OF PAY AND LIMIT THE TEACHING CREDITS FOR 12-MONTH ADMINISTRATIVE AND PROFESSIONAL FACULTY WHO TEACH CLASSES FOR EXTRA PAY**

**CRITERIA/SOURCE**

Twelve-month administrative and professional faculty may earn pay for teaching up to and including eight (8) credits per fiscal year, for teaching assignments beyond those that are required as part of the regular workload. Extra pay for administrative and professional faculty who teach classes for additional pay shall be at the rate of the faculty member's equivalent nine-month salary multiplied by .015 for each overload credit hour. (*VCCS Policy Manual*, Section 3.8.5)

**COLLEGE** | **CONDITION**
---|---
**BRCC** | Our review of four 12-month administrative and professional faculty who taught

**Academic Activities Audit** | **8** | **Internal Audit Department**
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<th>COLLEGE</th>
<th>RECOMMENDATION</th>
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<tbody>
<tr>
<td>BRCC</td>
<td>In accordance with the <em>VCCS Policy Manual</em>, Section 3.8.5, the colleges should calculate workload credit hour pay rates for 12-month administrative and professional faculty based on the appropriate equivalent nine-month salary multiplied by .015.</td>
</tr>
<tr>
<td>DCC</td>
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<tr>
<td>VWCC</td>
<td></td>
</tr>
<tr>
<td>PHCC</td>
<td>In accordance with the <em>VCCS Policy Manual</em>, Section 3.8.5, the College should limit the assignment of teaching credit hours for 12-month administrative and professional faculty to eight credit hours for pay per fiscal year.</td>
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<th>COLLEGE</th>
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<tbody>
<tr>
<td>BRCC</td>
<td>The College will calculate pay rates for 12-month administrative and professional faculty who teach classes for extra pay in accordance with VCCS Policy 3.8.5. Extra pay for such an overload shall be at the rate of the faculty member's equivalent nine-month salary multiplied by .015 for each overload credit hour.</td>
</tr>
<tr>
<td></td>
<td>Responsible Position:  Vice President of Instruction and Student Services</td>
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<tr>
<td></td>
<td>Target Completion Date: January 2012</td>
</tr>
<tr>
<td>DCC</td>
<td>The credit hour pay rate will be recalculated to reflect the additional pay.</td>
</tr>
<tr>
<td></td>
<td>Responsible Position:  Vice President of Academic and Student Services</td>
</tr>
<tr>
<td></td>
<td>Target Completion Date: Spring Semester 2012</td>
</tr>
<tr>
<td>PHCC</td>
<td>Due to increased enrollments coupled with decreased funding over the last five years, many highly-qualified administrators and full-time faculty took on a larger teaching load responsibility. In these instances, the College has chosen between the availability of course offerings to the students it serves and compliance with</td>
</tr>
</tbody>
</table>
VCCS policy. In order to offer these courses to students while still working within VCCS policy, the College will continue to request additions to the full time faculty roster and work to reallocate resources to increase its number of full time faculty and qualified adjunct faculty. The College has put measures in place to fully comply with VCCS policy 3.8.5 and limit the assignment of teaching overloads to 8 workload credit hours for pay per academic year.

**Responsible Position:** Vice President of Academic and Student Development

**Target Completion Date:** December 30, 2012

**VWCC**

The College will ensure that the appropriate annual salary is used when calculating the pay rates for twelve-month administrative and professional faculty who teach credit classes for additional pay. The same process for calculating full-time faculty workloads will be used to calculate pay rates for twelve-month administrative and professional faculty who teach credit classes for additional pay. The current annual salary for administrators and professional faculty holding faculty rank will be drawn from PeopleSoft. To ensure that the appropriate annual salary is used when calculating the pay rates for twelve-month administrative and professional faculty who teach credit classes for additional pay for spring and summer semesters, the human resource office will submit to the administrative assistant to the Vice President of Academic and Student Affairs the current annual salaries, and the administrative assistant and the class scheduling specialist will verify the current rate is entered into the contract.

**Responsible Position:** Vice President of Academic and Student Affairs

**Target Completion Date:** August 16, 2012

**ISSUE 4: PROPERLY ASSIGN, APPROVE, AND DOCUMENT RELEASED TIME**

**CRITERIA/SOURCE**

A faculty teaching load may be adjusted by the college to take into consideration such factors as the use of instructional assistance, team teaching, the use of non-traditional instructional delivery systems, special assignments, and curriculum development. Teaching-load adjustments shall be expressed in terms of an equivalent teaching load for the purpose of computing a faculty member's total teaching load. (*VCCS Policy Manual*, Section 3.5.0)

Regular nine and twelve month teaching faculty may be temporarily assigned non-teaching duties (released time) for administrative/professional activities of more than 50% of an individual's full-time teaching load for a maximum of two academic years by the college president. Faculty assigned more than 50% released time for non-teaching duties for more than two years must be classified as administrative faculty unless an extension beyond two years is approved by the Chancellor. The college shall maintain a record of all released time for audit purposes. (*VCCS Policy Manual*, Section 3.5.2)
VHCC utilizes the *Released Time Request for Faculty* form to document the approval by the Vice President of Instruction and Student Services, the number of credit hours of released time, estimated number of clock hours, project period, and a description of the assignment. (VHCC standard practice)

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<tr>
<th>COLLEGE</th>
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<tr>
<td>BRCC</td>
<td>Our review of 11 released time assignments revealed that one faculty member’s released time for 15 credit hours was not included in the workload calculation. The faculty member was paid an overload of six credit hours; however, the faculty member’s workload calculation did not include the released time assignment to support the overload.</td>
</tr>
<tr>
<td>NVCC</td>
<td>Our review of 15 released time assignments revealed that one faculty member’s released time for three credit hours was not included in the workload calculation. The faculty member was paid an overload of six credits; however, the faculty member’s workload calculation did not include the released time assignment to support the overload.</td>
</tr>
<tr>
<td>SWCC</td>
<td>Our review of six released time assignments revealed that one faculty member’s third year of 100% released time did not have the Chancellor’s approval, three released time assignments were not based on a pre-defined time to complete specific tasks or execute certain responsibilities, and all released time assignments had only verbal approval from the Vice President of Instruction at the start of each semester. Written approval from the President was obtained at the end of the academic year.</td>
</tr>
<tr>
<td>VHCC</td>
<td>Our review of nine released time assignments revealed that three faculty members’ assignments did not have a “Released Time Request for Faculty” form on file to document the approval from the Vice President of Instruction and Student Services, credit hours, clock hours, and a description of the assignment including the responsibilities, duties, and deliverables.</td>
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<th>COLLEGE</th>
<th>RECOMMENDATION</th>
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<tbody>
<tr>
<td>BRCC</td>
<td>The colleges should include released time assignments in full-time faculty workload documentation in order to adequately support the computation of the faculty member’s total teaching load and any resulting overloads. This will help ensure that faculty members’ workload calculations contain all teaching and released time assignments to properly support the total teaching loads.</td>
</tr>
<tr>
<td>NVCC</td>
<td>The College should obtain proper approval from the Chancellor when more than 50% released time assignments are made for more than two years. The College President can approve released time assignments greater than 50% for a maximum of two academic years. The amount of released time awarded to faculty to complete specific tasks or execute certain responsibilities should be commensurate with the demand of the specific work. In general, a guideline that could be used is, three credits of released time during a semester should correspond to eight clock hours of work per week in the faculty member’s workload. This equivalence is based on three credits representing 3/15, or 1/5, or 20% of a full-time workload for the semester. We also recommend the approval of the released time be documented in writing at the beginning of the semester that the released</td>
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<td>COLLEGE</td>
<td>MANAGEMENT ACTION PLAN</td>
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<tr>
<td>VHCC</td>
<td>All academic division offices should use the “Released Time Request for Faculty” form to document the approval of the released time assignment and to support the number of credit hours assigned to the faculty member’s workload. The use of the form helps ensure that appropriate documentation is on file to support the approval of the assignment and that the appropriate number of credit hours have been assigned.</td>
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<th>COLLEGE</th>
<th>MANAGEMENT ACTION PLAN</th>
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<tr>
<td>BRCC</td>
<td>This was a very unusual situation and although the work of the faculty member was well documented, indicated the individual would be the acting Vice President, and was approved by the President; the documentation did not specifically indicate that the faculty member was fully released for fall 2010. The College will include released time assignments in full-time faculty workload documentation in order to adequately support the computation of the faculty member’s total teaching load and any resulting overloads.</td>
</tr>
<tr>
<td></td>
<td>Responsible Position: Vice President of Instruction and Student Services</td>
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<tr>
<td></td>
<td>Target Completion Date: Completed</td>
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<th>COLLEGE</th>
<th>MANAGEMENT ACTION PLAN</th>
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<tr>
<td>NVCC</td>
<td>The Director of Human Resources will work with College Enterprise Technologies and ERP Application Support to modify the Faculty Information System to more accurately capture and report release time and overload. Human Resources will train division personnel and other appropriate individuals regarding VCCS and NVCC release time and overload policies and procedures. Academic division deans and provosts will be responsible for monitoring workload reports to ensure compliance with VCCS and NVCC policies. Credentialing specialists in Human Resources and the Academic Compliance Officer will conduct regular audits of workload reports to ensure compliance with the appropriate policies.</td>
</tr>
<tr>
<td></td>
<td>Responsible Position: Executive Vice President</td>
</tr>
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<td></td>
<td>Target Completion Date: August 2012</td>
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<th>COLLEGE</th>
<th>MANAGEMENT ACTION PLAN</th>
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<tbody>
<tr>
<td>SWCC</td>
<td>The College agrees with the release time assignment findings. SWCC assigned one faculty member to direct a three-year Department of Labor Grant, which resulted in 100% release time of their teaching load. At the end of the second year of the grant period, college administrative positions changed and SWCC was remiss in obtaining approval for the additional extended release time from the Chancellor. SWCC proposes to:</td>
</tr>
<tr>
<td></td>
<td>• Adhere to the <em>VCCS Policy Manual</em>, Section 3.5.2, reporting to the Chancellor any faculty member who receives more than 50% of their workload in release time for a period greater than two years.</td>
</tr>
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</table>
|         | • Document release time for faculty members at the beginning of each
semester, based upon predefined responsibilities for completing a task. Each 1 credit hour of release time will equate to 44 clock hours.

- Utilize guidelines previously stated for documenting release time. Release time will be approved by academic deans at the beginning of each semester and documented on faculty workload template. The Vice President of Instruction will approve and forward to the President for final approval.

**Responsible Position:** Vice President of Instruction

**Target Completion Date:** Spring 2012

| VHCC | The "Released Time Request for Faculty" form has been revised and the Faculty/Staff Manual has been updated to include a statement that all requests must be approved in advance. The form now includes the signature of the requesting faculty member, the Division Dean, and Vice President of Instruction and Student Services. Evidence or documentation must be given to the Dean by the faculty member at the end of the released time to show that project has been completed and has met the guidelines of the original request. The documentation is kept on file in the Dean’s office for a minimum of three years and will also be on file in the office of the Vice President of Instruction and Student Services. All requests are based on the consistent formula of 44 clock hours equal one credit hour.

**Responsible Position:** Vice President of Instruction and Student Services

**Target Completion Date:** December 2, 2011

**ISSUE 5: REVISE COLLEGE OVERLOAD POLICY TO COMPLY WITH VCCS POLICY REQUIREMENT**

**CRITERIA/SOURCE**
A faculty member may be offered a teaching overload not exceeding ten (10) credit hours for pay per academic year (fall and spring semesters). Faculty members shall be considered as working an overload when they teach greater than thirty (30) credit hours or greater than forty (40) contact hours. (*VCCS Policy Manual, Section 3.8.4*)

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<tr>
<td>NVCC</td>
<td>The College’s Faculty Handbook, Sections 3.5000, “Faculty Loads”, A, 4, and 6.5500, F, “Teaching Overloads for Pay”, states that faculty members will not be considered as teaching an overload unless they teach more than 30 teaching credits per academic year, that the overload is paid for all teaching credits over 30 for the academic year, and that faculty members may be offered a teaching overload not exceeding ten (10) teaching credits per year. The College’s overload for pay policy does not provide for an overload if full-time faculty teach greater than 40 contact hours.</td>
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<tr>
<td>COLLEGE</td>
<td>RECOMMENDATION</td>
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</tr>
<tr>
<td>NVCC</td>
<td>The College’s policy should be revised to comply with VCCS policy, whereas full-time faculty are considered working an overload when they teach greater than 30 credit hours or greater than 40 contact hours. This will help ensure that eligible full-time faculty would receive the appropriate overload for pay.</td>
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<tr>
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<tbody>
<tr>
<td>NVCC</td>
<td>Steps will be taken to revise the NVCC Faculty Handbook to reflect VCCS policy with respect to overloads for the upcoming publication date. Revisions will be included in the current review and approval process.</td>
</tr>
</tbody>
</table>

  | Responsible Position: Executive Vice President |
  | Target Completion Date: May 2012 for the next publication date |

### ISSUE 6: DISTRIBUTE OVERLOADS AT THE APPROPRIATE TIME PERIODS

### CRITERIA/SOURCE

Overloads shall be paid at the end of the academic year (fall and spring semesters). At the president’s discretion, payments for overloads worked in the fall may be made after January 15 if in the president’s judgment the faculty member’s anticipated spring semester course load would result in an overload for the academic year. The payment shall be for the fall workload only. *(VCCS Policy Manual, Section 3.8.4.)*

### COLLEGE | CONDITION
---|---
PVCC | The College provided full-time faculty with an overload payment on March 1, 2011 that included both the fall and spring semester overloads. The payment made on March 1, 2011 should have been only for the fall semester overload.

### COLLEGE | RECOMMENDATION
---|---
PVCC | In accordance with VCCS policy, the College should not pay full-time faculty for both fall and spring semester overloads before the end of the academic year. The College may process only a fall semester overload payment before the end of the spring semester provided that the payment is made after January 15, and that the faculty member’s spring semester workload would result in an overload for the academic year.

### COLLEGE | MANAGEMENT ACTION PLAN
---|---
PVCC | PVCC will implement a plan to pay all faculty overloads at the end of the academic year (May).

  | Responsible Position: Vice President for Instruction and Student Services |
Target Completion Date: March 1, 2012

ISSUE 7: DOCUMENT MODIFIED WORK SCHEDULES FOR
ADMINISTRATIVE/PROFESSIONAL FACULTY WHO TEACH COURSES FOR
ADDITIONAL PAY

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<thead>
<tr>
<th>CRITERIA/SOURCE</th>
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<tbody>
<tr>
<td>Twelve-month administrative and professional faculty may earn pay for teaching up to and including eight (8) credits per fiscal year, for teaching assignments beyond those that are required as part of the regular workload. <em>(VCCS Policy Manual, Section 3.8.5)</em></td>
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<tr>
<th>COLLEGE</th>
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<tbody>
<tr>
<td>VHCC</td>
<td>The administrative and professional faculty obtain approval from their supervisors to teach classes that are assigned to them beyond their regular workload; however, three of seven individuals reviewed who taught classes for additional pay did not have documentation on file to support their adjusted work schedules.</td>
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<th>COLLEGE</th>
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<tr>
<td>VHCC</td>
<td>The College should document the adjusted work schedules for all administrative and professional faculty who teach classes for additional pay. This will help ensure that the administrative/professional faculty and their supervisors are aware of the modified work schedules and will substantiate the time that resulted in additional pay.</td>
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<th>COLLEGE</th>
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<tr>
<td>VHCC</td>
<td>Written requests are made by the Division Deans to administrative and professional faculty whenever they are asked to teach for additional pay. Faculty have responsibility for accepting or rejecting the request by a specified deadline. If the request is accepted, it is forwarded to the appropriate supervisor along with an adjusted work schedule for approval. Once the supervisor's approval is obtained, the request is returned to the Division Dean. A copy of the approved request and revised work schedule will be maintained by the Division Dean and included in the employee personnel file.</td>
</tr>
</tbody>
</table>

**Responsible Position:** Vice President of Instruction and Student Services

**Target Completion Date:** December 2, 2011
ACKNOWLEDGMENTS

We would like to thank college personnel for the assistance extended to us during our audit engagement. The cooperation and courtesies extended by personnel at all eight colleges are sincerely appreciated.

Helen C. Vanderland
Helen C. Vanderland, CPA
Internal Audit Director

Project Team:

Mark B. Rackley, CBM, CFE
Senior Internal Auditor

Philip Wiley, CBM, CFE
Senior Internal Auditor
Piedmont Virginia Community College Board
Performance Report: 2011-12

Leadership:

- Be effective liaisons between the leaders in appointing jurisdictions and the College.
  - Board members arranged meetings with President Friedman and members of their respective local governing boards and/or school systems.
- When possible, participate with students, faculty and staff in the life of the college through events, social activities, and instructional offerings.
  - Board members attended a number of events at the College including spring recognition and Dickinson events; the Board Chair provided welcoming remarks to convocations; a member participated in the Semester at Sea program.
- Use these opportunities to introduce the College to colleagues and acquaintances who may not be familiar with its breadth of benefits to the community.
  - Board members took advantage of comp tickets for Dickinson events.
- Demonstrate commitment of total college leadership by 100% participation in the Educational Foundation annual fund.
  - 10 of 13 Board members participated in 2011-12
  - 12 of 13 Board members gave to the PVCC Educational Foundation in 2011-12
- Participate in the development and subsequent support of the VCCS legislative priorities.
  - Board members participated in the visits to the General Assembly along with students to deliver the PVCC message.

Stewardship:

- Diligently and actively participate in all matters that properly come before the Board and its committees.
  - Carried out throughout the year.
- Monitor the College’s achievement of the Strategic Plan initiatives and participate in the strategic planning process.
  - Board members received updates.
- Convene at least one joint board meeting off campus on a rotational schedule with local boards of the College’s service area.
  - The Board met with representatives of Greene County at the March meeting.
- Actively participate in the SACS reaffirmation process as required or appropriate.
  - Not applicable for 2011-12.

Initiative:

- Work with the President or designee in seeking new off-campus class and/or workforce development offerings.
  - Board members have been advocates for the Greene County site, the Jefferson School and workforce offerings throughout the service region.
• Honor and recognize excellence in faculty, staff, and students. (e.g.: College Board Award for Service.)
  ✓ Gina Baldi was presented with the College Board Service Award at the spring Academic and Leadership Awards Convocation.
• Assist as appropriate in seizing timely new opportunities. (e.g.: the acquisition and use of the former Visitor Center, introduction of potential benefactors or collaborations that may benefit our communities.)
  ✓ Board members provided numerous ideas and “leads” to President Friedman.

  Opportunity * Access * Excellence
REGION 18
PIEDMONT VIRGINIA COMMUNITY COLLEGE
2012-13 BOARD MEMBERS

Albemarle County
    Mr. Stephen Davis
    Ms. Debbi Goodman *(Vice Chair)*
    Mr. Sean J. Moynihan
    Dr. Donna J. Plasket

Buckingham County
    Ms. Vera Cooke-Merritt

City of Charlottesville
    Ms. Mary Loose DeViney
    Mr. Peter T. Kleeman
    Mr. Sean Michael McCord
    Dr. Suzanne Morse Moomaw

Fluvanna County
    Mr. Leonard F. Gardner

Greene County
    Dr. Laila B. Bare *(Chair)*

Louisa County
    Ms. Ava Pippin

Nelson County
    Mr. Russell B. Otis
<table>
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<th>Name</th>
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<td>2012</td>
<td></td>
<td>2016</td>
<td>**</td>
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<td>Debbi Goodman</td>
<td>2008</td>
<td>2012</td>
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<td>Sean J. Moynihan</td>
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<td>Donna Plasket</td>
<td>2003</td>
<td>2005/2009</td>
<td>2013</td>
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<td><strong>Buckingham County</strong></td>
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<tr>
<td>Vera Cooke-Merritt</td>
<td>2006</td>
<td>2010</td>
<td>2014</td>
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<td>Suzanne B. Morse</td>
<td>2005</td>
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<td>Peter T. Kleeman</td>
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<td>Leonard F. Gardner</td>
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<td>Ava Pippin</td>
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<tr>
<td>Russell B. Otis</td>
<td>2012</td>
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<td>2016</td>
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* Ineligible for reappointment; served two four-year terms.
** Eligible for reappointment at end of first four-year term.
*** Filled unexpired term; eligible for appointment to first or reappointment to second four-year term.
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<tr>
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<td>Board Meeting 4 pm Pace Board Room</td>
<td>Award process begins</td>
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<td>VCCS Annual Meeting</td>
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<td>UVA Legislative Forum, 12-1 pm,</td>
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<td>BOS/City Council Annual Updates</td>
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<td>9**</td>
<td>Board Meeting 4 pm Pace Board Room</td>
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<td>16-17</td>
<td>SBCC Meeting*</td>
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<td>BOS/City Council Annual Updates</td>
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<td>PVCC Visit to General Assembly</td>
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<td>VCCS Legislative Reception, Richmond</td>
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<td>Convocation, 4 pm, Dickinson Theater</td>
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<td>Awards Ceremony &amp; Reception, M229/</td>
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<td>North Mall Meeting Room, 3:30 pm</td>
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<td>Commencement 6 pm JPJ Arena</td>
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<td>SBCC Meeting*</td>
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<td>Committees</td>
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*For information only

**Second Wednesday
State Board Members
2012 - 2013

Hank W. Chao
Vienna, Virginia

LaVonne P. Ellis
Chesapeake, Virginia

Idalia P. Fernandez
Centerville, Virginia

Robert R. Fountain
Montross, Virginia

Stephen T. Gannon
Henrico, Virginia

Sasha Gong
Falls Church, Virginia

Dorcas Helfant-Browning
Virginia Beach, Virginia

Mirta M. Martin
Midlothian, Virginia

Bruce J. Meyer
Virginia Beach, Virginia

Jeffery K. Mitchell
Blacksburg, Virginia

Dave Nutter
Blacksburg, Virginia

Don "Robin" Sullenberger
Harrisonburg, Virginia

William H. Talley, III
Petersburg, Virginia

Michael E. Thomas
Richmond, Virginia

Michael Zajur
Richmond, Virginia

Glenn DuBois, Secretary
Virginia Community College System
Richmond, Virginia
Valley Proteins Fellows 2012

The Virginia Foundation for Community College Education (VFCCCE) has selected 10 outstanding students to be part of the second class of Valley Proteins Fellows. This most prestigious scholarship program removes financial obstacles for second-year students and develops promising student leaders through community service and special cultural and leadership opportunities.

Daphne Jeff Jones J. Sergeant Reynolds
David Jerrel Lord Fairfax
Feyyazsa Northern Virginia
Iba Thompson Paul D. Camp
Leah Davis Patrick Henry

Nicholas Bann Pedmont Virginia
Megan Gay Marylhurst
Dawn Ho Tolkien
Lindsey Haunp Woodbridge
Matt Roberts Wytheville

The program is made possible through the support of Valley Proteins, Inc., based in Winchester. "Valley Proteins is privileged to invest in the future of some of Virginia's most outstanding students," said Vice President Michael A. Smith. "These young people are tomorrow's leaders and we are confident that the returns for our investment in them will be substantial."

"This isn't an easy scholarship to earn," said Glenn Duflois, chancellor of Virginia's Community Colleges. "Those who are selected are talented, motivated and dedicated to succeed. They're the kind of students who give you confidence in the future of our commonwealth and country."

For more information, contact:
The Virginia Foundation for Community College Education
101 North 14th Street, 15th Floor
Richmond, VA 23219

Dr. Jennifer Gentry
Executive Director
gentry@vccs.edu
804-419-4962

Ms. Anne McCaffrey
Director of Development & Scholarships
annemccaffrey@vccs.edu
804-419-5196

Lalith Hard, Class of 2012
John Cabell Commonwealth Legacy Scholar
J. Sergeant Reynolds Community College
(Transfering to UVA)

"All the accolades I have received have fractional meaning when compared to lives touched because of the fellowship."

Danny Nashwood, Class of 2012
Valley Proteins Fellow
New River Community College
(Transfering to Virginia Tech)

Make an online donation to the VFCCCE
VFCCCE
Dr. Jennifer Gentry
101 N. 14th Street, 15th Floor
Richmond, Virginia 23219

gentry@vccs.edu
804-419-4962

Rather download a pledge card? Tell this card to us to let us know of an upcoming donation

Visit our Colleges & Programs

Tuesday, August 28, 2012
PCC shows off new Greene center

The Daily Progress
PVCC student helps discover new molecule

Nyiramahirwe part of team that spent summer at UVa

BY TED STRONG
lstrong@dailyprogress.com | 974-7274

College students spend their summers lots of cool ways. You know: interning, lifeguarding, bugging mom and dad, discovering new molecules in space.

Well, that last one's how Albemarle County resident and Piedmont Virginia Community College student Jolie Nyiramahirwe spent her summer.

She was part of a team of students who found the molecule while doing summer research at the University of Virginia.

On average, only about four or five interstellar molecules are discovered worldwide each year, according to a news release from UVa.

The students came from four universities: Johnson C. Smith University; Nicole Scortino, of St. Augustine's College; Jolie Nyiramahirwe, of Piedmont Virginia Community College; and David Vasquez, of Virginia Tech.

The Virginia-North Carolina Alliance for Minority Participation, a program that helps connect minority students with summer research in science and related fields.

The students came from four universities: Johnson C. Smith University; Nicole Scortino, of St. Augustine's College; Jolie Nyiramahirwe, of Piedmont Virginia Community College; and David Vasquez, of Virginia Tech.

They were participating in a news release from UVa.

The students came from four universities: Johnson C. Smith University; Nicole Scortino, of St. Augustine's College; Jolie Nyiramahirwe, of Piedmont Virginia Community College; and David Vasquez, of Virginia Tech.

They were participating in the Virginia-North Carolina Alliance for Minority Participation, a program that helps connect minority students with summer research in science and related fields.

One of Nyiramahirwe's professors at PVCC recommended he apply for the program. She said she felt it was really worthwhile.

Her group of four worked in the field of astrochemistry.

"I didn't know about it before, but we found out that it was the study of molecules in space," she said.

The group spent a few days at the Green Bank Telescope in West Virginia and then got down to business trying to find molecules from space.

The surprising part came when they succeeded.

See MOLECULE, Page A6

From Page A1

They were discharging molecules into a chamber at the UVa's college in Kennedy Johnson (from left), of Johnson C. Smith University; Nyiramahirwe, of St. Augustine's College; Jolie Nyiramahirwe, of Piedmont Virginia Community College; and David Vasquez, of Virginia Tech, were part of the Virginia-North Carolina Alliance for Minority Participation, a program that helps connect minority students with summer research in science and related fields.

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See MOLECULE, Page A6
Find is molecule-sized, but big

By Ted Strong

College students spend their summers in lots of cool ways. You know: interning, lifeguarding, bugging Mom and Dad, discovering new molecules in space.

Well, that last one is how Albemarle County resident and Piedmont Virginia Community College student Jolie Nyiramahirwe spent her summer.

She was part of a team of students who found the molecule while doing research at the University of Virginia.

On average, only about four or five interstellar molecules are discovered worldwide each year, according to a news release from U.Va.

The students came from Johnson C. Smith University in Charlotte, N.C.; PVCC; St. Augustine's College in Raleigh, N.C.; and Virginia Tech.

They were participating in the Virginia-North Carolina Alliance for Minority Participation.

That program helps to connect minority students with summer research in science and related fields.

One of Nyiramahirwe's professors at PVCC recommended she apply for the program. She said it was really worthwhile.
Her group of four worked in the field of astrochemistry.

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The group spent a few days at the Green Bank Telescope in West Virginia and then got down to business trying to find molecules from space.

The surprising part came when they succeeded.

They were discharging molecules into a chamber, hitting them with electricity and looking at what new molecules formed.

In there, among the newly shaken-up matter, they detected cyanomethanimine, which is important because it can be a precursor to a certain kind of genetic material.

"We were working in the lab, and we were collecting data," Nyiramahirwe said. "We kind of saw the matching of lines, and we were like, 'Hey, this must be something.'"

The coup was cemented when they found the molecule's signature in existing radio astronomy data.

Originally from the Democratic Republic of the Congo, Nyiramahirwe moved to Albemarle County in 2007.

Nyiramahirwe will head to Berea College in Kentucky this fall to study chemistry. She hopes to go on to graduate school.

"I've learned so many things about doing research and being able to analyze your data and to present it," she said.
Student team discovers new interstellar molecule during summer program

August 1st, 2012 in Space & Earth / Space Exploration

(Phys.org) -- Chemists can spend entire careers in search of new molecules in space; on average, only about four or five interstellar molecules are discovered worldwide each year.

Recently, a team of undergraduate students from four universities visiting the University of Virginia to take part in a special eight-week summer research program for minority students made one of those rare discoveries. It's called cyanomethanimine, and is considered a precursor molecule for RNA, a key building block for the development of life on this planet – and possibly elsewhere in the universe.

The students conducted experiments in the astrochemistry lab of chemist Brooks Pate of U.Va.'s College of Arts & Sciences and used data from the National Radio Astronomy Observatory's Green Bank Telescope in Green Bank, W.Va., to verify their finding.

"This is a pretty special discovery and proves that early-career students can do remarkable research," said Pate, one of a team of program mentors that included U.Va. astronomy professor Ed Murphy and National Radio Astronomy Observatory scientist Anthony Remijan.

The students are Kennedy Johnson, a biology major at Johnson C. Smith University in Charlotte, N.C.; Jolie Nyiramahirwe, a chemistry student at Piedmont Virginia Community College near Charlottesville; Nicole Sciortino, a forensic science major at St. Augustine's College in Raleigh, N.C.; and David Vasquez, a biochemistry student at Virginia Tech in Blacksburg.

The students participated in the Virginia-North Carolina Alliance for Minority Participation, a summer program funded by the National Science Foundation to encourage research opportunities for underrepresented students in the "STEM" fields – science, technology, engineering and math.

The alliance supports minority students by offering a range of activities, including annual symposia, mentoring, workshops, faculty exchanges and summer research experiences.

This summer, 11 students came to U.Va. and participated in the total program, working in four
disciplines – astrochemistry, biology, chemistry and systems engineering.

"When I came here I was expecting to do regular chemistry," Nyiramahirwe said. "But we got to do advanced work that really challenged us."

Murphy, Pate, Remijan and graduate student mentors challenged the students to go far beyond basic chemistry – to attempt a new understanding of the chemistry of the universe, a field of science that is a strength at U.Va. and NRAO.

What they didn't necessarily expect the students to do was produce a new interstellar molecule identification within such a short period of time. But when the students did – just three weeks into the program – the mentors pushed them to prove it.

The students did so by looking for the chemical signature of the molecule in radio astronomy data. Once they did that, they had all the verification they needed – and had indeed found in space the molecule cyanomethanimine.

"It's exciting to know we are a part of this," Sciortino said. "It's amazing."

The team applied for, and was granted, additional telescope time from NRAO at Green Bank to conduct further experiments using additional frequencies.

"Not many people get to go to Green Bank," noted Kennedy, "but we did!"

The team presented their findings at the conclusion of the program last Friday to faculty and students affiliated with the U.Va.-N.C. Alliance, and to NRAO director Tony Beasley.

Pate and Remijan intend to publish a paper on the finding, with the students as co-authors.

"It's been a really amazing experience," Sciortino said. "We've learned so much about the chemical environment, and it will be really useful for other chemistry courses and will look great on our resumes."

Sciortino said she is now considering graduate school, having had her "eyes opened."

"I want to further educate myself," she said. "I used to think that a bachelor's degree was enough, just to get a job, but now I realize the possibilities."

The other students also are thinking about graduate school, though Johnson has her sights set on medical school. Vasquez, the biology major, is now considering studying astrobiology.

Which is the point of the program – to bring underrepresented students from generally smaller institutions to U.Va., a major research university, to conduct hands-on research in state-of-the art laboratories, and to, hopefully, go on to careers in science or science-related fields.

U.Va. is the lead school in the Va.-N.C. Alliance and partners with seven other institutions in the two states. The purpose is to recruit and retain more students in the STEM fields.

In addition to support from NRAO, the Va.-N.C. Alliance, and the U.Va. Department of Chemistry, the students were supported by a grant from the Jefferson Trust Foundation.

Provided by University of Virginia

PVCC Honors Greene County Resident

August 23, 2012

A man who Piedmont Virginia Community College says played a big role in bringing an annex campus to Greene County has received the college’s highest non-academic honor.

Kenneth W. Lawson, president of the PVCC Educational Foundation Board of Directors and director of special projects for Fried Companies Inc., received the PVCC Medallion earlier this month at an open house for the new PVCC Eugene Giuseppe Center.

The medallion is awarded by the school’s board to someone who has made extraordinary contributions to PVCC. In the college’s 40-year history, Lawson is only the 15th recipient of the honor.

Lawson, who is a former chair of the Greene County Board of Supervisors, is completing his second year as president of the PVCC Educational Foundation Board of Directors. He played a key role in arranging a $1 a year lease for 25 years for the Greene County facility. He also led the fundraising campaign that raised more than $900,000 for the center.

In presenting the award, PVCC Board Chair Laifa Bare noted that Lawson’s extraordinary volunteer service is an expression of “his belief in the value of education and the need to extend educational opportunities to his fellow Greene County citizens.”

Find this article at:

☐ Check the box to include the list of links referenced in the article.
Greene Man Honored For Service To PVCC

A Greene County man has received PVCC's highest nonacademic honor. Kenneth Lawson played a leading role in creating a Piedmont Virginia Community College center in his home county. Lawson was awarded the PVCC Medallion during an open house at the Eugene Giuseppe Center. The award is given to someone who, through special acts or sustained service, have made extraordinary contributions to PVCC. The most recent recipient was former University of Virginia President John Casteen.

Filed Under:
Topics: Human Interest
Social: Human Interest
Locations: Greene County
People: John Casteen, Kenneth Lawson
New Online Classes at PVCC

Piedmont Virginia Community College (PVCC) recently expanded its number of online courses. This fall the school is offering 180 online credit and non-credit courses.

The new online credit courses include some foreign languages including Beginning Arabic I and Beginning Russian I. There’s also Introduction to the Travel Industry, Geography of Tourism I, and Introduction to Telecommunications.

Anita Showers is the media relations manager at PVCC, and says the school will probably offer more online classes in the future.

"They're popular, they meet the needs of students who are busy. It's convenient for them and more and more we will probably increase our classes as well as sections of classes," Showers said.

Some popular online classes PVCC offers include English and accounting courses.

Last year, PVCC had a record breaking 7,000 students enrolled at the school. The fall semester begins August 27th.

Get in the GAME! Everything you need to enjoy great football!
New Online Classes at PVCC

Posted: Jul 30, 2012 7:04 AM EDT
Updated: Aug 13, 2012 7:14 AM EDT

Piedmont Virginia Community College (PVCC) recently expanded its number of online courses. This fall the school is offering 100 online credit and non-credit courses.

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Some popular online classes PVCC offers include English and accounting courses.

Last year, PVCC had a record breaking 7,000 students enrolled at the school. The fall semester begins August 27th.
PVCC prepares for new season

Sept. 7 performance to feature multitasker with 'concert balloon'

Visual art, music, theater and dance fill the upcoming fine arts season at Piedmont Virginia Community College.

The performance season gets started on Sept. 7 with an appearance by the Great Kaplan.

David Kaplan, a multitasking juggler, magician, inventor, musician and comedian, is right at home juggling bean bag chairs or playing music on his 'concert balloon.'

Also coming up in the season are performances of Russian and Eastern European folk music by the Washington Ballet Society on Sept. 20, family-friendly comedy by Alanna on Jan. 26, 2013, and classic and newly commissioned works by Charlottesville Ballet on Oct. 20.

Look for Notes on High, a gospel music showcase of local bands and choirs, on Feb. 23. The Charlottesville Municipal Band will return on Oct. 21.

Piedmont's own performers also will take the stage this season.

The PVCC Chorus will present its Holiday Concert on Dec. 2 and its Spring Concert on April 20.

PVCC Theatre will open productions on Nov. 2 and April 5. And on Dec. 13, Piedmont and the Richmond Triangle Players will present a staged reading of "A," a drama about the federal trial to overturn California's Proposition 8 measure, which opposes same-sex marriage. Audience members can stick around after the reading for talkback time with the cast.

PVCC Dance will bring back its popular master class series. Dancers can learn modern dance with Elizabeth Reynolds on Sept. 15, ballet with Charlottesville Ballet on Oct. 13, hip-hop with Britney Payne on Nov. 10, modern dance with Shannon Hemmell on Jan. 19, ballet with Richmond Ballet's Malcolm Barn on March 12 and jazz with Suzanne Helmer-Crosby on March 23.

PVCC Dance Concert performances featuring Piedmont students and faculty members are set for Dec. 7 and 8 and May 1 to 4. There also will be a dance performance by Richmond Ballet on March 12.

The popular Free Movie Friday series also returns, starting with a gratis screening of "Monty Python's Flying Circus" on Sept. 20. Other dates are Oct. 26, Nov. 30, Jan. 26, Feb. 23, March 22 and April 26.

Piedmont's gallery season gets underway on Sept. 16 with "Paintings, Drawings and Studies" by John Randall Younger. In the North Gallery and "A Few Good Men" by Azon Bichert, Billy Hunt and Steve Taylor in the South Gallery.

Next on display, starting Nov. 16, will be "Mythmaker" by Rick Weaver in the North Gallery and in the South Gallery, the Faculty Exhibit featuring works by Penella Bele, Tom Chizik, Stecy Evans, Bill Fain, Nancy Ross, Daryl Soffa, Rob Thomas, Jeremy Taylor, Rick Weaver and Rebekah Womble.

"Let There Be Light," an outdoor exhibit exploring the power of light, will be up for one night only on Dec. 14. (The rain date is Dec. 15, Justin case.)

"Pictures from a Room" by Tom Capelli and "Flashing It In" by A.K.G. Jeffrey Allison, Stecy Evans, Chip Fitcher, Michael Fitts, Lisa Parker Hyatt, Laura Parsons, James Vates and Lynne Solla-Xoances will go on display Feb. 8.

The Student Show and Seventh Annual Chocolate Chowdown will be back starting April 15.

Browse the entire calendar at pvcc.edu/performingarts, and be sure to keep your own calendar close at hand to mark the dates.
PVCC Guides Careers with Summer Academies

Posted: Jun 22, 2012 8:02 AM EDT
Updated: Jul 06, 2012 8:15 AM EDT

Most schools clear out during the summer months, but that's not the case at Piedmont Virginia Community College (PVCC). Students are spending their time in a classroom learning about some unique subjects in a hands-on way.

The Summer Career Academies at PVCC are primarily geared toward middle-school-aged kids, offering them an opportunity to explore different interests and potential career paths. Topics covered this year span everything from forensic science and robotics, to acting for film and TV production.

This week was all about computers for about 30 students enrolled, who built hard drives from parts and programming games for PCs.

Participants like rising eighth grader Reggie Lockheart have been coming to these week-long camps for years. He has always been interested in computers, but never had the chance to dismantle and reassemble the machines before this academy.

"I just ended up learning about computers," Lockheart explained, "but I really never gotten to build one before."

Erin Murray, who is going into seventh grade this fall, was just looking for something fun to do this summer and fell into the program. She says the systems she has used to build games on the computer are easy to follow, and there have been some unexpected perks of the academy.

"You get to hang out with a lot of different people here. You make a lot of new friends," Murray said.

PVCC's Summer Career Academies coordinator Erin Hughey-Coomers says along with the benefits of hands-on projects and a wide variety of subjects, the kids involved with the courses get to visit businesses connected to the field they're exploring. The academies are often the first opportunity for those students to experience a college campus and build their resumes.

"They actually get the experience of something," Hughey-Coomers said, "and we hope that they take away a knowledge of that field and a sense of whether or not they would be interested in pursuing that in the future."

About 200 kids are enrolled for this summer's program. The career academies are focused on those going into seventh through ninth grade, but there are opportunities for younger children as well. Each course lasts a week, and academies run into August.

If you want more information on the Summer Career Academies, or if you want to register your child for a class, click here or call PVCC's workforce services office at (434) 981-5354.
Stanardsville PVCC Branch Close to Completion

Posted: May 25, 2012 4:56 PM EDT
Updated: Jun 08, 2012 5:04 PM EDT

The campus for Piedmont Virginia Community College (PVCC) in Stanardsville is almost complete.

The 14,000-square-foot second floor of the Greene County Library is in the process of being transformed into five classrooms and two community meeting rooms with a few extra common areas for students. The college has raised more than $900,000 to help build, furnish, and run the new "Eugene Giuseppe Center."

Anita Showers with PVCC said "We launched a pretty intensive fundraising initiative to raise the money to build out the second floor. The citizens of Greene County have wanted this for their region."

Greene County offered PVCC use of the space at the cost of $1 every year for a 25-year lease. Fall classes are scheduled to start August 27.
Construction for Greene County PVCC Center Ahead of Schedule

June 25, 2012

The construction for PVCC's Eugene Giuseppe Center in Greene County is well ahead of schedule.

School officials say they are putting the final touches on the 14,000 square foot space. All of the furniture, technology, and equipment will be delivered and installed next month.

The Greene County PVCC branch is located above the library and will offer both daytime and evening classes.

If you want to find out more on what the center will be offering, there are four information sessions with the first one scheduled this week. There are two in July and one more a couple of weeks before the start of classes on August 27.
PVCC to hold information sessions, open house, in Greene

June 15th, 2012

Piedmont Virginia Community College is hosting free information sessions for prospective students its new Greene County campus and an open house for the community.

The campus, named the Eugene Giuseppe Center in honor of a former primary school principal and coach, is located on the second floor of the Greene County Library building at 222 Main Street in Stanardsville.

It is not necessary to make an appointment for the information sessions, which are scheduled between the hours of 4 pm and 7 pm on Wednesday, June 27, Wednesday, July 11, and Wednesday, July 25.

The community open house will be held at the Center on Wednesday, August 15, from 4 pm until 7 pm.

At all information sessions, PVCC staff will be available to provide assistance with registering for fall semester classes. Information about PVCC’s programs of study, financial aid, tutoring and other resources and services will also be available.
It was just two years ago that Clarence "Buggs" Peyton, current chairman of the Greene County Board of Supervisors, announced that the county was finalizing plans with PVCC and the Fried Companies Inc. to open a satellite campus on the second floor of the library building.

Construction on the library building was completed in 2003, but the second floor space had remained vacant — and unfinished — until FCI stepped forward, offering to help finish the space for PVCC, and instigating a grass roots effort to see the project to completion.

The county drew up a lease that offered the college the space for $1 per year, William Monroe High School architectural students drew an initial floor plan for the 14,000-square foot space, and FCI — working from the basic plan students designed — set about getting cost estimates.

County supervisors passed a resolution in support of the project, FCI kicked off fund-raising efforts with a $250,000 contribution to the project. Thousands more were raised and grant applications were written. But it was the half-million dollar donation made by Giuseppe’s widow, Ethyle, in his honor that enabled the project’s completion, along with the establishment of a scholarship fund for Greene County residents.

Mark and Barbara Fried of FCI are also honored, as the Center’s community meeting room is named for them.

For more information on the Greene campus, log on to www.pvcc.edu/greene. For more information on classes and registration, see class schedule search page, and watch for a copy of PVCC’s printed Fall 2012 Credit Class Schedule which will be mailed in mid-June to households and businesses in Greene County, Albemarle, Buckingham, Charlottesville, Fluvanna, Louisa and Nelson.

Posted in: News
Tags: Tags: Fried Companies, library, PVCC
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Celebrating Juneteenth

From staff reports

This evening's Juneteenth celebration at Piedmont Virginia Community College will begin at the water's edge with a moment of reflection.

Juneteenth, an American observance dating back to 1865, marks the end of slavery. Tonight's "Tribute to the Ancestors" will use drumming, music and spoken-word performances to take a thankful look back at people who paved the way.

Wear white or African clothing if you can, and be sure to stick around after the tribute for a performance by Lesole Dance Project on the V. Earl Dickinson Building's Main Stage. There will be a public reception after the performance.

See PVCC, Page C5

Piedmont Virginia Community College's Juneteenth celebration includes historical perspectives, including information about Buffalo Soldiers.

PVCC

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Julie Beaver, Ralph Brown and the Rest of the Dance Performance

The dance performance will involve activities revolving around this year's theme: "The Pull of Home." From 10 a.m. to 3 p.m. Saturday, there will be a virtual tour of Monticello's Malvern Row. A performance by African American Lighthouse Baptist Church will include a "Tribute to Women of Hope," "Queen Charlotte and the History of Charlottesville," and "The Pull of Home." The event is free. For details, call 255-6624 or 825-8204.

From Page C1

Rafaela White, Keisha Williams, and Charolette Zann at the "Dream Lady of Langston Hughes" annual event. For details, call 255-6624 or 825-8204.
PVCC offering student advising events in August

By Daily Progress Staff Reports

There will be Student Orientation, Advising and Registration sessions at Piedmont Virginia Community College in August.

The sessions will be an opportunity for prospective students to register for fall semester classes. They will take place 5:30 to 8:30 p.m. Aug. 2; 9 a.m. to 1 p.m. Aug. 9; and 9 a.m. to 1 p.m. Aug. 11.

There will also be an information session in Greene County from 9 a.m. to noon Aug. 7 at the Greene County Library building in Stanardsville.

The sessions are free, but advance registration is required for the SOAR sessions. To register, call 961-5264 or 961-6581.
PVCC touts job efforts in Greene

By Nate Delesline III

STANARDSVILLE — Successful workforce and economic development requires feedback from the community and guidance from teachers, school leaders, parents and students starting as early as the sixth grade, experts say.

Valerie Palamountain, Piedmont Virginia Community College’s dean of workforce services, said all those groups, not just those at higher education institutions, play an active role in shaping and directing available opportunities.

Palamountain shared her perspective with about 30 members and guests at the Greene County Chamber of Commerce during a monthly breakfast Wednesday.

Although the idea of helping students focus on career development isn’t brand new, Palamountain said encouragement to do so is now coming from multiple channels.

“The Virginia Department of Education is now encouraging parents, teachers, guidance counselors and students to start making their career plans as early as the seventh and eighth grades,” she said. “To make the decision as to what your career is going to be in the 11th or 12th grade — you’ve already missed out on what planning needed to be done.”

Palamountain also said those already in the workforce might also want to consider training to refresh or expand their skills. Citing the federal Bureau of Labor Statistics, Palamountain said 25 percent of the American workforce will still be made up of baby boomers in 2020.

“That means we’re still going to have a major impact on what happens in the workforce,” she said.

In addition to academic and classroom training, Palamountain said that PVCC is excelling at giving all students hands-on, real world job experiences as a part of their workforce training. That in turn, she said, will provide workers that not only have job skills, but people skills too.

“[Those] workplace readiness skills are important. It’s difficult to teach them in a vacuum,” she said.

PVCC is set to open the Eugene Giuseppe Center in Stanardsville later this year. Based on feedback from the business community, Palamountain said classes there will include computer basics, business
project management, sales strategies and customer service.

Michelle Oliva, program manager of PVCC’s workforce services, is serving as a liaison between the college and Greene County business and community leaders.

“We don’t want to try to invent what [programs] we offer to you,” Oliva said. “We want it to be based on what your needs are.”

Robbie Morris, president of the Greene County Chamber of Commerce, and owner of Performance Signs in Ruckersville, said he thinks PVCC seems to be on the right track.

“What’s so exciting is that they’re so open to tailoring programs to what our business needs,” Morris said. “How many people get that opportunity?”