

VIRGINIA WESTERN COMMUNITY COLLEGE

Local Advisory Board Meeting Minutes

Minutes No. 274, January/March 2019

Chairman Joshua Johnson called the Virginia Western Community College Full Local Advisory Board to order at 11:35am on Thursday March 21, 2019. He welcomed guests and College senate representatives.

Members Present: Dr. Sam English, Roanoke County
John Francis, Roanoke City
Josh Johnson, Roanoke City -- Chair
Joyce Kessinger, Botetourt County -- Vice Chair
Mark Lawrence, Roanoke City
Granger Macfarlane, Roanoke City
Dr. Ken Nicely, Roanoke County
Dr. Marie Paretti, Craig County

Members Absent: Dr. Karen Hiltz, Franklin County
Dr. Forest Jones, City of Salem
Jim McAden, Roanoke County

Faculty/Staff Present: Fredona Aaron, Business Office Manager
Amy Balzer, Assistant to College President
Amanda Decker, Workforce Development Solutions
Marilyn Herbert-Ashton, Interim Vice President of Institutional Advancement
Rachelle Koudelik-Jones, Dean of Institutional Effectiveness
Amanda Mansfield, Philanthropy Director, Educational Foundation
Josh Meyer, Director of Marketing/Strategic Communications
Jennifer Pittman, Associate Vice President of Human Resources
Lisa Ridpath, Vice President of Financial and Administrative Services
Carol Rowlett, Administrative Staff Senate Chair
Dr. Robert Sandel, College President
Jeff Strom, Faculty Senate Representative
Lindsey Weston, Staff Senate Chair
Dr. Elizabeth Wilmer, Vice President of Academic and Student Affairs

I. APPROVAL OF MINUTES

Mr. Lawrence made a motion to approve the notes of the Special Called Meeting on January 9, 2019 as presented. Mr. Francis seconded the motion and the motion passed.

Mr. Francis made a motion to approve the minutes of the September 20, 2018 meeting as presented. Mr. Lawrence seconded the motion and the motion passed.

II. PUBLIC COMMENT

No public comment.

III. REPORT FROM THE PRESIDENT

Dr. Sandel shared the College update:

- President's Listening Tour underway offering everyone on campus small group opportunities for

- open discussion and comments;
- College Town Hall scheduled for April 25th to fulfill spring semester promise;
- STEM building on track for completion in June and to open for fall semester classes;
- Colonial Ave improvements complete in September with streetscape planting in October;
- Overview of legislative session results being in favor of college, noting no tuition increase;
- Commended Educational Foundation for successful fundraising efforts;
- National accrediting agency for RN programs (ACEN) finished successful campus visit. College anticipates recommendation for accreditation;
- Past two years' graduation rates highest in college history, and summer enrollment currently in line with projections;
- JCHS/Radford merger created opportunities for VWCC in PTA, OTA and Surge Tech AS degrees. PTA in progress, OTA/Surge Tech planned for future pending funding;
- Demographics/economic variances across the state reinforce the value in community colleges.

IV. COLLEGE REPORTS AND UPDATES

ACADEMIC AND STUDENT AFFAIRS

Dr. Wilmer provided the ASA update noting the following:

- Focus remains on success and retention of students from entry point to completion/graduation;
- Campus Food Pantry has opened and is stocked by campus donations;
- New software launch enables online advising and appointment scheduling;
- Online learning programming expansion is major initiative for fall 2019;
- Online learning support services are under review and expanding as well;
- Statewide Transfer Virginia initiative embraces the need for seamless transfer among Commonwealth's 2-year and 4-year institutions;
- VA Secretary of Agriculture and Forestry presenting on campus 3/28/19 in conjunction with launch of new Science Specialization in Agriculture;
- MOU signing with Ferrum College for agriculture programs on 3/28/19;
- SACS Fifth Year Report is due September 2019.

Dr. Wilmer requested a motion for reaffirmation of the 2019 Curriculum Advisory Committee memberships as presented in January meeting packet.

Dr. English made a motion to reaffirm approval of the 2019 Curriculum Advisory Committees as presented. Dr. Paretti seconded the motion and the motion passed.

Dr. Wilmer then requested approval to add Occupational Therapy Assistant and Surgical Technologist to VWCC curriculum while using the existing JCHS courses, faculty, equipment and location until Virginia Western secures SACSCOC and programmatic accreditation. This accreditation is necessary before moving forward with VCCS State Board approval and SCHEV approval.

Dr. Paretti made a motion to approve the addition of Occupational Therapy Assistant and Surgical Technologist to Virginia Western Community College's curriculum and using the existing JCHS courses, faculty, equipment and location until VWCC secures SACSCOC and programmatic accreditation. Approval to add programs to curriculum is contingent on resources for funding. Ms. Kessinger seconded the motion and the motion passed. Mr. Lawrence abstained from voting.

FINANCIAL AND ADMINISTRATIVE SERVICES

Ms. Ridpath reviewed the Local Fund Financial Report for the period of July 1, 2018 through December 31, 2018 as presented in the January meeting booklet, with noted adjustments to the Construction and Student Activities Funds.

Mr. Macfarlane presented the motion and second on behalf of the Finance Committee requesting Local Advisory Board approval of the Local Fund Report for the period of July 1, 2018 through December 31, 2018 as presented. All in favor with no discussion.

Ms. Ridpath presented the request to proceed with designing and constructing a Transportation Plaza as outlined in the College master plan update. This plaza would create a safe and defined pedestrian pathway from the parking lots to the main campus as well as an attractive centerpiece welcoming students, the community and visitors to VWCC's campus. This project is requested separate of the Parking Garage capital project to align with the completion of the STEM Building and Colonial Ave Improvements projects, both presently under construction.

Mr. Macfarlane presented the motion and second on behalf of the Finance Committee requesting Local Advisory Board approval to move forward with the design and construction of a Transportation Plaza just south of McNeil Drive roundabout and authorization to spend up to \$480,000 in Parking Local Funds to support this capital project. All in favor with no discussion

M. Ridpath presented the Local Fund Financial Report for the period of July 1, 2018 through February 28, 2019 with no adjustments necessary.

Mr. Macfarlane presented the motion for Local Advisory Board approval of the Local Fund Report for the period of July 1, 2018 through February 28, 2019. Mr. Francis seconded the motion and motion passed.

Ms. Ridpath noted the capital projects status updates in both the 2019 January and March Financial sections, and noting that the College did not request tuition increase for fall 2019.

HUMAN RESOURCES

Ms. Pittman requested reaffirmation of the approval for the 2019 Emeriti nominations:

- Ms. Lynn Hurt – Administrative and Professional Faculty
- Ms. Margaret 'Maggie' McDaniel – Teaching Faculty
- Ms. Lorraine 'Lorry' Conklin – Classified Staff

Mr. Lawrence made the motion to reaffirm the approval of the 2019 Emeriti as listed above. Mr. Francis seconded the motion and the motion passed.

INSTITUTIONAL ADVANCEMENT

Ms. Mansfield presented an overview of the CCAP program history, successes and hope for its future. Fundraising is underway to support this program in the future. CCAP benefits expanded over time to serve various groups of students, and adapting to different needs. Success and retention rates 20% above that of VWCC overall. Chairman Johnson thanked the Board members that contributed to the Educational Foundation this year. The Foundation truly makes a difference by making college possible for all.

Ms. Herbert-Ashton shared the Institutional Advancement update:

- Recent event to celebrate the naming of the Maury and Sheila Strauss and Family Student Life Center;
- VA Secretary of Agriculture, Bettina Ring, and Delegate Terry Austin presenting at College kick-off of new program in Science, specializing in Agriculture on March 28;
- Please refer to the booklet for the many exciting things going on in Institutional Advancement.

WORKFORCE DEVELOPMENT SERVICES

Ms. Decker shared the WDS update, noting:

- WDS Division undergoing restructuring/reorganizing, new staffing, and team building;
- Career Center, under the leadership of Ms. Shonny Cooke, now part of Workforce Development;
- Career center reaching out to increase student apprenticeships and internships with local businesses, while continuing to offer career readiness services, guidance and job placement to students;
- Bringing CNA program back to campus in collaboration with RN and LPN programs;
- Machining pilot program introduced to Roanoke City, and hoping to add Salem City in the near future.

V. REPORT FROM THE CHAIR

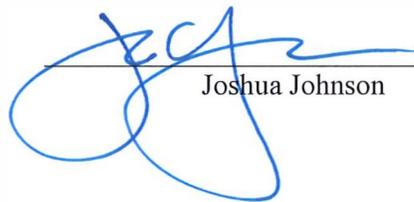
Mr. Johnson encouraged all to show their college support by participating in Commencement. Also, please add the future meeting dates to calendars.

VI. MEETING ADJOURNMENT

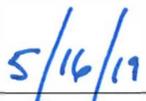
With no further business, the meeting adjourned at 12:50pm.

Minutes submitted by: Amy Balzer

Minutes Approved by:



Joshua Johnson



Date