

VIRGINIA WESTERN COMMUNITY COLLEGE
Local Advisory Board Meeting Minutes
Meeting No. 296, March 20, 2025
Fishburn Hall Training Room, F002, at 11:30am

Members Present: Penny Hodge, Roanoke County
Lesley Carter, Franklin County
Dwayne Huff, Craig County
Joyce Kessinger, Botetourt County
Dr. Ken Nicely, Roanoke County
Todd Putney, Roanoke City—Chair
Tim Rowe, Roanoke County
Chad Scott, Roanoke City
Dr. Beth Quinn, Roanoke City -Vice Chair

Members Absent: Valerie Brown, Roanoke City
Dr. Forest Jones, City of Salem

Faculty/Staff Present: Amy Balzer, Exec Assistant to the President
Dr. Robert Sandel, College President/Board Secretary
Leah Savelyev, Admin and Professional Faculty Senate Chair
Bernadette Battle, Associate Vice President of Student Affairs
Sarah Chitwood, Representing Institutional Effectiveness
Jamie Snead, Representing Institutional Advancement
Brian Roberts, Faculty Senate Chair
Heather Lindberg, Hidden Gem
JW Taylor, Great Expectations Success Coach
Casey Lofton, Hidden Gem
Lisa Ridpath, Vice President of Financial and Administrative Services
Brian Roberts, Faculty Senate Chair
Jennifer Pittman, Assoc Vice President of Human Resources
Bryan Walke, Staff Senate Chair
Dr. Elizabeth Wilmer, Vice President of Academic and Workforce Solutions
Kevin Witter, Director of Facilities, Planning and Development
Michael Jones, Student Spotlight

I. WELCOME AND CALL TO ORDER

Mr. Putney called the meeting to order thanking everyone for their time. He welcomed board member (in-person) Lesley Carter representing Franklin County. Then Mr. Putney shared a very brief presidential recruitment update, noting interviews at the system level have commenced and once finalists are identified, college visits will be the next phase. Dr. Forest Jones was also acknowledged for his most recent book being published, *Good Trouble: The Selma, Alabama and Derry, Northern Ireland Connection 1963-1972*. Although absent, everyone shared their kudos.

Mr. Putney then presented the January 16, 2025 meeting minutes for approval with the officer title correction noted.

Ms. Brown made the motion to approve the minutes for the January 16, 2025 meeting of the Local Advisory Board. Ms. Hodge seconded the motion, and the motion was unanimously approved.

II. PUBLIC COMMENTS

No public comments

III. REPORT FROM THE PRESIDENT

Dr Sandel shared the following update:

- Introduced Heather Lindberg and Casey Lofton as Hidden Gems.
- Paramedic Program signing at CVCC was a successes. All three colleges were nicely represented. Exploring an ambulance simulation lab space.
- Wetlab space has been identified in downtown Roanoke. Collaboration with VT/VWCC/Roanoke City/Carilion.
- Collaborating on a grant with Roanoke EDA and Blue Ridge Literacy on an adult immigrant English speaking skills training.
- Noted that faculty and staff are what makes VWCC great! He has been honored to have been president of this wonderful institution.

IV. COLLEGE REPORTS AND UPDATES

STUDENT AFFAIRS

Ms. Battle shared the following update for Student Affairs:

- Introduced Michael Jones as the student spotlight. He will graduate in December with a Social Science degree and transfer to Radford University to study Digital Marketing.
- Guest presenter, JW Taylor, shared a brief PowerPoint supporting his role in the Great Expectations Program titled "Empowering Current and Former Foster Students." The program has served 55 students to date, achieving notable academic and personal outcomes.
- Enrollment update noted is provided division update.

INSTITUTIONAL ADVANCEMENT

Ms. Snead provided the Institutional Advancement Update on behalf of Ms. Herbert-Ashton:

- As of December 31, 2024, the total liabilities and net assets of the Educational Foundation were \$36.5. The total investments at market are \$35 million.
- Announced \$1 million gift to the VWCCEF by Board member George W. Logan. In honor of the gift, the Foundation Board is proposing, per Mr. Logan's wishes, to name the third floor lab of The Hall Family Center for Business Science, The Dr. Robert Sandel Center for Information Technology.

Mr. Scott made the motion to approve the VWCCEF request to name the Dr. Robert Sandel Center for Information Technology on the third floor of the Hall Family Center for Business Science. Mr. Rowe seconded the motion, and the motion was unanimously approved.

- Featured student spotlight, Michael Jones, is current social media intern for the Marketing department and adds a youthful perspective to posts and photos. Instagram and LinkedIn are most popular social media platform.
- Student Emergency Fund as of February has assisted 119 students, awarding \$71,175.14.
- Grants funding to date is \$3,109,896.84 with \$348,143 pending.
- Mr. Putney noted that the EF board is very action-oriented and has a great awareness of and concern for student welfare and their success.

INSTITUTIONAL EFFECTIVENESS

Ms. Chitwood shared the following Institutional Effectiveness Update on behalf of Dr. Hamm:

- VWCC's strategic plan is a living document with coordinated efforts throughout the college. Annual revisions and adaptations have been made with college-wide input. The priorities have 4 year targets and the plan progress is audited annually on these targets. The annual progress report provided it the meeting packet requires Board approval per SACS. This update will also be included with the president's annual performance review materials.
 - After a brief presentation, the board asked to review this again in May with red-lined version that will show all changes, especially with the new EO being implemented.
 - Dr. Hamm will provide the red-lined version.

HUMAN RESOURCES

Ms. Pittman shared the VCCS is aligning EEO and ADA statements in the college applicant tracking system to comply with the Executive Orders recently issued under the new nation's president and cabinet. Most specifically are the revised EEO statement and ADA statement. VCCS is also making changes to all college materials and the overarching strategic plan.

Virginia Western has identified a team across campus to interpret and adapt changes as they are recognized by the VCCS and to monitor the direct impact of removal of the requirement for federal contractors to complete Affirmative Action Plans. The strategy is to pay attention but not to be hasty. A bit of time may tell if these changes will be long-term changes.

FINANCIAL AND ADMINISTRATIVE SERVICES

Ms. Ridpath noted the Finance Committee met immediately prior to the board meeting and fully vetted the local fund reports.

Dr. Quinn made the motion and second on behalf of the Finance Committee to recommend approval to the Local Advisory Board for the 2025 Local Fund Financial Report 7/1/2024 through 03-06-2025. With no further discussion or objections, the motion was unanimously approved.

Dr. Quinn made special mention of the Campus Projects Update at the end of the meeting packet. Very impressive and inclusive of all projects in design, under construction and in 'close out' phase. The report includes detailed slides and photos. Kudos to Mr. Witter.

ACADEMIC AND WORKFORCE SOLUTIONS

Dr. Wilmer shared the AWS update as follows:

- 447 enrollments. Up 26.1% over this week in Spring 2024.
- Workforce has estimated gross revenue of \$721,686, down 0.2% from this week in Spring 2024.
- Continuing a strong presence in Franklin County at the Franklin Center
- Finalizing RFP process for CNA class delivery as FastForward, which could significantly expand this offering.
- Explained the impact of the current DE legislation on both the local high schools and VWCC.
- Reviewed recent data on shortened class sessions, noting higher pass rates in shorter duration classes.
- Experiencing waitlists in all trades programs and currently expanding electrical program with new faculty member.

Dr. Wilmer then shared a PowerPoint on Curriculum Change Process for both new and discontinued curriculum. These are data driven decisions that are fully vetted with faculty and curriculum advisory committees before being presented to the local board for approval. This is the final Academic and Program Information Session as requested by the Board at their annual retreat.

V. REPORT FROM THE CHAIR

Mr. Putney reminded all of Commencement on May 10th and recounted the next board meeting on May 15th and Finance Committee has been moved to May 8th. Ms. Balzer will send a revised calendar invitation. There is also a Local Board Closed Session lunch meeting honoring Dr. Sandel's upcoming retirement on April 9th at noon at the Shenandoah Club.

Mr. Putney noted the need for Closed Session discussion and requested a motion.

Dr. Quinn made the motion, in accordance with section 2.2-3711 A1 of the Code of VA, that the Board convene into Closed Session to discuss matters relating to the college presidential recruitment. Jamie Snead and Jennifer Pittman were requested to stay for the Closed Session discussion. Mr. Scott seconded the motion, and the motion was unanimously approved.

The board moved into Closed Session.

Following Closed Session discussions, Dr. Quinn made the motion for the Board to move from Closed Session to Regular Session, reaffirming that only matters regarding the college presidential recruitment were discussed in the Closed Session. Mr. Scott seconded the motion, and the motion was unanimously approved. The Board moved back into Regular Session.

With no further business, Mr. Putney adjourned the meeting at 1:20pm.

Minutes submitted by

Amy Balzer

Minutes Approved by


Dr. Beth Quinn, Vice Chair

5/15/2025
Date