

VIRGINIA WESTERN COMMUNITY COLLEGE
Local Advisory Board Meeting Minutes
Meeting No. 301, May 21, 2026
Fralin Center, HP210, 11:30am

Members Present: Valerie Brown, Roanoke City
Penny Hodge, Roanoke County
Michael Maxey, Salem City
Dr. Ken Nicely, Roanoke County
Todd Putney, Roanoke City – Chair
Dr. Beth Quinn, Roanoke City – Vice Chair
Tim Rowe, Roanoke County
Chad Scott, Roanoke City
Dr. Jason Wheeler, Craig County

Members Absent: Kate Lawrence, Botetourt County
Lesly Carter, Franklin County

Faculty/Staff Present: Dr. Laura Treanor, College President/Board Secretary
Amy Balzer, Assistant to the College President
Bernadette Battle, Vice President of Student Affairs
Carrie Duckwall, Assistant to the College President
Anna Goltz, Staff Senate Chair
Dr. Jolene Hamm, Assoc. Vice President of Institutional Effectiveness
Marilyn Herber-Ashton, Vice President, Institutional Advancement
Jenifer Kurtz, Faculty Senate Chair
Jennifer Pittman, Assoc. Vice President of Human Resources
Lisa Ridpath, Vice President of Financial and Administrative Services
Jamie Snead, Dir Marketing/Strategic Communications
Dr. Elizabeth Wilmer, Vice President of Academic and WF Solutions
Kevin Witter, Director of Facilities Planning & Development

I. WELCOME AND CALL TO ORDER

Chairman Putney called the meeting to order at 11:35a.m., welcoming guests, board members, and college employees. Mr. Putney noted that a quorum was present for meeting #301.

Ms. Hodge made the motion to approve the minutes of the March 19, 2026 meeting of the Local Advisory Board. Ms. Brown seconded the motion, and the motion was unanimously approved.

II. PUBLIC COMMENT

There were no public comments.

III. REPORT FROM THE PRESIDENT

Dr. Treanor thanked everyone for attending then reported on the following:

- Dr. Treanor shared this was her first time presiding over the ceremony as president of Virginia Western. This year 470 graduates participated, which is a college record. There were more than 1304 credentials and degrees awarded. Student speakers were both exceptional and inspiring.
 - She thanked the board members for participating in this meaningful event.
- Dr. Treanor noted the many year-end activities and events that serve as important reminders that student engagement and campus culture matter deeply for the overall student experience.
- She shared gratitude for those that make these events successful! She thanked those who participated in the recent VWCC bus tour.
 - The visit gave us an opportunity to showcase many of the outstanding learning environments and programs across the college.
 - The pride our faculty and staff have is evident in both their programs and their students.
- Dr. Treanor also discussed participation in several community presentations, conversations, and regional partnership events over the past weeks.
 - RoVa Labs launch, RRCC State of Career and Technical Education Presentation, Arboretum Plant Sale, New Horizons' Ignite Conference, to mention just a few.
- Dr. Treanor mentioned that at our upcoming retreat, she will spend additional time unpacking our VIBE framework and strategic direction. VIBE stands for Visionary Innovation and Bold Engagement.
- She also highlighted the work of the college's AI Task Force, chaired by Dean Chris Porter. The task force is exploring how we can best utilize artificial intelligence across the organization while also embedding AI thoughtfully and responsibly into curriculum and instruction.
- Virginia Western also recently had the opportunity to host regional leadership connected to the Blue Ridge Innovation Corridor initiative, including Deloitte consultants STEM tour.
- Virginia Western has earned Military Friendly Gold Status for 2026–2027.
- The Virginia Western Leadership Series for 2026-2027 academic year has been finalized.
- The VCCS continues to refine the One System Approach focusing on identifying where greater consistency in processes, policies, procedures, and definitions across the system can improve effectiveness, clarity, and operational alignment.
- Dr. Treanor noted being incredibly appreciative of the way her leadership team has acclimated her while keeping a laser focus on students, strengthening partnerships, supporting employees, and moving important institutional priorities forward.
- At the retreat, Dr. Treanor will ask members of the leadership team to share three major accomplishments from their respective areas so this board can gain an even deeper understanding of the progress underway across this institution.
- Dr. Treanor closed with sharing that Virginia Western continues to move forward in meaningful and exciting ways, saying, "There is truly so much good work happening across every division of the college."

IV. COLLEGE REPORTS AND ACTION ITEMS

Financial and Administrative Services

Ms. Hodge shared the FY 2026 Financial Reports update noting revenues are on track for this reporting cycle, and expenditures are less than projected due to delays in awards for capital projects that are kicking off. As of 5/5/2026, the local funds balance was \$12,283,867. The following motions have been fully vetted in the Finance Committee meeting and are presented for approval:

Ms. Hodge presented the motion and second on behalf of the Finance Committee to recommend Board approval of the Fiscal Year 2026 Local Fund Financial Report for the period of July 1, 2025, through May 5, 2026, with noted adjustments. With no discussion or objection, the motion was unanimously approved.

This request is being made to round out the local mandatory fees of \$14.59 credit hour due to anticipated scarcity of pennies in circulation. VWCC is conforming to the symmetrical rounding methodology for system-wide consistency and operational efficiency.

Ms. Hodge then presented the motion and second on behalf of the Finance Committee to recommend Board approval of the proposed fee change of one cent in the Campus Life Center Facility Fee, from \$7.09 per hour to \$7.10 per credit hour, effective Fall 2026, due to the growing shortage of pennies in circulation and to align with the symmetrical rounding methodology for all tuition and mandatory fees being considered by the State Board for Community Colleges at their May 21, 2026 meeting for consistent application and operational efficiency.

The proposed budget is based on level fees and enrollment, so very conservative. Adjustments will be presented at the September meeting, after the current fiscal year has closed.

Ms. Hodge then presented the motion and second on behalf of the Finance Committee to recommend Board approval of the Proposed Local Funds Budget for FY2027 as presented with notations, effective 7/1/2026-6/30/2027. With no discussion or objection, the motion was unanimously approved.

Every four years, each state institution of higher education is required to conduct a comprehensive review and revision of its emergency operations plan to ensure the plan remains current. The revised plan shall be formally adopted by the governing body of the institution. This plan is intended to be an immediate resource for the college should an incident occur.

Ms. Hodge presented the motion and second on behalf of the Finance Committee to recommend Board approval for the Resolution of Adoption for VWCC Crisis Management Plan, noting the effective date of April 1, 2026. With no discussion or objection, the motion was unanimously approved.

All policies and procedures in the Local Funds Policies and Procedures Manual are reviewed periodically to ensure they are current. Updates are necessary to align with VCCS Policy. Revisions to position titles and function are done as needed and to clarify operational duties and responsibilities. A redlined version was provided in the meeting packet.

Ms. Hodge presented the motion and second on behalf of the Finance Committee to recommend Board approval of Revisions to the Local Funds Policy and Procedures Manual as presented with one amendment to the facility fee on page 38 to \$7.10. With no discussion or objection, the motion was unanimously approved.

Ms. Ridpath requested everyone review the capital projects update included in the meeting packets as prepared by Mr. Witter. She acknowledged Mr. Witter for the huge lift and problem solving required for the project-related staff relocations (also displayed in the packet).

Institutional Effectiveness

Dr. Hamm directed attention to the college priorities assessment slides provided in the meeting packet. She noted that the Strategic Plan (SP) is a living document and will continue in effect through next year. The Strategic Plan's institutional priorities serve Virginia Western's priorities for the coming years. Dr. Hamm explained that each of the five priorities have 4-year targets and these targets each have their own annual targets for this academic year. Mr. Putney noted that this report serves as an excellent score card. After a very brief overview, Dr. Hamm requested questions and/or discussion and then requested a motion for approval.

Ms. Brown presented the motion to recommend Board approval of the 2025-2026 College Priorities Assessments/Outcomes. Mr. Maxey seconded the motion, and the motion was unanimously approved.

V. DISCUSSION ITEM

Dr. Treanor posed the following question:

Looking three to five years ahead, what major community or workforce shifts should we be preparing for now?

The following remarks were shared by Board members:

- The leadership team to attend and stay involved in a variety of local/state organizations and committees.
- Helpful as college thinks through the new strategic plan, to think both short and long term.
- Artificial Intelligence was the main topic as the impact can be huge with its unlimited power, being capable of many things. It is a reality so all will need to learn and model appropriate AI use. Everyone needs a fundamental understanding and develop a code of ethics for students.
 - Both Drs. Wheeler and Nicely noted that AI is already embedded in the schools, so working to teach how to use AI properly and with respect.
 - Dr. Wilmer noted that AI can be very different between education and workforce. Go VA is working on a group planning grant to use across industries.
 - Dr. Quinn noted that AI is growing exponentially and concerns for younger generation may miss developing critical thinking skills, not experiencing and learning from failure.
 - Mr. Putney noted is like running before walking. Integration and training are so important. that the ALICE report was very enlightening and added relevance to this discussion.
- Region niche "Outdoor". Foreseeing employment issues for biomedical fields.
- Economic Development is critical to growing the region and offers training opportunities.
- Hands-on workers-trades and medical-prepare students for these jobs. High school training.
- CTE – student testimonials at trades conference were impactful.

- Plant closures create opportunities for those needing to upgrade skills or learn new skills.
- Visibility in the community, all ages and types of students, college promotion following trends and industry.

VI. REPORT FROM THE CHAIR

Mr. Putney directed attention to the calendar reminders noting the Board retreat on June 3rd and Dr. Treanor's Investiture on September 25th.

Mr. Putney requested Closed Session to discuss the Board Chair's Presidential Evaluation Letter.

Ms. Brown made the motion in accordance with section 2.2-3711 (A)(1) of the Code of VA, that the Local Board convene into Closed Session to discuss personnel matters relating to the college presidential evaluation letter to the chancellor and for 2026-2027 Office/Fin Comm Membership elections. College staff member Amy Balzer is invited to attend the Closed Session.

Mr. Scott seconded the motion, and the motion was unanimously approved without opposition.

CLOSED SESSION

Ms. Brown presented the motion for the Board to move from Closed Session to Open Session, reaffirming that only personnel matters, as identified in the Closed Session motion were heard, discussed, or considered during the Closed Session.

Mr. Scott seconded the motion to move from Closed Session to Regular Session. The motion was unanimously approved with no opposition.

RESUME OPEN SESSION

Mr. Putney requested full affirmation that only the board chair's letter and the slate of officers/FC committee members were discussed in Closed Session.

All in Favor

Mr. Putney opened the floor for discussion of the 2026 Board Chair's President Evaluation Letter. Board members were very complimentary of Dr. Treanor and her first year as president of VWCC.

Ms. Brown presented to motion for Board approval of the 2026 Local Advisory Board Chair's Presidential Evaluation Letter to the Chancellor. Mr. Rowe seconded the motion, and the motion was unanimously approved.

Mr. Putney then presented the slate of Board officers and Finance Committee membership for 2026-2028, as noted below, effective July 1, 2026. One exception, Dr. Ken Nicely to remain on the Finance Committee for one additional year to provide knowledge and continuity. He will rotate off the board and committee in 2027.

Full Board Chair and Vice Chair Nominations:

2026-2028 Chair: Dr. Beth Quinn (Board Chair Elect)
Vice-Chair: Tim Rowe (most tenured Board member with Finance Comm. experience)

Finance Committee Membership and Chair Nominations*:

2026-2027*: Dr. Ken Nicely, Committee Chair
2026-2028: Dr. Beth Quinn (Full Board Chair)
Tim Rowe (Full Board Vice-Chair)
Chad Scott (expressed interest, new appointment)
Valerie Brown (expressed interest, new appointment)

* Board is requesting one year extension for Dr. Nicely to remain on the Finance Committee due to committee experience benefiting onboarding new members. A single seat on the Finance Committee will need to be filled next May (2027).

Ms. Brown presented the motion for Board approval of the 2026-2028 slate of officers and Finance Committee members as noted above, effective July 1, 2026. Mr. Rowe seconded the motion, and the motion was unanimously approved.

With no further business, the meeting adjourned at 12:53pm.

Minutes submitted by Amy Balzer

Approved:



Dr. Beth A. Quinn, Board Chair

9/17/2026
Date