

**New River Community College Board
(Region 10)
Meeting Number Three Hundred Thirty-Two**

MINUTES

September 12, 2016

Meeting number three hundred thirty-two of the New River Community College Board was held on Monday, September 12, 2016, at NRCC Mall Site in Christiansburg, Virginia.

BOARD MEMBERS PRESENT

Dr. Jack Brockway (City of Radford)
Mr. Steven Harvey (City of Radford)
Mr. Walter (Benny) Keister (Pulaski County)
Mr. Brian Kitts (Montgomery County)
Mr. James R. Loux (Pulaski County)
Dr. Douglas Martin (Giles County)
Mr. Lane Penn (Pulaski County)
Mr. James Riffe, Jr. (Giles County)
Mrs. Barbara A. Straub (Montgomery County)
Dr. Sue Thacker (Montgomery County)
Mrs. Karen Thompson (Floyd County)

STAFF MEMBERS PRESENT

Mr. Peter Anderson, Dean of Business and Technologies
Mrs. Linda Claussen, Director of Distance Education and Off-Campus Services
Ms. Angie E. Covey, Executive Director NRCC Educational Foundation
Mrs. Amy J. H. Hall, Associate Director ASLP/Emergency Coordination Officer
Dr. Patricia B. Huber, Vice President for Instruction and Student Services
Dr. Deborah Kennedy, Dean of Student Services
Dr. Jack M. Lewis, President
Mr. Tony Nicolo, Director Facilities Services
Mrs. Kathy T. Ridpath, Administrative Assistant President's Office
Dr. Mark C. Rowh, Vice President for Workforce Development and External Relations
Dr. Janice Shelton, Dean of Arts and Sciences
Dr. Fritz M. Streff, Director of Institutional Effectiveness and Research
Mr. John L. Van Hemert, Vice President for Finance and Technology

SPECIAL GUESTS

Ms. Cynthia Wynne, NRCC Faculty Assembly Chair
Mr. Jesse Miller, OWPR Architects and Engineers
Ms. Bradi Rhodes, Virginia Tech student

AGENDA ITEMS

1. **Call to Order**

Mr. Steve Harvey, Chair, called the meeting to order at 7:00 pm. A quorum was present and due notice had been mailed and published.

2. **Welcome and Introductions**

Mr. Harvey welcomed the new Board member from Montgomery County, Mr. Brian Kitts.

3. **Agenda for Approval**

The agenda was approved by consensus.

4. **Minutes for Approval**

The minutes of meeting three hundred thirty-one, held on Monday, June 6, 2016, were approved as distributed.

5. **Chancellor's Conference Call**

Mr. Harvey led the open session conference call with Dr. DuBois, VCCS Chancellor, and Dr. Christopher Lee, VCCS Associate Vice Chancellor Human Resource Services. Dr. DuBois and Dr. Lee discussed the presidential search process.

6. **President's Report**

Dr. Lewis briefly discussed the foundation and culture of NRCC. He commented that "NRCC has a strong foundation that will propel the college into an even brighter future."

7. **Finance and Technology**

Mr. Van Hemert presented two items for action:

1. Master Site Plan (Exhibit E) – Mr. Van Hemert referred to the Master Site Plan. He stated that changes had been made to the plan since the document was distributed. The additional changes to the plan include:

- Change the title throughout the plan from "Comprehensive Master Plan" to "Master Site Plan" to match the name in the VCCS Policy Manual.
- Change Purpose Statement on page 1 to:

This master site plan has been developed in accordance with provisions of the Virginia Community College System Policy Manual, Section 10.0.1.2 as follows:

“A Master Site Plan (MSP) is required for each community college campus and must be approved by the State Board. Once a master site plan has been approved, any changes in location, size, or use of buildings or other facilities shall be similarly approved.”

The purpose of the master site plan is to identify areas that may improve campus operations, environment, and safety and provide a plan for orderly growth of facilities including buildings, transportation, and athletics. Previous master plans were prepared for NRCC in 1977 and 1993. In addition, a landscape master plan was prepared in 1994. Core concepts from those plans are present in this new plan, but the passage of time dictates that the campus be re-evaluated as a whole. As such, this plan addresses the needs of NRCC through the Virginia Community College System (VCCS) capital outlay requests through 2020 and provides a framework for other planned campus enhancements and capital projects that may occur through the decade ending in 2026.

- Move Athletic Complex from long-term to short-term throughout the plan and add (Phase I)
- Add walking path around Athletic Complex to short-term throughout the plan and add (Phase I)
- Move Maintenance Reserve Request Priority 6 (Re-key Campus Doors) to Priority 1 on page 20
- Move Maintenance Reserve priority 5 (Automotive Door Accessibility) to Priority 2 on page 20
- Shift Maintenance Reserve Request Priorities 1 through 4 down to Priorities 3 through 6 on page 20

The Building and Site Committee met prior to the meeting to discuss this plan. Mr. Penn presented a motion to approve the plan as amended. The motion received a proper second and passed by unanimous vote.

2. Priorities for Use of Local Funds

Dr. Lewis discussed the current priorities for use of local funds. The first priority has been the tuition deficit funds must remain healthy to support the college in the cyclical phases of enrollment decline and growth. The second priority is preservation of adequate site development funds for a Capital Outlay project authorized by the General Assembly in the future. He informed the Board that the college would like to present a third priority – Athletic Complex.

Dr. Huber reported that the college has always sponsored a variety of sports, recreational events and activities to peak students’ interests. She noted that during last year’s meeting, an extensive report was given on the college’s Intentional Engagement Model for Student Success that included:

- New Student Orientation
- Required monitoring and notification of student attendance and interaction in class

- Intervention work of Connection Specialists: Accountability in Student Learning Program (ASLP)
- Academic Assistance
- Academic Advising
- CLAS (Connecting Learning Assets and Students)

Dr. Huber commented that a lot has happened through the intentional engagement model for student success in the last year. The college is now ready to bring that same intentional focus to activities outside the classroom that influence students' retention and students' success. The Student Services and Student Activities departments brought a recommendation to the President's Staff to expand what the college has been doing with an intentional focus of another means of engaging students on a deeper level (see attached). The college will adhere to Title IX requirements and will have equal opportunities for both men's and women's teams. She noted that research shows that students who are engaged are more likely to stay and complete an academic program.

Dr. Kennedy discussed the components of the Athletic Complex recommendation which included:

- Student success – Student success initiatives must incorporate aspects that go beyond the academic classroom.
- Recruitment – In addition to adding athletic opportunities for current students the complex will serve as a recruitment tool for prospective students.
- Community – The visibility of the complex adjacent to one of the College's entrances will enhance the beauty of the campus and will encourage utilization by community members.

Dr. Kennedy stated the recommendation to the President's Staff was to phase in the Athletics Complex. Phase I will include the construction of the playing fields. Phase II will add additional infrastructure that will be needed (dugouts, lighting, restrooms, storage facilities).

Dr. Lewis concluded the discussion by noting the funds would need to come from the localities. He restated the priorities and the recommended third priority for approval:

- The Tuition Deficit Funds must remain healthy to support the college in the cyclical phases of enrollment decline and growth;
- The Site Development Funds associated with the Capital Outlay Project must be available should the General Assembly approve for construction the Advanced Manufacturing and Credentialing Center (AMCC);
- The Athletics Complex should be a high priority for construction. Significant progress toward an Athletics complex can be made by implementing Phase 1, which includes the construction of playing fields for men's and women's soccer, men's baseball, women's

softball, and a walking path. Phase 1 will significantly elevate the College's athletic program while maximizing use of the Tuition Deficit Funds and Site Development Funds; Phase 1 will respect Title IX requirements. This plan can move forward upon approval of the College's Master Site Plan by the State Board of Community Colleges.

On behalf of the Budget and Finance Committee, Dr. Martin moved for approval to add the Athletic Complex as a third priority for local funds. The motion received a proper second and passed by unanimous vote.

8. Emergency Preparedness

Mrs. Hall referred to the Emergency Operations Plan (EOP) that was previously disseminated. Legislation requires that agencies develop an emergency operations plan and have it approved by the local governing bodies every four years. She informed the Board that she met with the Building and Site Committee prior to the meeting to discuss elements of the plan.

On behalf of the Building and Site Committee, Dr. Sue Thacker recommended approval of the Emergency Operations Plan as presented with the revisions made in the committee meeting. The motion was properly seconded and carried by unanimous vote.

9. Standing Committees for 2016-2017

The roster of standing committees for 2016-2017 was approved unanimously.

10. Instruction and Student Services

Dr. Huber reported that the fall semester startup has been successful. She stated that she has heard a number of comments from faculty that "students seem more prepared and ready to work." She attributed a large part of this to the successful intentional engagement model for student success and the strong summer orientation program. There were 30 sessions with more than 600 participants throughout the summer.

Dr. Huber reported that the Student Activities and Student Services departments have been preparing for more student activities and have introduced a proposal for an Athletics Complex (discussed earlier in the meeting). On a different note, she informed the Board that curriculum changes will be brought for approval at the December meeting.

11. Enrollment

Dr. Streff reported that the headcount enrollment for the fall 2016 semester at present is 4284. Presently, FTEs show an increase of 4.4 percent over this time period last fall, but that is due to changes in dual enrollment. After discounting these changes, FTEs show a decrease of 2 percent. He noted that the mall site shows a decrease of 2.2 percent and a decrease in Distance Education of 2.1 percent. He commented that NRCC is ahead of the VCCS as a whole. A question was asked by a member of the Board about recruitment for students from the closing ITT campuses. Dr. Rowh stated that an email was received by the president of SACSCOC encouraging all member colleges to assist students from this

institution whose academic plans have been disrupted as a result of the closing while maintaining academic integrity.

12. Workforce Development and External Relations

Dr. Rowh gave an update on the SACSCOC activities. The Compliance Certification is due on March 15, 2017. The college SACSCOC teams have been diligently working over the summer. There will be a college-wide planning workshop held in January, 2017. This workshop is held every three years. More information will follow.

Dr. Rowh informed the Board that the Workforce Development Office is in the process of developing non-credit programs that meet the standards for qualification for funding from the new Workforce Credential Grant program. He reported that he just received word that NRCC was awarded a VCCS grant to support this. More details will be forthcoming as soon as they are received.

13. NRCC Foundation

Ms. Covey gave an update on the Access to Community College Education (ACCE) program. This is the second year of the program in Giles County. There will be 75 to 80 students in the ACCE program this year. A fundraiser (Muddy ACCE Race) will be held in late October, and she invited all to participate. She reported that the Foundation staff has been diligently working to bring awareness to all localities to the benefits of the ACCE program. Ms. Covey and Chief Anthony Wilson, Blacksburg Police Department, recently met with the Montgomery County Administrator as well as the Montgomery County Board of Supervisors to share the Books and Badges ACCE concept. Presentations have also been made to the Blacksburg Lion's Club, the Chamber of Commerce, the Blacksburg Partnerships and the Community Foundation of the New River Valley. She will meet with the Montgomery County Superintendent of Schools next week. She reported that she will present the ACCE concept to Radford City School Board this week and will present to the Radford Town Council later this month. She noted that, if funded, the estimated cost for Radford City to initiate the ACCE program would be approximately \$50,000 in the first year. The Radford City Council will need to fund \$25,000. She reported that Techlab, Inc. will sponsor the remaining \$25,000. If implemented, the ACCE program will benefit the Radford City students graduating in May, 2017.

14. Accountability in Student Learning Program (ASLP)

Mrs. Hall reported on the new student orientation. A total of 531 students participated in one of 30 in-person orientation sessions held this summer. The sessions were capped at 24 to allow each student one-on-one time with an advisor during the session. A total of 184 participated in online sessions. A total of 65 students were identified who had applied and at one time enrolled but for some reason did not retain their enrollment. The ASLP team will be contacting these individuals to understand reasons for non-enrollment.

Mrs. Hall referred to an ASLP brochure that was previously disseminated. The brochure gives information on the program and identifies the ASLP professionals who are intervening on behalf of the students. The professionals consist of the core leadership team, six Connection Specialists, and five Advisors who function as Connection Specialists.

Mrs. Hall reported on the Graduation Acceleration Program (GAP) which was piloted last spring. There are currently 30 students in the program. These students are incentivized to maintain a 15 credit hour schedule, attend a small group meeting each month, respond to their Connection Specialist if asked and attend tutoring if referred. More information on the program will be forthcoming.

Mrs. Hall gave an update on CLAS (Connecting Learning Assets and Students), the in-house system developed by the Information Technology staff to support the student success intentional engagement model. Faculty focus groups were held in the spring semester. As a result of the information received from faculty during the group sessions, new features were implemented into the system that was for fall. A requirement at present is to complete two early alert surveys (one at the beginning of classes and one about 60 percent the way in). The faculty asked for an additional survey. She reported that new features have been added and additional training (including one-on-one training held this fall) have been initiated. More information will be forthcoming.

15. Open Discussion/Q&A Session

Dr. Lewis informed the Board that Mr. Kitts recently attended a new board member orientation session at the Dublin campus and mall site. Mr. Kitts commented that he was impressed with Dr. Lewis' passion and enthusiasm for the good work of NRCC. He also commended Mr. Peter Anderson on the outstanding job he did on the tour of the campus.

16. Announcements

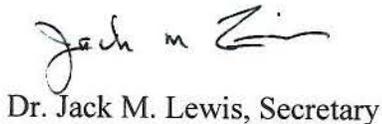
There were no announcements.

There being no further business, the meeting was adjourned at 9:00 p.m. The next regular meeting of the New River Community College Board is scheduled for **Monday, December 12, 2016**, in Edwards Hall, room 117.

Respectfully submitted,



Mr. Steven Harvey, Chair



Dr. Jack M. Lewis, Secretary