

APPROVED BY BOARD NOVEMBER 19, 2018

PATRICK HENRY COMMUNITY COLLEGE

**College Board Meeting
3:30 p.m.—September 24, 2018**

Minutes

The Patrick Henry Community College Board held its regular meeting at noon on Monday, September 24, 2018, in the Frith Economic Development Center, with Barry Helmstutler, Chair, presiding.

Members Present

Nancy Baker
Gary Collins
Pam Foley
Paul Geib
Barry Helmstutler
George Hippisley
Rebecca Lovell
Dr. John McCraw, Jr.
Wren Williams

Members Absent

Ashley Carter
Janet Copenhaver
Roger Hayden
Barry Jarrett
Johnathan Phillips

College Staff Present: Amanda Broome, David Deal, Jencie Gibson, Dr. Angeline Godwin, Jack Hanbury, Dr. Greg Hodges, Rhonda Hodges, Dr. Virginia Jones, Letitia Pulliam, Tiffani Underwood, Amy Webster, Lucy Williams, Terry Young, Michelle Zollars

Barry Helmstutler, Chair, called the meeting to order, and introduced two newly appointed Board members: Dr. John R. McCraw, Jr., who represents Henry County; and George Hippisley, who represents Franklin County.

Approval of Minutes of the June 18, 2018 Meeting

The minutes of the June 18 meeting were approved as distributed.

President's Report

Dr. Angeline Godwin reported that the fall 2018 semester looks very promising. PHCC is very much involved in the recruitment of new companies in our service region, as well as in helping current industries as they grow. The college will partner with the MHC Chamber of Commerce again this year for Start Up MHC, Grow MHC, and the Big Idea Challenge. Dr. Godwin also asked that everyone keep the PHCC family and the family of Coach Kenny Wade in their thoughts and prayers. Coach Wade passed away as the result of a car accident on September 5. He was responsible for helping start the men's basketball program at PHCC, and was an extraordinary human being who was always interested in the whole student, not just the athletic component. He will be greatly missed.

BUDGET & FINANCE

Report on Local Funds Expenditures

Jack Hanbury, Vice President for Financial & Administrative Services, reported that Locality Funds remain strong, and we are continuing the strategy of conserving these funds for larger projects such as the MET renovations, emergency exit construction, and parking lot repairs. There is little activity in local funds so far in FY 2018-19. Auxiliary Funds show a deficit due to a transfer of \$20,000 to Student Activities for front-end expenses. Incoming commissions will bring this account back into the black. The report initially showed separate commissions budgeted for the cafeteria, but these funds will be reposted with vending in the future. Investments are doing well; as of September 24, the portfolio value was \$686,000, with a 14.44% cumulative return. Student Activities are currently in the black due to the \$20,000 transfer. Asphalt repair, resurfacing, resealing, and restriping of the parking lots is also underway.

Approval of Updates to Sexual Misconduct Policy (Board Report #397)

Gary Collins, on behalf of the Budget & Finance Committee, reported that the committee met prior to the Board meeting to discuss Board Report #397, Approval of Updates to Sexual Misconduct Policy. Jack Hanbury said there have been multiple revisions of this policy, as it is an evolving area of law, and that the proposed changes came from the VCCS. Most of the changes are only textual, and sections of the PHCC policy have been rearranged to conform to the VCCS policy format. Gary Collins made a motion that the updates to the Sexual Misconduct Policy be approved. Motion seconded by Dr. John McCraw and approved by the Board.

Approval of Change in Meeting Dates (Board Report #398)

Gary Collins reported that the Budget & Finance Committee also discussed Board Report #398, Approval of Change in Meeting Dates. Mr. Collins made a motion to waive Board policy 8.00 in order to proceed with a vote on the meeting date change:

8.00 CHANGES IN THE BOARD POLICIES AND PROCEDURES MANUAL

A simple majority vote of the full membership of the Board may revise, amend, add, or delete provisions within the Policies and Procedures Manual at any official meeting, provided such proposed changes shall have been presented at a previous meeting at which a quorum was present, and further, provided a written copy of the proposed changes had been provided each member of the Board at least fifteen (15) days prior to the time that official action is taken.

Motion seconded by Nancy Baker and approved by the Board.

Mr. Collins reported that that the college proposes that the Board meeting schedule be changed as follows. This schedule will allow for review of year-end financial statements, as well as help avoid conflicts with several regular college activities and holidays. The *Board Policies & Procedures Manual* will be revised to reflect this change:

2.1.15.b *Regular scheduled meetings of the Board shall be held at 12:00 noon on the following days:*

*Fourth Monday in January
Third Monday in March
Third Monday in May
Third Monday in July
Third Monday in September
Third Monday in November*

Gary Collins made a motion that the change in meeting dates be approved. Motion seconded by George Hippisley and approved by the Board.

ACADEMIC & STUDENT AFFAIRS

Approval of Name Change for Education Assisting Degree (Board Report #399)

Rebecca Lovell, on behalf of the Academic & Student Affairs Committee, reported that the committee met to discuss Board Report #399, Approval of Name Change for Education Assisting Degree. Dr. Greg Hodges explained that at the time the program was adopted, PHCC was enrolling numerous paraprofessionals who were completing minimum education requirements as outlined in No Child Left Behind, and the local school divisions requested that the program be named "Education Assisting." Since that time, the program has gone through major changes and now provides pathways so students can receive a bachelor's degree in early childhood. The name change to "Early Childhood" is proposed to ensure consistency and alignment across the state and ensure that PHCC graduates have full transfer opportunities. Rebecca Lovell made a motion that the name change be approved. Motion seconded by Dr. John McCraw and approved by the Board.

Update Report on Physical Therapy Assistant Program

Amy Webster, Director of Nursing and Allied Health, reported that PHCC's Physical Therapy Assistant (PTA) program has received preliminary SACSCOC approval. This program has been in the works since 2016. We will submit the application for candidacy to CAPTE on December 1; only 12 applications are accepted each year. We anticipate a site visit in January, and the commission will vote in April on whether to approve the program to accept its first cohort. The program will not be accredited until the first cohort finishes in 2021. Only one cohort can start per year. Dr. Julie Martin is the Program Director, and Dr. Lucy Williams was hired in August to serve as the Clinical Coordinator. They are now working on setting up clinical opportunities, and will start recruiting in the spring for the Fall 2019 semester.

Final Report on Summer Enrollment and Preliminary Report on Fall Enrollment

Dr. Greg Hodges, Vice President for Academic & Student Success Services, reported that Summer 2018 enrollment increased 23% over the previous summer, the highest gain since 2013. Fall 2018 enrollment also looks very strong, with an 8.5% increase over Fall 2017. This is the first fall-to-fall enrollment increase in seven years. Enrollment has been significantly impacted by the SEED Grant, as well as an 8% increase in Patrick County.

MISCELLANEOUS

Update Report on Fast Forward (Workforce Credentials Grant)

Rhonda Hodges, Vice President for Workforce, Economic, & Community Development (WECD), reported that 2134 students were served overall by WECD in the fiscal year ending June 30, 2018. WECD has awarded 206 Fast Forward industry credentials since 2016. The VCCS provided the following statewide on Fast Forward students and programs:

- Two out of three Fast Forward students are new to the community college.
- The average student age is 36.
- Two out of three students have dependents.
- 65% of students are male.
- 11,138 Fast Forward credentials have been awarded throughout the VCCS.
- Quality of life enhancements for these students include increased pay, employer sponsored health care, paid sick leave, paid vacation time, better work schedules, and being prepared to work in their preferred field.

Enrollment in these programs has increased this fall. Dr. Godwin stated that PHCC is touching around 5,000 students each year in combined academic and workforce programs.

Update Report on Institutional Advancement

Tiffani Underwood, Interim Director of Development and the PHCC Foundation, reported that the Coach Kenny Wade Memorial Scholarship has already grown to about \$2000 through fundraising by Kenny's family and students. Kenny was very much invested in PHCC students, and this is a way for him to continue to give back to PHCC. The Foundation's annual Scholarship Donor Luncheon, which provides a chance to see the difference donors make in the lives of PHCC students, will be October 30 at noon. The Patriot Players will perform three big shows in the upcoming year:

- "Annie," November 29-December 9
- "Mamma Mia," April 25-May 5
- "Beauty and the Beast," July 18-28

Update Report on Athletic Activities

Tiffani Underwood reported the following in the absence of Athletic Director Brian Henderson.

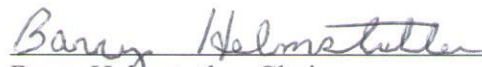
- The Annual Fall Athletics Golf Tournament will be November 5 at the Primland Resort. Five team slots are still open, and \$100 hole sponsorships are also available.
- The cross country team is currently ranked eighth in the nation, and has qualified for the Dill National Tournament in Massachusetts on November 10.
- The men's soccer team has gotten off to a strong start at 4-3.
- Volleyball and women's soccer started off slow, but are preparing for a run in conference play.
- The baseball team recently played in front of over 50 scouts.

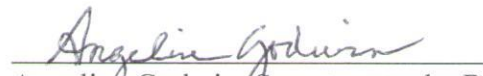
- The softball team will compete in the “Play for a Cure Tourney” in Ohio.
- Assistant men’s basketball coach Marcus Toney is serving as Interim Basketball Coach.
- The Student Athlete Advisory Council has been established and has several upcoming college and community service activities, including the United Way Day of Service, Little Patriots Elementary Program, Gentlemen By Choice, Athletics Trunk or Treat on October 29, and the VCCS Student Leadership Conference in Virginia Beach November 16-18.

Brian Henderson is working on a report to show the major economic impact provided by PHCC’s student athletes, and he will share that information at a future meeting.

Adjournment

The meeting adjourned at 4:15 p.m. The next meeting will be November 19, 2018.


Barry Helmstutler, Chair


Angeline Godwin, Secretary to the Board