

PATRICK & HENRY COMMUNITY COLLEGE
Local Board
Academic & Student Affairs Committee
May 15, 2023

Minutes

The Patrick & Henry Community College Board Academic & Student Affairs Committee met at 11:30 a.m. on Monday, May 15, 2023, Frith Economic Development Center, room #125.

Ms. Jewell Drewery, Academic & Student Affairs Committee Acting Chair, called the meeting to order at 11:30 a.m. Other Committee members present were: Mr. Ouss Sahhar and Mr. Tim Stone sitting in for Mr. Stu Warren. Mr. Wayne Moore and Mr. Stu Warren were absent. A quorum was present.

Others present were: Dr. Chris Wikstrom, P&HCC Liaison, and Ms. Letitia Pulliam, recorder.

Consideration of Board Report #437 – Approval of Associate of Applied Science; Motorsports Technology Program

Dr. Chris Wikstrom, Vice President of Academic & Student Success Services, explained that the program was transitioning from Technical Studies into a true Associate of Applied Science program. It has been a Technical Studies program for 10 years and is long overdue to be turned in a true applied science program. We are the only school in Virginia with a racing program, which makes us exceptionally unique.

Motion #1. A motion to offer Board Report #437 to the full board for approval was made by Ms. Jewell Drewery and seconded by Mr. Tim Stone. The motion carried with full committee approval.



Jewell Drewery, Acting Chair

Recorded



Sue Ann Ehmann

PATRICK & HENRY COMMUNITY COLLEGE
Local Board
Budget & Finance Committee
11:30 a.m., May15, 2023

Minutes

The Patrick & Henry Community College Board Budget & Finance Committee met at 11:30 a.m. on Monday, May 15, 2023, in the Frith Economic Development Center, room #124.

Mr. George Hippisley, Budget & Finance Committee Chair, called the Committee to order at 11:31 a.m. Other Committee members present were: Ms. Pamela Allen, Mr. Gary Collins, Mr. Robert Foster and Dr. Shana LeGrant (arrived at 11:40 a.m.) A quorum was present.

Others present were: Mr. Jack Hanbury, Vice President of Financial & Administrative Services, and Ms. Sue-Ann Ehmann, recorder.

Report on Local Funds Expenditures – Period Ending April 30, 2023

Report given by Mr. Jack Hanbury, Vice President of Financial & Administrative Services.

- **Local Funds Summary**
All funds are in the black except Student Activities. Our ending balance is \$1,463,4461.91.
- **Locality Fund Budget**
We are showing a surplus because we didn't use the money for the terrazzo floor at MET II yet. We are still waiting for back-ordered supplies.
- **Auxiliary Funds Budget**
Bookstore commissions are lower due to lower enrollment and the fact that students are not buying as many textbooks from the Bookstore. We may try to re-negotiate the commission fee. Expenses are in line with the budget.
- **Auxiliary Funds Investments Performance**
A good report on our investments again. We are up 5.37% for the fiscal YTD.
- **Student Activities Budget**
All income has not yet been received, but we still expect to end in the black.
- **Student Activities Funds**
All student clubs are doing well and remain within budget.
- **Parking Funds**
Funds have been set aside to finish the crosswalk in front of the Walker building. Pavers in the shape of a compass will go into the middle of the crosswalk. These are still on back-order.

Board Report #436 – Consideration to approve Fiscal Year 2024 Local Funds Budget

The Committee then began review of the proposed Board Report #436. Jack Hanbury explained the following:

- **Locality Fund:** We are requesting the same amount as last year from all localities. The only expense difference is \$50,000 for construction instead of \$70,000, since the terrazzo floor at MET II is expected to be less than originally anticipated.
- **Auxiliary Fund:** Estimated bookstore commissions have been reduced due to a decline in the purchase of textbooks.

- **Student Activities Fund:** With a projected 3% decline in enrollment we have budgeted revenues to be flat this year. Summer enrollment, which is a pretty good barometer, is down 3%.
- **Parking Fund:** We plan to re-paint the parking lot curbs over the summer, and we may install LED lights in the parking lot. These lights will be more cost efficient, plus they offer brighter light.


Motion #1. Mr. Robert Foster moved to recommend Board Report #436 to the full Local Board for approval, seconded by Ms. Pamela Allen. The motion passed unanimously.

There being no further discussion, Mr. Hippisley adjourned the Budget and Finance Committee at 11:44 a.m.

Recorded by:



George Hippisley, Chair, Budget & Finance Committee



Sue Ann Ehmann

PATRICK & HENRY COMMUNITY COLLEGE
Local Board
Executive Committee
May 15, 2023

Minutes

The Patrick & Henry Community College Executive Committee met at 11:45 a.m. on Monday, May 15, 2023, Frith Economic Development Center, room #145.

Mr. Robert Haley, Chair, called the meeting to order at 11:47 a.m. Other Committee members present were: Ms. Jewell Drewery, Academic & Student Affairs Committee Acting Chair, and Mr. George Hippisley, Budget & Finance Committee Chair. Mr. Roger Hayden, Facilities Committee Chair was absent. A quorum was present.

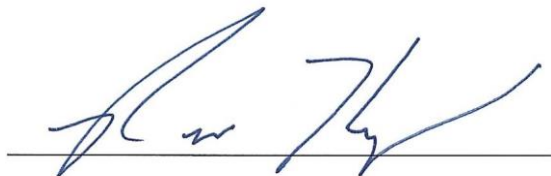
Others present were: Ms. Sue Ann Ehmann, recorder.

Consideration of Presidential Evaluation Letter for 2022-2023

Mr. Robert Haley, Chair, explained that the letter was a requirement by the Chancellor as a means to evaluate the performance of Dr. Hodges during the past fiscal year. The letter outlines the accomplishments and positive results achieved by Dr. Hodges during that period. It will be sent to Senior Vice Chancellor Sharon Morrissey if approved by the committee and then by the full board. All committee members had read the letter and discussed it briefly.

Motion #1. A motion to offer approval of the letter to the full board was made by Mr. George Hippisley and seconded by Ms. Jewell Drewery. The motion carried unanimously.

There being no further business to discuss, Mr. Haley adjourned the meeting at 11:55 a.m.



Robert W. Haley, Board Chair

Minutes Recorded by:



Sue Ann Ehmann