

**PATRICK & HENRY COMMUNITY COLLEGE**  
**Local Board**  
**Academic & Student Affairs Committee**  
**September 18, 2023**

**Minutes**

Board Attendees:	P&HCC Staff Attendees:
Wayne Moore	Dr. Chris Wikstrom
Ouss Sahar	Dr. Colin Ferguson
Stu Warren	
Recorder – Letitia Pulliam	

Wayne Moore called the meeting to order at 11:00 am in Frith, Room 125.

Consideration of Board Report #439, Approval of Program Advisory Committees

Dr. Chris Wikstrom, VP of Academic & Student Success Services, discussed the committee structures for the various Career and Technical Education programs. Advisory Committee members are chosen based on relationships that have been built with businesses and industries that employ our graduates.

Dr. Colin Ferguson added that these committee members give the college information on their needs for the workforce they employ which is a valuable perspective in building program curriculum and industry certifications and ensuring our graduates align well with employer needs. The advisory committees meet once during the fall semester and once in the spring semester with 80-100 people in attendance.

A motion to offer Board Report #439 to the full board for approval was made by Stu Warren and seconded by Ouss Sahar. The motion carried with full committee approval.

The committee meeting was adjourned by Wayne Moore at 11:15 am.

  
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Wayne Moore, Chair, Academic & Student Affairs Committee

**PATRICK & HENRY COMMUNITY COLLEGE**  
**Local Board**  
**Legislative Committee**  
**September 18, 2023**

**Minutes**

The Patrick & Henry Community College Legislative Committee met at 11:00 a.m. on Monday, September 18, 2023, in the Frith Economic Development Center, room #133.

Committee members present were: Ms. Jewell Drewery, Chair; Pamela Allen; and Dayna Bobbitt. A quorum was present.

Others present were: Dr. Greg Hodges, President; Mr. Jack Hanbury, Vice President of Financial & Administrative Services; Ms. Sue Ann Ehmann, recorder.

Ms. Jewell Drewery, Chair, called the meeting to order at 11:00 a.m.

**Consideration of Board Report #438 (Board Policy update - Workplace Violence)**

Mr. Hanbury explained that the policy update is primarily about threat assessment. Every case is evaluated by a threat assessment team which reviews, evaluates, and plans a course of action. There are two main changes to this policy.

1. If the threat assessment team determines that a person is a threat of physical harm to themselves or to others it is required to notify local law enforcement within 24 hours.
2. Members of the threat assessment team must undergo required training (8 hours the first year, and 2 hours every year after that).

Jack explained that the State statute mandates that we have our own local team. It also mandates that we have a threat assessment committee that develops policy and oversees the threat assessment team. Dr. Colin Ferguson heads our threat assessment committee.

He also clarified that local law enforcement would include not only P&HCC campus police, but Henry County Sheriffs, and/or Martinsville City Police, and/or Patrick County Sheriff's Dept, along with the corresponding Commonwealth's Attorney for each area.

**Motion #1.** A motion to offer approval of Board Report #438 (Board Policy update - Workplace Violence) to the full board was made by Ms. Dayna Bobbitt and seconded by Ms. Pamela Allen. The motion carried unanimously.

There being no further business to discuss, Ms. Drewery adjourned the meeting at 11:12 a.m.

  
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Jewell Drewery, Chair, Legislative Committee

Minutes Recorded by:

