

PATRICK & HENRY COMMUNITY COLLEGE
Local Board
Academic & Student Affairs Committee
November 20, 2023

Minutes

Board Attendees:
Ouss Sahhar, Acting Chair
Stu Warren

P&HCC Staff Attendees:
Dr. Chris Wikstrom

Recorder – Letitia Pulliam

Ouss Sahhar called the meeting to order at 11:30 am in Frith, Room 145.

Consideration of Board Report #441, Approval of Academic Program Changes

Dr. Chris Wikstrom, VP of Academic & Student Success Services, discussed the three sections of Board Report #441.

State Mandated Transfer Virginia Program Changes

Dr. Wikstrom explained the State Council for Higher Education in Virginia (SCHEV) is requiring the AA&S degree be phased out by 2025 and replaced with AS degrees throughout the Commonwealth since both degrees denote the same thing. These changes would be in name only – no program changes.

Business Administration AA&S changes to Business AS
General Studies AA&S co changes to General Studies AS
Science AA&S changes to Science AS
Opening these programs:

Social Science AS
Education AS (formerly a specialization, not a standalone degree)
Health Sciences AS (formerly a specialization, not a standalone degree)

Program Name Alignment with College and University Transfer Partners

Dr. Wikstrom said that to standardize degree names statewide, the Administration of Justice, AAS would change to Criminal Justice, AAS.

Realignment of Business Programming Based on Employer Need

Dr. Wikstrom explained that it has been recommended that the following programs be discontinued:

Administrative Support Technologies, AAS

Clerical Studies, CERT

Administrative Support Technologies, Medical Office Specialization, AAS

Legal Assisting, AAS

Accounting, AAS

A motion to offer Board Report #4441 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 Ouss Sahhar at 11:45 am.

PATRICK & HENRY COMMUNITY COLLEGE
Local Board
Budget & Finance Committee
November 20, 2023

Minutes

The Patrick & Henry Community College Board Budget & Finance Committee met at 11:30 a.m. on Monday, November 20, 2023, in the Hooker Exhibit Hall, Frith Economic Development Center, Room 125.

Mr. George Hippisley, Budget & Finance Committee Chair, called the Committee to order at 11:30 a.m. Other Committee members present were: Mr. Gary Collins and Mr. Robert Foster. Dr. Shana LeGrant was absent. A quorum was present.

Others present were: Mr. Jack Hanbury, P&HCC Liaison, and Ms. Sue-Ann Ehmann, recorder.

Report on Local Funds Expenditures – Period Ending October 31, 2023

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

- **Local Funds Summary**
All funds are in the black except the Auxiliary Funds (due to investment declines). Our ending balance is \$1,585,308.01.
- **Locality Fund Budget**
Revenues from Martinsville and Henry County have been received. We expect to receive \$5000 from Patrick County by June 30, 2024.
\$50,000 has been allocated for MET II construction. We should have the final figures by the next meeting.
- **Auxiliary Funds Budget**
We are on schedule. Only a few expenses have been incurred thus far.
- **Auxiliary Funds Investments Performance**
Investments were down, but September and October are typically bad months for the stock market. The November market is rebounding. We remain up for the calendar year.
- **Student Activities Budget**
Revenues look good. We anticipate coming in over budget. We have started billing the Foundation at the beginning of a quarter instead of at the end.
- **Student Activities Funds**
All student clubs are doing well and remain within budget.
- **Parking Funds**
No projects planned for the remainder of the year. We should end with a surplus.

Consideration of Board Report #440, Local Funds Requests

George Hippisley, Chair, asked Jack Hanbury to summarize the proposed Board Report #440.

Mr. Hanbury explained that we typically submit our Locality Funds requests in January for the 2024-25 year. We will be asking for the following:

- Martinsville: 5% increase.
- Henry County: No increase (as they approved the 5% increase last year)
- Patrick County: Reinstate previous contributions.

After a brief discussion, moved by Robert Foster and seconded by Gary Collins that the Committee recommends approval of Board Report #440 by the full Board. The motion carried unanimously.

With no further discussion, Mr. Hippisley adjourned the Budget and Finance Committee at 11:42 a.m.

Recorded by:

A handwritten signature in black ink, appearing to read "Sue Ann Ehmann", with a long horizontal flourish extending to the right.

Sue Ann Ehmann