



Patrick & Henry Community College

Local College Board Academic & Student Affairs Committee September 15, 2025

Minutes

The Academic & Student Affairs Committee of the Patrick & Henry Community College Board convened at 11:30 a.m. on Monday, September 15, 2025, in Room 106 of the Manufacturing, Engineering, and Technology Complex I.

Mr. Ouss Sahhar, Chair, called the meeting to order at 11:30 a.m. Committee members present were Mr. Wayne Moore. Mr. Roger Hayden was absent. A quorum was present.

Others present were Dr. Colin Ferguson, Assistant Vice President and Chief Workforce Officer of Workforce & Technical Programs serving as P&HCC Liaison on behalf of Dr. Chris Wikstrom, and Ms. Shannon Farmer, recorder.

Consideration of Board Report #455, Allied Health Preparation CSC Discontinuance

Chair Ouss Sahhar invited Dr. Ferguson to present an overview of Board Report #455.

The Committee reviewed Board Report #455, which recommended the formal discontinuation of the Allied Health Prep Career Studies Certificate. This program has been inactive since 2008 and, in accordance with Virginia Community College System (VCCS) requirements, must be officially removed due to inactivity and lack of enrollment.

Following discussion, a motion was made by Mr. Wayne Moore and seconded by Mr. Ouss Sahhar to approve the discontinuation. The motion was carried out unanimously, and the Committee voted to recommend approval of Board Report #455 by the full Board.

Consideration of Board Report #456, Industrial Trades CSC

Chair Ouss Sahhar invited Dr. Ferguson to present an overview of Board Report #456.

Dr. Ferguson proposed the creation of a new Career Studies Certificate in Industrial Trades. This program would align with current workforce offerings and provide foundational skills common across multiple trades pathways, including carpentry, electrical, HVAC, and plumbing. Courses would cover shop safety, tool identification, basic math, and introductory construction practices, consistent with nationally recognized NCCER (National Center for Construction Education and Research) standards.

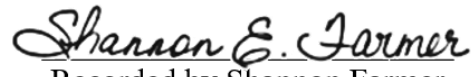
The program is intended to serve as a flexible entry point, allowing students to pursue either credit-bearing or FastForward non-credit pathways, depending on individual goals and funding eligibility. Committee members noted that this program aligns with regional

workforce needs, labor market projections, and dual enrollment opportunities with local school divisions.

Following review and discussion, Mr. Ouss Sahhar moved to approve the proposal. Mr. Wayne Moore seconded. The motion was unanimously approved, and the Committee voted to recommend approval of Board Report #456 by the full Board.

With no further discussion, Mr. Sahhar adjourned the Academic & Student Affairs Committee at 11:45 a.m.



Ouss Sahhar, Chair
Academic & Student Affairs Committee

Recorded by Shannon Farmer



**Local College Board
Budget & Finance Committee
September 15, 2025**

Minutes

The Budget and Finance Committee of the Patrick & Henry Community College Board convened at 11:30 a.m. on Monday, September 15, 2025, in Room 109 of the Manufacturing, Engineering, and Technology Complex I.

Dr. Shana LeGrant, Chair, called the meeting to order at 11:30 a.m. Committee members present were Mr. Gary Collins, Mr. Robert Foster, and Mr. George Hippisley, establishing a quorum.

Also in attendance were Mr. Jack Hanbury, P&HCC Liaison, and Ms. Letitia Pulliam, Recorder.

Consideration of Board Report #457 – Fiscal Year 2026 Local Funds Budget Amendment

Dr. LeGrant invited Mr. Hanbury to present a summary of Board Report #457.

Mr. Hanbury explained that, following the approval of the College's Local Funds Budget, the Virginia Community College System implemented adjustments to the fee structure for Dual Enrollment (DE) courses offered in local high schools. Under these revisions, core DE courses taught by high school faculty must be provided at no cost to students, with no associated activity fees. As a result, the College has experienced a reduction in Student Activity Fees, impacting the budgets for both student activities and athletics.

To address this shortfall, the College recommends amending the Fiscal Year 2026 Local Funds Budget to include an additional \$20,000 transfer from locality funds.

Following review and discussion, Mr. Hippisley moved to approve the proposed amendment, and Mr. Collins seconded the motion. The motion carried unanimously, and the Committee voted to recommend approval of Board Report #457 by the full Board.

With no further business, Dr. LeGrant adjourned the meeting at 11:45 a.m.


Shana LeGrant, Chair
Budget & Finance Committee