

BOARD REPORT #460  
FEBRUARY 20, 2026

## **BOARD TO CONSIDER APPROVAL OF PROFESSOR EMERITUS APPOINTMENT**

### **Report:**

The status of Professor Emeritus honors retired faculty members who have served a minimum of ten years within the VCCS and have made significant, meritorious contributions to the college (VCCS Policy Manual, Section 3.1.3).

The following retired P&HCC faculty member has been nominated by a current administrative faculty member for consideration:

- Mrs. Joyce Staples

The nomination letter is attached. The Faculty Leadership Council has reviewed the nomination and fully supports this recommendation.

### **Recommendation:**

The college administration recommends that the Board approve the awarding of Professor Emeritus status at Patrick & Henry Community College to Mrs. Joyce Staples.



Greg Hodges, President

December 5, 2025

Dear Dr. Hodges,

I am honored to nominate Joyce Staples for the title of Professor Emeritus of Patrick and Henry Community College. Mrs. Staples is a retired Associate Professor of English whose distinguished record of teaching, professional excellence, and community leadership embodies the meritorious contributions envisioned by the Virginia Community College System and our college for this honor.

During her tenure at Patrick & Henry Community College, Mrs. Staples provided rigorous instruction in literature and composition, mentored students with care and consistency, and advanced the college's academic mission. Her work has been recognized through multiple institutional honors that speak to both excellence in the classroom and sustained service to our community.

Beyond the classroom, Mrs. Staples demonstrates exemplary civic engagement. She has served in leadership roles in cultural and service organizations in Martinsville and Henry County. She has contributed hands-on service to initiatives addressing food insecurity, youth development, and the arts. This record reflects the enduring influence of her work on the college's service region.

In recognition of her record and lasting impact, I respectfully request that the college confer upon Mrs. Staples the title Professor Emeritus at the upcoming spring commencement. I will provide any additional documentation the review committee may require.

Sincerely,

Jennifer Bowles

## **Awards and Honors for Joyce Staples**

**2000** — Thanks Badge, Girl Scouts of America. Highest volunteer honor awarded for outstanding service benefiting the Girl Scout movement.

**2006** — Distinguished Faculty Award, Patrick & Henry Community College. College recognition for exemplary teaching and contribution to the academic mission.

**2008** — Distinguished Alumni Award, Patrick & Henry Community College. Institutional honor for significant professional achievement and service to the college and community.

**2011** — United Way Woman of the Year, Finalist. Regional recognition highlighting leadership and service in Martinsville and Henry County.

**2015** — Poet Laureate, Patrick & Henry Community College. Designated as the first Poet Laureate of P&HCC for literary contributions and support of the arts.

**2016–2017** — Faculty Award for Community Service, Patrick & Henry Community College. Award recognizing sustained community engagement and service activities supporting students and the service region.

**2017** — Faculty Award for Professional Excellence, Patrick & Henry Community College. Institutional recognition for professional achievements and excellence in academic practice.

**2017** — Learning Environment Award in Community Service, Patrick & Henry Community College. Award for contributions that enhance the learning environment through community service initiatives.

**2021** — Clyde Hooker Award, Piedmont Arts. Regional arts and culture award presented for outstanding support of arts organizations in Martinsville and Henry County.

**2022** — Harvest Foundation Grant, Hope Book Club for Middle School Girls. Grant awarded to launch a literacy and enrichment program for middle school girls.

**2022** — Dancing for the Arts Fundraiser Winner, Piedmont Arts. Fundraising event winner supporting Piedmont Arts community programming.

**March 2025** — Zeta Community Service of the Year, Zeta Phi Beta Sorority Incorporated, Upsilon Delta Zeta Chapter. Chapter level honor recognizing exemplary service and leadership in the community.

**2025** — Lifetime Achievement Award, Martinsville and Henry County Chapter of the NAACP. Chapter recognition honoring a lifetime of civic contribution and leadership in Martinsville and Henry County.

BOARD REPORT #461  
FEBRUARY 20, 2026

## **BOARD TO CONSIDER AMENDING SECTION 8.00 OF THE POLICIES & PROCEDURES MANUAL REGARDING POLICY CHANGES**

### **Report:**

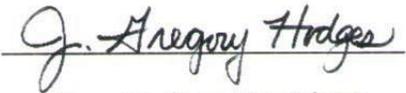
Section 8.00 of the current Board Policy & Procedures Manual requires that, to adopt, delete, or amend a policy, such policy changes must be presented to the board for approval & requires that a written copy of the proposed changes be provided each member of the Board at least seven (7) days prior to the time that official action is taken.

Many of the policies in the Manual are dictated either by law or by the State Board for Community Colleges. These policies are complex and are frequently amended, either by changes in the law or by the State Board, thus requiring frequent and duplicate actions by this Board to amend the college policy.

The college administration recommends adding language to Section 8 of the Board Policy and Procedures Manual providing that if any conflict exists between state and local policies, that state policy will control and will be incorporated by reference into local policy. The administration believes that such a change will allow policy changes in a timelier manner without requiring that the Board amend the policy so frequently.

### **Recommendation:**

The college administration recommends that the Board amend Section 8.00 of the Board Policy and Procedures Manual to add language that, if any conflict exists between state and local policies, that state policy will control and will be incorporated by reference into local policy.



Greg Hodges, President

## **PROPOSED AMENDMENT**

### **8.00 CHANGES IN THE BOARD POLICIES & 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.

In the event that any policy in this manual conflicts with any policy adopted by the Virginia Community College Board, then the terms of the VCCS policy shall prevail and shall be incorporated by reference as if set forth fully herein.

**PATRICK & HENRY COMMUNITY COLLEGE  
LOCAL FUNDS SUMMARY  
Period Ending January 31, 2026**

<u>FUND BALANCES</u>	<u>BEG. BAL.</u>	<u>NET INCOME</u>	<u>END. BAL.</u>
LOCALITY FUNDS	\$244,598.65	\$3,770.19	\$248,368.84
AUXILIARY FUNDS <sup>1</sup>	\$1,059,773.80	\$122,866.57	\$1,182,640.37
STUDENT ACTIVITY FUNDS	\$33,274.14	\$28,687.96	\$61,962.10
PARKING FUNDS	<u>\$277,582.11</u>	<u>(\$629.35)</u>	<u>\$276,952.76</u>
<b>TOTAL LOCAL FUNDS</b>	<b>\$1,615,228.70</b>	<b>\$154,695.37</b>	<b>\$1,769,924.07</b>

<sup>1</sup>Including Investment Gain/Loss

**PATRICK & HENRY COMMUNITY COLLEGE  
LOCALITY FUND BUDGET  
Period Ending January 31, 2026**

<b>REVENUES</b>		<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
401020	Henry County	\$62,414.00	\$62,414.00	\$0.00
401040	Martinsville	\$19,835.00		\$19,835.00
401030	Patrick County	\$10,000.00	\$5,000.00	\$5,000.00
	<u>Bank Interest</u>	<u>\$200.00</u>		<u>\$200.00</u>
<b>TOTAL REVENUES</b>		<b>\$92,449.00</b>	<b>\$67,414.00</b>	<b>\$25,035.00</b>

<b>EXPENSES</b>		<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
460040	61257 Physical Plant Repair & Maintenance	\$7,500.00	\$277.50	\$7,222.50
460060	61246 Bank Charges	\$2,000.00	\$1,366.31	\$633.69
	<u>Transfer to Student Activities</u>	<u>\$82,949.00</u>	<u>\$62,000.00</u>	<u>\$20,949.00</u>
<b>TOTAL EXPENSES</b>		<b>\$92,449.00</b>	<b>\$63,643.81</b>	<b>\$28,805.19</b>
<b>NET INCOME</b>		<b>\$0.00</b>	<b>\$3,770.19</b>	<b>(\$3,770.19)</b>

**LOCALITY FUND BALANCE**

<u>BEGINNING</u> <u>BALANCE</u>	<u>NET</u> <u>INCOME</u>	<u>ENDING</u> <u>BALANCE</u>
\$244,598.65	\$3,770.19	\$248,368.84

**PATRICK & HENRY COMMUNITY COLLEGE**  
**AUXILIARY FUND BUDGET**  
**Period Ending January 31, 2026**

<b>REVENUES</b>			<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
406500	40751	College Bookstore	\$28,000.00	\$11,183.50	\$16,816.50
406510	40751	Vending	\$7,500.00	\$12,712.59	(\$5,212.59)
		Auxiliary Fees	\$21,000.00		\$21,000.00
<u>406530</u>	<u>40751</u>	<u>Miscellaneous</u>	<u>\$500.00</u>	<u>\$90.46</u>	<u>\$409.54</u>
<b>TOTAL REVENUES</b>			<b>\$57,000.00</b>	<b>\$23,986.55</b>	<b>\$33,013.45</b>
<b>EXPENSES</b>			<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
		Transfer to Student Activities	\$46,000.00		\$46,000.00
465020		President's Office/Community Relations	\$5,000.00	\$2,907.08	\$2,092.92
465030		Administration Local Expenses	\$2,500.00	\$1,199.58	\$1,300.42
465040		Local Board Expenses	\$3,500.00	\$1,820.00	\$1,680.00
<b>TOTAL EXPENSES</b>			<b>\$57,000.00</b>	<b>\$5,926.66</b>	<b>\$51,073.34</b>
<b>NET INCOME</b>			<b>\$0.00</b>	<b>\$18,059.89</b>	

<b>AUXILIARY FUND BALANCE</b>				
	<u>BEGINNING</u> <u>BALANCE</u>	<u>INVEST.</u> <u>GAIN/LOSS</u>	<u>NET</u> <u>INCOME</u>	<u>ENDING</u> <u>BALANCE</u>
	\$1,059,773.80	\$104,806.68	\$18,059.89	\$1,182,640.37

**PATRICK & HENRY COMMUNITY COLLEGE  
AUXILIARY FUNDS INVESTMENT PERFORMANCE  
January 31, 2026**

	<u>Amount</u>
<b>BEGINNING VALUE</b>	\$1,080,718.96
Plus cash deposits	\$0.00
<u>Less cash withdrawals</u>	<u>\$0.00</u>
<b>ADJUSTED BASIS</b>	<b>\$1,080,718.96</b>

			<u>Month Return</u>	<u>FYTD Return</u>	<u>Cum. Return</u>
<b>PORTFOLIO VALUE AS OF</b>	7/31/2025	\$1,077,968.99	-0.25%	-0.25%	79.66%
	8/31/2025	\$1,104,966.69	2.50%	2.24%	84.16%
	9/30/2025	\$1,118,625.97	1.24%	3.51%	86.44%
	10/31/2025	\$1,113,892.22	-0.42%	3.07%	85.65%
	11/30/2025	\$1,138,412.26	2.20%	5.34%	89.74%
	12/31/2025	\$1,147,081.56	0.76%	6.14%	91.18%
	1/31/2026	\$1,185,525.64	3.35%	9.70%	97.59%

<b>Gain/Loss</b>	<b>\$104,806.68</b>
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**PATRICK & HENRY COMMUNITY COLLEGE**  
**STUDENT ACTIVITIES BUDGET**  
**Period Ending January 31, 2026**

<b>REVENUES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
Student Activity Fees	\$75,000.00	\$62,088.57	\$12,911.43
From Foundation	\$28,383.00	\$41,383.00	(\$13,000.00)
From Auxiliary Funds	\$46,000.00		\$46,000.00
Club Receipts	\$10,000.00		\$10,000.00
Capital Gains Distributions	\$20,000.00		\$20,000.00
<u>From Locality Funds</u>	<u>\$82,000.00</u>	<u>\$62,000.00</u>	<u>\$20,000.00</u>
<b>TOTAL REVENUES</b>	<b>\$261,383.00</b>	<b>\$165,471.57</b>	<b>\$95,911.43</b>

<b>EXPENSES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
<u>90101</u> <u>Student Activities &amp; Cultural Events</u> (See Following Schedule)	<u>\$241,383.00</u>	<u>\$136,783.61</u>	<u>\$104,599.39</u>
<b>TOTAL EXPENSES</b>	<b>\$241,383.00</b>	<b>\$136,783.61</b>	<b>\$104,599.39</b>
<b>NET INCOME</b>	<b>\$20,000.00</b>	<b>\$28,687.96</b>	<b>(\$8,687.96)</b>

<b>STUDENT ACTIVITIES FUND BALANCE</b>			
<u>BEGINNING</u>	<u>NET</u>	<u>ENDING</u>	
<u>BALANCE</u>	<u>INCOME</u>	<u>BALANCE</u>	
\$33,274.14	\$28,687.96	\$61,962.10	

**STUDENT ACTIVITIES FUNDS  
BUDGET  
PERIOD ENDING January 31, 2026**

DEPT. CODE	ACTIVITY	BALANCE FORWARD 6/30/2025	TRANSFER FROM FOUNDATION	TRANSFER FROM AUXILIARY	CLUB RECEIPTS	CAPITAL GAINS	TRANSFER FROM LOCALITY	STUDENT ACTIVITIES FEE BUDGET	STUDENT ACTIVITIES FEES-ACTUAL	AVAILABLE FUNDS	CLUB EXPENSES	ENDING BALANCE
	<b>BUDGETED REVENUES</b>		<b>\$28,383.00</b>	<b>\$46,000.00</b>	<b>\$10,000.00</b>	<b>\$20,000.00</b>	<b>\$82,000.00</b>	<b>\$75,000.00</b>	<b>\$62,088.57</b>	<b>\$251,383.00</b>		
994010	INTERNATIONAL CLUB	\$1,519.15						\$500.00	\$413.92		\$419.09	\$1,513.98
994020	ALLIANCE FOR EXCELLENCE	\$3,073.16			\$200.00			\$600.00	\$496.71			\$3,569.87
994030	EARLY CHILDHOOD CLUB	\$2,300.26						\$500.00	\$413.92			\$2,714.18
994060	CAMPUS LIFE	\$7,326.29						\$5,850.00	\$4,842.91		\$7,972.45	\$4,196.74
994070	PHI THETA KAPPA	\$7,696.78						\$3,000.00	\$2,483.54			\$10,180.33
490199	INTERCOLLEGIATE ATHLETICS	(\$8,317.98)	\$41,383.00				\$62,000.00	\$40,000.00	\$33,113.90		\$125,420.32	\$2,758.61
994090	INTRAMURALS	(\$388.84)						\$1,500.00	\$1,241.77			\$852.93
994130	STUDENT NURSES ASSOC	\$4,158.50						\$500.00	\$413.92			\$4,572.42
994150	CHEERLEADING	\$58.96						\$1,000.00	\$827.85		\$265.00	\$621.81
994160	STUDENT SERVICES ADV	\$381.01						\$300.00	\$248.35			\$629.36
994180	PLAY DAY, FALL FEST	(\$1,282.21)						\$3,000.00	\$2,483.54			\$1,201.34
994200	BROWN BAG SEMINAR	\$6,491.63						\$4,750.00	\$3,932.28		\$135.00	\$10,288.91
994210	DISCRETIONARY SA FUND	\$5,138.74						\$5,000.00	\$4,139.24		\$1,912.08	\$7,365.90
994220	BASS FISHING CLUB	(\$949.43)						\$0.00	\$0.00			(\$949.43)
994250	CULTURAL EVENTS	\$4,858.59						\$5,000.00	\$4,139.24		\$659.67	\$8,338.16
994260	STUDENT AWARDS BANQUET	(\$306.99)						\$1,000.00	\$827.85			\$520.86
994360	STUDENT AWARDS	\$85.03						\$500.00	\$413.92			\$498.95
994390	FCA	\$1,431.50						\$2,000.00	\$1,655.70			\$3,087.20
<b>BUDGET TOTALS</b>		<b>\$33,274.14</b>	<b>\$41,383.00</b>	<b>\$0.00</b>	<b>\$200.00</b>	<b>\$0.00</b>	<b>\$62,000.00</b>	<b>\$75,000.00</b>	<b>\$62,088.57</b>		<b>\$136,783.61</b>	<b>\$211,857.14</b>

**PATRICK & HENRY COMMUNITY COLLEGE  
PARKING FUNDS BUDGET  
Period Ending January 31, 2026**

<b>REVENUES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
409010 Student Parking Fees	\$45,000.00	\$22,647.05	\$22,352.95
<b>TOTAL REVENUES</b>	<b>\$45,000.00</b>	<b>\$22,647.05</b>	<b>\$22,352.95</b>

<b>EXPENSES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE</b>
490000 Site Improvements/Parking	\$25,000.00	\$23,276.40	\$1,723.60
<b>TOTAL EXPENSES</b>	<b>\$25,000.00</b>	<b>\$23,276.40</b>	<b>\$1,723.60</b>

<b>NET INCOME</b>	<b>\$20,000.00</b>	<b>(\$629.35)</b>	
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<b>PARKING FUND BALANCE</b>		
<b><u>BEGINNING</u></b> <b><u>BALANCE</u></b>	<b><u>NET</u></b> <b><u>INCOME</u></b>	<b><u>ENDING</u></b> <b><u>BALANCE</u></b>
\$277,582.11	(\$629.35)	\$276,952.76