

RAPPAHANNOCK COMMUNITY COLLEGE
Virginia Community College System
College Board Meeting No. 309
1:00 p.m., Wednesday, January 12, 2022
Glenns Campus

MINUTES

Members Present: Mr. Stanley S. Clarke (Essex)
Mr. Donald O. Sandridge (Gloucester)
Mr. Michael Beavers (Mathews)
Mr. Matt Walker (Middlesex)
Mrs. Ellen Davis (New Kent)
Mrs. Jamie Tucker (Northumberland)
Mr. Richard W. Gouldin, Jr. (Richmond)
Mrs. Victoria G. Roberson (Westmoreland)
Mrs. Cassie Thompson (Lancaster)

Excused: Mrs. Barbara Hudgins (King & Queen)
Dr. Andrea M. Perseghin (King William)
Vacant (King George)

Staff Attending: Dr. Shannon L. Kennedy, President
Dr. Eric Barna, Vice President of Instruction
Dr. Glenda Haynie, Dean of Research, Effectiveness, and Planning
Dr. Jeffery Hayman, CIO/IT Manager, Technology
Mrs. Sarah Pope, Vice President of College Advancement
Mrs. Caroline Stelter, Director of Human Resources
Mrs. Ellen Koehler, Faculty Senate President
Mrs. Christine Stamper, Assistant to the President

Staff Excused: Ms. Holly Dixson, Support Staff Association President

Guests: Ashleigh Hodsdon, Katelyn Lewis, Kimberly Rutledge

Mr. Matt Walker read the RCC Mission Statement.

Minutes of Board Meeting No. 307 – Mrs. Jamie Tucker moved the minutes of meeting No. 308, held on November 10, 2021, be approved as presented. The motion was seconded by V. Roberson and unanimously approved.

Communications and Introductions – Dr. Kennedy reported Mrs. Barbara Hudgins and Dr. Andrea Perseghin had communicated they would not be attending and were excused from the meeting. King George County has not yet appointed a board member. The following new RCC employees attended via Zoom and introduced themselves: Ashleigh Hodsdon, Katelyn Lewis, and Kimberly Rutledge.

President's Report

Mrs. Caroline Stelter, director of human resources, reviewed the list of personnel transactions as of November 11, 2021. There were 3 new employees hired; 1 separation; and 3 changes in status. Notably, Dr. Barna has been promoted to vice president of instruction. A new CDL instructor is needed and the Board was asked to notify the College should they know anyone qualified.

Ms. Tara Walker, vice president of finance and administrative services reported the State Budget is in good standing with a \$2.5 million surplus, and the APA audit process has begun.

Dr. Eric Barna, vice president of instruction, reported the College is working with VCU to possibly offer a sonography program. Delegate Keith Hodges is helping with state funding.

The Haynesville project is paused with the hope to resume at some level the second half of the spring semester or summer.

The College is in search of a solar instructor so it can offer a short-term technician training program. Also needed is an instructional support technologist to assist employees and students with various technologies. This is a grant-funded position.

Dr. Glenda Haynie, dean of research, effectiveness, and planning, reviewed fall headcount from the 2021 Summary Data, comparing 2019-2021, and the Fall 2021 Student Survey Results.

Ms. Sarah Pope, vice president of college advancement, reported a \$50,000 gift to endow a new scholarship for first generation Middlesex County students attending full time.

Richmond County has given a \$7,000 grant through COVID Cares funds for non-profits. The gift is to RCCEFI's RILL program to allow residents to take free classes in the program.

Members were reminded gifts can be given to the Foundation through their IRA minimum contributions requirements which allows funds to be moved to the Foundation without being taxed.

Scholarships are available on the RCC website with a February 18 deadline.

The Preakness Party will be held May 21 at Kennersley in Lottsburg. To date, \$35,000 in sponsorships have been pledged and will cover all expenses.

Dr. Jeffery Hayman, CIO, reported a cyber threat prior to the holidays. All college devices with IP addresses had to be individually checked.

RCC is spending hundreds instead of thousands by eliminating numerous leased copy machines and printers and purchasing a limited number of multi-functional devices.

The use of SharePoint is going well and enables data sharing without the assistance of IT.

Zoom room upgrades are still in progress with 5 rooms complete, 2 in progress and 4 more approved.

QTS is a free program through the VCCS. It is a large, free, data center. RCC has moved 13 servers to the new center. The program will save the College significant funds.

IT support is available on campus Monday-Thursday until 9 p.m.

Student support has been expanded through a grant enabling RCC to provide loaner laptops to disadvantaged students.

RCC Local Board of Directors
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Minutes

RCC participates in a quarterly on-site gathering of System Office IT personnel. These employees are shared with two other colleges eliminating the need for RCC to hire our own personnel.

Professor Ellen Koehler, faculty senate president, reported the Senate is working on details regarding program lead positions and duties.

The Senate also contributed in the placement decisions of MFD's and to the college inclement weather policy. There was a need to bring the weather policy up-to-date due to increased technology capabilities since its last update.

Ms. Holly Dixon, support staff association president, was excused. Dr. Kennedy reported the SSA Holiday Food Drive was a success. SSA and the College Food Pantry helped 31 families for Thanksgiving and 10 families for Christmas.

Dr. Shannon Kennedy, president, reported the following:

After a national search, Dr. Eric Barna has been named Vice President of Instruction effective January 10. He will be continuing with the same duties as he has been in the interim position. There is another leadership position to fill now that the search is complete and Dr. Kennedy and Dr. Barna will be discussing the best course of action.

Dr. Kennedy hosted two successful end-of-the-semester celebrations. December 20 was at Glens and December 21 was on the Warsaw campus.

On December 15, Dr. Kennedy attended the virtual meeting of the Peninsula EMS Council Board.

On December 7-8, Dr. Kennedy attended the Advisory Council of Presidents (ACOP) virtual meeting. ACOP includes all 23 Virginia community college presidents and the presidents advise the Chancellor on various policy issues.

From November 30-December 2, Dr. Kennedy attended the SACSCOC Board of Trustees virtual meeting. The Annual Meeting began on December 3 and ended on December 7. RCC had several employees attend the Annual Meeting which consists of professional development.

Dr. Kennedy visited Piedmont Virginia Community College on November 23. PVCC has a sonography program and VCU Health Systems has requested that RCC offer this program. VCU Health has been a partner in this collaborative initiative, which will benefit the entire service region.

On November 16-17, 2021, Dr. Kennedy attended a strategic planning retreat for Genedge (A.L. Philpott Manufacturing Extension Partnership) in Charlottesville. She serves as one of three community college presidents appointed to this board by the Governor.

Dr. Kennedy continues to participate in the Local Government Administrators meetings held monthly with the Middle Peninsula Planning District Commission. The LGA is now meeting weekly to hear the latest on the COVID situation from Dr. Richard Williams of the Three Rivers Health District.

RCC will be the lead applicant on the Goods Job Challenge EDA grant competition. There are several partners in this effort to increase the pipeline of cybersecurity talent. Partners have been meeting weekly. Partners include Virginia Tech, University of Mary Washington, Germanna, the Fredericksburg Regional Alliance, and others. The application is due February 10.

Committee Reports

Curriculum and Programs Committee – Mr. Donald Sandridge, chair, reported RCC has entered into a guaranteed agreement with Virginia Wesleyan. All state colleges are transfer partners and RCC is closing the gap on private 4-year institutions.

RCC works with Transfer Virginia to make transfers as seamless as possible. Course descriptions are being cleaned up, course numbers updated where necessary, and plugged into existing programs. Transfer Virginia is now approved for pre-K through 6 and licensing has been streamlined in most cases.

The Committee recommended approval of courses that have been created or revised through Transfer Virginia and require activation in the RCC Catalog, including deactivating courses no longer offered through transfer Virginia. Coming from the committee, no second was required. The recommendation was approved unanimously.

Finance and Facilities Committee – Mr. Matt Walker, chair, reported the Committee reviewed the State Budget and it is in good standing.

The Committee made a recommendation to authorize staff to use money from the Site Reserve Fund to update signage on all campuses and sites that fall within the five-foot rule. Coming from committee recommendation, no second was required. The recommendation was approved unanimously.

Personnel and Public Relations Committee – Mr. Michael Beavers, chair, reported the Committee had discussed information items that were reported in reports by C. Stelter and S. Pope.

Other Business – There was no other business.

Adjournment – The meeting was adjourned at 1:57 p.m.

Respectfully submitted,

Approved:

Shannon L. Kennedy, Secretary

Ellen Davis, Chair