

RAPPAHANNOCK COMMUNITY COLLEGE

Virginia Community College System

College Board Meeting No. 300

1:00 p.m., Warsaw Campus

Wednesday, January 8, 2020

MINUTES

Members Present: Mrs. Ann Beverly Eubank (Essex)
Mr. Donald O. Sandridge (Gloucester)
Mr. Joseph L. McGettigan (King George)
Mrs. Kathy H. Morrison (King William)
Mr. William H. Pennell, Jr. (Lancaster)
Mrs. Ellen Davis (New Kent)
Mr. Michael Beavers (Mathews)
Mr. Matt Walker (Middlesex)
Mrs. Jamie Tucker (Northumberland)
Mrs. Maxine Ball (Richmond)
Mrs. Victoria G. Roberson (Westmoreland)

Excused: Ms. Barbara Hudgins (King & Queen)

Staff Present: Dr. Shannon L. Kennedy, President
Dr. Donna Alexander, Vice President of Instruction and Student
Development
Mr. William Doyle, Vice President of Finance and Administrative
Services
Dr. Jason E. Perry, Vice President of Workforce and Community
Development
Mrs. Sarah Pope, Vice President of College Advancement
Mrs. Caroline Stelter, Human Resources Director
Mrs. Christine Stamper, Administrative Staff Specialist

Mrs. Ann Beverley Eubank read the RCC Mission Statement.

Minutes of Board Meeting No. 299 – Mr. McGettigan moved the minutes of meeting No. 299, held on November 12, 2019, be approved as mailed. The motion was seconded by Mrs. Maxine Ball and unanimously approved.

Communications and Introductions – Dr. Kennedy announced Ms. Barbara Hudgins had communicated she would not be present.

Dr. Kennedy introduced Ms. Gwen Coker who worked in the Finance Department as administrative assistant to the vice president, and retired on January 1, 2020. At retirement, Ms. Coker had completed 32 years' service at RCC and nearly 45 years with the Commonwealth of Virginia. Mrs. Davis presented Ms. Coker with an engraved silver tray on behalf of the Board.

Special Report: Haynesville Correctional Center – Dr. Kennedy introduced Dr. Eric Barna, academic dean of the Warsaw Campus. Dean Barna oversees RCC's program at the Haynesville Correctional Center.

Dean Barna reported the College began working with Haynesville in 2006 and the program is still considered experimental. He discussed several topics such as program funding, identifying potential students, placement testing, financial aid, tutoring, courses offered, instructing with little use of technology, and limited space and labs. He stated most of the students are hardworking and dedicated to their studies, and the Warden and other staff at the Center provide great support in the partnership.

The program is important because with it, the recidivism rate is about 43%, without it, the national rate is approximately 85%.

President's Report

Dr. Shannon Kennedy reported the following:

On November 13-14, 2019, I attended the American Association of Community Colleges' Annual Commission meeting. I am serving a 3-year term which will end this June on the Diversity, Equity, and Inclusion Commission.

On November 18, I appeared on NBC 12's "12 About Town."

On November 19, I attended the King George Board of Supervisors meeting.

On November 21 and again on December 19, I attended the monthly sessions of Lead River Counties. This leadership program provides significant information on the Northern Neck and Middlesex Counties and has been very beneficial in helping me get acclimated to the area. The program concludes in April.

On November 21 at Warsaw and November 25 at Glenns, the College hosted two successful meetings of area Principals and Counselors. Information important to high school students that are dual enrolled or planning to attend after graduation was provided so those working with students are better informed.

On December 2, the Educational Foundation hosted an open house for major donors at the Chinn House. Special thanks to Sue and Rick Farmer for sponsoring the event. The house was beautifully decorated and we had excellent participation.

On November 20 at Warsaw and again December 3 at Glenns, I hosted a bimonthly birthday party for employees with birthdays in November and December. We are inviting all full-time and part-time employees, including adjunct faculty members, to a birthday party every other month. We have cupcakes and drinks and provide a small gift. We spend about an hour together just enjoying some fellowship.

RCC Local Board of Directors
Wednesday, January 8, 2020
Minutes

From December 4-6, I attended the HIRE Ed conference in Hot Springs. This conference is devoted to issues impacting the Workforce area of each of the VCCS colleges. The Advisory Council of Presidents also met at the conference.

I attended the Southern Association of Schools Commission on Colleges Annual Meeting in Houston from December 7-10.

We hosted a drop-in at the Chinn House on December 11 for faculty and staff. We served hot chocolate and cookies.

On December 12, I participated in my monthly interview on Bay FM 101.7 and WIGO Country, 104.9. I will be on again on Thursday, January 9.

I was the featured speaker at the Middlesex Kiwanis Club in Urbanna on Monday, December 16.

We held our annual Christmas luncheon at Glens on December 16 and Warsaw on December 17. We recognized three retirees – Gwen Coker, Sherrie Hill, and Nancy Webster.

On December 18, I attended a Middle Peninsula Alliance/Middle Peninsula Planning District Commission/Middle Peninsula Chesapeake Bay Public Access Authority Christmas Social. Virginia Secretary of Commerce Brian Ball was the featured speaker.

The quarterly meeting of the Educational Foundation was held on December 20.

On January 2, we welcomed back faculty and staff from the break and kicked off the spring semester. We will begin utilizing our door access system in the near future. Full-time faculty and staff and part-time staff will be assigned an access card. All employees will be required to wear an official RCC picture ID moving forward.

On January 6, Bill Doyle, Sarah Pope, and I met with the co-chairs of the Food Insecurity Committee, Hatley Bright and Bob Parker. RCC received a \$14,400 grant from Anthem, distributed through the VCCS, to start our pantry. It has been overwhelmingly successful. Grant funds must be expended by January 15. We discussed funding plans moving forward. We will be sharing that with the Board at the March meeting.

I will attend the monthly meeting of the Middle Peninsula local government administrators this Friday at the Middle Peninsula Planning District Commission offices.

I was appointed to the GO Virginia Council for Region 6 in December. I will attend my first meeting in February.

Mrs. Caroline Stelter, human resources director, distributed a list of personnel transactions since November 1, 2019. She also reported it is time for members to complete their conflict of interest filing that is due February 3, 2020.

Dr. Donna Alexander, vice president of instruction and student development, reported spring enrollment is currently steady but it will be a while before final numbers will be known. Classes begin Monday, January 13.

Dr. Jason E. Perry, vice president of workforce development, reported Workforce provides career services in addition to workforce training. Workforce career coach, Ms. Constance Peay, received a certificate from a national organization on professional resume building. She is assisting students with resumes, career exploration and interview skills.

Workforce is in process of purchasing a tractor and trailer for use in its CDL program. There are currently driving courses in Gloucester and Tappahannock with a third to soon be available in King George.

The machining and welding programs continue to grow and plumbing and industrial refrigeration are being offered at Kilmarnock Center.

The printed schedule for Workforce will go out in the mail soon.

Dr. Glenda D. Haynie, dean of research, effectiveness, and planning. Dr. Kennedy reported in Dr. Haynie's absence. She distributed results from the fall survey of currently enrolled students. A significant increased number of students participated and results are very favorable.

G3 is evolving and the Board has received an email with what is known to date. Dr. Kennedy will participate in weekly conference calls, every Friday, regarding legislative updates and will report any important information to the Board.

Ms. Sarah Pope, vice president of college advancement, reported the scholarship application for the coming fall semester is available and is due February 15.

Thursday, January 9, is the actual anniversary of the first meeting of the RCC Board of Directors which took place in Urbanna. There will be a reception on the 9th for past and current Local Board and Foundation members at the Chesapeake Inn in Urbanna to commemorate the event.

An open house to celebrate the 50th anniversary will be held on the Glens Campus Saturday, January 11 from 1:00 – 4:00 p.m. There will be tours, speakers, food, music, games, and other activities. Judge Mike McKinney, an RCC graduate, will be the keynote speaker.

Approximately \$2 million has been raised in the last 12 months, in hand and in pledges, during the quiet phase of the 50th anniversary campaign with a total goal of \$5 million. Mrs. Pope distributed campaign brochures.

Mr. William Doyle, Jr., vice president of finance and administrative services, reported there were no major projects underway. A few items were being completed at the Chinn House, but it is occupied and looks great.

An access control process is underway to enhance campus safety and security with new ID cards to be distributed by the end of January.

Service region counties are in the midst of their FY 20-21 budgeting processes. RCC funding requests to counties have been submitted. Dr. Kennedy and Mr. Doyle will attend as many board of supervisors meetings as possible. Board members are welcome to attend and were asked to let Mr. Doyle, or Mrs. Stamper, know if they would like to receive copies of the information sent to their respective counties.

Dr. Shannon Kennedy, reported the anniversary event in Urbanna does not include RCC faculty and staff. There will be cake and a small celebration on the Warsaw and Glens Campuses in the afternoon of the 9th for faculty and staff. All full-time faculty and full and part-time staff will receive an anniversary polo shirt as a gift. Dr. Kennedy distributed polo shirts to the Board.

Committee Reports

Curriculum and Programs Committee – Mr. Joseph McGettigan, chair, reported the Committee had not met.

Finance and Facilities Committee – Mrs. Kathy Morrison, chair, reported the Committee had met with a quorum. The current status of county payments to the College was given to each member for information only. College statements are delayed and the Board will be updated at their March meeting.

FY21 funding requests for service region counties have been mailed and include a 2% increase.

Personnel and Public Relations Committee – Mr. Michael Beavers, chair, reported the Committee had not met. He did salute Dr. Kennedy for her interaction with personnel, remarking things like the birthday celebrations she hosts go a long way to increase morale.

Other Business – There is no other business.

Adjournment – The meeting was adjourned at 2:08 p.m.

Respectfully submitted,

Shannon L. Kennedy, Secretary

Approved:

Ellen Davis, Chair