

**RAPPAHANNOCK COMMUNITY COLLEGE**  
**Virginia Community College System**  
**College Board Meeting No. 307**  
**1:00 p.m., Via Zoom Conference**  
**Wednesday, September 8, 2021**

**MINUTES**

Members Present: Mr. Stanley S. Clarke (Essex)  
Mr. Donald O. Sandridge (Gloucester)  
Vacant (King George)  
Dr. Andrea M. Perseghin (King William)  
Mrs. Cassie Thompson (Lancaster)  
Mrs. Ellen Davis (New Kent)  
Mrs. Jamie Tucker (Northumberland)  
Mr. Richard W. Gouldin, Jr. (Richmond)  
Mrs. Victoria G. Roberson (Westmoreland)

Attending via Zoom: Mrs. Barbara Hudgins (King & Queen)  
Mr. Michael Beavers (Mathews)

Excused: Mr. Matt Walker (Middlesex)

Staff Present: Dr. Shannon L. Kennedy, President  
Dr. Eric Barna, Interim Vice President of Learning  
Dr. Glenda Haynie, Dean of Research, Effectiveness, and Planning  
Dr. Jeffery Hayman, CIO/IT Manager, Technology  
Mrs. Sarah Pope, Vice President of College Advancement  
Ms. Holly Dixon, Support Staff Association President  
Mrs. Caroline Stelter, Director of Human Resources  
Mrs. Christine Stamper, Assistant to the President

Guests: Angela Donor, Craig Donor, Tychier Nickens, Renee Johnson,  
Shelby Henley

D. Sandridge read the RCC Mission Statement.

**Minutes of Board Meeting No. 306** – Mrs. Tucker moved the minutes of meeting No. 306, held on May 12, 2021, be approved as mailed. The motion was seconded by Mr. Gouldin and unanimously approved.

**Communications and Introductions** – Dr. Kennedy reported Mr. Matt Walker had communicated he would not be attending and was excused from the meeting. The following new RCC employees attended via Zoom and introduced themselves: Angela Donor, Craig Donor, Tychier Nickens, Renee Johnson, and Shelby Henley.

**Special Report: RCC Educational Foundation** – S. Pope gave an overview of how the RCC Educational Foundation interacts with and helps the College. The Foundation is a 501(c)3 non-profit organization that assists with fundraising efforts to support college programs and student scholarships. Over \$640,000 in scholarships and student emergency funding is expected to be provided this year. Foundation assets have grown from \$2.068 million in 2005 to over \$17.5

million in 2021. A major gifts campaign, currently underway, has exceeded its goal of \$5 million with \$5,519,3109 received to date.

### **President's Report**

Mrs. Caroline Stelter, director of human resources, reviewed the list of personnel transactions as of March, 2021. There were 25 new employees hired; 8 separations; and, 7 changes in status.

RCC is utilizing two new instructional positions this year. The first is a twelve-month, professional faculty position teaching both credit and non-credit programs in diesel and welding. The other position is the associate instructor, which is being utilized in both nursing and biology. This position is a full-time, restricted, one-year appointment to teach a higher instructional load than regular nine-month teaching faculty for the fall and spring semesters. This position is relieved of most administrative and governance duties to spend time in student support and student success-related activities.

By the Governor's Executive Order #18, all Virginia state employees must disclose their COVID vaccination status. As of yesterday, over 50% of RCC employees have disclosed and been approved with the remaining expected to be complete by the end of the week. Any employees not vaccinated will have to do weekly testing and report their results online. RCC is paying the cost of the tests using federal funds.

Ms. Tara Walker, vice president of finance and administrative services. Ms. Walker was excused from the meeting.

Dr. Eric Barna, interim vice president of learning, reported RCC is working with local businesses to discuss college programs and build relationships. Discussions are being held currently with Nestle Purina and WestRock on pathways for high school students to get a jumpstart during high school and then complete their degree at RCC.

RCC has implemented G3 programs providing tuition funding for many students.

An online new student orientation has been developed for students to use in advance of starting regular classes and an orientation for students taking online courses for the first time is also available.

The program at Haynesville Correctional Center is on hold due to understaffing at the facility. A January start is hopeful.

RCC will provide implicit bias training for faculty with a first round in September/October and a second the end of January.

Dr. Glenda Haynie, dean of research, effectiveness, and planning, gave an overview of the 2020-2021 fiscal year. Included were enrollment/graduation facts, service region facts including information broken out by county, and dual enrollment information.

Ms. Sarah Pope, vice president of college advancement, reported the 2022 Preakness Party is scheduled to be held at Kennersly in Northumberland County.

Dr. Jeffery Hayman, CIO, reviewed current projects that include: upgrade of the switch structure that protects from computer viruses; 15 multi-functional devices that scan, print, and copy have been purchased to replace leased equipment; the College will begin to use Share Point instead of the old email structure; three more Zoom rooms are in process of set up at New Kent, King George, and Kilmarnock; employees will fax through the web instead of machines going forward; and, an access system upgrade is in process.

Professor Ellen Koehler, faculty senate president, was excused from the meeting.

Ms. Holly Dixon, support staff association president, explained the SSA works directly with Dr. Kennedy on any problems or issues that arise.

Dr. Shannon Kennedy, president, reported the following:

Fall classes began on August 30. We have had at least two students test positive and have handled those situations. September 1 all employees were required to disclose their vaccination status, per Executive Directive 18. Those that disclose that they are not fully vaccinated and those that refuse to disclose must undergo weekly testing. We have procured at home tests for these situations.

We have had a very busy summer. We lost Dr. Jason Perry in early June. Dr. Eric Barna is serving as the Interim VP and we have not filled his position of Assistant VP of Instruction. We are assessing our needs after making a few other shifts in personnel. We also have an academic dean on medical leave and a vice president that is on a partial medical leave, only working half days.

S. Kennedy attended her first SACSCOC virtual board meeting in June. It was an extremely valuable learning experience. The next meeting coincides with the SACSCOC Annual Meeting in December in Dallas. SACSCOC will pay all of S. Kennedy's expenses. We will have several others attending the annual meeting in person, providing it is still held in Texas. We expect registration to open up any day.

Over the summer, S. Kennedy has participated in on-air interviews for X99 out of Gloucester, WRAR and WNNT, WIGO and Bay FM, and HotMixVA.

S. Kennedy attended the Chancellor's Retreat in Roanoke from August 2-4. The retreat included the Advisory Council of Presidents meeting. E. Barna, J. Hayman, C. Lomax, M. March, and C. Tassone also attended in person. Several other employees attended virtually.

On August 11, we hosted our annual Superintendents' meeting for all of our school divisions. The virtual meeting had the best attendance ever. Evaluations were very positive.

New Kent County has applied for a GO Virginia grant in partnership with RCC. The grant is for \$300,000 with RCC matching with \$150,000 from HEERF funds. The funding would allow for a retrofit of the cafeteria, currently being used for storage, into a state-of-the-art welding lab.

### **Committee Reports**

Curriculum and Programs Committee – Mr. Donald Sandridge, chair, reported the Committee had discussed the transfer electives and an articulation agreement with Virginia Wesleyan University for information only.

Finance and Facilities Committee – Mr. Matt Walker, chair, was excused from the meeting. Dr. Kennedy reported RCC's state budget was strong with lost revenue being replaced with federal funding.

The Committee recommended approval of three action items:

1. Approval of the Local Funds Budget.
2. Approval of the Student Activities Budget.
3. Approval of year-end transfers. Transfer to site reserve from operating and contingency and from contingency to college reserve.

Coming from committee recommendation, no second was required. The recommendations were 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.

**Goals for the President 2021-2022** – Mrs. Ellen Davis, chair, reported the Executive Committee had reviewed the goals for the president and recommended they be approved as presented. During discussion, it was suggested more inclusive language be used under information for search advocates training. The recommendation from committee was amended to approve the goals with suggested changes.

Coming from committee recommendation, no second was required. The recommendations were approved unanimously.

**Other Business** – There was no other business.

**Adjournment** – The meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Shannon L. Kennedy, Secretary

Approved:

Ellen Davis, Chair