

RAPPAHANNOCK COMMUNITY COLLEGE
Virginia Community College System
College Board Meeting No. 310
1:00 p.m., Wednesday, March 9, 2022
Warsaw Town Council Chambers

MINUTES

Members Present: Mr. Stanley S. Clarke (Essex)
Mr. Donald O. Sandridge (Gloucester)
Dr. Ann Bueche (King George)
Dr. Andrea M. Perseghin (King William)
Mrs. Cassie Thompson (Lancaster)
Mrs. Ellen Davis (New Kent)
Mr. Richard W. Gouldin, Jr. (Richmond)

Excused: Mr. Michael Beavers (Mathews)
Mr. Matt Walker (Middlesex)
Mrs. Jamie Tucker (Northumberland)
Mrs. Victoria G. Roberson (Westmoreland)
Vacant (King & Queen)

Staff Attending: Dr. Shannon L. Kennedy, President
Dr. Eric Barna, Vice President of Instruction
Dr. Jeffery Hayman, CIO/IT Manager, Technology
Mrs. Sarah Pope, Vice President of College Advancement
Mrs. Caroline Stelter, Director of Human Resources
Ms. Tara Walker, Vice President of Finance and Administrative Services
Mrs. Christine Stamper, Assistant to the President

Excused: Dr. Glenda Haynie, Dean of Research, Effectiveness, and Planning
Mrs. Ellen Koehler, Faculty Senate President
Ms. Beth Robins, Support Staff Association President

Mr. Don Sandridge read the RCC Mission Statement.

Mrs. Ellen Davis expressed gratitude, on behalf of the Board, to the Town of Warsaw for assisting the College in an emergency and making their Town Council Chambers available for the meeting today.

Minutes of Board Meeting No. 309 – Mr. Stanley Clarke moved the minutes of meeting No. 309, held on January 12, 2022, be approved as presented. The motion was seconded by Mrs. Cassie Thompson and unanimously approved.

Communications and Introductions – Dr. Kennedy reported Mr. Mike Beavers, Mr. Matt Walker, Mrs. Jamie Tucker, and Mrs. Victoria Roberson had communicated they would not be attending and were excused from the meeting. King and Queen County is vacant and a letter has been submitted requesting a certain individual as their new member.

Dr. Ann Bueche was welcomed to the Board as the new member from King George County.

Special Report: Timely Care – Dr. Dave Keel, dean of student development, gave a presentation on student mental health resources at RCC. Three programs are available: Timely Care (formerly Timely MD), Wellness Warriors, and ASIST (Applied Suicide Intervention Skills Training).

Through a contract with the VCCS, Timely Care gives all students immediate assistance at no cost. Some general wellness items are also available with the program. The pool of therapists is diverse to make clients feel as comfortable as possible which is consistent with RCC's work with diversity and inclusion. A soft launch occurred in mid-December with the full rollout the first of January. To date, 27 have registered with 81% female and 19% male. More male students than women have scheduled counseling visits but, more women than men have utilized TalkNow visits. Visits by ethnicity: black or African American 63%, white 25% and, American Indian or Native Alaskan 13%.

The programs will take a while to build but RCC is excited to provide them. Students are carrying many burdens, especially with the pandemic, so the timeliness of this is important.

Timely Care is currently paid through higher education relief funds. There will be an RFP process going forward and the cost to the college will be approximately \$14,000 per year with \$300 per session. It is possible an alternate company will be chosen in the future.

Full-time employees are offered an assistance program through their state benefits. Each employee may use four free visits and then pay only \$25 co-pay for additional visits.

President's Report

Mrs. Caroline Stelter, director of human resources, reviewed the list of personnel transactions as of January 11, 2022. There were 10 new employees hired; 6 separations; and, 2 changes in status.

RCC is again participating in the Great Colleges To Work For Program. An extensive questionnaire is sent to employees that measure key human resources and other metrics around the college. Results enhance strategic planning and can be used for accreditation. RCC has been recognized every year it has participated. The most recent was 2020 when, out of 100 two year colleges participating, RCC earned designation as one of only four colleges selected for honor roll status. RCC will know this year's results in June.

Ms. Tara Walker, vice president of finance and administrative services reported the State budgeted for \$20.2 million in appropriations and RCC budgeted for \$19.2 million. The college is in good standing. The local budget is also in good standing.

The student activities budget is strong with \$99,000 budgeted and \$57,973 received to date.

Spring enrollment is down 4% for the System but RCC is up 1%. Workforce programs are up 75%.

Dr. Eric Barna, vice president of instruction, reported RCC has been working with Transfer Virginia to make the transfer process between four year and two year institutions as seamless a

possible. Work has been in process about three years to solve issues and new courses such as ITE basic 152 and two engineering EGR 125 and 121, are coming through.

RCC is starting a new direct enrollment process in the fall. Students will either take a self-assessment for course placement in English or math or use multiple measures for students coming straight from high school.

A proposed curriculum change for Business Management, Associate of Applied Science was reviewed. The change would trade Business 285, Current Issues in Management for Business 201, Organizational Behavior. Mr. Sandridge moved the proposed change be accepted. Mr. Gouldin seconded the motion and the change was approved unanimously. Detailed copies of all curriculum changes are kept in the office of the vice president of instruction.

Dr. Kennedy reviewed data provided by Dr. Glenda Haynie, dean of research, effectiveness, and planning. The data showed RCC Day, Evening, or Anytime Fall Headcount. When considering what services and activities to provide for students, headcount needs to be broken down. Dual enrolled students are 51% of headcount and do not come to campus to benefit from on-campus events. Those taking courses before 4:30 p.m. represent 18% of students and after 4:30 only 5%. Online instruction and remote learning has greatly improved due to the pandemic and faculty have handled all the changes extremely well.

Also reviewed was the Fall 2021 Enrollment by Gender and Race. Enrollment was a declining trend prior to the pandemic. The college is working to recover with new innovations. Lower male headcount in higher education is a Virginia and national issue with numbers dropping in universities as well. Populations that are not being served will be part of the strategic plan and enrollment management plan.

Ms. Sarah Pope, vice president of college advancement, reported the online scholarship application closed Friday, March 4. There were 396 applications last year and 459 this cycle. There are over 100 scholarships, some with multiple awards, making 350-375 available awards. One application matches students to everything they qualify for. Awardees will be notified prior to April 10. Alternates will be chosen for scholarships that are not accepted.

The Preakness Party will take place Saturday, May 21 at Kennersley in Northumberland County. Proceeds are used to help with scholarships and some operational costs. Fifty percent of the ticket price is deductible. Board members are encouraged to attend.

Dr. Jeffery Hayman, CIO, reported all 23 VCCS colleges have participated in standardized cybersecurity training.

RCC shares a security personnel officer with two other colleges. A new contractor will begin next week.

Share Point data migration is ongoing which makes it easier to share data.

The Zoom room upgrade is ongoing with 8 complete, 2 in progress and 4 approved.

RCC is one of six of the community colleges participating in the migration to QTS, a data center located in Sandston.

There is now evening IT support on campus Monday-Thursday until 9:00 p.m.

There is expanded student support via RCC learning resource centers with 75 laptops on hand for those who need to borrow them.

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

Ms. Beth Robins, support staff association president was excused. Dr. Kennedy reported the newly elected officers have been meeting to make plans for the year.

Dr. Shannon Kennedy, president, reported the following:

We will be renovating the dean's suite and business office at Glens. The drawings have been approved and after delays from the VCCS, we seem to be back on track. We still have one area that needs to be abated before construction can begin. We will look at Warsaw next.

The College is still in the process of replacing campus signage with the updated logo. This project has taken an unexpected turn. The company that was manufacturing and installing the signs has declared bankruptcy. We have an alternative plan to get the work completed.

S. Kennedy provided the welcome at two virtual Black History Month events in February. She will provide the welcome on March 23, 2022, at 12:30 p.m. for a Women's History Panel featuring women authors.

S. Kennedy has presented our county budget requests in-person to Mathews and King and Queen counties. She will present in-person at Richmond County tomorrow, March 10, 2022. T. Walker attended the in-person meeting at Middlesex County.

Thank you to all that contacted legislators in support of the VCCS and RCC/VCU Health System budget items. The State budget is very supportive of community colleges and there will be a healthy raise for employees.

Today was S. Kennedy's last meeting of the Onboarding Redesign committee she has been serving on for over a year. Recommendations have been made to make the process less complicated for students in finding information, getting financial assistance, and enrolling.

Graduation will be held at Essex High School's auditorium. We will hold two graduation ceremonies and one nursing pinning-graduation combination. The ceremonies are May 12 @ 7:00 p.m. and May 13 @ 7 p.m. The pinning is scheduled for 4:30 p.m. on May 13.

The Welding Lab at New Kent is in the early design phases. We are still hoping to have everything completed so we can offer classes in late August.

Beginning Monday, March 14, 2022, masks will be optional for RCC and all VCCS colleges.

Committee Reports

Due to the emergency move of the meeting location, the committees did not meet.

Special Resolution – The VCCS requested all community colleges write a resolution honoring Chancellor DuBois on his retirement. Dr. Kennedy read the proposed RCC resolution. Mr. Sandridge moved the Board adopt the Resolution. Mr. Gouldin seconded the motion and the resolution was adopted unanimously.

Citizen’s Advisory Committee, 2022-2023 – Members are asked to review the list as emailed and let Mrs. Stamper know if they wish to propose any changes or corrections. The Board will approve the list at the May 2022 meeting.

Other Business –

Glenns Campus Pond – The Lipps Pond on the Glenns Campus needs repair due to corrosion of pipes in the dam. The water has dropped approximately six feet. The cost for repair is estimated at \$24,290. Mr. Gouldin made a motion to approve the repairs. Mr. Sandridge seconded the motion and it passed unanimously.

Recognition – Mr. Richard Lewter and the RCC facilities staff were recognized for all of their hard work, especially during the pandemic. Much of the work they do is taken for granted and deserves recognition.

Adjournment – The meeting was adjourned at 2:25 p.m.

Respectfully submitted,

Approved:

Shannon L. Kennedy, Secretary

Ellen Davis, Chair