



LOCAL COMMUNITY COLLEGE BOARD

MEETING MINUTES

Wednesday, September 6, 2023

Hampton IV Room 4226- Hampton Campus

521 Butler Farm Road | Hampton, VA 23666

5:30 P.M.

MINUTES NO. 457

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.

Roll Call 5:31 pm

Present: Ms. Mary Bunting, Ms. Izabela Cieszynski (virtual), Mr. Andrew Crawford, Mr. David “Ed” Durham, Mr. Stephen Ferguson, Mr. Joseph Fuentes, Ms. Tijuana Gholson, Dr. Joyce Jarrett, Dr. Keisha Melvin, Dr. Jonathan Romero, Dr. Donna Woods, and Dr. Vince Warren.

Absent: Mr. Allan Melton, Dr. Linda Reviea

Staff and Guests: Ms. Ada Badgley (Office of the President), Mr. Jeff Bonavita (Faculty Senate) Dr. Porter Brannon (Office of the President), Dr. Valerie Burge Hall (Enrollment Management & Student Success), Mr. Steven Carpenter (Finance & Administration), Daniela Cigularova (Enrollment Management & Student Success), Mr. Tim Crittenden (Finance & Administration), Ms. Nicole Currier (Academic Affairs), Mr. Todd Estes (Workforce Development & Innovation), Dr. Joseph Fairchild (Academic Affairs), Mr. Steven Felker (Institutional Advancement & Transformation), Mr. Keith Ferguson (Finance & Administration), Mr. Michael Filsinger (Faculty Senate), Mr. Nolan Healy (Presidential Ambassador), Ms. Mary Kanani (Enrollment Management & Student Success), Mr. Andrew Lesser (Guest), Mr. Paul Long (Academic Affairs), Ms. Gianella Loten (Presidential Ambassador) Ms. Michelle Manfred (Institutional Advancement & Transformation), Ms. Barbara Mason (Office of the President), Mr. John Mason (Finance & Administration), Mr. Eric Pesola (Institutional Advancement & Transformation), Dr. Kerry Ragno (Academic Affairs), Ms. Elizabeth Rizzatto (CSSA), Dr. Scott Stauble (Academic Affairs), Ms. Tiyé Smith (SGA), Mr. Marc Vernon (Finance & Administration)

A. Approval of Minutes for May 17, 2023

A motion to approve the minutes was made by Ms. Mary Bunting and seconded by Mr. David Durham. The Virginia Peninsula Community College Board approved the minutes from the May 17, 2023, Board Meeting [No. 456], as presented.

By roll call vote, the following board members approved the May 17, 2023, minutes: Ms. Mary Bunting, Ms. Izabela Cieszynski (virtual), Mr. Andrew Crawford, Mr. David “Ed” Durham, Mr. Stephen Ferguson, Mr. Joseph Fuentes, Ms. Tijuana Gholson, Dr. Joyce Jarrett, Dr. Keisha Melvin, Dr. Jonathan Romero, Dr. Donna Woods, and Dr. Vince Warren.

2. CHAIR ANNOUNCEMENTS

A. Public Comments

No Public Comment

B. Introduction of New Board Members

Dr. Joyce Jarrett welcomed everyone to our new meeting space in the Hampton IV Building and to the first College Board meeting of the academic year. Dr. Jarrett welcomed the two new board members (Mr. Andrew Crawford and Mr. Stephen Ferguson) both representing the city of Newport News.

Mr. Crawford shared that he learned to ride a motorcycle at Virginia Peninsula Community College (VPCC) and has worked in Higher Education for his career. Mr. Crawford is a systems thinker and hopes to share that while serving on the VPCC College Board.

Mr. Ferguson served 20 years in the fire department and is now a business owner. He is interested in giving back to his community and will apply his talents and knowledge to help the college as well as the community. Mr. Ferguson is a numbers person and is looking forward to learning how he can give back.

C. Report from the College Board Liaison to the Thomas Nelson Educational Foundation Board of Directors

Mr. Allan Melton was unable to attend the board meeting and provided a copy of the Educational Foundation Board meeting notes from the June 15, 2023, meeting for the College Board's review. The Thomas Nelson Education Foundation Inc. is now officially the Virginia Peninsula Educational Foundation, Inc.

3. PRESIDENTS REPORT

A. Introduction of New College Leaders

Prior to introducing our new college leaders Dr. Brannon extended her thanks to the College Board and acknowledged her Cabinet members and Deans for their support throughout the summer during the unexpected loss of her younger sister.

Dr. Brannon introduced Ms. Daniela Cigularova, Vice President for Enrollment Management and Student Success. Daniela joined us from ODU and is connected to many throughout the state. Daniela introduced Ms. Tiyé Smith, SGA President who is a Visual Arts major with many ideas.

Dr. Kerry Ragno introduced new members of her team Dr. Scott Stauble, Dean of STEM, Ms. Nicole Courier, Dean of ABHS and Dr. Joseph Fairchild, Associate Vice President for Academic Affairs.

Dr. Burge Hall was introduced as the Dean for Retention and Student Success.

Mr. Steven Felker was introduced as the new Vice President for Institutional Effectiveness and Transformation. Mr. Felker oversees IRE, HR, Marketing, and the Development Team.

Mr. Felker introduced Mr. Eric Pesola, Director of Marketing and College Relations.

B. SACSCOC Self Evaluation

Mr. Felker provided a presentation on the SACSCOC self-evaluation process and shared that the College is two years out for a reaffirmation visit which will encompass a great deal of work ahead of us this year.

Mr. Felker highlighted and walked through the principles of accreditation and discussed the role of the governing board.

The self-evaluation piece is the most important item that needs to be focused on currently and will become a part of the College Board Policy Manual. A sub-committee or task force led by Mr. Felker should be formed to complete this work. The goal is to spend the fall of 2023 working through the process and be ready to implement it in the spring of 2024 and have the

first self-evaluation process by October of 2024. An evaluation process is required to be in place for SACSCOC.

C. Acknowledgement and Discussion of the College Goals and Expected Outcomes for Current Year.

During the summer the President's Cabinet participated in a retreat and four focus areas were determined and identified for the College (Enrollment and Retention, Organizational Effectiveness, Capacity Building, and Culture Development). In the September President's report, the President's annual goals are included on pages seven and eight. These goals align with the four focus areas and should be used for the evaluation of Dr. Brannon for this year.

A fuller discussion and feedback on the goals will be discussed in closed session.

D. Written President's Report to the College Board

Dr. Brannon shared information and elaborated on her trip this summer to Stuttgart, Germany. The trip to Stuttgart explored the dual-track vocational education and training program known as VET, a talent development pipeline. The pipeline is very successful and supports approximately 1.3 million apprentices a year. The local delegation that visited Germany this summer is now looking into a pilot program for our local area.

Ms. Bunting shared that the AOH is looking at expanding their summer internships to a year-long program and could be an avenue to pilot this type of program.

Dr. Jarrett expressed interest in the "Swamping the Schools" initiative and shared that it was a great way to get information to prospective students. It was suggested that surveying fall enrollees about their first contact or interaction with the College prior to enrolling would be helpful information to know.

Dr. Romero applauded Dr. Hollins for all the work that she has done over the last 18 months.

4. CURRICULUM, INSTRUCTION, AND STUDENT SERVICES COMMITTEE

No Report

5. BUDGET AND FINANCE COMMITTEE

A. Review May 17, 2023, Minutes

On behalf of the Budget and Finance Committee, Mr. Fuentes recommended that the Board approve the meeting minutes from May 17, 2023, as presented.

By roll call vote, the following board members approved the May 17, 2023, minutes: Ms. Mary Bunting, Ms. Izabela Cieszynski (virtual), Mr. Andrew Crawford, Mr. David "Ed" Durham, Mr. Stephen Ferguson, Mr. Joseph Fuentes, Ms. Tijuana Gholson, Dr. Joyce Jarrett, Dr. Keisha Melvin, Dr. Jonathan Romero, Dr. Donna Woods, and Dr. Vince Warren.

B. Receipts of the FY 2023 Local and State Funds Year End Update.

Mr. Carpenter provided a report on the year end update, summary report. A detailed report will be provided at the October 18, 2023. Mr. Carpenter shared that the College is committing one million dollars to be used for academic affairs improvements in classroom and lab spaces (furnishings, paint, etc).

On behalf of the Budget and Finance Committee, Mr. Fuentes recommended that the Board receive the FY 2023 Local and State Funds Year End Update, as presented.

By roll call vote, the following board members received the FY 2023 Local and State Funds Year End Update: Ms. Mary Bunting, Ms. Izabela Cieszynski (virtual), Mr. Andrew Crawford, Mr. David "Ed" Durham, Mr. Stephen Ferguson, Mr. Joseph Fuentes, Ms. Tijuana Gholson, Dr.

Joyce Jarrett, Dr. Keisha Melvin, Dr. Jonathan Romero, Dr. Donna Woods, and Dr. Vince Warren.

6. FACILITIES COMMITTEE

- A. Review of May 17, 2023, Minutes – Mr. Durham shared that the minutes will be reviewed at the October 18, 2023, meeting. The Facilities Committee will have a tour of the HT Campus at the October meeting and begin discussing the 2024 Facilities Master Plan.
- B. Receipt of the Facilities Projects Update – Deferred to the October 18, 2023, meeting.

7. ANNUAL PRESIDENTIAL PERFORMANCE EVALUATION – CLOSED SESSION

RECOMMENDED ACTION: The Virginia Peninsula Community College Board, in accordance with §2.2-3711(A)(1) of the Code of Virginia, will convene in closed session relating to the discussion or consideration of personnel matters, specifically the presidential performance evaluation.

Dr. Donna Woods motioned for the Board of Virginia Peninsula Community College, in accordance with §2.2-3711(A)(1) of the Code of Virginia, vote to convene in closed session relating to the discussion or consideration of personnel matters, specifically the annual presidential performance evaluation, the motion was seconded by Mr. Joseph Fuentes.

By roll call vote the following board members approved the motion and closed session began at 6:40 p.m.: Ms. Mary Bunting, Ms. Izabela Cieszynski (virtual), Mr. Andrew Crawford, Mr. David “Ed” Durham, Mr. Stephen Ferguson, Mr. Joseph Fuentes, Ms. Tijuana Gholson, Dr. Joyce Jarrett, Dr. Keisha Melvin, Dr. Jonathan Romero, Dr. Donna Woods, and Dr. Vince Warren.

Reconvene to Open Session

Dr. Donna Woods motioned for the Board of Virginia Peninsula Community College, having finished all appropriate discussions in accordance with §2.2-3711(A)(1) of the Code of Virginia, motioned to end the closed session and return to open session, the motion was seconded by Mr. Joseph Fuentes.

By roll call vote, the following board members approved the return to open session which reconvened at 7:40 p.m.: Ms. Mary Bunting, Ms. Izabela Cieszynski (virtual), Mr. Andrew Crawford, Mr. David “Ed” Durham, Mr. Stephen Ferguson, Mr. Joseph Fuentes, Ms. Tijuana Gholson, Dr. Joyce Jarrett, Dr. Keisha Melvin, Dr. Jonathan Romero, Dr. Donna Woods, and Dr. Vince Warren.

Certification of Closed Session

The members in attendance at the closed session of the Virginia Peninsula Community College Board meeting on September 6, 2023, certify that to the best of their knowledge (i) only public business matters lawfully exempted from open meeting requirements under §2.2-3711(A)(1) were identified in the motion by which the closed meeting was convened were heard, discussed or considered in this closed session.

By roll call vote, the following board members certified closed session matters Ms. Mary Bunting, Ms. Izabela Cieszynski (virtual), Mr. Andrew Crawford, Mr. David “Ed” Durham, Mr. Stephen Ferguson, Mr. Joseph Fuentes, Ms. Tijuana Gholson, Dr. Joyce Jarrett, Dr. Keisha Melvin, Dr. Jonathan Romero, Dr. Donna Woods, and Dr. Vince Warren

8. UNFINISHED BUSINESS

9. NEW BUSINESS

10. ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

*Next College Board Meeting: 5:30 p.m. on October 18, 2023
Williamsburg’s Historic Triangle Campus*



LOCAL COMMUNITY COLLEGE BOARD
2023 MEETING DATES

Wednesday, October 18, 2023

Williamsburg's Historic Triangle Campus
Rm. 110

Wednesday, December 6, 2023

City of Newport News – City Center, James Room
700 Town Center Drive, First Floor
Newport News, VA 23606

Campus Locations

Williamsburg's Historic Triangle Campus
4601 Opportunity Way, Williamsburg, VA 23188

Hampton Campus

Hampton IV Building
521 Butler Farm Road, Hampton, VA 23666

Note

General Local College Board meetings are open to the public in accordance with the Virginia Freedom of Information Act.