



Thomas Nelson Community College Board Meeting

February 16, 2022

Peninsula Workforce Development Center, Rooms 1301-1303 600 Butler Farm Road, Hampton, VA
23666

5:00 p.m.

MINUTES NO. 447

PRESENT:

Mr. Curtis Bethany, III Ms. Mary Bunting
Ms. Izabela Cieszynski
Mr. Ed Durham (Virtual)
Mr. Joe Fuentes
Dr. Joyce Jarrett
Mr. Michael Kuhns
Mr. John W. McMillan, Jr.
Mr. Allan Melton
Dr. Linda Reviea
Dr. Jonathan Romero
Dr. Vince Warren
Dr. Donna Woods

ABSENT:

Mr. Scott VanVoorhees

STAFF AND GUESTS:

Mr. Franz Albertini, Workforce Development
Ms. Ada Badgley, Office of the President
Dr. Ursula Bock, Arts, Business, Humanities, and Social Sciences
Dr. Porter Brannon, President
Ms. Cynthia Callaway, Institutional Advancement
Mr. Steven R. Carpenter, Finance and Administration
Ms. Erica Charity, Office of the President
Mr. Keith Feigh, Visitor from Poquoson
Mr. Steven Felker, Institutional Research and Effectiveness
Dr. Jeanetta Hollins, Enrollment Management and Student Success
Ms. Priya Patel, Student Government Association
Dr. Lonnie Schaffer, Academic Affairs
Ms. Michelle Shonk, College Support Staff Association

I. CALL TO ORDER

A. Roll Call

By roll call vote in open session, the following members were in attendance:

Mr. Curtis Bethany, III
Ms. Mary Bunting
Ms. Izabela Cieszynski
Mr. Ed Durham (Virtual)
Mr. Joe Fuentes
Dr. Joyce Jarrett
Mr. Michael Kuhns
Mr. John W. McMillan, Jr.
Mr. Allan Melton
Dr. Linda Reviea
Dr. Jonathan Romero
Dr. Vince Warren
Dr. Donna Woods

B. Introduction of New College Board Member

Chair Warren introduced Mr. Joseph Fuentes representing James City County and welcomed him to the board.

C. Recognition of Ms. Petrina Moore

Chair Warren recognized Ms. Petrina Moore who was a Thomas Nelson staff member that passed away on February 5, 2022. The board took a moment to remember Ms. Moore.

D. Approval of Minutes for December

The Thomas Nelson Community College Board approved the December 15, 2021, Board minutes [No. 446] as presented.

By roll call vote, the following members approved the minutes.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

II. CHAIR ANNOUNCEMENTS

A. Public Comments

No public comments

B. Report from Mr. Allan Melton, College Board Liaison to the Thomas Nelson Educational Foundation Board of Directors

Mr. Melton reported that the Educational Foundation Board has not met since our last College Board meeting. Mr. Melton will attend their next meeting on March 10th.

III. PRESIDENT'S REPORT

A. Name Change Implementation Update – Ms. Ada Badgley

Ms. Ada Badgley, Director of Strategic Initiatives, provided a high-level view of where we are with the College name change implementation.

B. President's Report to the College Board – Dr. Porter Brannon

The President's Report was sent to the board members in advance of the meeting. Dr. Brannon addressed questions from the board.

IV. BUDGET AND FINANCE COMMITTEE

A. Review of December 9, 2021, Minutes

The committee moved that the Thomas Nelson Community College Board approve the Budget and Finance Committee meeting minutes from December 9, 2021, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham,
Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan,
Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren,
Dr. Donna Woods

B. Review of the FY 2022 Second Quarter Local Funds Report

The committee moved that the Thomas Nelson Community College Board accept for informational purposes the review of the FY 2022 Second Quarter Local Funds Report, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham,
Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan,
Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren,
Dr. Donna Woods

V. CURRICULUM, INSTRUCTION, AND STUDENT SERVICES COMMITTEE

A. Review of Meeting Minutes from December 8, 2021

The committee moved that the Thomas Nelson Community College Board approve the Curriculum, Instruction, and Student Services Committee meeting minutes from December 8, 2021, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham,
Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan,
Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren,
Dr. Donna Woods

B. Program Discontinuance: AST/Communication Management Desktop Publishing (AAS)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the AST/Communication Management Desktop Publishing (AAS) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham,
Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan,
Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren,
Dr. Donna Woods

C. Program Discontinuance: Practical to Professional Nursing (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Practical to Professional Nursing (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham,
Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan,
Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren,
Dr. Donna Woods

D. Program Discontinuance: Youth Development (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Youth Development (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

E. Program Discontinuance: Advanced Emergency Medical Technician (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Advanced Emergency Medical Technician (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

F. Program Discontinuance: Critical Care Education (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Critical Care Education (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

G. Program Discontinuance: Fire Alarm Systems (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Fire Alarm Systems (CSC), program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

H. Program Discontinuance: Fire Sprinkler Systems (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Fire Sprinkler Systems (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

I. Program Discontinuance: Legal Office Specialist (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Legal Office Specialist (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

J. Program Discontinuance: Fire and EMS Leadership (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Fire and EMS Leadership (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

K. Program Discontinuance: Management Specialization in Marketing (AAS)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Management Specialization in Marketing (AAS) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

L. Program Discontinuance: Technical Studies Specialization in Technical Supervision (AAS)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Technical Studies Specialization in Technical Supervision (AAS) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

M. Program Discontinuance: Advanced Integrated Manufacturing Technology (AAS)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Advanced Integrated Manufacturing Technology (AAS) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

N. Program Discontinuance: Application Development for Mobile Devices (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Application Development for Mobile Devices (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

O. Program Discontinuance: Program Application and Gaming (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Program Application and Gaming (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

P. Program Discontinuance: Geographical Information Systems Technician (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Geographical Information Systems Technician (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

Q. Program Discontinuance: Advanced Integrated Manufacturing Technology (CSC)

The committee moved that the
approve the discontinuance of the Advanced Integrated Manufacturing Technology (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

R. Program Discontinuance: Advanced Mechatronics Technology (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Advanced Mechatronics Technology (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

S. Program Discontinuance: Manufacturing Technology (CSC)

The committee moved that the Thomas Nelson Community College Board approve the discontinuance of the Manufacturing Technology (CSC) program, as presented.

By roll call vote, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

UNFINISHED BUSINESS

- A. Review and of recommendations of the Ad Hoc Committee for College Board Awards at Commencement

- B. VCCS Chancellor Glen DuBois' Retirement (July 2022) – Local Board Resolution in Recognition and Appreciation of Distinguished Service

Closed Session

It was moved (J. Jarrett) and seconded (J. Fuentes) that the Board of Thomas Nelson Community College, in accordance with §2.2-3711(A)(11) of the Code of Virginia, convene in closed session relating to the discussion or consideration of honorary degrees or special awards.

By roll call vote in open session, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

Reconvene to Open Session

It was moved (J. Jarrett) and seconded (A. Melton) that the Board of Thomas Nelson Community College, having finished all appropriate discussions in accordance with Section §2.2-3711 (A)(11) of the Code of Virginia, end the closed session and return to open session.

By roll call vote in open session, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan, Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

Certification for closed session

It was moved (J. Jarrett) and seconded (C. Bethany) that the members in attendance at the closed session of the Thomas Nelson Community College Board meeting on February 16, 2022, certify that to the best of their knowledge (i) only public business matters lawfully exempted from open meeting requirements under §2.2-3711(A)(11) of the Virginia Freedom of Information Act and (ii) only such public business matters as 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 in open session, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham,
Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan,
Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren,
Dr. Donna Woods

Approval of Recipients for College Board Awards at Commencement

It was moved (L. Reviea) and seconded (C. Bethany) that the Thomas Nelson Community College Board approve the revised recommendations for the recipients of the 2022 Commencement Awards:

Dr. Glenn DuBois – College Medallion
Dr. William R. Harvey – College Medallion
Mr. Mike Petters – College Medallion
Mr. Paul Tribble – College Medallion

By roll call vote in open session, the following members approved the motion.

Mr. Curtis Bethany, Ms. Mary Bunting, Ms. Izabela Cieszynski, Mr. Ed Durham,
Mr. Joe Fuentes, Dr. Joyce Jarrett, Mr. Michael Kuhns, Mr. John W. McMillan,
Mr. Allan Melton, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren,
Dr. Donna Woods

VI. NEW BUSINESS

No new business

VI. ADJOURNMENT

The meeting adjourned at 6:29 p.m.