



The Peninsula's Community College

**Thomas Nelson Community College Board  
Wednesday, January 15, 2020  
College Board Room, Moore Hall  
Hampton Campus  
5:00 P.M.**

**MINUTES NO. 430**

**PRESENT:**

Ms. Mary Bunting  
Ms. Izabela Cieszynski  
Dr. Joyce Jarrett  
Mr. Michael F. Kuhns  
Mr. John McMillan, Jr.  
Mr. Allan Melton  
Mr. Augustus Owens

Mr. Jonathan Romero  
Dr. Perry L. Showalter  
Ms. Elizabeth S. Tai  
Mr. Scott VanVoorhees  
Dr. Vince Warren  
Dr. Donna Woods

**ABSENT:**

Ms. Mary Ann Maimone

**STAFF AND GUESTS:**

Dr. Seyed Akhavi (Science, Engineering Technology & Mathematics)  
Dr. Ursula Bock (Mid-Level Managers)  
Ms. Cynthia Callaway (Institutional Advancement)  
Mr. Steven Carpenter (Finance & Administration)  
Ms. Erica Charity (Office of the President)  
Dr. Gregory T. DeCinque (President)  
Ms. Beth Dickens (Mid-Level Managers)  
Dr. Susan English (Academic Affairs)  
Mr. Steven Felker (Institutional Research and Effectiveness)  
Ms. Naima Ford (Institutional Advancement)  
Ms. Jean Frank (Faculty Senate)  
Ms. Tasha Holmes (Workforce)  
Ms. Nira Holton (Office of the President)  
Mr. Matt Jones (Daily Press)  
Ms. Julie Lambert (Academic Affairs)  
Chief Kelvin Maxwell (Campus Police)  
Ms. Donna Norman (Human Resources)  
Dr. Kris Rarig (Student Affairs)  
Mr. Paul Tessier (Faculty)  
Ms. Elizabeth Yimer (Student Government Association)

## **I. CALL TO ORDER**

### **A. Roll Call**

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

Ms. Mary Bunting  
Ms. Izabela Cieszynski  
Dr. Joyce Jarrett  
Mr. Michael Kuhns  
Mr. John W. McMillan, Jr.  
Mr. Allan Melton  
Mr. Augustus Owens  
Mr. Jonathan Romero  
Dr. Perry Showalter  
Ms. Elizabeth Tai  
Mr. Scott VanVoorhees  
Dr. Vince Warren  
Dr. Donna Woods

- B. Review of Minutes for December 11, 2019 - Deferred until the regularly scheduled meeting of February 19, 2020.

## **II. CHAIR ANNOUNCEMENTS**

Mr. Kuhns advised the Board that Ms. Maimone has requested a leave of absence for 30-45 days for medical reasons.

### **A. Welcome and Opening Remarks**

Mr. Kuhns provided a welcome and opening remarks. He stated that 2020 will be a year of significance. It will be a new year packed with activity, opportunity and excitement as we welcome our interim president, gather for the College Board and Educational Foundation retreat, actively engage and reconnect with our localities, and as we begin our search for a new president.

This may be the most significant year for the institution, College Board, faculty and staff. The year 2020 is a new decade and a decade of vision. We may need to become farsighted and not nearsighted. In the words of our interim president, we must not get lost in the process at the expense of progress.

The Board, faculty and staff should look through a macro lens and make an effort to learn why each of us may have a different view as we move into the future. It would be beneficial if we learned how to have a conversation which is a topic brought up during a conversation with Dr. English. Conversation builds trust and should have good listening built into it.

If we define ourselves by geographic area, we will be limiting ourselves to those we serve and become nearsighted. But if we define ourselves as visionary and farsighted, I am confident that our team, the College Board, the interim president, the administration of faculty and staff will meet the challenges at hand.

B. Introduction of Dr. Gregory DeCinque, Interim President, Thomas Nelson Community College

Mr. Kuhns introduced Dr. Gregory DeCinque, Interim President, Thomas Nelson Community College and Board members were provided a copy of Dr. DeCinque's bio.

C. Public Comments

There were no public comments.

D. Presidential Search Planning

Mr. Kuhns spoke with Chancellor DuBois and learned that the target date for the new president is January 1, 2021, the position will be publicized in late spring, and the interview committees will begin in September 2020. The Chancellor asked that the Board ensure community input for the qualifications of the person hired. As a result, Mr. Kuhns and Mr. Felker have been working on a survey to tentatively be presented at the February College Board meeting.

Mr. Kuhns provided the following upcoming strategic meeting dates;

- Ms. Cyndie Callaway will coordinate with the Ad Hoc Committee for College Board Awards at Commencement. The Committee consists of Ms. Mary Ann Maimone, (Dr. Pete Showalter will act on her behalf) Ms. Izabella Cieszynski, and Mr. Allan Melton. A report will be provided by the committee at the February College Board meeting.
- The College Board Committee meetings will be held one week prior to each College Board meeting.
- Mr. Kuhns will meet individually with Board members between now and Feb 7.
- A reminder to complete the Financial Disclosure and Conflict of Interest Statement before the deadline of February 7, 2020.
- In April we will have the approval of the Curriculum Advisory Committees and appoint the Nominating Committee for Chair and Vice Chair with the appointments announced at the May College Board meeting.
- We will suspend the presidential evaluation process until the year 2021. Mr. Kuhns will work with Mr. Felker on the review process and have the Executive Committee review, and then present it to the board later in the year.

### **III. FINANCE AND MUNICIPAL LIAISON COMMITTEE**

- A. Review of December 11, 2019 Minutes – Deferred until the regularly scheduled meeting of February 19, 2020.

#### **IV. CURRICULUM, INSTRUCTION, AND STUDENT SERVICES COMMITTEE– Entire Board Serving as Committee of the Whole for this Special Meeting**

##### **A. Presentation by Vice President Susan English on the Curriculum Development Process**

Dr. English provided a presentation on the curriculum development and approval process. Board members were encouraged to ask questions. The goal was for Board members to better understand the Board's role in the process.

Curriculum ideas can be initiated from various partnerships: employers, K12, four-year universities and colleges, and the community. Additionally, faculty are encouraged to consider their program and how it might look in the future. To guide curriculum development, faculty consider employment demand, salaries, institutional competition, cost of education, dual enrollment, military participation, online programming and alternative programs. Faculty work closely with division leadership to build the proposal and secure documented external support from four year universities and industry partners.

VCCS has an established curriculum process that varies depending on type of program (degree, certificate, CSC). Approving bodies include College Curriculum Committee, College Cabinet, College Board, VCCS, State Board and SCHEV. Similar processes are used for program discontinuances.

#### **V. PRESIDENT'S REPORT**

##### **A. Comments**

Dr. DeCinque thanked everyone for a great welcome and stated that his goal is to have Thomas Nelson in the best position as it can be for the new president. After meeting with the Faculty Senate, he was energized at what they had to say about their willingness to move the institution forward. Dr. DeCinque learned that the Faculty Senate would like to be advised and informed on what's going on at the College to provide leadership and support.

Dr. DeCinque stated several directions of focus to include moving ahead with a new 2 or 3 year strategic plan instead of a 5 year plan. Faculty, Cabinet and others are asked to assist him by providing input about programs that will help develop a new strategic plan. Faculty members are asked to look at their discipline and the future and think about where we want to go and what we have to change to make this institution what we want it to be.

Another area of focus is actively participating in promoting Thomas Nelson on the Peninsula. Board members were asked to identify business or political leaders in their localities so that Dr. DeCinque can meet with them to share the Thomas Nelson story. Dr. DeCinque welcomed all suggestions to increase visibility at certain events. College Board members are welcomed to attend the meeting as well.

Finally, Dr. DeCinque stated that he will monitor the College finances very closely. He stated that support will be provided to meet the needs in serving the Peninsula.

You will hear more from Dr. DeCinque through publications which will be provided to keep everyone up-to-date. College Board involvement will be valuable and used appropriately. Dr.

DeCinque stated that he believes strongly in partnering with our friends on the Southside of Hampton Roads.

## B. Legislative Update

Ms. Callaway provided the legislative update. We have been working to identify students interested in going to the Thursday, January 30<sup>th</sup> General Assembly planned visit; however, this past week we received information about security concerns at the Capital from the Secretary of Education's Office. There have been credible threats that State Police are looking into and investigating. VCCS will not be doing briefings for college groups that come to the General Assembly. They are suspending all the briefings and the Chancellor is not encouraging colleges to bring groups.

Ms. Callaway is continuing to schedule appointments with legislative offices for January 30<sup>th</sup> should a group of interested Board members want to visit. Board members should let Ms. Callaway know if they are interested in attending the General Assembly and include their lunch selections by Friday January 17, 2020. The preliminary visit schedule is as follows;

6:30 a.m. – Depart the Hampton Campus

7:30 a.m. – Depart the Historic Triangle Campus

9:00 – 11:30 a.m. – Meet with Peninsula Delegation Members and/or Staff, Pocahontas Building

11:30 a.m. – 1:30 p.m. – General Assembly viewing and lunch, Capitol Building

1:30 p.m. – Depart Richmond

2:30 PM – Arrive Historic Triangle Campus

3:30 PM – Arrive Hampton Campus

The Governor's introduced budget includes the VCCS priority of an additional \$4 million of new money to be added annually to FastForward. The language provision that we talked about at the December College Board meeting regarding site development being paid from any source, not just local funds, has been proposed by the Governor. If approved, the provision gives local boards and the colleges the ability to use other sources of funding, including general funds, for site development of new buildings on existing community college campuses.

G3 (Get a Skill, Get a Job, Give Back) is a last dollar financial aid program proposed by Governor Northam in his 2020 budget. Students must first apply for financial aid to be eligible. If they receive financial aid which is insufficient to pay for tuition, fees and textbooks, G3 could provide additional funds. As proposed, it could also be available for middle income families attending eligible two-year college programs who meet income threshold guidelines. Students receiving a financial benefit from the proposed G3 program will be required to commit to engage in community service.

## VI. UNFINISHED BUSINESS

### Review and Approval of Proposed Revisions to College Board Policy Manual

It was moved (V. Warren) and seconded (S. VanVoorhees) that the Thomas Nelson Community College Board approve the proposed changes to its College Board Policy Manual, as presented, discussed, and corrected at the December 11, 2019 meeting.

The motion was approved.

**VII. NEW BUSINESS**

There was no new business

**VIII. ADJOURNMENT**

The meeting adjourned at 6:50 p.m.

Respectfully submitted:

Gregory T. DeCinque  
Secretary to the Board

Erica S. Charity  
College Board Recorder