

# VIRGINIA PENINSULA COMMUNITY COLLEGE

Virginia Peninsula Community College Board

Wednesday, August 17, 2022

Peninsula Workforce Development Center, Rooms 1301-1303

600 Butler Farm Road, Hampton, VA

5:00 P.M.

MINUTES NO. 451

## PRESENT:

Mr. Curtis Bethany III

Ms. Izabela Cieszynski

Mr. Ed Durham

Mr. Joseph Fuentes (V)

Ms. Ti'Juana Gholson (arrived late)

Dr. Joyce Jarrett

Mr. Mike Kuhns

Mr. Allan Melton

Dr. Keisha Melvin

Dr. Linda Reviea

Dr. Jonathan Romero

Dr. Vince Warren

Dr. Donna Woods

## ABSENT:

Ms. Mary Bunting

## STAFF AND GUESTS:

Ms. Ada Badgley, Office of the President

Dr. Ursula Bock, Arts, Business, Humanities and Social Sciences

Dr. Porter Brannon, Office of the President

Ms. Cyndie Callaway, Institutional Advancement

Mr. Steven Ray Carpenter, Finance and Administration

Ms. Erica Charity, Office of the President

Mr. Keith Feigh, City of Poquoson

Dr. Jeanetta Hollins, Student Affairs

Ms. Myleah Kerns, Arts, Business, Humanities and Social Sciences

Mr. Paul Long, Public Safety, Allied Health and Human Services

Ms. Barbara Mason, Academic Affairs

Chief Kelvin Maxwell, Campus Police

Dr. Kerry Ragno, VP Academic Affairs

Ms. Liz Rizzatto, College Support Staff Association

Dr. Keisha Samuels, Human Services

Mr. Paul Tessier, Mathematics

## **I. CALL TO ORDER**

### **A. Roll Call**

Mr. Curtis Bethany III  
Ms. Izabela Cieszynski  
Mr. Ed Durham  
Mr. Joseph Fuentes  
Ms. Ti’Juana Gholson  
Dr. Joyce Jarrett  
Mr. Mike Kuhns  
Mr. Allan Melton  
Dr. Keisha Melvin  
Dr. Linda Reviea  
Dr. Jonathan Romero  
Dr. Vince Warren  
Dr. Donna Woods

### **B. Approval of Minutes for May 2022**

The Virginia Peninsula Community College Board approved the May 18, 2022, Board minutes [No. 449] as presented.

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

Mr. Curtis Bethany, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joseph Fuentes, Dr. Joyce Jarrett, Mr. Mike Kuhns, Mr. Allan Melton, Dr. Keisha Melvin, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

### **C. Approval of Minutes for June 2022**

The Virginia Peninsula Community College Board approved the June 15, 2022, Board minutes [No. 450] as presented.

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

Mr. Curtis Bethany, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joseph Fuentes, Dr. Joyce Jarrett, Mr. Mike Kuhns, Mr. Allan Melton, Dr. Keisha Melvin, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

## **II. CHAIR ANNOUNCEMENTS**

### **A. Public Comments**

No public comments

- B. Introduce new Representatives for Newport News Dr. Keisha Melvin and for James City County Ms. Ti’Juana Gholson

Both Ms. Ti’Juana Gholson and Dr. Keisha Melvin introduced themselves including why they chose to serve on the Virginia Peninsula College Board and what they bring to the board.

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

Allan Melton reported that the Education Foundation meeting was called to order on June 9<sup>th</sup>, 8:35 a.m. by Donna Wilmoth, President.

**Introduction of Alumni & Annual Giving Coordinator:** Cyndie Callaway, Executive Director, introduced Ms. Shante’ “Tae” Bell as the College’s Alumni & Annual Giving Coordinator. Ms. Bell is an alum of Thomas Nelson and former Student Government Association President. Ms. Bell has worked in various non-profit positions and brings a wealth of knowledge to the position with a focus on alumni and annual fund giving.

**Consent Agenda\*:** A motion was made to approve the following items as presented. The motion was seconded and approved.

- March 10, 2022, Minutes
- Finance Committee Report
  - Financial Statements – April 2022 – Finance Committee Recommendation
- Development Committee Report
  - Annual Giving Report – FY22

**Proposed FY23 Operating Budget\*:** David Burris, Finance Chair, presented the proposed FY23 operating budget (attached to official minutes) for approval. A motion was accepted, seconded, and approved.

**Proposed Title III Funds Budget for FY23\*:** David Burris, Finance Chair, presented the proposed FY23 Title III budget (attached to official minutes) for approval. Motion was presented, seconded, and approved.

**Nominating Committee Report\*:** Recommendation for Membership – Mr. Samar Chopra, Langley Federal Credit Union and Mr. A’keen White, Greystone of Virginia were presented for membership. A motion was made to accept the nominations of Mr. Chopra and Mr. White. The motion was seconded and approved.

**TNCC President’s Remarks:** Dr. Porter Brannon, TNCC President, provided a status update on the funding approved by the Foundation to support the Athletics, Southeast Newport News and Minority Male recruitment and retention initiatives. Employment

searches are underway for the requested positions and recruitment and participation in all areas is increasing.

**Moment for Mission:** Cyndie Callaway, Executive Director, introduced Ms. Doris Shadouh, Interim Director of Communications and Marketing. Ms. Shadouh provided a brief overview of enrollment marketing, the College name change, and drone exhibit partnership with Nauticus.

**Old Business:** Name Change Update: Cyndie Callaway, Executive Director, informed the Board that the Foundation would be filing a Fictitious Name Change Certificate to do business as the TNCC and VPCC Educational Foundation until the permanent change takes effect. A review of the Foundation's Bylaws and Articles of Incorporation must be reviewed prior to final name change. The review will begin in September 2022.

#### D. Renaming the College Buildings

Chair Jarrett stated that we have a College and Facilities Name Task Force consisting of students, faculty, staff, and College Board members. Although we made a recommendation to VCCS to change the names of buildings on the Hampton Campus, the board has the sole responsibility of deciding on names for these buildings. The task force included six College Board members with only three of them remaining Dr. Jarrett opened the floor for volunteers and Mr. Curtis Bethany and Mr. Joseph Fuentes volunteered.

The College Board members of the College and Facilities Name Task Force are Mr. Curtis Bethany, Ms. Izabela Cieszynski, Mr. Joseph Fuentes, Mr. Mike Kuhns, Mr. Allan Melton and Dr. Jonathan Romero.

Chair Jarrett recognized Ms. Erica Charity the Board Administrative Assistant, leaving VPCC to work with military veterans at the Department of Veteran Services. The Board thanked her for 4 years of dedicated and faithful service.

### III. PRESIDENT'S REPORT

Dr. Brannon thanked the board for her presidential evaluation. It was obvious how much thought went into the comments, evaluation and feedback recommendations for growth and opportunities.

Dr Brannon brought to the board's attention and item in the Institutional Research and Effectiveness section of the President's Report. There is a recommendation to modify our strategic plan and instead of Thrive 2024 we change it to Thrive 2027. The VCCS Strategic Plan is Opportunity 2027. We want to align our strategic plan with the goals and outcomes of our System's strategic plan.

Also, by extending the timeline from 2024 to 2027 it allows us to build on the infrastructure so when we begin implementing goals, they will be built on a solid foundation that is scalable.

Mr. Melton asked for hard data on enrollment at the next College Board meeting and asked if there is any preliminary information the College can provide. Right now, our enrollment numbers are looking better than they have been for the past two years. We will have a true idea after the third day of classes which is next week.

Regarding fundraising, Chair Jarrett reminded everyone that there is impact in knowing that the board is invested in supporting VPCC.

#### **IV. BUDGET AND FINANCE COMMITTEE**

On behalf of the Budget and Finance Committee Dr. Linda Reviea provided the following committee report and recommendations:

##### **A. Review of May 12 and May 18, 2022, Minutes**

Deferred until October 26, 2022, College Board meeting

##### **B. Status Report on the FY 2022 State Funds**

(A. Melton) moved (M. Kuhns) seconded that the Virginia Peninsula Community College Board acknowledge the status report on the FY 2022 State Funds, as presented.

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

Mr. Curtis Bethany, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joseph Fuentes, Ms. Ti'Juana Gholson, Dr. Joyce Jarrett, Mr. Mike Kuhns, Mr. Allan Melton, Dr. Keisha Melvin, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

#### **V. FACILITIES COMMITTEE**

On behalf of the Facilities Committee, Mr. Mike Kuhns asked Mr. Steve Carpenter to provide the following committee report and recommendations:

##### **A. Review of Hampton Facilities Projects Update**

The committee moved that the Virginia Peninsula Community College Board acknowledge the update on Hampton campus facilities projects, as presented.

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

Mr. Curtis Bethany, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joseph Fuentes,

Ms. Ti’Juana Gholson, Dr. Joyce Jarrett, Mr. Mike Kuhns, Mr. Allan Melton,  
Dr. Keisha Melvin, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren,  
Dr. Donna Woods

**VI. CURRICULUM, INSTRUCTION, AND STUDENT SERVICES COMMITTEE**

On behalf of the Curriculum, Instruction, And Student Services Committee, Dr. Jonathan Romero provided the following committee report and recommendations:

A. Introduction of Vice President of Academic Affairs, Dr. Kerry Ragno

Dr. Ragno introduced herself

B. Review of Meeting Minutes from May 11, 2022

The committee moved that the Virginia Peninsula Community College Board approve the Curriculum, Instruction, and Student Services Committee meeting minutes from May 11, 2022, as presented.

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

Mr. Curtis Bethany, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joseph Fuentes,  
Ms. Ti’Juana Gholson, Dr. Joyce Jarrett, Mr. Mike Kuhns, Mr. Allan Melton, Dr.  
Keisha Melvin, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr.  
Donna Woods

C. Nursing/Pre-Dental Admissions Plan: Advising Plan for Students Not Admitted into Selective Admissions Programs

The committee moved that the Virginia Peninsula Community College Board acknowledge the Advising Plan for Students Not Admitted into Selective Admissions Programs, as presented.

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

Mr. Curtis Bethany, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joseph Fuentes,  
Ms. Ti’Juana Gholson, Dr. Joyce Jarrett, Mr. Mike Kuhns, Mr. Allan Melton, Dr.  
Keisha Melvin, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr.  
Donna Woods

D. Priorities for Academic Year 2022-23

Dr. Ragno shared the priorities for Academic Year 2022-2023

- Build infrastructure to improve retention
  - Generate standard procedures processes and practices
- Continue to look at program health

- Engage faculty with this activity
- Encourage a culture of assessment

The committee moved that the Virginia Peninsula Community College Board acknowledge the Academic Affairs Priorities for AY 2022-23, as presented.

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

Mr. Curtis Bethany, Ms. Izabela Cieszynski, Mr. Ed Durham, Mr. Joseph Fuentes, Ms. Ti’Juana Gholson, Dr. Joyce Jarrett, Mr. Mike Kuhns, Mr. Allan Melton, Dr. Keisha Melvin, Dr. Linda Reviea, Dr. Jonathan Romero, Dr. Vince Warren, Dr. Donna Woods

## **VII. UNFINISHED BUSINESS**

No unfinished business

## **VIII. NEW BUSINESS**

Chair Jarrett reminded the board that there will be a College Board Retreat at the Williamsburg Historic Triangle Campus on Saturday, September 17<sup>th</sup>, from 9:00 a.m. to 12:00 noon with breakfast at 8:30 a.m.

Mr. Kuhns stated that the Facilities Committee discussed having a tour of the Hampton and Williamsburg Campuses since many board members have not seen the campuses recently.

## **IX. ADJOURNMENT**

**The meeting adjourned at 6:18 p.m.**

***Next College Board Meeting: October 26, 2022, 5:00 p.m., Hampton Campus, Peninsula Workforce Development Center, 600 Butler Farm Road, Hampton, VA***