



The Peninsula's Community College

THOMAS NELSON COMMUNITY COLLEGE BOARD MEETING

April 26, 2017

Historic Triangle Campus

President's Conference Room 317G

Williamsburg, VA

6:00 p.m.

MINUTES NO. 416

PRESENT:

Ms. Christine J. Gergely
Mr. Bruce Goodson
Mr. Robert Harper
Dr. Joyce M. Jarrett
Mr. Everett Jordan, Jr.
Mr. Michael Kuhns

Mr. John W. McMillan, Jr.
Ms. Deborah Reese
Dr. Perry Showalter
Ms. Elizabeth Tai
Mr. Scott VanVoorhees

ABSENT:

Mr. Augustus Owens
Ms. Stephanie White
Mr. Leonard Sledge

STAFF AND GUESTS:

Ms. Michelle Alexander (Faculty Senate)
Ms. Ursula Bock (Mid-Level Managers)
Mr. Anthony "Tony" Brown (Information Technology)
Ms. Cynthia Callaway (Institutional Advancement)
Ms. Joy Cooke (Human Resources)
Dr. John T. Dever (President)
Ms. Sabrina Elliott (Office of the President)
Dr. Susan English (Academic Affairs)
Mr. Steven Felker (Institutional Research and Effectiveness)
Ms. Michelle Hanson-Hart (College Support Staff Association)
Dr. Richard Hodges (Learning Resources Center)
Ms. Debbie Hudgins (Information Technology)
Chief Kelvin Maxwell (Campus Police)
Dr. Gregory McLeod (Historic Triangle Campus)
Mr. Charles Nurnberger (Finance and Administration)
Ms. Kris Rarig (Student Affairs)
Dr. Deborah Wright (Workforce Development)

CALL TO ORDER

Mr. John W. McMillan, Jr., Chair, called the meeting to order at 6:00 p.m.

ROLL CALL

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

Ms. Christine Gergely
Mr. Bruce Goodson
Mr. Robert Harper
Dr. Joyce M. Jarrett
Mr. Everett Jordan, Jr.
Mr. Michael Kuhns
Mr. John W. McMillan, Jr.
Ms. Deborah Reese
Dr. Perry Showalter
Ms. Elizabeth S. Tai
Mr. Scott VanVoorhees

APPROVAL OF MINUTES

It was moved (E. Tai) and seconded (C. Gergely) that the Thomas Nelson Community College Board approve the February 22, 2017, Board minutes as presented [No. 415].

The motion was approved.

CHAIR ANNOUNCEMENTS

Chair McMillan welcomed everyone to the meeting.

Public Comments

There were no public comments.

Chairman McMillan referenced the news story about the graduation rates for veterans. The article, "Community Colleges Rarely Graduate the Veterans They Recruit," reviews that data relating to the number of military veterans who receive GI bill benefits and attend college; however, many actually do not obtain their degrees. Chairman McMillan expressed his concern on the matter and asked if the Board could receive the data on the number of Thomas Nelson veteran students who have and have not completed their degree (veteran students enrolled who are receiving benefits and are eligible for degrees). He requested that the College follow up on this concern and asked that the Board receive a report on the matter. Dr. Dever said that a report would be prepared and sent to Board members.

Mr. McMillan noted that the College had received several recent awards and recognitions. He asked Dr. Dever to report on these:

Chancellor's Award for Teaching Excellence

Dr. Dever reported that Isidoro Kessel, Foreign Language faculty member, received the Chancellor's Award for Teaching Excellence, which is awarded annually to one teaching faculty member in the VCCS who distinctly represents the teaching excellence found at VCCS colleges. The award provides the recipient with a VCCS stole and \$5,000.

Digital Community Colleges

Dr. Dever announced that the Center for Digital Education (CDE) announced the winners of its 2016-2017 Digital Community Colleges Survey. Thomas Nelson was ranked first among the Nation's Tech-Savy Community Colleges for institutions with enrollments of 10,000+students. The survey analyzed how community colleges use a range of technologies to improve services to students, faculty, staff and the community at large. Dr. Dever commended the Information Technology unit, under the interim direction of Debbie Hudgins, for its strong efforts that helped the College secure this award.

Ford Next Generation Learning and Academies of Hampton Award

President Dever reported that Thomas Nelson was recognized by the Ford Next Generation Learning and The Academies of Hampton for our leadership and commitment in support of Hampton City Schools.

Board members recommended that some form of media or news release be sent out to report all of the major accomplishments of the College, to include an op-ed from the President.

Appointment of Nominating Committee for College Board Chair and Vice Chair

Chair McMillan reported that the following Board members have agreed to serve on the nominating committee for the College Board Chair and Vice Chair for 2017-18:

- E. Tai
- M. Kuhns
- L. Sledge
- S. VanVoorhees

The officers of the Thomas Nelson College Board shall be elected annually, by simple majority at the regular meeting of the Board in September. The terms of office shall be for one year, beginning October 1. Incumbent officers shall be eligible for re-election.

The nominating committee will meet to discuss the slate of candidates and then present the final nominations at the meeting in September for Board approval.

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

Mr. Michael Kuhns, College Board Liaison to the Educational Foundation, reported on the following items:

Foundation Board members participated in a half-day retreat at the Board's regular quarterly meeting on March 9, 2017. The retreat was facilitated by consultants, Tricia Hudson and Phillip Perdue (WHRO), who have been employed by the Foundation to lead in the development of a strategic plan for the College's Development function. Ms. Hudson met with Board members individually prior to the retreat, obtaining feedback on the College and Foundation initiatives that she compiled into a report and shared with the Board at the retreat. Among the highlights from the presented report were:

- A commitment by Board members to the College and its mission;
- Confidence in the College President and his leadership;
- Identification of the need for a dynamic vision to move fund raising forward;
- A need to partner with community organizations;
- Opportunities to expand relationships with companies served by the College's division of Workforce Development;
- A need for consistent messaging, including work with a public relations firm and use of social media platforms; and
- Enhancement of development operations to identify, cultivate, and engage donors as partners

As a result of the retreat, Foundation Board members identified steps to take in the next 45 days to identify, cultivate, and engage donor prospects, which steps are being coordinated by Development staff. Consultants have provided a draft strategic plan to the College President and Development Office to significantly increase fund raising efforts and potential, which is being finalized prior to presenting to the Foundation during upcoming meetings.

Ms. Roddena Kirksey joined the College's Development Office as the Alumni and Annual Giving Coordinator on April 10. Ms. Kirksey brings a wealth of knowledge and experience and much enthusiasm and exuberance to this position at a time when engagement of alumni will be a primary focus of the institution as part of its 50th Anniversary celebration.

As of April 25, 2017, the Foundation has raised \$232,348, or 62% of its annual goal of \$375,000 for Fiscal Year 2017. The internal campaign has raised \$35,868, or 90% of its annual goal of \$40,000. Board members were reminded to make their annual gift towards the 2016-17 internal campaign, before June 30 so that the College can report 100% giving by its College Board for the year.

College Board Annual Dinner

Chair McMillan announced the upcoming College Board Annual Dinner on Wednesday, June 21, 6:00 p.m., at the Mariners' Museum in Newport News. He stated that specific information relating to the event will be forwarded to Board members and asked them to contact Ms. Elliott to indicate whether they plan to attend.

FINANCE AND MUNICIPAL LIAISON COMMITTEE

On behalf of the Finance and Municipal Liaison Committee Chair Leonard Sledge, Mr. Michael Kuhns presented the following committee report and recommendations:

A. Approval of February 22, 2017 Minutes

The Committee moved that the Thomas Nelson Community College Board approve the Finance and Municipal Liaison Committee meeting minutes from February 22, 2017, as presented.

The motion was approved.

B. Approval of Resolution: Deed of Easement-Virginia Electric and Power Company (dba Dominion Virginia Power)

The Committee moved that the Thomas Nelson Community College Board approve the Deed of Easement-Virginia Electric and Power Company, as presented.

The motion was approved.

C. Review and approve the FY 2018 Local Funds Budget

The Committee moved that the Thomas Nelson Community College Board approve the FY 2018 Local Funds Budget, as presented.

The motion was approved.

D. FY 2017 Third Quarter Local Funds Statement

The Committee moved that the Thomas Nelson Community College Board acknowledge the receipt of the FY 2017 Third Quarter Local Funds Statement, as presented for record purposes.

The motion was approved.

CURRICULUM, INSTRUCTION, AND STUDENT SERVICES COMMITTEE

Ms. Elizabeth Tai, Chair of the Curriculum, Instruction, and Student Services Committee, presented the following committee report:

A. Review of Meeting Minutes from February 22, 2017

The Committee moved that the Thomas Nelson Community College Board approve the Curriculum, Instruction, and Student Services Committee meeting minutes from February 22, 2017, as presented.

The motion was approved.

B. Approval of Curriculum Advisory Boards serving the Academic Affairs division

The Committee moved that the Thomas Nelson Community College Board approve the proposed membership for the Curriculum Advisory Committees, as presented.

The motion was approved.

PRESIDENT' S REPORT

In association with various Cabinet members and staff, President Dever provided reports and updates on the following items:

Enrollment Report

Ms. Kris Rarig, Interim Vice President for Student Affairs, presented the enrollment report with the following key points:

Spring 2017 vs Spring 2016

- Overall, FTE enrollment is down 7.7% from Spring 2016, as of April 26, 2017.
- Overall, headcount is down 7.0% from Spring 2016, as of April 26, 2017.

Summer 2017 vs Summer 2016

- Overall, FTE enrollment is down 13.6% from Spring 2016, as of April 26, 2017.
- Overall, headcount is down 8.9% from Spring 2016, as of April 26, 2017.

Ms. Rarig reported that enrollments are declining System-Wide, and the system office is providing additional support in the area of outbound calling. Thomas Nelson is continually engaged in seeking ways to manage enrollment.

Plans for 50th Anniversary Celebration

Ms. Cynthia Callaway, Vice President for Institutional Advancement, presented the report and recommendations of the 50th Anniversary Leadership Committee.

She reported that this year will mark the 50th anniversary of the founding of Thomas Nelson Community College. In planning the events commemorating the founding of the College, a Leadership Committee was formed to oversee an 18-month celebration, culminating with the 2019 Commencement ceremony.

She reported that the Leadership Committee recommended the following for the celebration period beginning August 2017, and continuing through the end of May 2019:

Recommendation 1: The theme for the anniversary celebration period will be “IMPACT” in recognition of the College’s first and only Yearbook. IMPACT also reflects the social and economic effect Thomas Nelson has had on the Peninsula region. Since its inception, Thomas Nelson has provided pathways to opportunity and prosperity for thousands of citizens.

Recommendation 2: The logo associated with her report will be used in place of the College’s branded logo during the celebration period.

Recommendation 3: Provided that sufficient private funding can be secured, the Leadership Committee recommends commissioning a statue of Thomas Nelson, Jr., to be installed on the Hampton Campus in honor of the College’s 50th Anniversary as a way to connect with the College’s namesake.

Recommendation 4: Reconfigure the Circle of Flags

The Circle of Flags in front of Harrison Hall was established in 1976 to commemorate the Nation’s bicentennial and to celebrate the College’s connection to its colonial namesake, Thomas Nelson. The original design called for the flags of the 13 original colonies, along with the flag of Virginia and the flag of the United States on separate poles. The original designers of the Circle chose to fly the current (in 1976) flags of the 13 original states since the original flags of the first 13 colonies were not available. Later, there was a move by the College to display a series of international flags.

The Leadership Committee of the 50th Anniversary was charged by President Dever to explore the possibility of bringing a renewed relevance to the Circle of Flags. Much has changed since the inception of the College and the 1976 creation of the Circle. The current generation of employees and students view the Circle of Flags more as a form of identification for the College, and less about a connection to the past.

After much deliberation, the Leadership Committee felt that while the historical connections of the College are important, a visible representation of the constituencies Thomas Nelson serves has greater meaning. The Committee recommended the following changes to the currently existing Circle of Flags be implemented:

- Along with the flags of the Commonwealth of Virginia and the United States of America, the Circle should consist of flags from the localities served by the College: the cities of Hampton, Newport News, Poquoson, and Williamsburg and the counties of James City and York.
- Flags representing each branch of the military: the Army, Navy, Air Force, Marine Corps, and Coast Guard whose members are served by the College.
- A newly minted Thomas Nelson Community College flag and a flag representing the Virginia Community College System.

During historical events, these flags will be replaced by the state flags of the original 13 colonies. The reconfigured flags will be flown at both the Hampton and Historic Triangle campuses.

The recommendations outlined above were presented to the College Council in March with a request for members to share with all constituencies of the College and to solicit input. At the April meeting of the College Council, the recommendations were endorsed by the Council.

Additional Planning for Celebration of the College's 50th Anniversary

In addition to the Leadership Committee, five subcommittees were established to explore and oversee related activities: Archives, History, Events, Development, and Legacy. Below is a report from each of these committees on the work already ongoing:

- **Archives:** In 2012, at the direction of President Dever, efforts began to create an online presence for the Thomas Nelson Archives. In 2016, the College hired Archivist Noah Goodling to oversee the Archives and continue the progress already underway. Since January of this year, the Archives has increased the number of online materials.
- **History:** The History Committee's charge is two-fold. It will produce a book commemorating the first 50 years of Thomas Nelson, and work collaboratively with members of the Archives committee in gathering oral histories. The book will be published by Arcadia Press as part of their "campus history series." The introduction to the book, outlining the history of the College, will be written by Dr. Richard Hodges. The remainder of the book will contain no less than 180 photographs, all with captions written by members of the History committee, plus a select group of oral histories. The book will be more than an artifact of the anniversary. Because Arcadia is publishing this work, it will remain in print and on sale for many years. Any royalties from the sales of the books will be paid to the Thomas Nelson Educational Foundation, Inc.

The gathering of oral histories will be conducted by members of the History and Archives committees. Members will collect stories from faculty, staff, students and community members discussing the impact Thomas Nelson has had on their lives. The collected oral histories will be uploaded to the StoryCorps website and become part of a permanent digital collection at the Library of Congress in Washington, D.C. StoryCorps is an independent nonprofit project whose mission is to honor and celebrate the lives of everyday Americans through the recording and preservation of their stories.

- **Events:** The Events committee has scheduled a full array of events designed to incorporate the past and the present. This includes rebranding many of our annual events with a golden anniversary theme, as well as enhancing the annual celebrations to garner additional visibility for the College during the celebration period.

- **Development:** A milestone event such as the 50th anniversary is an excellent opportunity for fundraising and friend raising. The Director of Development, Tracy Ashley, and her team are working with the Thomas Nelson Community College Educational Foundation to plan and implement a “mini” campaign to raise significant funds in support of the College’s programs and services to launch on January 2018. More details will follow once the Campaign Committee has been formed and goals established.
- **Legacy:** In addition to forming a Campaign Committee, the Leadership Committee is currently recruiting former and current College and Foundation Board members, retired faculty, alumni, and others who have knowledge and experience with the College’s past and who are invested in the College’s future to serve on a Legacy Committee to provide guidance and support during the celebration period. This group will serve as an Honorary Anniversary Host Committee.

It was moved (D. Reese) and seconded (J. Jarrett) that the Board of Thomas Nelson Community College endorse the plan for the celebration of the College's 50th anniversary, as presented.

The motion was approved.

Review of 2017 Commencement Activities

President Dever announced that former Daily Press Media Group CEO and Publisher Digby A. Solomon will serve as the speaker for Thomas Nelson’s Commencement.

Mr. Mike Lindsey, Manager, Human Relations, will accept the Dana Hamel award on behalf of Continental Automotive Systems, Inc.

The Honorable John Miller will be honored as the 2017 posthumous recipient of the Thomas Nelson Medallion. Mrs. Sharron Miller will accept the award on behalf of the family.

Board members recommended that the President recognize the recipient (I. Kessel) of the Chancellor’s Award for Teaching Excellence during his Commencement speech. President Dever reported that I. Kessel will carry the College Mace during Commencement. He stated that he will also recognize I. Kessel during his remarks at Commencement.

Upcoming College Events

The following calendar of events is updated as of **April 26, 2017**. Events may be added or subject to change. Please visit the Thomas Nelson Community College website at www.tncc.edu regularly for event updates and announcements.

- **April 28, 2017:** SGA Annual Student Recognition Ceremony, Dr. Mary T. Christian Auditorium, Templin Hall, Hampton Campus, 12:00 Noon to 2:00 p.m.
- **May 3, 2017:** Retiree Luncheon, Peninsula Workforce Development Center, 10:00 a.m.
- **May 5, 2017:** New Employee Luncheon, Location to be determined, 12:00 Noon.

- **May 8, 2017:** 5th Annual Transfer Recognition Ceremony, Peninsula Workforce Development Center, 6:30 p.m.
- **May 9, 2017:** Dental Hygiene Pinning Ceremony, Mary T. Christian Auditorium, 5:00 p.m. - 10:00 p.m.
- **May 11, 2017:** Thomas Nelson Commencement Ceremony, Hampton Coliseum, 7:00 p.m.
- **June 21, 2017:** College Board Annual Dinner, Mariners' Museum, 6:00 p.m.
- **July 14-23, 2017:** Theater performance, *Iolanthe*, Mary T. Christian Auditorium, Templin Hall, Hampton Campus. Fridays & Saturdays at 8:00 p.m., Sundays 3:00 p.m.
- **September 27, 2017:** College Board meeting, College Board Room, Moore Hall, Hampton Campus, 6:00 p.m.
- **December 6, 2017:** College Board meeting, College Board Room, Moore Hall, Hampton Campus, 6:00 p.m.

UNFINISHED BUSINESS

Review and approval of recommendations of the Ad Hoc Committee for the Presidential Evaluation

Closed Session

It was moved (B. Goodson) and seconded (R. Harper) that the Board of Thomas Nelson Community College, in accordance with §2.2-3711(A)(1), of the Code of Virginia, convene in closed session to consider the Thomas Nelson Presidential Evaluation.

The motion was approved.

Reconvene To Open Session

It was moved (M. Kuhns) and seconded (R. Harper) that the Board of Thomas Nelson Community College conclude its closed session and reconvene in open session.

The motion was approved.

Certification for closed session

Chair McMillan moved that the Board approve the following certification for closed session:

The following members in attendance at the closed session of the Thomas Nelson Board on April 26, 2017, certify that to the best of their knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section §2.2-3711(A)(1), 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, the following members approved the motion:

Ms. Christine Gergely
Mr. Bruce Goodson
Mr. Robert Harper
Dr. Joyce M. Jarrett
Mr. Everett Jordan, Jr.
Mr. Michael Kuhns
Mr. John W. McMillan, Jr.
Ms. Deborah Reese
Dr. Perry Showalter
Ms. Elizabeth S. Tai
Mr. Scott VanVoorhees

Mr. Robert Harper made the following motion on behalf of the Ad Hoc Committee for the Presidential Evaluation:

The Ad Hoc Committee for the Presidential Evaluation moves that the Thomas Nelson Community College Board approve the 2016-2017 Thomas Nelson Presidential Evaluation.

The motion was approved.

NEW BUSINESS


There were no new business matters to report.

ADJOURNMENT


It was moved (B. Goodson) and seconded (C. Gergely) that the meeting adjourn at 8:35 p.m.

The motion was approved.

Respectfully submitted:



John T. Dever, President
Secretary to the Board



Sabrina R. Elliott
College Board Recorder