

John Tyler Community College
Minutes of Board Meeting #284
June 9, 2022

The John Tyler Community College Board meeting convened at 9:30 a.m. on the Chester Campus, on Thursday, June 9, 2022.

Members Present:

Mr. William Barnes
Ms. Tammie Collins, Chair
Mr. Elliot Eliades
Ms. Linda Gholston
Mr. Aubrey Lindsey
Dr. Deborah Marks
Mr. Kenneth Pritchett
Ms. Lorie Camp Southall
Dr. Joseph Tylus
Ms. Ann Williams
Ms. Christine Wilson
Dr. Lisa Winfield

Members Absent:

Ms. Michelle Johnson
Mr. Douglas Smith
Ms. Zelda Tucker - Dugger

Staff Present:

Dr. Edward E. Raspiller, President
Ms. Kara Armstrong, Assistant to the President
Ms. Rachel Biundo, Vice President of Institutional Advancement
Ms. Elizabeth Creamer, Vice President of Workforce Development and Credential Attainment, CCWA
Dr. Bill Fiege, Vice President of Learning and Student Success
Ms. Susan Grinnan, Vice President of Administration
Mr. Chip Kramer, Director of Facilities Operations & Safety
Dr. Larry Olanrewaju, Faculty Association Representative
Dr. Keri-Beth Pettengill, Director of Institutional Effectiveness
Ms. Fred Taylor, Director of Governmental and Administrative Services
Ms. Natolyn Quash, Associate Vice President of Financial Services
Ms. Holly Walker, Public Relations Manager

1. CALL TO ORDER – Ms. Collins

The meeting was called to order at 9:40 a.m.

2. CLOSED SESSION: EVALUATION OF DR. EDWARD E. RASPILLER

EXECUTIVE SESSION

A motion was made by Aubrey Lindsey, seconded by Christine Wilson, that “IN ACCORDANCE WITH SECTION 2.1-344 (a) OF THE CODE OF VIRGINIA, THE JOHN TYLER COMMUNITY COLLEGE BOARD CONVENE IN CLOSED SESSION TO DISCUSS THE EVALUATION OF THE PRESIDENT.” The motion passed unanimously.

EXECUTIVE SESSION

OPEN SESSION

A motion was made by Aubrey Lindsey, seconded by Deborah Marks, that “THE JOHN TYLER COMMUNITY COLLEGE BOARD RECONVENE IN OPEN SESSION.” The motion passed unanimously.

Certification of Closed Session:

Ms. Collins stated:

“THE JOHN TYLER COMMUNITY COLLEGE BOARD HAS CONCLUDED ITS CLOSED SESSION AND IS HEREBY IN OPEN SESSION OF THE MEETING. WE WILL NOW TAKE A RECORDED VOTE THAT WILL BE INCLUDED IN THE MINUTES CERTIFYING THAT ONLY SUCH PUBLIC BUSINESS IDENTIFIED IN THE MOTION TO CONVENE IN CLOSED SESSION WAS DISCUSSED.”

(Attachment 1 to the minutes includes certification documentation.)

3. PUBLIC COMMENT – Ms. Collins

There was no public comment.

4. RECOGNITION OF CCWA RISING STAR AWARDEES – Ms. Creamer

Ms. Creamer introduced Ms. Dana Newcomer and Mr. Bruce Peterson as the awardees of the 2019 and 2021 CCWA Rising Star Award. Ms. Newcomer was recently promoted to Associate Vice President of Sector Strategies and Workforce Training as well as Coordinator for IT Programs. Mr. Bruce Peterson is an instructor and a first full-time faculty member for CCWA.

5. ADOPTION OF THE MINUTES– Ms. Collins (Tab 1)

A motion was made by Ann Williams, seconded by Lisa Winfield, that “THE BOARD APPROVE THE MINUTES OF MEETING NUMBER 283 DATED FEBRUARY 17, 2022.” The motion passed unanimously.

6. ACADEMIC PROGRAMS – Dr. Fiege (Tab2)

Dr. Fiege presented the following curriculum proposals for approval.

Mechanical Maintenance, CSC - (name change)

It has been proposed that the name is changed from Mechanical Maintenance to Industrial Maintenance. Industrial Maintenance is a standard term utilized for this field and Tyler is the only college in the VCCS that utilizes the term Mechanical Maintenance, with the majority of the twelve colleges utilizing the Industrial Maintenance terminology. Once the College Board approves, the proposal will be submitted to the VCCS and SACS-COC.

Industrial Maintenance, Certificate - new

The Mechanical Engineering Technology Department proposes the addition of a 36 credit, stackable, G3 eligible Industrial Maintenance Certificate Program which will provide students with a pathway to a higher level of professional credentialing and employment. Courses offered in the revised Industrial Maintenance CSC and new Industrial Maintenance Certificate will still be utilized in the Technical Studies, Industrial Maintenance Track, AAS program. This is of significance because it provides greater alignment of the three stackable programs with the three levels of VA’s Get Skilled, Get A Job, Give Back (G3) program. Once the College Board approves, the proposal will be submitted to the VCCS and SACS-COC.

Human Services, Criminology Specialization, AAS - discontinue

This degree does not lead to increased or specialized employment for students. This program currently has a transfer agreement with ODU for a BS in Criminal Justice, however this program requires 67 credits for completion and only 61 of those credits transfer into ODU. Students that wish to continue education or employment in criminal justice or criminology should complete the Criminal Justice AAS at Tyler. Once the College Board approves, the proposal will be submitted to the VCCS and SACS-COC.

Cybersecurity and Networking Foundations, CSC - discontinue

The removal of the Cybersecurity and Networking Foundations CSC is due to low enrollment and similar pathways (Cybersecurity CSC and Network Security and Support CSC) that IT students may choose. Once the College Board approves, the proposal will be submitted to the VCCS and SACS-COC.

Management Information Systems, CSC - discontinue

The removal of the Management Information Systems CSC is due to low enrollment and similar pathways (Business Entrepreneurship CSC and Cloud Computing CSC) that IT students may choose. This program is no longer needed because of the new pathways for business. Once the College Board approves, the proposal will be submitted to the VCCS and SACS-COC.

Computer Application Design, CSC - discontinue

The removal of the Computer Application Design CSC is due to low enrollment and similar pathways (Web Design CSC and Computer Programming CSC) that IT students may choose. Once the College Board approves, the proposal will be submitted to the VCCS and SACS-COC.

A motion was made by Aubrey Lindsey, seconded by Deborah Marks, that “THE BOARD APPROVE THE NAME CHANGE FROM MECHANICAL MAINTENANCE, CSC TO INDUSTRIAL MAINTENANCE, CSC, THE NEW INDUSTRIAL MAINTENANCE CERTIFICATE, AND DISCONTINUE HUMAN SERVICES, CRIMINOLOGY SPECIALIZATION, AAS, CYBERSECURITY AND NETWORKING FOUNDATIONS, CSC, MANAGEMENT INFORMATION SYSTEMS, CSC, COMPUTER APPLICATION DESIGN, CSC, AS PRESENTED.” The motion passed unanimously.

7. STUDENT ACTIVITIES BUDGET – Dr. Fiege (Tab 3)

Dr. Fiege presented the student activities budget for fiscal year 2023. He noted that the budget is similar to last year with an increase for the personnel budget. The requested increase is due to the expected 5% increase in salary by the state.

A motion was made by Christine Wilson, seconded by Aubrey Lindsey, that “THE BOARD APPROVE THE STUDENT ACTIVITIES BUDGET AS PRESENTED.” The motion passed unanimously.

8. 2022-24 AUXILIARY PARKING PLAN – Ms. Grinnan (Tab 4)

Ms. Grinnan presented the 2022-2024 auxiliary parking plan and reviewed the line items. The projected fiscal year 2023 available parking fund total is \$1,802,000 and the projected fiscal year 2024 available parking fund total is \$1,771,136.

A motion was made by Joseph Tylus, seconded by Elliot Eliades, that “THE BOARD APPROVE THE 2022-24 AUXILIARY PARKING PLAN AS PRESENTED.” The motion passed unanimously.

9. PROPOSED 2022-2023 COMMISSION AND PARKING BUDGET – Ms. Grinnan (Tab 5)

Ms. Grinnan presented the proposed 2022-2023 Commission and Parking budget for approval. She reviewed the commission revenue and expenditure summary comparison for fiscal year 2023 and fiscal year 2022. She noted the book store commission is down. She reported that the Trailblazer Café had signed an agreement with a café, however, they are unable to service the college this fall. The college is currently working with the Shared Services Center to find a new vendor for the fall. Ms. Grinnan reviewed the auxiliary enterprises revenue and expenditure summary comparison for fiscal year 2023 and fiscal year 2022.

A motion was made by Deborah Marks, seconded by Kenneth Pritchett, that “THE BOARD APPROVE THE 2022-2023 COMMISSION AND PARKING BUDGET AS PRESENTED.” The motion passed unanimously.

10. 2022-2023 PROPOSED MEETING DATES – Dr. Raspiller (Tab 6)

Dr. Raspiller presented the proposed 2022-2023 meeting dates. There were no conflicts.

A motion was made by Elliot Eliades, seconded by Lisa Winfield, that “THE BOARD APPROVE THE PROPOSED MEETING DATES FOR 2022-2023 AS PRESENTED.” The motion passed unanimously.

11. NOMINATING COMMITTEE REPORT – Ms. Collins

Dr. Marks reported that the nominating committee would like to nominate Ms. Christine Wilson for Vice Chair and Mr. Kenneth Pritchett for Chair of the College Board.

12. COLLEGE MISSION STATEMENT - Ms. Walker

The college name change that will take effect on July 1, 2022. Due to the college name being included in the mission statement, Ms. Walker asked the Board to reaffirm the institutions mission statement with the updated name.

A motion was made by Aubrey Lindsey, seconded by Elliot Eliades, that “THE BOARD APPROVE THE COLLEGE MISSION STATEMENT AS PRESENTED.” The motion passed unanimously.

13. LOCAL FUNDS BUDGET UPDATE – Ms. Grinnan

Ms. Grinnan presented the local funds budget ending May 31, 2022. She thoroughly reviewed each account and explained the expenditures.

14. 2020-2021 RECAP – Dr. Raspiller

Dr. Raspiller reminded the Board of the SACS-COC reaffirmation process and noted that Ms. Denise Young, Vice President of SACSCOC, recently visited the college for an advisory visit and met with various groups.

Dr. Raspiller asked Ms. Walker to give a brief rundown of some of the nuances from changing from Tyler to Brightpoint. Ms. Walker explained that the website will be fully live in the last week of June. The jtcc.edu website will be auto-forwarded to brightpoint.edu. The email accounts will be changed to brightpoint.edu and any emails that are sent to jtcc.edu will be auto-forwarded to the new email addresses. She noted that there is a lot happening behind the scenes that will become publicly obvious by the end of June. Ms. Grinnan added that the college had been working with a signage company since March/April that unfortunately went bankrupt, therefore they are starting another search to find a signage company.

Dr. Raspiller asked Mr. Taylor to give an update on the Real Estate Foundation Board. Mr. Taylor explained that the Real Estate Foundation Board has been working for several years on a development at the corner of Woolridge Road and Charter Colony Parkway. Initially, there was hope to have a considerable retail component, however that has changed. There will now be market rate apartments designed for students and working professionals. There will also be a small retail footprint with about four to five stores. An agreement has already been signed with the development partner, Boyd Homes and the Real Estate Foundation Board

has already signed the ground lease. The final signature by the Chancellor will be this week.

Dr. Raspiller gave an update on the legislative session. At the last meeting he mentioned there was a capital request for a skilled-trades building but it did not make it in the new administrations budget. However, the college received external funding to flip classrooms into lab space in Moyar Hall for various programs. A 5% increase was approved for staff and full-time faculty and there is a forecast for a possible increase next year. He noted that a tuition increase was not approved.

Dr. Raspiller reported that with the new Strategic plan and Diversity, Equity, and Inclusion Plan, we found time to pause for an Administrative Retreat with the Administrative Council at Smithfield Station. During the retreat there were speakers and great presentations. There was also a retreat held in may at Independence Golf Club with the Opportunity 27 group.

Lastly, Dr. Raspiller noted that we were finally able to hold Commencement in-person and the institution held two ceremonies at VSU.

15. ADJOURNMENT – Ms. Collins

Ms. Collins thanked the Board and college staff for their support over the last two years as her term as Board Chair has come to an end. Dr. Raspiller thanked Ms. Collins for her help with the planning committees and all she did.

Ms. Colling adjourned the meeting at 11:40 a.m.

Respectfully submitted:

Edward E. Raspiller, Ed.D.
Secretary of the Board
President of the College

Ms. Tammie Collins
Chair of the JTCC Board

ATTACHMENT 1

EXECUTIVE SESSION

MEETING DATE: June 9, 2022

CERTIFICATION OF EXECUTIVE SESSION

WHEREAS, the John Tyler Community College Board has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by this Board that such closed session was conducted in conformity with Virginia law;

NOW, THEREFORE BE IT RESOLVED that the Board for John Tyler Community College hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed, or considered by the Board.

VOTE

AYES: Mr. William Barnes, Ms. Tammie Collins, Mr. Elliot Eliades, Ms. Linda Gholston, Mr. Aubrey Lindsey, Dr. Deborah Marks, Mr. Kenneth Pritchett, Ms. Lorie Camp Southall, Dr. Joseph Tylus, Ms. Ann Williams, Ms. Christine Wilson, Dr. Lisa Winfield.

NAYES: None

ABSENT DURING VOTE: None

ABSENT DURING CLOSED SESSION: None

ABSENT FROM MEETING: Ms. Michelle Johnson, Mr. Douglas Smith, Ms. Zelda Tucker - Dugger

Edward E. Raspiller
Secretary of the John Tyler Community College Board