

**Germanna Community College Board
November 14, 2019
Fredericksburg Center for Advanced Technology (FRED CAT) – Room 115
1325 Central Park Boulevard
Fredericksburg, VA 22401**

3:00 p.m. – 3:45 p.m. Committee Meetings

Academic Affairs/Workforce/Student Success – Drone Area

Drs. Jeanne Wesley and Tiffany Ray

Committee Agenda

Enrollment & Student Services Update

Proposed Changes to the Advisory Board Committee for 2019 ----- page 3

Executive/Human Resources – Room 115

Dr. Janet Gullickson, Ms. Laurie Bourne and Mr. Bruce Davis

Committee Agenda

Risk Management Questions for January Meeting

Fund Raising Update ----- page 6

Finance/Facilities – Asphalt Lab

Dr. John Davis, Ms. Joyce Warnacut and Mr. Garland Fenwick

Committee Agenda

Financial Approvals -- Actions

Financial Statements for four months ending 10/31/2019 ----- page 9

Proposed modification to Parking and Facilities Fees for FY'21 ----- page 18

Facilities Report----- page 25

Locality Requests -----page 33

3:45 p.m. – 4:30 p.m.—Program Updates

Dr. Janet Gullickson

1. Governance Dialogue -----page 43

2. VCCS Coaching Talking points -----page 49

3. 2020 VCCS Legislative Priorities ----- page 50

4. President and GA Members Crosswalk November 2019 Election Results -----page 52

4:30 p.m. – Regular Meeting of the Germanna College Board

1. Call to Order/Determination of Quorum

2. Public Comment

3. Approval of Minutes #321, September 12, 2019 ----- page 61

4:40 p.m. – Committee Discussion/Action

4. Academic Affairs/Workforce/Student Success: Ms. Manya Rayner, Chair

5. Executive/Human Resources: Ms. Teri McNally, Chair

6. Finance/Facilities: Mr. Baron Braswell, Chair

5:00 p.m. – Informational Items/Other Business

7. President’s Report, Dr. Janet Gullickson

8. Chair’s Report, Ms. Teri McNally

9. Calendar of Events ----- page 66

10. Other Business

Adjournment

2019-2020 Committee Appointments

Executive / Human Resources

Ms. Teri McNally, Chair

Ms. Ann Tidball, Vice Chair

Mr. Simon Gray, Treasurer

Dr. Janet Gullickson, Secretary

Ms. Laurie Bourne, Staff

Mr. Bruce Davis

Finance/Facilities

Mr. Baron Braswell, Chair

Ms. Sarah Berry

Dr. Victor Gehman

Dr. John Davis, Staff

Mr. Garland Fenwick, Staff

Ms. Joyce Warnacut, Staff

Academic Affairs/Workforce/Student Success

Ms. Manya Rayner, Chair

Mr. William Thomas

Mr. Lydell Fortune

Dr. Jeanne Wesley, Staff

Dr. Tiffany Ray, Staff

Proposed Changes to the Advisory Board Committees

2019

Department	Proposed member	Organization	Title	Status
Art	Chris O'Kelley	First Art Gallery	President of First Art Gallery	New

Automotive Technology	Myles Embrey	NVCC	Manassas Assistant Professor Automotive Technology	New
Automotive Technology	Tony Troilo	Rosson and Troilo	Local business owner	New
Automotive Technology	Paul Beedle	Radley Automotive Group	Service Director	New
Automotive Technology	Rick Donaty	Radley Automotive Group	Service technician	New
Automotive Technology	Dwight Taylor	Bridgestone Americas	Area Manager	New

American Sign Language	Chloe Allen	Germanna Community College	Alumni	New
American Sign Language	Michael Byrd	Gallaudet University	Semi-retired ASL teacher	New
American Sign Language	Brittany Howard	Virginia Dept for the Deaf and Hard of Hearing	State outreach office	New
American Sign Language	Laura Mahan	Germanna Community College	Alumni	New
American Sign Language	Cathy Willard	Retired	representative of the deaf community	New
American Sign Language	Sharon Williams	Caroline County High School	local teacher of ASL and ASL interpreter	New

Department	Proposed member	Organization	Title	Status
Business Management Technology	Ann Connolly	Mary Washington HealthCare	Business Analyst	New
Business Management Technology	David Harilla	Una-Dyn	Director of Operations	New
Business Management Technology	Kirk Twigg	Spotsylvania County	School Board Member	New
Business Management Technology	Deborah Warf	VA Employment Commission	Manager of Operations	New

Early Childhood Development	Darcie Caswell	Central Rappahannock Regional Library	Youth Services Coordinator	Renewal
Early Childhood Development	Kathryn Massie	Stafford Head Start	Director	Renewal

Engineering and Engineering Technology	Jeff Ceurter	Una-Dyn	Engineering Manager	New
Engineering and Engineering Technology	Bruce LeMaster	Applied Rapid Technologies Corporation	President	New

Legal Assistant	Bobbi Joe Alexis	Culpeper County Government	County Attorney	Renewal
Legal Assistant	Julia Dillon	Law Office of Julia B. Dillon	Attorney	Renewal
Legal Assistant	Paul Ebert	Prince William County Commonwealth's Attorney Office	Commonwealth Attorney	Renewal
Legal Assistant	Eric Olsen	Stafford County Commonwealth's Attorney Office	Commonwealth Attorney	Renewal

Department	Proposed member	Organization	Title	Status
Police Science	Sergio Latorre	Target	Executive Leader of Asset Protection	New
Police Science	Chris Giles	King George Sheriff's Office	Chief Deputy	Renewal
Police Science	Roger Harris	Spotsylvania Sheriff's Office	Sheriff	Renewal
Police Science	Mike Hills	VA DEPT of Game and Inland Fisheries	Conservation Police Sergeant	Renewal
Police Science	David Nye	Fredericksburg Police Dept	Chief Deputy	Renewal
Police Science	Jason Smith	Orange County Sheriff's Office	Captain	Renewal

Scholarship Totals				
Compare 19/20 to 18/19				
	2019-2020		2018-2019	
	\$	# Students	\$	# Students
	Fall 2019	Fall 2019	Fall 2018	Fall 2018
GGP				
	\$ 206,545.10	277	\$ 79,459.73	112
			\$ 2,554.50	57
Total GGP	\$ 206,545.10	277	\$ 82,014.23	169
Averages per student	\$ 745.65		\$ 485.29	
<u>Germanna Scholars</u>				
	55,483.25	42	\$ 73,543.00	49
	\$ 1,769.36		\$ 1,769.36	
Total Germanna Scholars	\$ 57,252.61	42	\$ 75,312.36	\$ 49.00
Averages per student	\$ 1,363.16		\$ 1,536.99	
<u>GCCEF</u>				76
	\$ 73,344.42	103	\$ 63,727.00	
Total GCCEF	\$ 73,344.42	103	\$ 63,727.00	76
Averages per student	\$ 712.08	103	\$ 838.51	
<u>Workforce</u>				
	\$ 2,758.00	3	\$ 4,200.00	1
	\$ 6,313.00	6		
	\$ 915.00	1		
	\$ 575.00	1		
Total Workforce	\$ 10,561.00	11	\$ 4,200.00	1
Averages per student	\$ 960.09	11	\$ 4,200.00	1
Grand Totals	\$ 347,703.13	433	\$ 225,253.59	295
	2019-2020		2018-2019	

Scholarship Totals	2019-2020		With Averages per Student						
	\$	# Students	\$	# Students	\$	# Students	\$	# Students	Note
	Fall 2019	Fall 2019	Spring 2020	Spring 2020	Summer 2020	Summer 2020	Total	Total	
GGP									
	\$ 206,545.10	277		0		0			
Total GGP	\$ 206,545.10	277	\$ -	0	\$ -	0	\$ 206,545.10	277	
Averages per student	\$ 745.65		\$ -		\$ -		\$ 745.60	277	
Germanna Scholars									
	55,483.25	42		0				42	
	\$ 1,769.36							0	
Total Germanna Scholars	\$ 57,252.61	42	\$ -	0			\$ 57,252.61	42	1/2 ea
Averages per student	\$ 1,363.16		\$ -				\$ 1,363.16		
GCCEF				0					
	\$ 73,344.42	103							
Total GCCEF	\$ 73,344.42	103	\$ -	0			\$ 73,344.42	103	1/2 ea
Averages per student	\$ 712.08	103	\$ -				\$ 712.08		
Workforce									
	\$ 2,758.00	3		0			\$ 2,758.00	3	
	\$ 6,313.00	6					\$ 6,313.00	6	
	\$ 915.00	1					\$ 915.00	1	
	\$ 575.00	1					\$ 575.00	1	
Total Workforce	\$ 10,561.00	11		0			\$ 10,561.00	11	
Averages per student	\$ 960.09		\$ -				\$ 960.09		
Grand Totals	\$ 347,703.13	433	\$ -	0	\$ -	0	\$ 347,703.13	433	

Scholarship Totals	2018-2019		With Averages per Student								
	\$	# Students	\$	# Students	\$	# Students	\$	# Students	\$	# Students	Note
	Fall 2018	Fall 2018	Spring 2019	Spring 2019	Summer 2019	Summer 2019	Total	Total	Total	Total	
GGP	\$ 79,459.73	112	\$ 55,858.72	109	\$ 47,878.90	119					
	\$ 2,554.50	57	\$ 56.75	1	\$ 4,660.00	22					
			\$ 3,003.10	22	\$ 2,168.10	1					
			\$ 2,752.68	68							
Total GGP	\$ 82,014.23	169	\$ 61,671.25	200	\$ 54,707.00	142	\$ 198,392.48	511			
Averages per student	\$ 485.29		\$ 308.36		\$ 385.26						
Germanna Scholars	\$ 73,543.00	49	\$ 61,538.75	49				49			
	\$ 1,769.36		\$ 2,167.75								
Total Germanna Scholars	\$ 75,312.36	49	\$ 63,706.50				\$ 139,018.86	49 1/2 ea			
Averages per student	\$ 1,536.99		\$ 1,300.13								
GCCEF	\$ 63,727.00	76	\$ 61,130.00	83							
Total GCCEF	\$ 63,727.00	76	\$ 61,130.00	83			\$ 124,857.00	83 1/2 ea			
Averages per student	\$ 838.51		\$ 736.51								
Workforce	\$ 4,200.00	1									
Total Workforce	\$ 4,200.00	1					\$ 4,200.00	1			
Averages per student	\$ 4,200.00										
Grand Totals	\$ 225,253.59	295	\$ 186,507.75				\$ 466,468.34	644			

Germanna Community College Local Funds Financial Analysis

For Financial Statements as of and for the Four Months Ended October 31, 2019

FINANCIAL ANALYSIS

Restricted Funds

Year-to-date (YTD) revenues reflect \$4,762,656 in receipts for Federal Aid (Pell) and private scholarships with disbursements of \$4,772,165. Restricted cash is \$39,968 which represents scholarship funds to be disbursed, the majority of which are held in the Carter-Bennett scholarship. These funds are used as a repository for student aid and scholarships, with any balance in the fund representing aid to be disbursed.

Loan Funds

No activity.

Endowment Funds

No activity.

Plant Funds

\$172,646 in locality contributions have been received year-to-date, composed of \$100,000 from Stafford, \$1,669 from Orange County, \$50,000 from Fredericksburg for the FredCat project, \$41,279 from Spotsylvania and \$698 from Caroline County. \$7,704 was received in interest income. \$21,000 from the final Caroline County rent subsidy (FY19 commitment) was moved to offset rental expenses. Contributions to plant funds are designated for plant/capital spending; either maintenance costs or capital projects.

Unrestricted Funds

- **Net Assets** – Unrestricted Fund Balance/Net Assets increased by \$224,355 during the first four months of the fiscal year. A summary of each fund follows.
- **Local Operating/College Board Fund** – Local appropriations of \$107,641 were received, composed of \$24,429 from Stafford, \$28,158 from Culpeper, \$22,293 from Spotsylvania County, \$16,931 from Orange County, \$6,539 from Caroline County, and \$9,291 from the City of Fredericksburg. \$12,589 in expenses were recorded, \$6,000 of which were for catering at convocation. \$4,670 in expenditures were for property maintenance including tree removal from storm damage at Locust Grove. The balance in this fund is \$550,987.
- **Vending Fund** – We have received \$122,949 in bookstore commissions, \$898 in vending commissions, and \$5,210 in investment income for the year. Vending commissions were received from the new provider, representing the first commissions from food service since FY'2017. Expenses of \$29,847 were incurred with the majority to overhaul and refurbish the food service areas. The balance in this fund is \$2,400,844 which serves as our “rainy day” fund. Note the addition of the College Branding Project as an expenditure category. This category reflects the \$500,000 budget which the Board authorized at the last meeting. No expenditures have been recorded for this project yet.
- **Student Activity Fund** – \$78,019 has been collected, which is 43% of budgeted fees. Expenses of \$82,290 include a \$25,000 contribution to the Fredericksburg Transit Authority (bus service). Student activity spending of \$17,716 includes catering for Welcome Day and Seafood Fest. The

balance in this fund is \$34,916, with open encumbrances of \$36,704. Activity fees will continue to be collected, however it should be noted that this fund may need a short-term infusion of cash from another fund until spring 2020 fees are collected.

- Parking Auxiliary Fund – \$93,056 or 44% of budgeted revenues have been collected. Expenses of \$18,433 were recorded, primarily utilities. The balance in this fund is \$840,386. A significant portion of this balance will be required for parking and lighting for the new Locust Grove Facility. In order to insure the fund balance contains adequate reserves for snow plowing expenses and major resurfacing expenses, a proposal has been prepared to increase the student parking fee.
- Facilities Auxiliary Fund – Revenues of \$296,363 were collected, 45% of the annual budget. Expenses total \$337,064, including a \$331,594 annual debt service payment. The current fund balance is \$2,227,760. Balances have accumulated in this fund to provide for significant repair or maintenance expenses of the parking structure at the Fredericksburg campus. The accumulated balance is considered adequate for such expenses, so a proposal has been prepared to lower the student facility fee by the same amount as the proposed increase in the student parking fee. The net impact to students will be no increase in mandatory fees.

Business Unit: GC297 - Germanna
 Report ID: AGL00008 - College Balance Sheet - Local
 Fiscal Year: 2020
 As of Date: 2019-10-31
 Scope: Local Funds

	Unrestricted	Restricted	Plant	Loan	Endowment	Agency
Assets:						
Cash	2,906,864.28	64,967.66	1,048,172.66	0.00	(223.34)	119,907.57
Petty Cash	1,000.00	0.00	0.00	0.00	0.00	0.00
Cash Equivalents	714,549.62	0.00	1,340,443.61	0.00	22,783.63	0.00
Investments	2,198,154.64	0.00	0.00	0.00	0.00	0.00
Current Receivables	19,374.16	0.00	0.00	0.00	0.00	0.00
Current A/R Allowance	(10,782.00)	0.00	0.00	0.00	0.00	0.00
Non-current Receivables	0.00	0.00	0.00	0.00	0.00	0.00
Non-current A/R Allowance	0.00	0.00	0.00	0.00	0.00	0.00
Interest Receivable	0.00	0.00	0.00	0.00	0.00	0.00
Loans Receivable	0.00	0.00	0.00	0.00	0.00	0.00
Notes Receivable	0.00	0.00	0.00	0.00	0.00	0.00
Inventory	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid Expense	0.00	0.00	0.00	0.00	0.00	0.00
Due From Other Funds	225,000.00	0.00	0.00	0.00	0.00	0.00
Investment in Plant Assets	0.00	0.00	1,277,531.00	0.00	0.00	0.00
Total Assets:	6,054,160.70	64,967.66	3,666,147.27	0.00	22,560.29	119,907.57
Liabilities:						
Accounts Payable - Current	0.00	0.00	0.00	0.00	0.00	0.00
Accounts Payable - Non-current	0.00	0.00	0.00	0.00	0.00	0.00
Accrued Leave Current	0.00	0.00	0.00	0.00	0.00	0.00
Accrued Leave Non-current	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Revenue - Current	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Revenue - Non-current	0.00	0.00	0.00	0.00	0.00	0.00
Loans Payable - Current	0.00	0.00	0.00	0.00	0.00	0.00
Loans Payable - Non-current	0.00	0.00	0.00	0.00	0.00	0.00
Notes Payable - Current	0.00	0.00	0.00	0.00	0.00	0.00
Notes Payable - Non-current	0.00	0.00	0.00	0.00	0.00	0.00
Deposits Pending	732.25	0.00	0.00	0.00	0.00	0.00
Due to Other Funds	0.00	(25,000.00)	0.00	0.00	0.00	0.00
Fund Balances	6,054,892.95	39,967.66	3,666,147.27	0.00	22,560.29	119,907.57
Total Liabilities and Fund Balances:	6,054,160.70	64,967.66	3,666,147.27	0.00	22,560.29	119,907.57
Local Operating / College Board	550,986.64					
Vending	2,400,844.45					
Student Activities	34,916.21					
Parking Auxiliary	840,385.86					
Facilities Auxiliary	2,227,759.79					
Total Unrestricted Funds	<u>6,054,892.95</u>					

Business Unit: GC297 - Germanna
 Report ID: AGL00009 - Stmt of Changes - Local Funds
 Fiscal Year: 2020
 As of Date: 2019-10-31
 Scope: Local Funds

	Unrestricted	Restricted	Loan	Endowment	Plant
Revenues:					
Unrestricted Current Fund Revenue	704,577.96				
Local Appropriations - Restricted		0.00	0.00	0.00	172,645.50
Federal Grants and Contracts - Restricted		4,758,450.42		0.00	0.00
State Grants and Contracts - Restricted		0.00	0.00	0.00	0.00
Local Grants and Contracts - Restricted		0.00	0.00	0.00	0.00
Private Grants and Contracts - Restricted		4,074.50	0.00	0.00	0.00
Private Gifts		0.00	0.00	0.00	0.00
Investment Income		28.51	0.00	0.00	7,703.78
Endowment Income		102.43	0.00	0.00	0.00
U.S. Government Advances			0.00		
Interest on Loans Receivable			0.00		
Expended for Plant Facilities					0.00
Retirement of Indebtedness					0.00
Recovery of Writeoffs			0.00		
Other Sources	0.00	0.00	0.00	0.00	0.00
Total Revenues and Other Additions:	704,577.96	4,762,655.86	0.00	0.00	180,349.28
Expenditures:					
Educational and General	124,726.09	4,772,164.66			
Auxiliary Enterprise Expenditures	355,497.04				
Indirect Costs Recovered		0.00			
Refunded to Grantors		0.00	0.00		
Administrative and Collection Costs			0.00		
Loan Cancellations and Write-Offs			0.00		
Expended for Plant Facilities					0.00
Disposal of Plant					0.00
Retirement of Indebtedness					0.00
Interest on Indebtedness					0.00
Liquidation of Endowment				0.00	
Other Expenditures/Deductions	0.00	0.00	0.00	0.00	0.00
Total Expenditures	480,223.13	4,772,164.66	0.00	0.00	0.00
Transfers among funds					
Net Increase/(Decrease) for the Year	224,354.83	(9,508.80)	0.00	0.00	180,349.28
Fund Balances	5,830,538.12	49,476.46	0.00	22,560.29	3,485,797.99
Fund Balances at the End of Year	6,054,892.95	39,967.66	0.00	22,560.29	3,666,147.27

Germanna Community College
LOCAL OPERATING/COLLEGE BOARD FUND ANNUAL BUDGET
Through October 31, 2019

Description		Current Period	Annual	Year to Date	Year to Date
		Actual	Budget	Actual	Variance
<u>Revenues</u>					
LC1	Spotsylvania County	\$ 22,293	\$ 89,171	\$ 22,293	\$ (66,878)
LC2	Stafford County	12,215	48,858	24,429	(24,429)
LC3	Caroline County	(21,619)	6,539	6,539	-
LC4	King George County	-	-	-	-
LC5	Culpeper County	28,158	28,158	28,158	-
LC6	Orange County	-	16,931	16,931	-
LC7	Madison County	-	4,535	-	(4,535)
LC8	City of Fredericksburg	-	9,291	9,291	-
LC10	Other Sources	-	-	-	-
LC11	Investment Income	363	1,000	442	(558)
LC12	Total Revenues	\$ 41,409	\$ 204,483	\$ 108,083	\$ (96,400)
<u>Expenditures</u>					
LC13	Employee Relations	\$ 6,000	15,000	\$ 6,000	\$ 9,000
LC14	Student Development Programs	355	15,000	355	14,645
LC15	Student Recruitment	1,564	8,000	1,564	6,436
LC16	Operating Contingency Reserve	-	40,000	-	40,000
LC17	Dean of Institutional Effectiveness	-	95,000	-	95,000
LC18	Commencement - Coffeewood	-	-	-	-
LC19	Physical Plant	4,670	30,000	4,670	25,330
LC20	Total Expenditures	\$ 12,589	\$ 203,000	\$ 12,589	\$ 190,411
LC21	Net Increase / (Decrease)	\$ 28,820	\$ 1,483	\$ 95,494	\$ 94,011
LC22	Transfers from other funds	-	-	-	-
LC23	Transfers to other funds	-	-	-	-
LC24	Beginning Fund Balance		455,492	455,492	-
LC24	Current Fund Balance		<u>\$ 456,975</u>	<u>\$ 550,987</u>	<u>\$ 94,011</u>

Germanna Community College
VENDING FUND ANNUAL BUDGET
 Through October 31, 2019

Description	Current Period Actual	Year to Date Budget	Year to Date Actual	Year to Date Variance
<u>Revenues</u>				
CA1 Bookstore Commissions	\$ 107,730	\$ 235,000	\$ 122,949	\$ (112,051)
CA2 Food Service Commissions	898	-	898	898
CA3 Investment Income	4,114	15,000	5,210	(9,790)
CA4 Other Income	-	-	-	-
CA5 Total Revenues	<u>\$ 112,742</u>	<u>\$ 250,000</u>	<u>\$ 129,057</u>	<u>\$ (120,943)</u>
<u>Expenditures</u>				
CA6 Regional Activities	\$ -	\$ 5,000	\$ -	\$ 5,000
CA7 Commissions Contingency Reserve	-	178,050	-	178,050
CA8 Bad Debt	-	-	-	-
CA9 President's Discretionary	350	6,000	350	5,650
CA10 Cash Over/Under	-	250	-	250
CA11 Fiscal Operating	(171)	2,500	(171)	2,671
CA12 Travel and Meals - excess	-	200	-	200
CA13 Auxiliary Plant Maintenance	27,614	50,000	28,974	21,026
CA14 Plant Operation and Maintenance	-	-	-	-
CA15 Debt Service	-	-	-	-
CA16 Scholarships	-	-	-	-
CA17 Commencement	-	-	-	-
CA18 Diversity and Inclusion	669	8,000	694	7,306
CA19 College Branding Project	-	500,000	-	500,000
Total Expenditures	<u>\$ 28,462</u>	<u>\$ 250,000</u>	<u>\$ 29,847</u>	<u>\$ 220,153</u>
CA20 Net Increase / (Decrease)	\$ 84,280	\$ -	\$ 99,210	\$ 99,210
CA21 Transfers from other funds	-	-	-	-
CA22 Transfers to other funds	-	-	-	-
CA23 Beginning Fund Balance		2,301,634	2,301,634	-
CA24 Current Fund Balance		<u>\$ 2,301,634</u>	<u>\$ 2,400,844</u>	<u>\$ 99,210</u>

Germanna Community College
STUDENT ACTIVITY FUND ANNUAL BUDGET
Through October 31, 2019

Description		Current Period	Year to Date	Year to Date	Year to Date
Revenues		Actual	Budget	Actual	Variance
SA1	Student Activity Fees	\$ 44,111	\$ 180,000	\$ 78,019	\$ (101,981)
SA2	Investment Income	-	-	-	-
SA3	Total Revenues	\$ 44,111	\$ 180,000	\$ 78,019	\$ (101,981)
Expenditures					
SA4	Student Activity Contingency	\$ -	\$ -	\$ -	\$ -
SA5	Student Activities	15,333	40,000	17,716	22,284
SA6	Student Organizations	2,750	35,000	2,750	32,250
SA7	Student Projects	21,920	30,000	28,401	1,599
SA8	Dean of Student Services	-	28,000	25,000	3,000
SA9	Lecture and Culture	8,106	28,000	8,106	19,894
SA10	Student Recognition Program	-	4,000	-	4,000
SA11	Wellness & Recreation	318	30,000	318	29,683
SA12	Co-Curricular Programs	-	5,000	-	5,000
SA13	Total Expenditures	\$ 48,427	\$ 200,000	\$ 82,290	\$ 117,710
SA14	Net Increase / (Decrease)	\$ (4,316)	\$ (20,000)	(4,271)	\$ 15,729
SA15	Transfers from other funds	-	-	-	-
SA16	Transfers to other funds	-	-	-	-
SA17	Beginning Fund Balance		39,187	39,187	-
SA18	Current Fund Balance		\$ 19,187	\$ 34,916	\$ 15,729

Germanna Community College
PARKING AUXILIARY FUND BUDGET
 Through October 31, 2019

Description		Current Period	Year to Date	Year to Date	Year to Date
		Actual	Budget	Actual	Variance
<u>Revenues</u>					
PA1	Parking Auxiliary Fees	\$ 51,476	\$ 210,000	\$ 91,775	(118,225)
PA2	Parking Auxiliary Invest Income	906	-	1,281	1,281
PA3	Total Revenues	\$ 52,382	\$ 210,000	\$ 93,056	\$ (116,944)
<u>Expenditures</u>					
PA4	Parking Auxiliary Enterprise	\$ 12,860	205,723	18,433	187,290
PA5	Total Expenditures	\$ 12,860	\$ 205,723	\$ 18,433	\$ 187,290
PA6	Net Increase / (Decrease)	\$ 39,522	\$ 4,277	\$ 74,623	\$ 70,346
PA7	Transfers from Facilities Aux	-	-	-	-
PA8	Transfers to Local Plant Fund	-	-	-	-
PA9	Beginning Fund Balance		765,763	765,763	-
PA10	Current Fund Balance		<u>\$ 770,040</u>	<u>\$ 840,386</u>	<u>\$ 70,346</u>

Germanna Community College
FACILITIES AUXILIARY FUND BUDGET
 Through October 31, 2019

Description		Current Period	Year to Date	Year to Date	Year to Date
		Actual	Budget	Actual	Variance
<u>Revenues</u>					
FA1	Facilities Auxiliary Fees	\$ 161,528	\$ 660,000	\$ 289,960	\$ (370,040)
FA2	Facilities Auxiliary Invest Income	4,910	-	6,403	6,403
FA3	Total Revenues	<u>\$ 166,438</u>	<u>\$ 660,000</u>	<u>\$ 296,363</u>	<u>\$ (363,637)</u>
<u>Expenditures</u>					
FA4	Facilities Auxiliary Enterprise	\$ 2,861	\$ 487,899	337,064	\$ 150,835
FA5	Total Expenditures	<u>2,861</u>	<u>487,899</u>	<u>337,064</u>	<u>150,835</u>
FA6	Net Increase / (Decrease)	\$ 163,577	\$ 172,101	\$ (40,701)	\$ (212,802)
FA7	Transfers to Local Parking Maint	-	-	-	-
FA8	Transfers to State Plant Fund	-	-	-	-
FA9	Beginning Fund Balance		<u>2,268,461</u>	<u>2,268,461</u>	<u>-</u>
FA10	Current Fund Balance		<u>2,440,562</u>	<u>2,227,760</u>	<u>(212,802)</u>

**TITLE: PROPOSAL TO REDUCE STUDENT FEE FOR THE
 FACILITIES AUXILIARY FUND**

BACKGROUND:

In Fiscal Year 2012 a bond was issued via Treasury to fund the construction of a parking garage at the Fredericksburg campus of Germanna Community College. A student fee was implemented to cover principal and interest on the bond, annual operating costs, and to establish a reserve for significant repairs and replacements (structure, elevator, lighting) due to wear and tear and projected useful life. The current fee is \$5.50 per credit hour.

The balance in the Parking Auxiliary fund is projected to reach \$2.4 million by the close of FY'2020. This balance is an adequate reserve for significant repairs and maintenance. The annual debt service is \$410,000. Annual operating costs are projected to average \$190,000. This results in \$600,000 in annual costs to be funded. The current enrollment at Germanna is 130,000 credit hours. Conservatively, using 125,000 hours and a 96% collection rate, a fee of \$5.00 per credit hour will generate \$600,000 per year, which is sufficient to cover annual operating costs and debt service.

RECOMMENDATION:

It is recommended that the State Board for Community Colleges approve Germanna Community College's request to reduce the student charge from \$5.50 to \$5.00 per credit hour for the Facility Auxiliary Fund. The fee change would be effective with the Fall 2020 term.

RATIONALE:

The reduced Facility fee will provide sufficient funding to meet the debt service and operational costs of the Fredericksburg parking garage. Significant replacements and repairs outside of normal operating expenses are provided for in the fund balance.

RESOURCE PERSON:

Dr. Janet Gullickson, President
Germanna Community College
540.423.9087

Dr. John Davis, Vice President of Administrative Services
Germanna Community College
540.423.9042

**TITLE: PROPOSAL TO INCREASE STUDENT FEE FOR THE
PARKING AUXILIARY FUND**

BACKGROUND:

Germanna collects a parking fee of \$1.75 per credit hour. In most years, fees collected cover all expenses with the greatest variable being snow removal. In years with heavy snowfall, snow removal costs exceed \$100,000 while in most years these costs run closer to \$35,000. In FY'2020, significant expenses are anticipated for the Locust Grove parking areas. While some of the expenses are associated with the construction of the new facility, much of the anticipated spending will be required for necessary lighting replacement and lot resurfacing that has been postponed in anticipation of the new building in an attempt to coordinate this with the design and construction of the new building.

With the anticipated FY'2020 expenses, the balance in the Parking Auxiliary fund is projected to drop to \$129,747 by the close of FY'2020. This balance is not an adequate reserve for multiple years with heavy snow removal expenses.

Average annual expenses to be provided for are \$270,000. The current enrollment at Germanna is 130,000 credit hours. Conservatively, using 125,000 hours and a 96% collection rate, a fee of \$2.25 per credit hour is sufficient to cover average annual operating costs with a provision for snow removal.

RECOMMENDATION:

It is recommended that the State Board for Community Colleges approve Germanna Community College's request to increase the student charge from \$1.75 to \$2.25 per credit hour for the Parking Auxiliary Fund. The fee change would be effective with the Fall 2020 term.

RATIONALE:

The increased Parking fee will provide funding sufficient to meet annual operating costs and also provide a reserve for seasonal demands.

RESOURCE PERSON:

Dr. Janet Gullickson, President
Germanna Community College
540.423.9087

Dr. John Davis, Vice President of Administrative Services
Germanna Community College
540.423.9042

**Germanna Community College
Parking Garage Budget
AIS Fund 40206, Department 490001**

09/19/19

	Actual	Actual	Actual	Actual	Budget	Projected	Projected	Projected	Projected	Projected	Projected
	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
Revenues											
Fund Balance, July 1	\$1,287,724	\$1,606,792	\$1,783,541	\$1,986,852	\$2,268,461	\$2,438,966	\$2,669,287	\$2,880,229	\$3,113,410	\$3,253,658	\$3,412,282
Fees Collected	759,351	619,559	622,349	702,390	637,315	686,400	686,400	686,400	686,400	686,400	686,400
Investment Earnings	<u>2,654</u>	<u>13,913</u>	<u>20,503</u>	<u>29,602</u>	<u>22,685</u>	<u>24,390</u>	<u>26,693</u>	<u>28,802</u>	<u>31,134</u>	<u>32,537</u>	<u>34,123</u>
Revenues	<u>\$2,049,728</u>	<u>\$2,240,264</u>	<u>\$2,426,393</u>	<u>\$2,718,844</u>	<u>\$2,928,461</u>	<u>\$3,149,756</u>	<u>\$3,382,380</u>	<u>\$3,595,431</u>	<u>\$3,830,944</u>	<u>\$3,972,595</u>	<u>\$4,132,805</u>
Expenses											
Debt Service	\$411,749	\$411,469	\$410,606	\$413,916	\$412,375	\$409,875	\$411,750	\$409,400	\$409,450	\$410,600	\$411,063
Bond management fees											
Expenses	48	384	490	56	10,000	10,000	10,200	10,404	10,612	10,824	11,041
Lighting repair/maint	5,116	8,213	820	3,128	5,323	3,191	5,429	3,254	5,538	3,319	5,649
Elevator repair/maint	5,600	5,480	3,583	1,861	5,826	1,898	5,943	1,936	6,061	1,975	6,183
Emergency call boxes repair/maint					3,121	3,121	3,183	3,183	3,247	3,247	3,312
Emergency call boxes replacement					0	0	0	0	0	0	0
Storm water management repair/maint					2,081	2,081	2,123	2,123	2,165	2,165	2,208
Payroll	12,532	13,628	14,114	14,319	14,463	14,752	15,047	15,348	15,655	15,968	16,287
Paint parking lanes					5,000	5,000	5,000	5,100	5,100	5,202	5,202
Snow Removal					5,000	5,000	5,000	5,100	5,100	5,202	5,202
Landscaping/Mulching		2,223			4,000	4,000	4,080	4,080	4,162	4,162	4,245
Cleaning(Power Washing)	1,393				1,450	0	1,479	0	1,509	0	1,539
Building repair/maint			1,564	3,123	1,595	3,185	1,627	3,249	1,660	3,314	1,693
HVAC repair/maint					0	0	0	0	0	0	0
Pest control		418	330	440	426	449	435	458	443	467	452
Window cleaning		895			1,000	1,000	1,020	1,020	1,040	1,040	1,061
Security services				3,598	0	3,670	3,744	3,818	3,895	3,973	4,052
Fire alarm inspection					0	0	0	0	0	0	0
Fire alarm monitoring					0	0	0	0	0	0	0
Fire extinguisher inspection					0	0	0	0	0	0	0
CCTV repair/maint					0	0	0	0	0	0	0
Joint sealant repair/maint					0	0	0	0	0	0	0
Electric	2,987	1,585	1,605	1,758	1,681	1,715	1,749	1,784	1,820	1,856	1,893
Floor sealant repair/maint					12,500	0	12,750	0	13,005	0	13,265
Equipment repair/maint	558	1,774	5,777	2,920	581	2,978	593	3,038	604	3,098	617
Paint stairwell					0	3,184	0	3,248	0	3,313	0
Supplies	2,953	10,654	652	5,265	3,072	5,371	11,000	5,478	11,220	5,588	11,444
Replace Elevator											250,000
Replace Lighting									75,000	75,000	0
Equipment			0	0	0	0	0	0	0	0	0
Expenses	<u>\$442,936</u>	<u>\$456,723</u>	<u>\$439,541</u>	<u>\$450,384</u>	<u>\$489,494</u>	<u>\$480,469</u>	<u>\$502,151</u>	<u>\$482,021</u>	<u>\$577,286</u>	<u>\$560,313</u>	<u>\$756,408</u>
Fund Balance, June 30	<u>\$1,606,792</u>	<u>\$1,783,541</u>	<u>\$1,986,852</u>	<u>\$2,268,461</u>	<u>\$2,438,966</u>	<u>\$2,669,287</u>	<u>\$2,880,229</u>	<u>\$3,113,410</u>	<u>\$3,253,658</u>	<u>\$3,412,282</u>	<u>\$3,376,397</u>

It is anticipated that infrastructure such as elevators, lighting, drainage, etc. will need to be replaced every 25 years. Current year pricing estimates those costs at around \$500,000.

¹ See Note

Student Credit Hours	123,594	119,339	118,305	130,301	130,000	130,000	130,000	130,000	130,000	130,000	130,000
Rate	\$6.00	\$6.00	\$5.55	\$5.50	\$5.50	\$5.50	\$5.50	\$5.50	\$5.50	\$5.50	\$5.50
Fees if 100% student body paid	\$741,564	\$716,034	\$656,593	\$716,656	\$715,000	\$715,000	\$715,000	\$715,000	\$715,000	\$715,000	\$715,000
% Actual Collections to 100% pmt	102.4%	86.5%	94.8%	98.0%	96.0%	96.0%	96.0%	96.0%	96.0%	96.0%	96.0%

Germanna Community College

9/19/2019

Parking Auxiliary Fund

AIS Fund 40203

Financial Status and Projection with Student Fee of \$1.75 effective FY17

<u>Description</u>	<u>Actual</u> <u>FY 16</u>	<u>Actual</u> <u>FY 17</u>	<u>Actual</u> <u>FY 18</u>	<u>Actual</u> <u>FY 19</u>	<u>Budgeted</u> <u>FY 20</u>	<u>Projected</u> <u>FY 21</u>	<u>Projected</u> <u>FY 22</u>	<u>Projected</u> <u>FY 23</u>	<u>Projected</u> <u>FY 24</u>	<u>Projected</u> <u>FY 25</u>	<u>Projected</u> <u>FY 26</u>
Beginning Balance	\$301,585	\$340,160	\$480,620	\$617,269	\$765,764	\$770,041	\$443,910	\$53,427	\$140,007	\$116,211	\$128,106
<u>Revenues (Dept 409000)</u>											
Fees Collected	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Fees	\$198,616	\$194,795	\$196,165	\$222,692	\$206,000	\$218,400	\$218,400	\$218,400	\$218,400	\$218,400	\$218,400
Transfer from Cap Proj	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earned	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prior Pd Adj - interest											
Projected Interest	<u>\$1,130</u>	<u>\$2,278</u>	<u>\$3,635</u>	<u>\$5,582</u>	<u>\$4,000</u>	<u>\$6,040</u>	<u>\$2,474</u>	<u>\$962</u>	<u>\$1,275</u>	<u>\$1,216</u>	<u>\$1,120</u>
Total Revenues	<u>\$199,746</u>	<u>\$197,073</u>	<u>\$199,799</u>	<u>\$228,274</u>	<u>\$210,000</u>	<u>\$224,440</u>	<u>\$220,874</u>	<u>\$219,362</u>	<u>\$219,675</u>	<u>\$219,616</u>	<u>\$219,520</u>
<u>Budget (Current and Future Years) / Expenses (Prior Years) (Dept 490000)</u>											
Personnel Costs	\$12,532	\$13,629	\$14,114	\$14,319	\$14,463	\$14,752	\$15,047	\$15,348	\$15,655	\$15,968	\$16,287
Lighting repair/maint		\$1,000		\$6,231	\$6,242	\$6,367	\$6,367	\$6,495	\$6,495	\$6,495	\$6,495
Asphalt Repair					\$14,523	\$10,612	\$26,530	\$27,061	\$27,602	\$28,154	\$28,717
Call box/Camera repair/maint				\$1,418	\$5,202	\$5,306	\$5,412	\$5,520	\$5,631	\$5,743	\$5,858
Call box/Camera purchases					\$0	\$63,000	\$0	\$0	\$0	\$70,000	\$0
Stormwater/MS4 maint					\$3,121	\$3,184	\$3,248	\$3,313	\$3,379	\$3,446	\$3,515
Seal/Paint	\$0				\$95,782	\$0	\$106,121	\$0	\$108,243	\$0	\$110,408
Snow Removal	\$115,861	\$2,764	\$4,851	\$27,931	\$30,600	\$31,212	\$31,836	\$32,473	\$33,122	\$33,784	\$34,460
Landscaping					\$2,081	\$2,122	\$2,122	\$2,164	\$2,208	\$2,252	\$2,297
Cleaning and Repair			\$7,137		\$2,081	\$2,122	\$2,122	\$2,164	\$2,208	\$2,252	\$2,297
Equipment repair/maint	\$2,082	\$3,618	\$4,482	\$1,575	\$0	\$2,939	\$2,939	\$2,939	\$2,939	\$2,939	\$2,939
Supplies	\$6,205	\$10,086	\$5,014	\$543	\$1,040	\$1,061	\$1,061	\$1,082	\$1,082	\$1,082	\$1,082
Equipment rental	\$2,141	\$3,228	\$1,689	\$3,576	\$3,426	\$3,495	\$3,565	\$3,636	\$3,709	\$3,783	\$3,859
Sweeper Shared Costs					\$4,162	\$4,245	\$4,330	\$4,416	\$4,505	\$4,595	\$4,687
Utilities	\$22,350	\$22,289	\$25,863	\$24,186	\$23,000	\$25,154	\$25,657	\$26,170	\$26,693	\$27,227	\$27,772
Flat Surface Construction LGC Const					\$0	\$250,000	\$250,000	\$0	\$0	\$0	\$0
Lighting Replacement - LGC Const					\$0	\$125,000	\$125,000	\$0	\$0	\$0	\$0
Flat Surface Planning					<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Germanna Community College

9/19/2019

Parking Auxiliary Fund

AIS Fund 40203

Financial Status and Projection with Student Fee of \$1.75 effective FY17

<u>Description</u>	<u>Actual</u> <u>FY 16</u>	<u>Actual</u> <u>FY 17</u>	<u>Actual</u> <u>FY 18</u>	<u>Actual</u> <u>FY 19</u>	<u>Budgeted</u> <u>FY 20</u>	<u>Projected</u> <u>FY 21</u>	<u>Projected</u> <u>FY 22</u>	<u>Projected</u> <u>FY 23</u>	<u>Projected</u> <u>FY 24</u>	<u>Projected</u> <u>FY 25</u>	<u>Projected</u> <u>FY 26</u>
Total Expenses	\$161,171	\$56,613	\$63,151	\$79,779	\$205,723	\$550,571	\$611,357	\$132,782	\$243,471	\$207,721	\$250,674
Annual Net Rev - Exp	\$38,575	\$140,460	\$136,649	\$148,495	\$4,277	(\$326,131)	(\$390,483)	\$86,580	(\$23,796)	\$11,895	(\$31,154)
Ending Fund Balance	\$340,160	\$480,620	\$617,269	\$765,764	\$770,041	\$443,910	\$53,427	\$140,007	\$116,211	\$128,106	\$96,952
Fund Balance per Trial Balance at rept											
Actual/ <i>Projected</i> Cr Hrs ²	123,594	119,339	118,305	130,301	130,301	130,000	130,000	130,000	130,000	130,000	130,000
Fee/credit hour	\$1.50	\$1.73	\$1.75	\$1.75	\$1.75	\$1.75	\$1.75	\$1.75	\$1.75	\$1.75	\$1.75
Percent of Revenues Collected ¹	107.13%	94.35%	94.75%	97.66%	90.34%	96.00%	96.00%	96.00%	96.00%	96.00%	96.00%
Projected Fees	\$162,684	\$181,170	\$181,676	\$222,691	\$208,644	\$218,400	\$218,400	\$218,400	\$218,400	\$218,400	\$218,400
Enrollment growth	-8.52%	-3.44%	-0.87%	10.14%	0.00%	-0.23%	0.00%	0.00%	0.00%	0.00%	0.00%
Growth in revenues	12.38%	-1.92%	0.70%	13.52%	-7.50%	6.02%	0.00%	0.00%	0.00%	0.00%	0.00%
Projected interest earnings rate	0.50%	1.50%	1.50%	1.50%	1.50%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%

Interest is calculated based on previous years ending balance

FY12 affected by earthquake

¹ Waivers are granted to Dual Enrollment, correctional system, off-site contract, e-rate, and senior citizen audit students.

² Parking fees assessed to all students as mandatory fees beginning in FY19

Germanna Community College
Local Funds
Resolution of the Board
SunTrust Deposit Account Resolution
November 14, 2019

Justification:

The College maintains two accounts with SunTrust, one for local operating funds and the other for federal funds which serves as a conduit for receiving and disbursing federal aid. Due to personnel changes, an updated resolution is required.

Necessary Actions:

Approve a resolution identifying Germanna staff with authority to conduct transactions on behalf of the College with SunTrust.

This Request:

Authorize the President, currently Dr. Janet Gullickson, the Vice President of Administrative Services, currently Dr. John Davis, the Director of Finance, currently Joyce Warnacut (retiring 12/31/2019), the Interim Director of Finance (to be named), and the Senior Accountant (Nancy Smith) to act on behalf of the College with all matters associated with SunTrust Local Operating account and SunTrust Federal Funds account with no limits to amount.

Germanna Community College Local Funds

Resolution of the Board Investment Account November 14, 2019

Justification:

The College adopted a Resolution of the Board on May 19, 2016 which names the positions authorized to act on behalf of the College with respect to investments at Davenport & Company LLC. This was done to minimize the number of resolutions required and minimize periods when the College may not be able to conduct transactions. The resolution document required by Davenport contains the names of the staff and requires the signature of the Board Secretary each time a staff person changes but does not require a separate Board resolution each time a staff person leaves and is replaced by another. However, due to organization and staffing changes, the specific positions and individuals holding those positions have changed and the resolution must be updated. Another resolution dated September 21, 2017 was adopted which modified the transfer agent. Due to staffing changes and changes in the positions to be authorized, an updated resolution is required.

Necessary Actions:

Approve a resolution identifying which Germanna staff have authority to conduct transactions on behalf of the College with Davenport & Company LLC.

This Request:

Authorize the Vice President of Administrative Services, currently Dr. John Davis, the Director of Finance, currently Joyce Warnacut (retiring on 12/31/2019), and the interim Director of Finance, (to be named), and the Senior Accountant, currently Nancy Smith to act on behalf of the College with all matters associated with investments with Davenport & Company LLC with no limits to amount. Additionally, appoint the Vice President for Administrative Services, Dr. John Davis, as Transfer Agent for the purposes of this account relationship.

Germanna Community College Board Facilities Report November 14, 2019

1. Barbara J. Fried Center

We are waiting to hear back from Stafford County EDA in reference to our request for funding to help support the center.

2. Locust Grove Campus Replacement:

The Draft Program Review (Workshop 3) occurred in the middle of September, the cabinet, selected faculty and staff met with RRMM Architects to discuss the building programming and work to reduce the square footage by 23,393 to get the building back in line with the approved square footage of 68,999. At the end of that meeting the team was within 1,253 square feet of the targeted 68,999. RRMM felt like it was close enough for now.

The Concept Charette (Workshop 4) RRMM puts pen to paper and we begin to see the concept of the facility. There were numerous building and floor plan concepts. Attached is the meeting minutes, building option 5, and floor plans. Being conceptual these are still up for discussion and the potential for additional changes.

September 12, 2019 Board Meeting

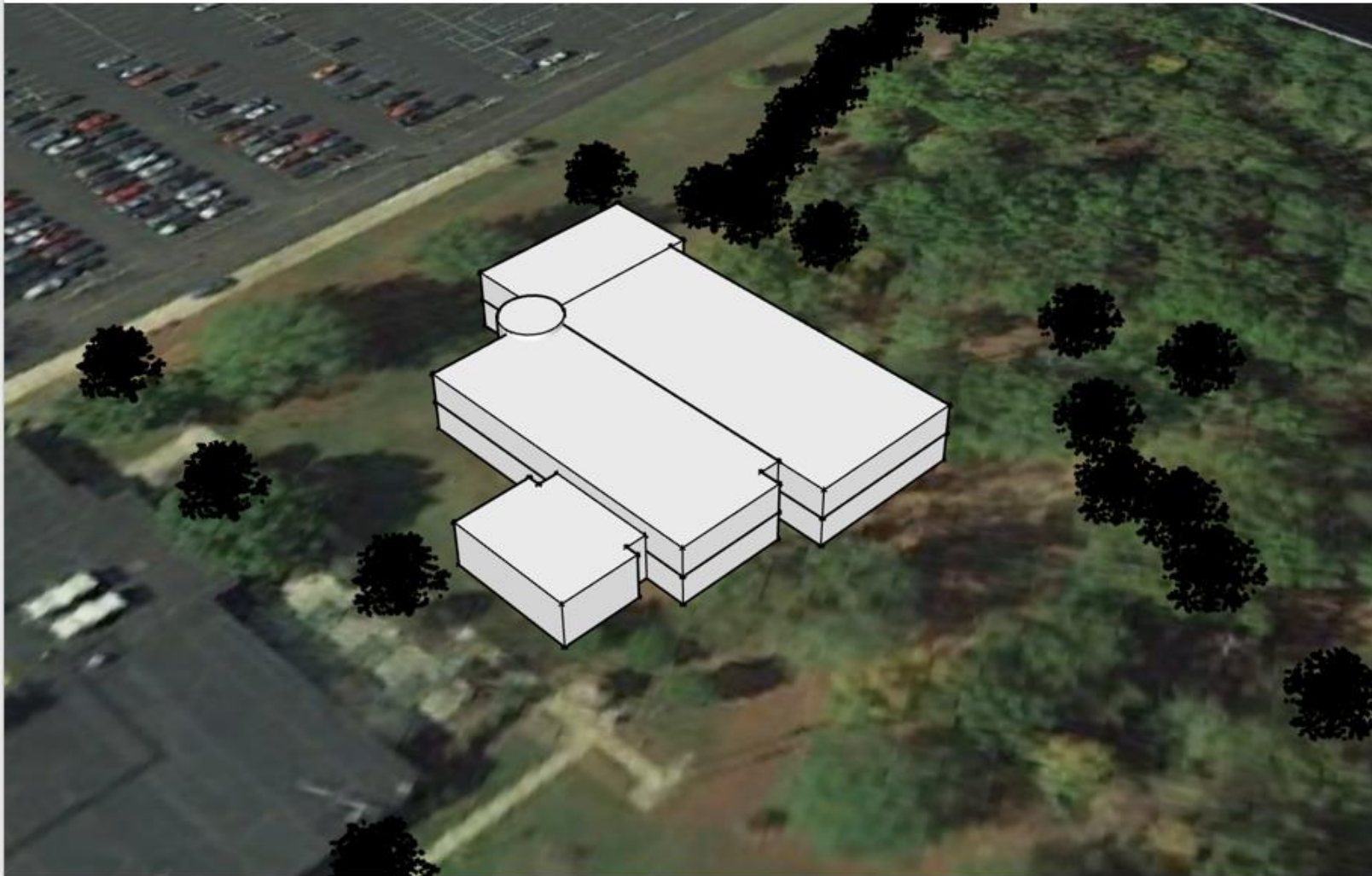
The programming/design of the new Locust Grove building is on its way. We recently completed the stakeholder's questionnaires and programming design charette. We had a very good response with stakeholder's questionnaires. The RRMM design team was very complimentary of how well our faculty and staff were prepared for the programming design charette. From the programming design charette it was determined that building is approximately 20,000 sq. ft. larger than it should be. We were anticipating the overage. The next step in the process will be for the Faculty and Staff to work within their departments and to work RRMM to get the building square footage back in line.

3. Kitchen Upgrades

The kitchen upgrades have been completed and the kitchen has been turned over to The Farley Experience for them to begin serving the students, faculty and staff.

Option 5

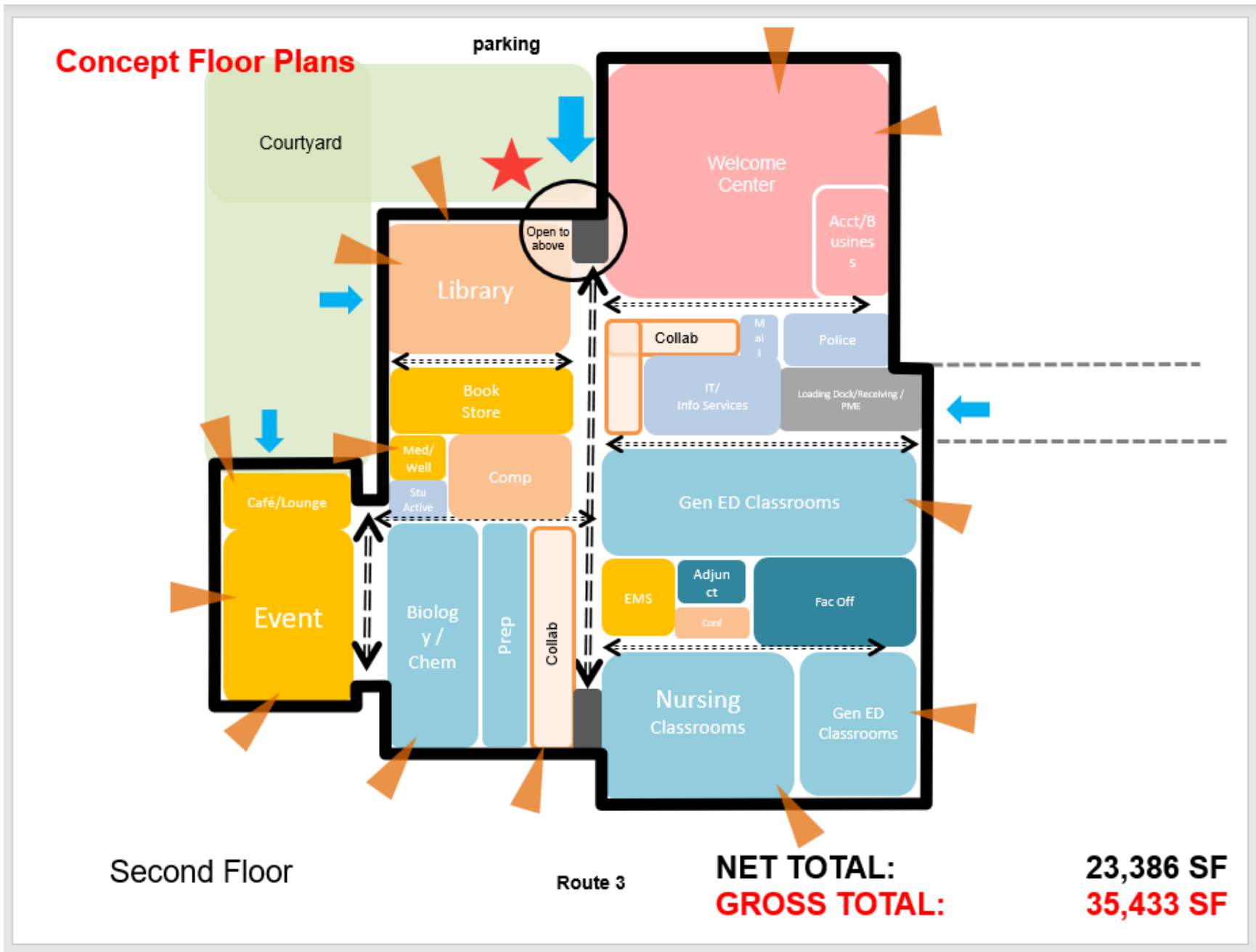
+ Blocking Model



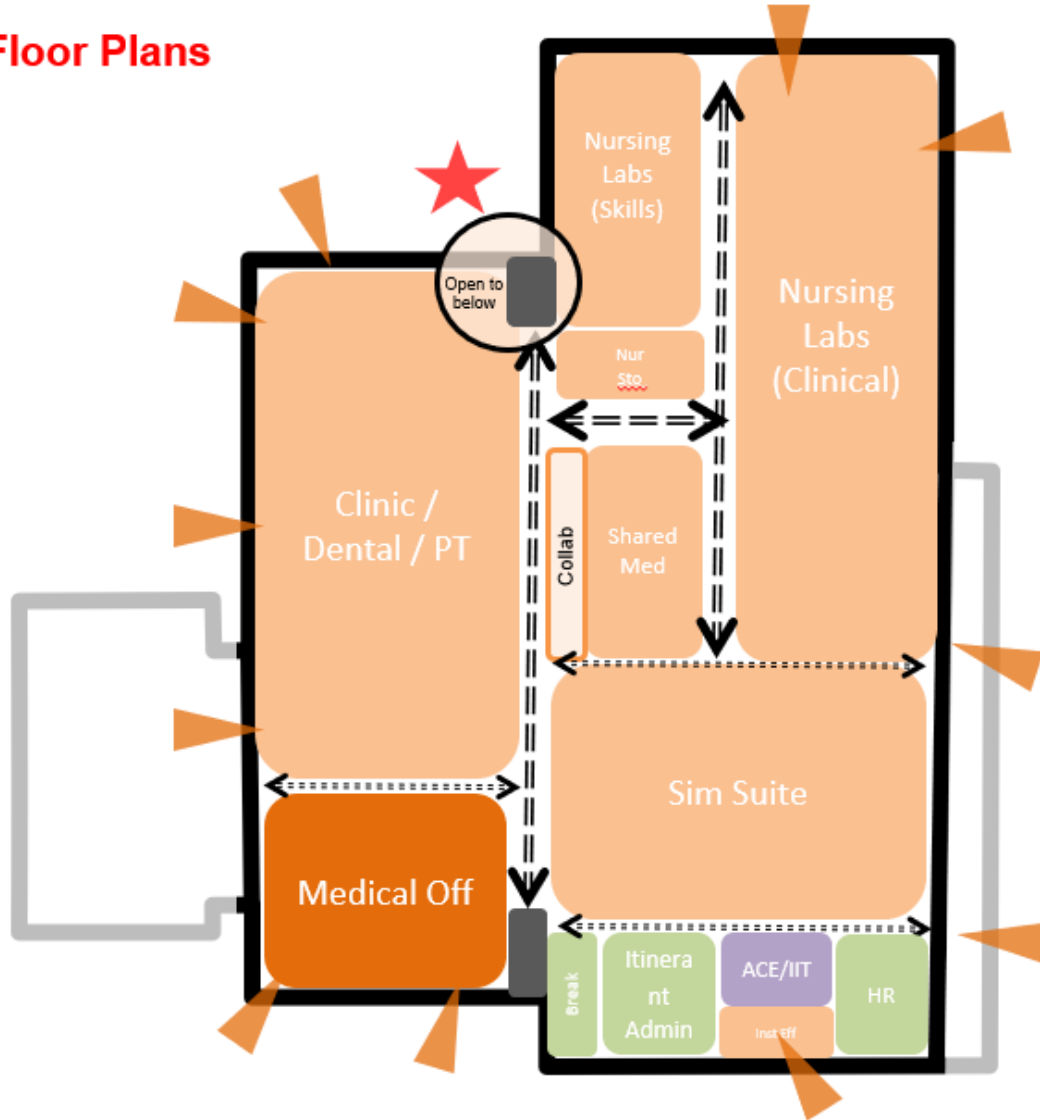
Option 5

+ Blocking Model





Concept Floor Plans



First Floor

NET TOTAL:
GROSS TOTAL:

23,406 SF
35,464 SF



Meeting Minutes

DATE: November 11, 2019

REFERENCE: Workshop #4
GCC-LG PC#260-18340 Replace French Slaughter Building

Day One

1. Option 1
 - a. Clinic should be the portal to rest of the labs
 - b. Important that Physical therapy is adjacent to the clinic – they could use the same waiting room
 - c. PT labs should be multifunctional for teaching students and used for the clinic
 - d. Only items NOT in welcome center is testing and student activities
 - e. Welcome center view needs to be immediately upon entering the building
 - f. Library can be on the second floor to make way for more student/clinic services on the first floor
 - g. Entry needs to be open and someone walking in the building should not be confused on where they need to go
2. Option 2A
 - a. Unsure about having 2 separate entries – confusing, mixed reviews
 - b. Liked that the building was closer to route 3 and seems like a larger presence
 - c. Liked all medical program on the same floor
3. Option 2B
 - a. One entrance is ideal
 - b. Really like all medical program on one floor
 - c. This is the preferred floor plan, with medical all together and all other services together on their own floor
 - d. The form is “just a box” – negatively.
4. Option 3
 - a. Like that this form makes room for outdoor spaces – courtyard
 - b. From outdoor courtyard space you could have multiple entries
 - c. Courtyard could act as gathering space/lobby space
 - d. Like the presence of the building form
 - e. The form has good “lines” – more interesting form because its “not a box”

Space Diagrams

1. Welcome Center
 - a. Dean offices need to be in main area of welcome center
 - b. Dual enrollment does not need to be in main area, just needs to be adjacent
 - c. Registrar does not need to be front and center
 - d. Conceptually better that the welcome desk is front and center but the public should not be able to see their computer screens. The desk needs to be shielded from behind.
 - e. Double locks / security for all offices in welcome center
2. Classrooms
 - a. Need moveable wall in between 110 person nursing classroom to be able to split the room 4 ways
 - b. Need moveable wall in 50 person nursing classroom
3. Event Space
 - a. Event space to support tables and chair layout and row seating layout
 - b. Student activities office needs to be adjacent to the event space
4. Testing Centers
 - a. Nursing testing center used daily, needs 40 seats
 - b. General testing center, needs 10 seats + disabilities testing space and lockers. This space does not need to be by the welcome center. Used by everyone.

Conclusions from Day 1:

- Conscious that the floor plan of option 2B is the best option for function, but the form of option 3 is the most appealing

Day Two

1. Option 4:
 - a. Like the event space adjacent to courtyard
 - b. Event space can open up to the courtyard for outdoor/indoor events
 - c. Need to think about integrating the modern design with Germanna foundation so it is received well
 - d. Love the form with the curve
 - e. Shows a strong presence from route 3
 - f. Love the outdoor courtyard
2. Option 5:
 - a. Liked that the event space was pulled out so it can have higher ceilings
 - b. The floor plan flow is a lot better in this option / function of the floor plan makes more sense
 - c. Like that the public spaces (welcome center, library, event space) is oriented to the park lot and the offices and classrooms are oriented towards to trees
 - d. Want to make sure the plan is not too dense
 - e. Need to move HR to the first floor. Users should not have to walk through the medical floor to get to HR office. Everyone at college uses the HR office.
 - f. EMS classroom closer to the loading dock for ambulance access

Conclusions for Day 2:

- Option 5 have the better floor plan layout
- Like the form of the curve in option 4
- They can be combined
- Signature curve moment but with the better floor plan of option 5

Miscellaneous notes:

- 48" doors are needed in all nursing spaces
- Concerned with glare in classrooms/computer rooms

Next workshop 5-6 combined will be on November 12, 2019

Prepared by: M. Schmidt

Germanna Community College
Local Operating Funds ONLY (does not include Maint Res. Or Construction)
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	<u>Fund</u>	<u>Depart- ment</u>	<u>FY 2021 Request</u>	<u>Note</u>	<u>FY2020 Approved</u>	<u>FY 2020 Request</u>	<u>FY 2019 Actual</u>	<u>FY 2018 Actual</u>	<u>FY2017 Actual</u>	<u>FY 2016 Actual</u>
Local Governments										
Revenues:										
Spotsylvania County	40001	401000	\$ 214,171		\$ 89,171	\$ 89,171	\$ 89,171	\$ 59,020	\$ 57,895	\$ 58,082
Stafford County	40001	401010	\$ 173,858		\$ 48,858	\$ 72,531	\$ 26,070	\$ 26,070	\$ 26,070	\$ 26,070
Caroline County	40001	401020	\$ 31,539		\$ -	\$ 12,771	\$ 6,866	\$ 6,539	\$ 6,539	\$ 7,070
King George County	40001	401030	\$ 25,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Culpeper County	40001	401040	\$ 78,158		\$ 28,158	\$ 28,158	\$ 28,158	\$ 6,000	\$ 1,000	\$ 1,000
Orange County	40001	401050	\$ 41,931		\$ 16,931	\$ 16,931	\$ 16,931	\$ 8,722	\$ 8,875	\$ 9,056
Madison County	40001	401060	\$ 29,535		\$ 4,535	\$ 7,246	\$ 4,535	\$ 3,181	\$ 3,126	\$ 2,605
City of Fredericksburg	40001	401080	\$ 34,291		\$ 9,291	\$ 15,276	\$ 9,291	\$ 8,359	\$ 8,719	\$ 8,325
Interest Income	40001	406030	\$ 1,000		\$ 1,000	\$ 1,000	\$ 2,149	\$ 1,560	\$ (2,491)	\$ (6,114)
Reserve for unfunded appropriations			\$ (96,500)		\$ -	\$ (40,084)	\$ -	\$ -	\$ -	\$ -
Total Revenues Local Governments			\$ 532,983		\$ 197,944	\$ 203,000	\$ 183,171	\$ 119,451	\$ 109,733	\$ 106,094
Expenses										
Employee Relations/L.Bourne	40001	440000	\$ 15,000		\$ 15,000	\$ 15,000	\$ 13,485	\$ 2,100	\$ 2,560	\$ 16,263
Student Development /P.Frederick	40001	450101	\$ 15,000		\$ 15,000	\$ 15,000	\$ 10,596	\$ 8,091	\$ 3,692	\$ 9,114
Student Recruitment/T.Ray	40001	450240	\$ 10,000		\$ 8,000	\$ 8,000	\$ 7,797	\$ 6,619	\$ 7,342	\$ 9,651
High School Career Coaches	40001	tbd	\$ 425,000	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency/J.Warnacut	40001	460090	\$ 26,483		\$ 40,000	\$ 40,000	\$ 1,852	\$ 25,000	\$ -	\$ -
Dean of Institutional Effectiveness/D.DeMedicis	40001	460120	\$ 10,000		\$ 89,944	\$ 95,000	\$ 5,677	\$ -	\$ -	\$ -
Commencement Coffeewood/T.Ray	40001	460270	\$ 1,500		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Physical Plant/G.Fenwick	40001	470010	\$ 30,000		\$ 30,000	\$ 30,000	\$ 14,554	\$ 10,793	\$ 12,397	\$ 12,507
Total Expenses, Local Governments			\$ 532,983		\$ 197,944	\$ 203,000	\$ 53,961	\$ 52,603	\$ 25,991	\$ 47,535
Net, Revenue/Expenses Local Governments			\$ -		\$ -	\$ -	\$ 129,210	\$ 66,848	\$ 83,742	\$ 58,559

Germanna Community College
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Auxilliary Commissions	<u>Fund</u>	<u>Depart- ment</u>	<u>FY 2021 Request</u>	<u>FY 2020 Approved</u>	<u>FY 2020 Request</u>	<u>FY 2019 Actual</u>	<u>FY 2018 Actual</u>	<u>FY2017 Actual</u>	<u>FY 2016 Actual</u>
Revenues:									
Bookstore Commission	40002	406015	\$ 250,000	\$ 235,000	\$ 235,000	\$ 280,778	\$ 305,237	\$ 345,968	\$ 404,348
Food Service Commission	40002	406016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,526	\$ 2,049
Interest and Miscellaneous	40002	406017	\$ 20,000	\$ 15,000	\$ 15,000	\$ 20,561	\$ 14,193	\$ 21,074	\$ 4,584
Other Sources	40002	406020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total, Revenues Auxilliary Operations			<u>\$ 270,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 301,339</u>	<u>\$ 319,430</u>	<u>\$ 368,567</u>	<u>\$ 410,981</u>
Expenses									
Diversity and Inclusion/T. Ray	40002	450270	\$ 10,000	\$ 8,000	\$ 8,000	\$ 2,871	\$ -	\$ -	\$ -
College Branding Project	40002	450275	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
Regional Activities/J.Warnacut	40002	460200	\$ 5,000	\$ 5,000	\$ 5,000	\$ 3,718	\$ 4,227	\$ 5,674	\$ 3,728
Commissions Contingency Reserve/ J.Warnacut	40002	460210	\$ 226,000	\$ 178,050	\$ -	\$ -	\$ -	\$ -	\$ -
Bad Debt /J.Warnacut	40002	460220	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
President's Discretionary/ J. Davis	40002	460230	\$ 6,000	\$ 6,000	\$ 6,000	\$ 1,557	\$ 1,014	\$ 2,210	\$ 3,548
Cash over/under/J.Warnacut	40002	460240	\$ 250	\$ 250	\$ 250	\$ -	\$ -	\$ 17	\$ 195
Miscellaneous Operating/J.Warnacut	40002	460250	\$ 2,500	\$ 2,500	\$ 2,500	\$ (3,261)	\$ (3,207)	\$ (13,096)	\$ (3,005)
Travel and Meals - excess/J.Warnacut	40002	460260	\$ 250	\$ 200	\$ 200	\$ 118	\$ -	\$ -	\$ -
Auxilliary Plant Maintenance/G.Fenwick	40002	470030	\$ 20,000	\$ 50,000	\$ 20,000	\$ 6,788	\$ 8,694	\$ 11,215	\$ 13,452
Plant Operations and Maintenance/G.Fenwick	40002	470040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service /J.Davis	40002	470050	\$ -	\$ -	\$ 208,050	\$ -	\$ -	\$ -	\$ -
Total, Expenses Auxilliary Operations			<u>\$ 520,000</u>	<u>\$ 500,000</u>	<u>\$ 250,000</u>	<u>\$ 11,791</u>	<u>\$ 10,728</u>	<u>\$ 6,020</u>	<u>\$ 17,918</u>
Net Revenues/Expenses Auxilliary Commissions			<u>\$ (250,000)</u>	<u>\$ (250,000)</u>	<u>\$ -</u>	<u>\$ 289,548</u>	<u>\$ 308,702</u>	<u>\$ 362,547</u>	<u>\$ 393,063</u>

Germanna Community College
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Student Activities	<u>Fund</u>	<u>Depart- ment</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2018</u>	<u>FY2017</u>	<u>FY 2016</u>
			<u>Request</u>	<u>Approved</u>	<u>Request</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Revenues									
Student Activity Fees	40003	400020	\$ 187,200	\$ 180,000	\$ 180,000	\$ 192,040	\$ 195,026	\$ 190,780	\$ 161,140
Total, Revenues Student Activities			<u>\$ 187,200</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 192,040</u>	<u>\$ 195,026</u>	<u>\$ 190,780</u>	<u>\$ 161,140</u>
Expenses									
Student Activity Contingency/J.Warnacut	40003	450200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 248
Student Activities/P.Frederick	40003	450210	\$ 40,000	\$ 40,000	\$ 40,000	\$ 35,695	\$ 38,642	\$ 38,895	\$ 38,786
Student Organizations /P.Frederick	40003	450220	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,185	\$ 29,382	\$ 28,458	\$ 31,652
Student Projects/P. Frederick	40003	450230	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,494	\$ 32,268	\$ 34,226	\$ 45,076
Dean of Student Services /P.Frederick	40003	450250	\$ 28,000	\$ 28,000	\$ 28,000	\$ 27,187	\$ 26,104	\$ 25,225	\$ 25,624
Lecture and Culture/P.Frederick	40003	450255	\$ 28,000	\$ 28,000	\$ 28,000	\$ 25,329	\$ 21,524	\$ 24,669	\$ 25,717
Student Recognition/P.Frederick	40003	450260	\$ 4,000	\$ 4,000	\$ 4,000	\$ 2,718	\$ 1,640	\$ 1,012	\$ 285
Wellness and Recreation/P.Frederick	40003	450265	\$ 30,000	\$ 30,000	\$ 30,000	\$ 24,151	\$ 24,321	\$ 30,399	\$ 30,102
Co Curricular / P.Frederick	40003	450266	\$ 5,000	\$ 5,000	\$ 5,000	\$ 2,709	\$ 3,913	\$ -	\$ -
Total, Expenses Student Activities			<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 183,468</u>	<u>\$ 177,794</u>	<u>\$ 182,884</u>	<u>\$ 197,490</u>
Net Revenues/Expenses Student Activities			<u>\$ (12,800)</u>	<u>\$ (20,000)</u>	<u>\$ (20,000)</u>	<u>\$ 8,572</u>	<u>\$ 17,232</u>	<u>\$ 7,896</u>	<u>\$ (36,350)</u>

Auxilliary Operations	<u>Fund</u>	<u>Depart- ment</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2018</u>	<u>FY2017</u>	<u>FY 2016</u>
			<u>Request</u>	<u>Approved</u>	<u>Request</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Parking Auxilliary									
Revenues	40203	409000	\$ 280,800	\$ 210,000	\$ 210,000	\$ 228,274	\$ 199,799	\$ 197,073	\$ 199,746
Expenses/G.Fenwick	40203	490000	\$ 925,571	\$ 205,723	\$ 205,723	\$ 79,779	\$ 63,151	\$ 56,613	\$ 161,171
Net Revenue/Expenses Parking			<u>\$ (644,771)</u>	<u>\$ 4,277</u>	<u>\$ 4,277</u>	<u>\$ 148,495</u>	<u>\$ 136,648</u>	<u>\$ 140,460</u>	<u>\$ 38,575</u>
Facilities Auxilliary									
Revenues	40206	409001	\$ 624,000	\$ 660,000	\$ 660,000	\$ 731,992	\$ 642,852	\$ 633,472	\$ 762,005
Expenses/G.Fenwick (Includes Debt Service)	40206	490001	\$ 482,969	\$ 487,899	\$ 487,899	\$ 450,384	\$ 439,541	\$ 456,723	\$ 442,936
Net Revenues/Expenses Facilities			<u>\$ 141,031</u>	<u>\$ 172,101</u>	<u>\$ 172,101</u>	<u>\$ 281,608</u>	<u>\$ 203,311</u>	<u>\$ 176,749</u>	<u>\$ 319,069</u>

Germanna Community College
Local Operating Funds ONLY (does not include Maint Res. Or Construction)
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Summary Operating Funds

	FY 2021	FY 2020	FY 2020	FY 2019	FY 2018	FY2017	FY 2016
	<u>Request</u>	<u>Approved</u>	<u>Request</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Total Revenues	\$ 1,894,983	\$ 1,497,944	\$ 1,503,000	\$ 1,636,816	\$ 1,476,558	\$ 1,499,625	\$ 1,639,966
Total Expenses	\$ 2,661,523	\$ 1,591,566	\$ 1,346,622	\$ 779,383	\$ 743,817	\$ 728,231	\$ 867,050
Total Net Revenues/Expenses	\$ (766,540)	\$ (93,622)	\$ 156,378	\$ 857,433	\$ 732,741	\$ 771,394	\$ 772,916
	<u>FY 2021</u>	<u>FY 2020</u>	<u>FY 2020</u>	<u>FY 2019</u>	<u>FY 2018</u>	<u>FY2017</u>	<u>FY 2016</u>
	<u>Request</u>	<u>Approved</u>	<u>Request</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
GRAND TOTAL REVENUE SUMMARY							
Maintenance Reserve Revenue from Localities	\$ 227,832	\$ 227,134	\$ 227,874	\$ 252,134	\$ 277,711	\$ 227,528	\$ 53,237
Construction Request from Localities	\$ 458,000	\$ 200,000	\$ 500,000	\$ 56,000	\$ 248,500	\$ 248,500	\$ 248,500
Locality operations revenue	\$ 532,983	\$ 197,944	\$ 203,000	\$ 183,171	\$ 119,451	\$ 109,733	\$ 106,094
Student Activities Revenue	\$ 187,200	\$ 180,000	\$ 180,000	\$ 192,040	\$ 195,026	\$ 190,780	\$ 161,140
Aux Commissions Revenue	\$ 270,000	\$ 250,000	\$ 250,000	\$ 301,339	\$ 319,430	\$ 368,567	\$ 410,981
Aux Operations Revenue	\$ 904,800	\$ 870,000	\$ 870,000	\$ 960,266	\$ 842,651	\$ 830,545	\$ 961,751
Grand total all revenues	\$ 2,580,815	\$ 1,925,078	\$ 2,230,874	\$ 1,944,950	\$ 2,002,769	\$ 1,975,653	\$ 1,941,703

Note 1: Funding requested to supplement hs career coach program to allow 1 coach per high school, see supplemental schedule

Note 2: \$500,000 approved by Local Board for College Branding project assumed @ \$250,000 per year spending

Note 3: Assumes mandatory fee change for parking from \$1.75 to \$2.25 and facilities from \$5.50 to \$5.00 in FY2021

Note 4: Parking Aux has prior year funds available not shown on this document, it is not over budget. Includes \$750,000 for new LGC facility, (\$500,000 for resurfacing/adding parking and \$250,000 for lighting).

Germanna Community College FY 2020-21 Local Government Budget Request

<u>Locality</u>	<u>FY21 Request</u>	<u>FY20 Approved</u>	<u>FY20 Request</u>	<u>FY19 Actual</u>	<u>FY18 Actual</u>	<u>FY17 Actual</u>	<u>FY16 Actual</u>
Locality Operating Funds							
Spotsylvania County	\$214,171	\$89,171	\$89,171	\$89,171	\$59,020	\$57,895	\$58,082
Stafford County	173,858	48,858	72,531	26,070	26,070	26,070	26,070
Caroline County	31,539	0	12,771	6,866	6,539	6,539	7,070
King George County	25,000	0	0	0	0	0	0
Culpeper County	78,158	28,158	28,158	28,158	6,000	1,000	1,000
Orange County	41,931	16,931	16,931	16,931	8,722	8,875	9,056
Madison County	29,535	4,535	7,246	4,535	3,181	3,126	2,605
City of Fredericksburg	34,291	9,291	15,276	9,291	8,359	8,719	8,325
Reserve for Unfunded Approps	<u>(96,500)</u>	0	<u>(40,084)</u>	0	0	0	0
Total, Locality Op funds	\$531,983	\$196,944	\$202,000	\$181,022	\$117,891	\$112,224	\$112,208
Maintenance Reserve							
Caroline County	\$698	\$0	\$740	\$0	\$698	\$698	\$691
Culpeper County	\$0	\$0	\$0	\$0	0	0	0
King George County	\$0	\$0	\$0	\$0	0	0	734
Madison County	\$465	\$465	\$465	\$465	\$439	399	395
Orange County	\$1,669	\$1,669	\$1,669	\$1,669	\$1,574	1,431	1,417
Spotsylvania County	\$0	\$0	\$0	\$0	0	0	0
Stafford County (Stafford Center)	200,000	200,000	200,000	200,000	200,000	200,000	50,000
City of Fredericksburg (FredCat)	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>50,000</u>	<u>75,000</u>	<u>25,000</u>	<u>0</u>
Total, Maint Reserve	\$227,832	\$227,134	\$227,874	\$252,134	\$277,711	\$227,528	\$53,237
Phase III Construction							
Spotsylvania County *	\$100,000	\$100,000	\$100,000	\$0	171,500	\$171,500	\$171,500
Caroline County *	24,000	0	66,000	21,000	42,000	42,000	42,000
Culpeper County *	50,000	0	50,000	0	0	0	0
City of Fredericksburg *	50,000	0	50,000	35,000	35,000	35,000	35,000
Orange County *	100,000	0	100,000	0	0	0	0
Madison County *	24,000	0	24,000	0	0	0	0
King George *	10,000	0	10,000	0	0	0	0
Stafford *	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Construction	\$458,000	\$200,000	\$500,000	\$56,000	\$248,500	\$248,500	\$248,500
Total By Activity and Locality	\$1,217,815	\$624,078	\$929,874	\$489,156	\$644,102	\$588,252	\$413,945

Local Government Total Contribution

<u>Locality</u>	<u>FY21 Request</u>	<u>FY20 Approved</u>	<u>FY20 Request</u>	<u>FY19 Actual</u>	<u>FY18 Actual</u>	<u>FY17 Actual</u>	<u>FY16 Actual</u>
Caroline County	\$56,237	\$0	\$79,511	\$27,866	\$49,237	\$49,237	\$49,761
Culpeper County	128,158	28,158	78,158	28,158	6,000	1,000	1,000
King George County	35,000	0	10,000	0	0	0	734
Madison County	54,000	5,000	31,711	5,000	3,620	3,525	3,000
Orange County	143,600	18,600	118,600	18,600	10,296	10,306	10,473
Spotsylvania County	314,171	189,171	189,171	89,171	230,520	229,395	229,582
Stafford County	473,858	348,858	372,531	226,070	226,070	226,070	76,070
City of Fredericksburg	<u>109,291</u>	<u>34,291</u>	<u>94,276</u>	<u>94,291</u>	<u>118,359</u>	<u>68,719</u>	<u>43,325</u>
Total Contribution	\$1,314,315	\$624,078	\$969,958	\$489,156	\$644,102	\$588,252	\$413,945

Local Government Summary by Activity

<u>Activity</u>	<u>FY21 Request</u>	<u>FY20 Approved</u>	<u>FY20 Request</u>	<u>FY19 Actual</u>	<u>FY18 Actual</u>	<u>FY17 Actual</u>	<u>FY16 Actual</u>
Operating funds	\$628,483	\$196,944	\$242,084	\$181,022	\$117,891	\$112,224	\$112,208
Maintenance Reserve	227,832	227,134	227,874	252,134	277,711	227,528	53,237
Construction	<u>458,000</u>	<u>200,000</u>	<u>500,000</u>	<u>56,000</u>	<u>248,500</u>	<u>248,500</u>	<u>248,500</u>
Total by Activity	\$1,314,315	\$624,078	\$969,958	\$489,156	\$644,102	\$588,252	\$413,945

* Five Year Commitment to fund \$4.0 million for Allied Health Center Construction on Locust Grove Campus

Germanna Community College FY 2020-21 Revenue Summary

	Operating	Maint Reserve	Construction	Total Revenues
Local Gov't Appropriations	\$ 532,983	\$ 227,832	\$ 458,000	\$ 1,218,815
Bookstore Commission	\$ 250,000			\$ 250,000
Miscellaneous Commission	\$ 20,000			\$ 20,000
Student Activity Fees	\$ 187,200			\$ 187,200
Parking Auxiliary Fees	\$ 280,800			\$ 280,800
Facility Auxiliary Fees	\$ 624,000			\$ 624,000
Total	\$ 1,894,983	\$ 227,832	\$ 458,000	\$ 2,580,815

Germanna Community College FY 2020-21 Expense Summary

<u>Expense Category</u>	
Facilities Auxiliary	\$ 482,969
Debt Service Contingency	\$ -
Student Activities	\$ 200,000
Parking Auxiliary	\$ 925,571
College Branding Project	\$ 250,000
Institutional Effectiveness	\$ 10,000
Physical Plant	\$ 30,000
Fred Transit	\$ 25,000
Employee Relations	\$ 15,000
Operating Contingency	\$ 26,483
High School Career Coaches	\$ 425,000
All other	\$ 271,500
Total Operating Expenses	\$ 2,661,523
<hr/>	
Locust Grove Facility	\$ 1,000,000
Total Expenses	\$ 3,661,523

Germanna Community College Projected Fund Balances

Fund	Description	Open FY20	Budgeted Change FY20	Budgeted Close FY20	Budgeted Change FY21	Budgeted Close FY21	Notes
40001	Local Operating	\$ 455,492	\$ -	\$ 455,492	\$ -	\$ 455,492	
40002	Auxiliary (Vending)	\$ 2,301,634	\$ (250,000)	\$ 2,051,634	\$ (250,000)	\$ 1,801,634	\$500,000 College Branding Project
40003	Student Activities	\$ 39,187	\$ (20,000)	\$ 19,187	\$ (12,800)	\$ 6,387	
40203	Parking Auxiliary	\$ 765,763	\$ 4,277	\$ 770,040	\$ (644,771)	\$ 125,269	\$750,000 Locust Grove Project Parking Lot(s)
40206	Facilities Auxiliary	\$ 2,268,461	\$ 172,101	\$ 2,440,562	\$ 141,031	\$ 2,581,593	
	Total Unrestricted	\$ 5,830,538	\$ (93,622)	\$ 5,736,916	\$ (766,540)	\$ 4,970,376	
7XXXX	Plant Funds	\$ 3,485,798	\$ 631,315	\$ 4,117,113	\$ (1,000,000)	\$ 3,117,113	\$1,000,000 Locust Grove Project

Germanna Community College High School Career Coach Program Funding Analysis

High School	Locality	Hours	Wages	FICA	Request	# Students	
Chancellor High	Spotsylvania	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,277	
Courtland High	Spotsylvania	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,177	
Massaponax High	Spotsylvania	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	2,028	
Riverbend High	Spotsylvania	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,982	
	<u>Spotsylvania</u>		<u>\$ 145,000.00</u>	<u>\$ 11,092.50</u>	<u>\$ 156,092.50</u>	<u>6,464</u>	
Colonial Forge	Stafford	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	2,105	
Brooke Point	Stafford	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,862	
Moutain View	Stafford	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,777	
Stafford	Stafford	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,964	
Noth Stafford	Stafford	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,757	
	<u>Stafford</u>		<u>\$ 181,250.00</u>	<u>\$ 13,865.63</u>	<u>\$ 195,115.63</u>	<u>9,465</u>	
Eastern View	Culpeper	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,307	
King George	King George	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,300	
Total - New Coaches			\$ 398,750.00	\$ 30,504.38	\$ 429,254.38	18,536	
Per high school		17	\$ 23,455.88	\$ 1,794.38	\$ 25,250.26		
Existing							
Caroline	Caroline	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,170	
Culpeper	Culpeper	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,188	
Madison	Madison	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	542	
James Monroe	Fredericksburg	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,004	
Spotsylvania	Spotsylvania	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,181	
Orange	Orange	1,450	\$ 36,250.00	\$ 2,773.13	\$ 39,023.13	1,486	
Total - Existing Coaches					\$ 234,138.75	6,571	
Total Program Cost for Career Coaches					\$ 663,393.13	25,107	
	Locality	# HS's	Wages	FICA	Total	Students	
	Spotsylvania	5	\$ 115,000	\$ 10,000	\$ 125,000	7,645	
	Fredericksburg	1	\$ 23,000	\$ 2,000	\$ 25,000	1,004	
	Caroline	1	\$ 23,000	\$ 2,000	\$ 25,000	1,170	
	King George	1	\$ 23,000	\$ 2,000	\$ 25,000	1,300	
	Stafford	5	\$ 115,000	\$ 10,000	\$ 125,000	9,465	
	Sub Total	13	\$ 299,000	\$ 26,000	\$ 325,000	20,584	
	Madison	1	\$ 23,000	\$ 2,000	\$ 25,000	542	
	Culpeper	2	\$ 46,000	\$ 4,000	\$ 50,000	2,495	
	Orange	1	\$ 23,000	\$ 2,000	\$ 25,000	1,486	
	Subtotal	4	\$ 92,000	\$ 8,000	\$ 100,000	4,523	
INCREMENTAL COST ALLOCATED BY HS			17	\$ 391,000	\$ 34,000	\$ 425,000	25,107

Germanna Community College Learners by Jurisdiction

	Amount Requested	Unduplicated Head Count FY19				% of Learners	
		Credit	Non-Credit	Total Served	%	Credit	NonCredit
CAROLINE	\$ 31,539	505	60	565	4.8%	89%	11%
CULPEPER	\$ 78,158	922	364	1,286	10.9%	72%	28%
FREDERICKSBURG	\$ 34,291	562	148	710	6.0%	79%	21%
KING GEORGE	\$ 25,000	330	67	397	3.4%	83%	17%
MADISON	\$ 29,535	208	76	284	2.4%	73%	27%
ORANGE	\$ 41,931	589	205	794	6.7%	74%	26%
SPOTSYLVANIA	\$ 214,171	3,616	608	4,224	35.8%	86%	14%
STAFFORD	\$ 173,858	3,166	372	3,538	30.0%	89%	11%
	<u>\$ 628,483</u>	<u>9,898</u>	<u>1,900</u>	<u>11,798</u>	<u>100.0%</u>	<u>84%</u>	<u>16%</u>
Total Request	\$ 628,483						
Rate	\$ 53.27						

2019 Annual Meeting of the Boards
Governance Dialogue
October 15-16, 2019

Good afternoon, and thank you to our presidents and college board members and State Board members for being in attendance for this Annual Meeting of the Boards.

This session is focused on governance, and I am pleased to introduce the two panelists who will be speaking to you today. First, Mr. Robin Sullenberger, who is Past Chair of the State Board of Community Colleges.

Second, please meet Mr. Ed Dalrymple, who currently serves as Vice Chair of the State Board.

In today's governance conversation, our goal is to help you understand the similarities and differences between the roles of the State Board for Community Colleges and the local college boards.

1. Gentlemen, what ARE the similarities and difference between the State Board and local college boards?
 - The Virginia Community College System was established in 1966, when Mills Godwin was Governor. The General Assembly enacted legislation to establish the VCCS.
 - That original charter enacted by the General Assembly to establish the VCCS also created the State Board for Community Colleges as “the State agency responsible for the establishment, control, administration, and supervision of all community colleges in the Commonwealth of Virginia. (Virginia Code § 23.1-2901)
 - This legislation also outlined the governance responsibilities of the State Board in overseeing the system of community colleges. Among these responsibilities:
 - Establish program standards and ensure that appropriate educational programs and are made available throughout the state.
 - Oversee the control and expenditure of state funds.
 - Set tuition and fees.
 - Serve as the state agency with primary responsibility for coordinating postsecondary workforce training through the associate degree level. (Virginia Code § 23.1-2904)

- The State Board has adopted policies and procedures that address each of these governance responsibilities.
 - The Virginia Code also gave the State Board authority to create local college boards and define their roles and responsibilities. (Virginia Code § 23.1-2904.3)
 - Our State Board has established policies pertaining to local college board duties and responsibilities.
 - The primary responsibility of the local board is to assure that the college is responsive to the needs existing within its service region and to ensure that the college is following policies and procedures of the State Board. (VCCS Policy 2.9.D)
2. So, what are the specific duties of a local board that the State Board has defined? VCCS Policy 2.9.D)
- Believe it or not, there are 14 specific duties and responsibilities that the State Board has established for the local college boards. These duties include
 - naming buildings on campus
 - approving site plans and design for new buildings
 - approving the college's mission statement
 - approving appointments to program advisory committees
 - approving new program proposals before they are sent to the State Board
 - approving the college's local budget, including revenues from vending commissions and auxiliary enterprises and the student activity fund
 - approving the college's student code of conduct
3. You said there were 14 specific duties for the local college boards. What are the most important duties?
- Great question. The State Board has identified five duties that it relies heavily on the college boards to oversee:
 - First, the college board members shall serve as channels of communication between the State Board and local governing bodies. You are our eyes and ears, and that's why meetings like this one are so important. We need to hear from you about what is going on at your college and in your community.

- Second, you participate with the Chancellor and the State Board in the selection and evaluation of your community college president. In his comments, the Chancellor said that college presidencies are undergoing a generational change. The college board plays an important role in the selection of a new president. In fact, we have three searches underway right now. Any of you who have been engaged in a search process know how important and time consuming that responsibility is.
 - The college board is asked to evaluate your president every year. Although the presidents report directly to the Chancellor, he or she needs your assistance in the evaluation process.
 - Third, you are to be kept informed of the fiscal status of the college by your college president. You should be receiving summaries of the financial plans and spending plans of your college.
 - Fourth, and related to oversight of financial reports, you should be informed of personnel matters by your college president. As the Chancellor mentioned, we've had reductions in force at almost all of our colleges over the past few years due to enrollment declines and budget cuts. As a college board, you should be informed of these matters in advance because you will get questions from people in the community, and you need to know how to respond.
 - And finally, you are responsible for reviewing audit reports and for reviewing your president's response to those reports.
- These duties and responsibilities are outlined in our State Board Policy, and as I said earlier, we rely on the college boards' oversight in these matters.
4. Earlier, you mentioned colleges' service areas. How are the service areas designated? Is there a way to change service area designations? (VCCS Policy 2.3.1)
- Each college's service area was defined by the State Board when it was established. Service area regions were defined to include the local political subdivisions—cities and counties— that sponsored the college's establishment.
 - Interestingly, we have some cases where a county is split between two colleges' service areas. For example, Virginia Western and Dabney split Botetourt County. We have other cases where a county or city is shared between two colleges' service areas. An example of this is Louisa County, which is "shared" between Piedmont Virginia and J. Sargeant Reynolds.

- There is a procedure for changing service area boundaries. The request for the change can come from the college president or from one of the local jurisdictions. Upon receiving a request to change a service area, the Chancellor will initiate the appropriate process as outlined in Policy.
 - No requests for service area changes have come before the Board in my years serving as a state board member, probably because of the financial support provided to colleges by their local jurisdictions.
5. Can a new community college be established, or will we always be a system of 23 community colleges?
- The 23rd college, J. Sargeant Reynolds, was established in 1972, and at that time, the State Board and General Assembly members felt that the system was large enough to meet the education needs of the Commonwealth.
 - Our Policy gives the State Board the final authority to determine the number, name, and location of colleges approved. (VCCS Policy 2.8.A)
 - However, should the time come when population growth or other political factors drive the need for an additional community college, the State Board has authority to establish a new college.
 - I don't think this is a very likely scenario because several of our colleges are already multi-campus institutions, which is a more efficient way to provide educational programs and services than to stand up a new community college. There are already 40 campuses in the VCCS.
6. With enrollment declines, what is the State Board doing to ensure the sustainability of the smallest community colleges?
- I believe everyone in the room knows that our small colleges have been hit hard by the enrollment declines and budget reductions.
 - This is a topic that our State Board has talked about for more than two years.
 - In July 2017, the Chancellor appointed a task force to study and make recommendations on enrollment and retention at our community colleges. President John Capps from Central Virginia and President Janet Gullickson from Germanna co-chaired the task force. Four State Board members served on that task force. The recommendations were presented to the full State Board and to the Presidents association in early 2018.

- Every college was asked to develop a two-year enrollment management plan, and those plans are being implemented now. I have to tell you that with enrollment declining like it is, we hope that colleges are focusing on retention strategies to keep the students you do have and help them complete successfully. Having declining enrollments and low retention rates is a recipe for disaster.
 - In addition, the State Board implemented a modest tuition increase to pay for a statewide marketing strategy, which is now underway.
 - In July 2018, the State Board enacted a policy establishing criteria to assess the need to close or consolidate a community college. (VCCS Policy 2.15)
 - The need for this policy was driven primarily by the budget crisis at Eastern Shore Community College.
 - The policy establishes four Threshold Factors pertaining to (1) the population of the service region; (2) failure to maintain a minimum of 500 annual full-time equivalent students; (3) operating costs per student FTE that exceed the system average; and (4) a decreasing trend in high demand non-credit credential attainment.
 - The policy requires that every college is evaluated on the four threshold factors annually. Any college that triggers all four threshold factors is required to undergo a detailed assessment within six months.
 - The detailed assessment looks at the college's history, service area, population trends, demographic trends, alignment of programs with labor market needs, the college's ability to resource teaching adequately, learning and support services, and the impact of consolidation or closure on the local economy.
 - Eastern Shore went through this detailed assessment, and the Chancellor made a recommendation to the State Board that Eastern Shore Community College undergo a reorganization and outsource some "back office" processes to Tidewater Community College.
 - We approved the Chancellor's recommendation, and the college, under the leadership of its new president Jim Schaeffer, has already started the process of trimming administrative costs and revamping program offerings.
7. In the opinion of the State Board, what are the duties and responsibilities that college board members should pay attention to? How do board members know they are paying attention to the right things?

- We mentioned earlier the duties required by State Board Policy. Of those, staying informed of the college's budget, personnel actions, and audits are critically important. Board members serve as spokespersons for the college in the local community, and you need to be able to represent the college and support the president with knowledge and integrity.
- The other critical role that the college board plays is ensuring that the college is meeting the needs of the service region. Board members are an important link with businesses and industries, with K12, and with regional four-year colleges and universities. The State Board asks the college board to approve program proposals before they are submitted to us. We ask that to make sure that every new program proposal has the scrutiny it needs at the local level. Another responsibility you have is to approve program advisory committee members. Getting the right people on advisory committees is important for making sure that your programs are up to date and that you are producing the talent that your local workforce needs.
- These are the primary duties and responsibilities of college board members. But in recent years almost every community college has experienced enrollment declines, and these declines have a budget impact. I hope that all of the college boards are engaged in conversations with presidents about how to deal with these very real impacts.



Talent development is the #1 concern of Virginia businesses.

- The Virginia Chamber of Commerce, in its Blueprint Virginia 2025 plan, says talent development is the top concern of Virginia business leaders who need people with the right skills and credentials.
- Virginia's Community Colleges offer nearly 4,000 programs leading directly to Virginia's workforce.

Demographic trends indicate that developing talent means upskilling existing Virginians.

- Virginia's birth rate is the lowest it's been in 30 years, below the national rate, and declining.
- Since 2012, Virginia loses 10,000 to 20,000 annually in migration to other states.

Developing talent requires community college to serve more adults, including veterans, first-generation, students, and under-represented populations, helping them earn credentials and develop their skills to increase their employability.

- 70% of current VCCS students come from Under-Represented Populations, including 20% who are first generation students.
- VCCS students account for 75% of Virginia college-going students receiving SNAP benefits.
- Low-income students, qualifying for federal Pell grants, are audited twice as often as all federal financial aid applicants.

Working with a VCCS Coach doubles the completion rates of our hardest-to-serve at-risk students, whose success is essential to meeting Virginia's workforce need.

- Working with a coach doubled the rate of at-risk students who completed 24 academic credits in a single year and ultimately earned a postsecondary credential.

Community College Coaches are an investment with tangible ROI for Virginia.

- Associate degree earners have a median salary 25% higher than those with only a high school diploma, and they pay an estimated 32% more in state income tax withholdings.
- On average, lifetime government public assistance expenditures are \$82,000 lower for college graduates than for those with only high school degrees.
- College graduates are 3.5 times less likely to be poor; and five times less likely to be imprisoned.

Too few coaches is the #1 concern of JLARC's 2017 VCCS study.



JLARC recommends expanding the College Success Coach Initiative to address student coaching needs.



The VCCS student-to-advisor ratio today is 548:1. The nationally recommended rate is 300:1.



The VCCS seeks an appropriation of \$26 million to hire 353 coaches, to reach that 300:1 ratio.

2020 VCCS Legislative Priorities

Coaches and Navigators

Increasing completion through enhanced coaching capacity to support on-boarding, retention, progression, and completion and to better serve minority and disadvantaged students, military veterans, and returning adult students is a priority of the VCCS that was contained in the 2017 JLARC report.

- The VCCS requests an appropriation of \$10.7 million in FY 2021 and \$26.1 million in FY 2022 to support additional advisors to expand VCCS' capacity to support students who are at risk of not being successful; to establish veteran centers (VERITAS) at each VCCS college, and to develop a Strategic Plan for Student Success.

Faculty and Staff Compensation

In order to ensure retention of a talented workforce and to direct faculty and staff compensation toward the target of competitive market rates and realignment with other institutions of higher education, salary increases of 2% and associated funding in FY 2021 and FY 2022 will be pursued. The general fund cost associated with the increase is \$9.9 million in FY and \$10.1 million in FY 2022.

Institutional Partnership Performance Agreement proposals and Tech Talent Pipeline programs to meet the Commonwealth's economic development goals

- Funding in the amount of \$.6 million in FY 2021 and \$1.6 million in FY 2022 is requested to scale cloud computing programs across the VCCS and expand the current program to 7 additional community colleges in order to increase enrollments in computer science and computer engineering transfer programs with pathways to the bachelor's degree.
- Funding in the amount of \$4.3 million in FY 2021 and \$3.3 million in FY 2022 is sought from the General Fund and the Tech Talent Investment Fund (TTIF) to develop outreach and recruitment strategies to generate more students completing associate degree programs and transferring from our colleges to four-year institutions in computer science, computer engineering, and computer software engineering fields. The requested funding will be used to develop, expand, and/or re-engineer existing programs and transfer agreements; add high quality faculty, advisors, and tutors to support students at critical points in the educational pathway; and build out state-of-the-art IT facilities

Language amendment to the Appropriation Act for Site Development

- Currently the VCCS is the only institution of higher education with Appropriation Act language requiring the use of non-state local funds, trust and agency funds, or locality funding for site development outside the five-foot perimeter of a building. Historically, the local jurisdictions were responsible for providing the land and site development costs when establishing a new community college campus. While existing campuses are fully developed, the current language requires the use of non-state funds for the construction of new buildings, or expansion of existing buildings on established campuses. Not all local jurisdictions have the financial resources to meet the requirement, and local funds at most colleges come from restricted resources. As such, most colleges struggle to meet the requirements of the language, which can result in project delays until supplemental funding can be identified. The VCCS has requested the following language amendment to § 4-4.01, m.2 of the Appropriation Act to remove the requirement for site development costs outside of 5 feet of the building to be paid from local funds:

“For new campuses to be established within the Virginia Community College System, expenditures for land acquisition, site preparation beyond five feet from the building, and the construction of additional outdoor lighting, athletic and recreational facilities, and parking lots in the Virginia Community College System shall be paid only from appropriated federal funds, Trust and Agency funds, including local government allocations or appropriations. For approved capital projects for the new construction or renovation of buildings on established community college campuses, the site development costs shall be made from any capital project appropriation fund source, including but not limited to the general fund, Trust and Agency funds, local government allocations or appropriations, or the proceeds of indebtedness authorized by the General Assembly.”

New Economy Workforce Credential Grants (FastForward)

The FY 2020 appropriation for the VCCS’s New Economy Workforce Credential Grants program is \$13.5 million. This funding is housed in SCHEV’s budget. The VCCS has communicated to SCHEV a request for an additional \$4 million in each year of the new biennium. If successful, the funding level for this important program would increase to \$17.5 million in FY 2021 and \$21.5 million in FY 2022.

Every additional \$1 million invested in the Workforce Credential Grant program leverages additional resources to generate 1,000 high-demand, high-value industry credentials. These credentials strengthen the talent pool needed by Virginia’s businesses, moving more Virginians forward family-sustaining wages, and advancing the Commonwealth’s economic vibrancy. Since the demand for Workforce Credential Grant funding still outpaces the unmet demand, we expect to target any additional funding to health care, information technology, and trades.

“Virginia Promise”/Affordable Pathways to Community Colleges to meet high demand/high value workforce needs/G3

Governor Northam will be proposing a means of increasing access to workforce education by initiating state investment in community college high demand/high value workforce credentials. The goal is both to encourage more Virginians to participate in postsecondary education (access) and to help students earn a degree or credential of value in the workforce (completion). The details of the proposal are still being determined, and the VCCS will support and promote this initiative once it is finalized. It is anticipated that this initiative will be included in the Governor’s introduced biennial budget in December. Presidents will receive additional briefing materials after that point in time.

2019 Listing of Virginia Community College Presidents, Unofficial General Assembly Winners

11/6/19

College and President	Senate District	Senators	House District	Delegates
Blue Ridge <i>Dr. John Downey</i>	S24	<u>Emmett Hanger (R-inc.)</u>	H015	Todd Gilbert (R-inc.)
	S25	Creigh Deeds (D- inc.)	H020	G. John Avoli (R)
	S26	<u>Mark Obenshain (R-inc.)</u>	H024	Ronnie Campbell (R-inc.)
			H025	Christopher Runion (R)
			H026	Tony Wilt (R-inc.)
				H058
Central Virginia <i>Dr. John Capps</i>	S22	Mark Peake (R-inc.)	H019	<u>Terry L. Austin (R-inc.)</u> - unopposed
	S23	Steve Newman (R) (Chair, Senate Ed and Health Committee) - unopposed	H022	Kathy Byron (R-inc.) **
			H023	Wendell Walker (R)
			H024	Ronnie Campbell (R-inc.)
			H059	Matt Fariss (R-inc.)
			H060	James Edmunds (R-inc.)
Dabney S. Lancaster <i>Dr. John Rainone</i>	S25	Creigh Deeds (D- inc.)	H019	<u>Terry L. Austin (R-inc.)</u> - unopposed
	S24	<u>Emmett Hanger (R-inc.)</u>	H024	Ronnie Campbell (R-inc.)
Danville <i>Dr. Jacqueline M. Gill</i>	S15	<u>Frank Ruff (R-inc.)**</u>	H014	Danny Marshall (R-inc.)
	S20	William Stanley (R-inc.)	H016	Les R. Adams (R-inc.)
			H060	James Edmunds (R-inc.)
Eastern Shore <i>Dr. James M. Shaeffer</i>	S6	Lynwood Lewis (D-inc.)	H100	Robert S. Bloxom, Jr. (R-inc.)
Germanna <i>Dr. Janet Gullickson</i>	S4	<u>Ryan McDougale (R-inc.)</u>	H002	Jennifer Carroll Foy (D-inc.)

Current money committee members (Senate Finance Committee, House Appropriations Committee) in green and underscored. Current Senate Education and Health & House Education Committee members highlighted in yellow. Original WCG legislation chief co-patrons with **.

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11/6/19

College and President	Senate District	Senators	House District	Delegates
Germanna (cont'd) <i>Dr. Janet Gullickson</i>	S17	Bryce Reeves (R-inc.)	H018	Michael Webert (R-inc.)
	S24	<u>Emmett Hanger (R-inc.)</u>	H028	Joshua Cole (D)
	S27	<u>Jill Holtzman Vogel (R-inc.)</u>	H030	Uncertain results; write-in votes being counted
	S28	<u>Richard Stuart (R-inc.)</u>	H054	Bobby Orrock (R-inc.)
	S36	Scott Surovell (D-inc.) - unopposed	H055	H. F. "Buddy" Fowler, Jr. (R-inc.)
			H056	John McGuire (R-inc.)
		H088	Mark Cole (R-inc.)	
		H099	Margaret Ransone (R-inc.)	
J. Sargeant Reynolds <i>Dr. Paula Pando</i>	S4	<u>Ryan McDougale (R-inc.)</u>	H055	H. F. "Buddy" Fowler, Jr. (R-inc.)
	S9	Jennifer McClellan (D-inc.)	H056	John McGuire (R-inc.)
	S10	Ghazala Hashmi (D)	H062	Carrie Coyner (R)
	S12	Siobhan Dunnavant (R-inc.)	H065	Lee Ware (R-inc.)
	S16	Joe Morrissey (D)	H068	Dawn Adams (D-inc.)
	S22	Mark Peake (R-inc.)	H069	<u>Betsy Carr (D-inc.)</u> - unopposed
			H070	<u>Delores McQuinn (D-inc.)</u> - unopposed
			H071	Jeffrey Bourne (D-inc.)
		H072	Schuyler VanValkenburg (D-inc.)	
		H073	Rodney Willett (D)	

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11/6/19

College and President	Senate District	Senators	House District	Delegates
			H074	Lamont Bagby (D-inc.) - Unopposed
			H097	Scott Wyatt (R)
John Tyler <i>Dr. Ted Raspiller</i>	S9	Jennifer McClellan (D-inc.)	H027	Roxann Robinson (R-inc.)
	S10	Ghazala Hashmi (D)	H061	Tommy Wright (R-inc.)
	S11	Amanda Chase (R-inc.)	H062	Carrie Coyner (R)
	S15	<u>Frank Ruff (R-inc.)**</u>	H063	<u>Lashrecse Aird (D-inc.)</u>
	S16	Joe Morrissey (D)	H064	Emily Brewer (R-inc.)
	S18	Louise Lucas (D-inc.) - unopposed	H065	Lee Ware (R-inc.)
				H066
			H068	Dawn Adams (D-inc.)
			H069	<u>Betsy Carr (D-inc.)</u> - unopposed
			H070	<u>Delores McQuinn (D-inc.)</u> - unopposed
			H074	Lamont Bagby (D-inc.) - unopposed
			H075	Roslyn Tyler (D-inc.)
Lord Fairfax <i>Dr. Kim Blosser</i>	S26	<u>Mark Obenshain (R-inc.)</u>	H010	Wendy Gooditis (D-inc.)
	S27	<u>Jill Holtzman Vogel (R-inc.)</u>	H015	Todd Gilbert (R-inc.)
			H018	Michael Webert (R-inc.)
			H029	Christopher Collins (R-inc.)
			H033	Dave LaRock (R-inc.)
			H088	Mark Cole (R-inc.)

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2019 Listing of Virginia Community College Presidents, Unofficial General Assembly Winners

11/6/19

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Mountain Empire <i>Dr. Kris Westover</i>	S38	A. Benton Chafin, Jr. (R-inc.)	H001	Terry Kilgore (R-inc.) - unopposed
	S40	Del. Todd Pillion (R)	H004	Will Wampler (R)
New River <i>Dr. Pat Huber</i>	S19	David Suetterlein (R-inc.)	H007	<u>Larry "Nick" Rush (R-inc.)</u>
	S21	John Edwards (D-inc.)	H008	Joe McNamara (R-inc.)
	S38	A. Benton Chafin, Jr. (R-inc.)	H012	Chris Hurst (D-inc.)
Northern Virginia <i>Dr. Melvyn D. Schiavelli (Interim)</i> <i>Dr. Anne M. Kress (eff. early 2020)</i>	S13	<u>Del. John Bell (D)</u>	H002	Jennifer Carroll Foy (D-inc.)
	S27	<u>Jill Holtzman Vogel (R-inc.)</u>	H010	Wendy Gooditis (D-inc.)
	S28	<u>Richard Stuart (R-inc.)</u>	H013	Danica Roem (D-inc.)
	S29	Jeremy McPike (D-inc.) - unopposed	H031	Elizabeth Guzman (D-inc.)
	S30	Adam Ebbin (D-inc.) - unopposed	H032	David Reid (D) – unopposed
	S31	Barbara Favola (D-inc.) – unopposed	H033	Dave LaRock (R-inc.)
	S32	Janet Howell (D-inc.)	H034	Kathleen Murphy (D-inc.)
	S33	Jennifer Boysko (D-inc.)	H035	Mark Keam (D-inc.) - unopposed
	S34	Chap Petersen (D-inc.) - Unopposed	H036	Ken Plum (D-inc.) - unopposed
	S35	<u>Dick Saslaw (D-inc.)</u> - Unopposed	H037	David Bulova (D-inc.) - unopposed
	S36	Scott Surovell (D-inc.) - Unopposed	H038	Kaye Kory (D-inc.) - unopposed
	S37	Dave Marsden (D-inc.) - Unopposed	H039	Vivian Watts (D-inc.)
	S39	George Barker (D-inc.)	H040	Dan Helmer (D)
				H041

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11/6/19

College and President	Senate District	Senators	House District	Delegates
NVCC (cont'd) <i>Dr. Melvyn D. Schiavelli (Interim)</i> <i>Dr. Anne M. Kress (eff. early 2020)</i>			H042 H043 H044 H045 H046 H047 H048 H049 H050 H051 H052 H053 H067 H086 H087	Kathy Tran (D-inc.) <u>Mark Sickles (D-inc.)</u> <u>Paul Krizek (D-inc.)</u> Mark Levine (D-inc.) - unopposed Charnielle Herring (D-inc.) - unopposed Patrick Hope (D-inc.) - unopposed R. C. "Rip" Sullivan, Jr. (D-inc.) - unopposed Alfonso Lopez (D-inc.) Lee Carter (D-inc.) Hala Ayala (D-inc.) <u>Luke Torian (D-inc.)</u> Marcus B. Simon (D-inc.) - unopposed Karrie Delaney (D-inc.) - unopposed Ibraheem Samirah (D-inc.) – unopposed (special election in 2019) Suhas Subramanyam (D)
Patrick Henry <i>Dr. Angeline Godwin</i>	S20	William Stanley (R-inc.)	H014 H009 H016	Danny Marshall (R-inc.) <u>Charles Poindexter (R-inc.)</u> - unopposed Les R. Adams (R-inc.)
Paul D. Camp <i>Dr. Dan Lufkin</i>	S3	<u>Tommy Norment (R-inc.) (Co-Chair, SFC)</u>	H064	Emily Brewer (R-inc.)

Current money committee members (Senate Finance Committee, House Appropriations Committee) in [green and underscored](#). Current Senate Education and Health & House Education Committee members highlighted in [yellow](#). Original WCG legislation chief co-patrons with **.

2019 Listing of Virginia Community College Presidents, Unofficial General Assembly Winners

11/6/19

College and President	Senate District	Senators	House District	Delegates
Paul D. Camp (cont'd) <i>Dr. Dan Lufkin</i>	S18	Louise Lucas (D-inc.) – unopposed	H075	Roslyn Tyler (D-inc.)
	S14	John Cosgrove (R)	H076	Clint Jenkins (D)
			H077	<u>C. E. “Cliff” Hayes, Jr. (D)</u> - unopposed
			H080	Don Scott (D)
Piedmont Virginia <i>Dr. Frank Friedman</i>	S17	Bryce Reeves (R-inc.)	H020	G. John Avoli (R)
	S22	Mark Peake (R-inc.)	H025	Christopher Runion (R)
	S24	<u>Emmett Hanger (R-inc.)</u>	H056	John McGuire (R-inc.)
	S25	Creigh Deeds (D- inc.)	H057	Sally Hudson (D) – unopposed after primary win
		H058	Rob Bell (R-inc.)	
		H059	Matt Fariss (R-inc.)	
			H065	Lee Ware (R-inc.)
Rappahannock <i>Dr. Shannon Kennedy</i>	S3	<u>Tommy Norment (R-inc.) (Co-Chair, SFC)</u>	H097	Scott Wyatt (R)
	S4	<u>Ryan McDougle (R-inc.)</u>	H098	Keith Hodges (R-inc.)
	S6	Lynwood Lewis (D-inc.)	H099	Margaret Ransone (R-inc.)
	S28	<u>Richard Stuart (R-inc.)</u>		
Southside Virginia <i>Dr. Quentin R. Johnson</i>	S15	<u>Frank Ruff (R-inc.)**</u>	H059	Matt Fariss (R-inc.)
	S18	Louise Lucas (D-inc.) – unopposed	H060	James Edmunds (R-inc.)
	S22	Mark Peake (R-inc.)	H061	Tommy Wright (R-inc.)
			H075	Roslyn Tyler (D-inc.)

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2019 Listing of Virginia Community College Presidents, Unofficial General Assembly Winners

11/6/19

College and President	Senate District	Senators	House District	Delegates
Southwest Virginia <i>Dr. Tommy Wright</i>	S38	A. Benton Chafin, Jr. (R-inc.)	H003	Will Morefield (R-inc.) - unopposed
			H004	Will Wampler (R)
Thomas Nelson <i>Dr. John Dever</i>	S1	Monty Mason (D) – unopposed	H091	Martha Mugler (D)
	S2	Mamie Locke (D) - unopposed	H092	Jeion Ward (D-inc.) - unopposed
	S3	<u>Tommy Norment (R-inc.) (Co-Chair, SFC)</u>	H093	Michael Mullin (D-inc.)
			H094	Shelley Simonds (D)
			H095	Marcia Price (D-inc.) - unopposed
			H096	Amanda E. Batten (R)
Tidewater <i>Dr. Greg DeCinque (Interim)</i> <i>Dr. Marcia Conston (effective January 2020)</i>	S1	Monty Mason (D) - unopposed	H021	Kelly Convirs-Fowler (D-inc.)
	S2	Mamie Locke (D) - unopposed	H076	Clint Jenkins (D)
	S3	<u>Tommy Norment (R-inc.) (Co-Chair, SFC)</u>	H077	<u>C. E. “Cliff” Hayes, Jr. (D)</u> - unopposed
	S5	Lionell Spruill (D)	H078	James A Leftwich, Jr (R-inc.) - unopposed
	S6	Lynwood Lewis (D-inc.)	H079	Steve Heretick (D-inc.) - unopposed
	S7	Jen Kiggans (R)	H080	Don Scott (D)
	S8	Bill DeSteph (R)	H081	<u>Barry Knight (R-inc.)</u>
	S14	John Cosgrove (R)	H082	Jason Miyares (R-inc.)
	S18	<u>Louise Lucas (D-inc.)</u> - unopposed	H083	Nancy Guy (D)
			H084	Glenn Davis (R-inc.)
H085			Alex Askew (D)	
			H089	Jerrauld Jones (D-inc.) - unopposed

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2019 Listing of Virginia Community College Presidents, Unofficial General Assembly Winners

11/6/19

College and President	Senate District	Senators	House District	Delegates
			H090 H100	Joseph Lindsey (D-inc.) - unopposed Robert S. Bloxom, Jr. (R-inc.)
Virginia Highlands <i>Dr. Charlie White (Interim)</i> <i>Dr. Adam C. Hutchison (eff. early 2020)</i>	S38 S40	A. Benton Chafin, Jr. (R-inc.) Del. Todd Pillion (R)	H004 H005	Will Wampler (R) Israel O'Quinn (R-inc.) – unopposed after primary win
Virginia Western <i>Dr. Robert Sandel</i>	S19 S20 S21 S23	David Suetterlein (R-inc.) William Stanley (R-inc.) John Edwards (D-inc.) Steve Newman (R-inc.) (Chair, Senate Ed and Health Committee) - unopposed	H008 H009 H011 H017 H019	Joe McNamara (R-inc.) <u>Charles Poindexter (R-inc.)</u> - unopposed Sam Rasoul (D-inc.) - unopposed Chris Head (R-inc.) - unopposed <u>Terry L Austin (R-inc.)</u> – unopposed
Wytheville <i>Dr. Dean Sprinkle</i>	S19 S20 S38 S40	David Suetterlein (R-inc.) William Stanley (R-inc.) A. Benton Chafin, Jr. (R-inc.) Del. Todd Pillion (R)	H003 H005 H006	Will Morefield (R-inc.) - unopposed Israel O'Quinn (R-inc.) - unopposed Jeff Campbell (R-inc.)

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GERMANNA COMMUNITY COLLEGE BOARD
September 12, 2019
MEETING MINUTES # 321

Members Present:

Teri McNally
 William Thomas
 Dr. Victor Gehman
 Sarah Berry
 Ann Tidball
 Lydell Fortune
 Baron Braswell

Members Absent:

Manya Rayner
 Simon Gray

Staff Present:

Jan Gullickson
 Bruce Davis
 Tiffany Ray
 John Davis
 Jeanne Wesley
 Joyce Warnacut
 Laurie Bourne
 William Berry
 Craig Branch
 Jessica Thompson

Board members discussed the plan for future meeting schedules. The agreed upon schedule is below:

Committee Meetings - 3:00 p.m. to 3:45 p.m.

Presentations - 3:45 p.m. to 4:30 p.m.

Board Meeting - 4:30 p.m. to 5:30 p.m.

This new schedule will begin at the November meeting.

REGULAR MEETING**1. Call to Order –**

Chairwoman McNally called the meeting to order at 5:01 p.m.

Chairwoman McNally shared that we have seven board members present and a quorum.

2. Public Comment – None

Mr. Zitz shared that we have no public comment.

3. Approval of Minutes #320, May 9, 2019

Motion was seconded. Motion carried.

COMMITTEE DISCUSSION/ACTION

4. Academic Affairs/Workforce/Student Success

Mr. Thomas asked Dr. Jeanne Wesley to introduce the curriculum changes and the new curriculum which are a result of the G3 Initiative and Grant. The following areas are a part of the G3 Initiative: IT, Healthcare, Manufacturing & Trades, Early Childcare Education and Public Services and Administration of Justice. Healthcare and Early Childcare Education have already been approved. Dr. Wesley discussed and explained each item up for vote, see below:

- Changes to curriculum – AAS Technical Studies
- Changes to curriculum – CSC Industrial Maintenance
- New curriculum – CSC General Technician
- New curriculum – CSC Electrical Technician
- New curriculum – CSC HVAC Technician
- New curriculum – CSC Asphalt Technician
- New curriculum – CSC Cyber Security & Networking Foundations
- Changes to curriculum – CSC in Administration of Justice
- Changes to curriculum – Certificate in Administration of Justice
- Credit for Prior Learning – IST Credentials
- Credit for Prior Learning – HVAC Track
- Credit for Prior Learning – Industrial Maintenance Track
- Credit for Prior Learning – Electrical Track
- Credit for Prior Learning – Asphalt Track
- Credit for Prior Learning – DCJS Credentials

Mr. Thomas asked to remove the second reading. Motion seconded. Motion carried.

Chairwoman McNally moved to accept the block of new curriculum, changes to curriculum and credit for prior learning (totaling 15 items) as presented.

Motion seconded. Motion carried.

1. Executive/Human Resources

Dr. Gullickson introduced the new Director of Marketing, William Berry. Mr. Berry presented to the board the need for investing in the branding of the Institution and

website. He recommends that we engage with an outside agency that specializes in branding to create a new identity to reflect the aspiration of the institution moving towards the future. Our visual identity needs to be innovative to be competitive. He also suggests a copy platform that can be used for our fundraising platform to assist the Educational Foundation. Mr. Berry asked the board to vote for a one-time investment in website and branding. The vote will occur in the finance section of the board meeting.

2. Finance/Facilities

Mr. Braswell asked that the board consider the motion to approve Budget Amendment #1 to cover shortfall of committed funds from surrounding counties of \$5,056 which will be transferred from the Quality Enhancement Program into the local funds for operating budget.

Motion seconded. Motion carried.

Mr. Braswell presented Budget Amendment #2 for substantial improvements in cafeterias at Locust Grove and Fredericksburg Area Campus totaling \$50,000. This money will be moved from the contingency fund.

Motion seconded. Motion carried.

Mr. Braswell presented the Financials through June 2019 which he stated are customary and usual. These financials include local operating funds, vending funds, student activity funds, parking and auxiliary and facilities. Mr. Braswell recommended that the finance board approve the financials. Ms. McNally asked for clarification on the \$25,000 spent towards the FRED Bus. Ms. Berry explained that we pay \$25,000 every 12 months, both charges on the financials we paid in advance.

Motion seconded. Motion carried.

Mr. Braswell presented the financials through August 2019 which he stated are customary and usual. These financials include local operating funds, vending funds, student activity funds, parking and auxiliary and facilities. Ms. McNally suggested to the board that we discuss the loss of rent from Caroline County. As of June / July the County eliminated all of their commitments to nonprofits. All their external agency requests were turned down this year and for the foreseeable future. Mr. Davis stated that we will need to have to make that up in other ways. Mr. Braswell stated the importance of local elections.

Chairwoman McNally moved to accept the financials as presented.

Motion seconded. Motion carried.

Mr. Braswell asked for approval from the board to have an electronic vote in October. This would give permission from the board to approve the local budget requests

electronically. The asks are not ready yet but are due before the November meeting. This would authorize the Chair to poll the board and tabulate the vote.

Motion seconded. Motion approved.

Mr. Braswell proposed a motion to transfer one-time money up to \$500,000 from the vending fund for the Marketing branding project.

Motion seconded. Motion carried.

5:45 p.m. – Informational Items/Other Business

3. President’s Report, Dr. Janet Gullickson

Dr. Gullickson started by thanking Dr. Ray and Aaron Whitacre for their amazing job with financial aid, enrollment, etc. Dr. Wesley is responsible for great relationship with UMW. She also thanked the Foundation office, Mike Zitz, Dr. Davis and Garland Fenwick. Dr. Gullickson thanked Laurie Bourne and her team for hiring everyone. She stated that the best news of all is that Craig Branch, Police and Security have kept us safe.

Dr. Gullickson is chairing the VCCS search for new Associate Vice Chancellor of HR, Dr. Christopher Lee’s replacement. She is on the IT Executive Committee and the Shared Services Executive Committee for the State.

Dr. Wesley stated there is no greater honor than to be designated Center of Excellence for cyber security. There was so much work involved and Diana Merkel gets credit for this achievement, she was mentored by the National Science Foundation while she was working on this. Germanna has received notice that we are a Center for Excellence for Cyber Security on a national level. We can now use their logo.

4. Chairman’s Report, Ms. Teri McNally

Ms. McNally congratulated Germanna on SACS Reaffirmation. She informed the board that she and Dr. Gullickson met to discuss the next couple of months and to build the board’s understanding of how the budget works, with enrollment driving what we can do. In November, we will talk about risk management and that will tie into enrollment in the sense of who is missing from that piece. Simon Gray and Craig Branch will do a presentation. With local elections coming up, Ms. McNally suggested to pick up the phone and talk to representatives to explain how important Germanna is. Ms. McNally stated board members are encouraged to attend sessions at the Assembly in Richmond in January on how to talk to our local representatives. Ms. McNally the importance of a show of force at the Assembly.

5. Other Business

Adjournment

The meeting adjourned at 6:00 p.m.

2019-2020 Committee Appointments

Executive / HR

Ms. Teri McNally, Chair
 Ms. Ann Tidball, Vice Chair
 Mr. Simon Gray, Treasurer
 Dr. Janet Gullickson, Secretary
 Ms. Laurie Bourne, Staff
 Mr. Bruce Davis

Finance/Facilities

Mr. Baron Braswell, Chair
 Ms. Sarah Berry
 Dr. Victor Gehman
 Dr. John Davis, Staff
 Mr. Garland Fenwick, Staff
 Ms. Joyce Warnacut, Staff

Academic Affairs/Workforce/Student Success

Ms. Manya Rayner, Chair
 Mr. William Thomas
 Mr. Lydell Fortune
 Dr. Jeanne Wesley, Staff
 Dr. Tiffany Ray, Staff

Electronic Vote per email by Local College Board Members

Items submitted for vote below and attached:

- Narrative
- Budget document
- Regional application for Fredericksburg, Spotsylvania, Stafford, Caroline, King George. (Madison, Culpeper, and Orange are not due until November-December timeframe and each are submitted separately.) Approval of this document is not required; however, it is provided as a reference as this is what the locality board of supervisors and finance/budget department receives.

Motioned carried by electronic vote quorum from Chair, Teri McNally, William Thomas, Lydell Fortune, Sarah Berry and Dr. Victor Gehman on October 25, 2019

Calendar of Events

Date / Time	Event Description	Location
November 20, 2019	GCCEF Board Meeting Riddick House – 3:30 p.m. DPOY (Distinguished Philanthropist of the Year – (Pre-reception Riddick House) - 4:30 p.m. & Ceremony (Lodge) - 6:00 p.m.	Stevenson Ridge 6901 Meeting Road Spotsylvania, VA 22553
December 10, 2019	Nursing Pinning Ceremony	Anderson Center at the University of Mary Washington
December 10, 2019 4:30 p.m.	Fall Commencement Pre-Ceremony Happy Hour	GCCEF Offices at Eagle Village – 1125 Jefferson Davis Highway, Suite 280, Fredericksburg, VA 22401
December 10, 2019 7:00 p.m.	Fall Commencement	Anderson Center at the University of Mary Washington
February 25, 2020 5:00 p.m.	GCCEF Board Meeting/Reception	TBD
April 1st, 2020 5:30 p.m.	Scholarship Reception	<i>Fredericksburg Country Club</i> <i>11031 Tidewater Trail</i> <i>Fredericksburg, VA 22408</i>
April 25, 2020 6:00 p.m. – 11:00 p.m.	26 th Annual Scholarship Monte Carlo	<i>Daniel Technology Center</i> <i>18121 Technology Drive</i> <i>Culpeper, VA 22701</i>
October 3, 2020 11:00 p.m. – 3:00 p.m.	50 th Anniversary Celebration	Fredericksburg Area Campus 10000 Germanna Point Drive Fredericksburg, VA 22408