

GERMANNA COMMUNITY COLLEGE BOARD

May 13, 2021

MEETING MINUTES # 330

Members Present:

Ann Tidball
Teri McNally
William Thomas
Simon Gray
(Zoom)
Lydell Fortune
(Zoom)
Dr. Melanie Kay-
Wyatt
Dr. Victor Gehman
(Phone)
Manya Rayner
(Zoom)
Sarah Berry

Members Absent:

Staff Present:

Dr. Janet
Gullickson
Bruce Davis
Dr. Tiffany Ray
Dr. John Davis
Dr. Jeanne Wesley
Dr. Shashuna Gray
Laurie Bourne
Michael Zitz
Lorraine Pendleton
Forrest Smith
Chief Craig Branch
Garland Fenwick
David Swanson
William Berry

Guests Present:

Frankie Gilmore

REGULAR MEETING

1. Call to Order

Chair Ann Tidball called the meeting to order at 4:30pm

2. Public Comment – None

3. Approval of Minutes #329, March 11, 2021

Madam Chair moved to approve the March 11, 2021, minutes. Motion was seconded by Ms. Sarah Berry.

Motion was carried.

4. Election of new officers

Madam Chair moved to approve the election of new officers.

Chair: Mr. Simon Gray

Vice Chair: Ms. Sarah Berry

Chair of Academic Affairs/Workforce/Student Success: Dr. Melanie Kay-Wyatt

Chair of Finance and Facilities: Mr. Lydell Fortune

Motion carried.

COMITTEEE DISCUSSION/ACTION

5. Academic Affairs/Workforce/Student Success

Ms. Sarah Berry reviewed new curriculum and changes. The changes include:

- a) Discontinuance of Academic Program – Certificate in Legal Assistant Career Studies. The Legal Assistant Career Studies Program has suffered enrollment declines in the past five years, resulting in a 60% reduction in enrollment. The lack of student demand suggests low program viability. Registration for the program will no longer be accepted; however, current cohorts will be allowed to complete the program by spring 2022. The teach-out plan will not incur additional expenses to the students. Faculty and counselors will receive an email with the planned schedule that will be shared with students via email or telephone.
- b) Changes to the following courses: HIS 101, HIS 102, HIS 111, HIS 112, HIS 121, HIS 122, and HIS 203 and revision of the course description for each course to align with Transfer VA, improving student success by ensuring that students are appropriately prepared to complete the courses upon transfer into junior and senior level History courses.
- c) Changes to the following courses: HUM 201, HUM 202, HUM 210, HUM 220, HUM

256, HUM 259, and HUM 260 and revisions of the course descriptions to align with Transfer VA revisions, improving student success by ensuring that students are appropriately prepared to complete the courses upon transfer into junior and senior level Humanities courses.

d) Changes to the current AAS in Nursing to provide a year-round, continuous 6 semester part-time evening and weekend option with online delivery, lab, clinical and simulation. Students attending part-time could be considered for the LPN and RN Advanced Standing. Geared to working adults, it would meet the needs of a part time program for those needing continuous employment.

e) Changes to the following courses: ECO 201 and ECO 201 and revision of the course descriptions to align with Transfer VA revisions, improving student success by ensuring that students are appropriately prepared to complete the courses upon transfer into junior and senior level Economics courses.

Ms. Berry requested that the second reading be waived due to the immediacy of the request. Chair Ann Tidball moved that the Board adopt the recommendations from the staff regarding these changes.

Motion carried.

6. Executive/Human Resources

Ms. Ann Tidball began by inviting Dr. Gullickson to speak about the plans for Fall operations. Dr. Gullickson mentioned that, as of now, all campuses and the Barbara. J. Fried Center plan to fully reopen on September 7th with staff returning in phases. Seeing that proof of vaccination will not be required to return and even with the governor's ease of mask mandates for citizens who are fully vaccinated, the college will require all employees and students, vaccinated or unvaccinated, to wear masks while on campus, providing additional safety measures for employees. Employees are also encouraged to work with supervisors to create a plan for remote work as needed and as it best fits the college's needs and service delivery.

Dr. Gullickson added that Drs. Wesley and Gray developed a schedule for reopening including postponing some of the face-to-face activities until later in the Fall. Mr. Garland Fenwick and his team have also been preparing for reopening through safety measures for employees to return. These include providing cubicle dividers, additional hand sanitizers and marking for social distancing. She mentioned that she feels confident that in the conservative approach to reopen, the needs of the community, students and the safety of the employees remain the priority. Dr. Gullickson encouraged everyone to read her weekly thoughts email as it provides updates regarding any changes pertaining to the reopening plans.

Mr. Bruce Davis mentioned that the Foundation underwent their 2020-year end audit, and he was pleased to announce that there were no findings or changes. He praised Ms. Julie Decker, Foundation Accountant for a job well done and added that the IRS 990's for both the Educational Foundation and Real Estate Foundations have been filed.

Mr. Davis added that the Foundation completed the 2020-year end with \$14.8M in assets compared to \$12M in 2019 and school year scholarship expenditures had increased by 10%. He thanked Dr. Tiffany

Ray and the Financial Aid Department for implementing new software, AwardSpring, allowing students to apply for scholarships more easily and resulting in an influx of scholarship applications, almost 3 times the amount received last year.

Mr. Davis concluded by thanking everyone for their continuous support of the Foundation. He reminded everyone about the golf tournament on Friday, May 21st at Lake of the Woods Country Club and mentioned that there are only two foursomes available for purchase.

Chair Tidball invited Mr. William Thomas to present on Finance/Facilities.

7. Finance/Facilities

Mr. William Thomas began by thanking Mr. David Swanson and Dr. John Davis for a job well done with the reports. He invited Dr. John Davis to explain how counties determined the amount of money given to the college when asked for funds. Dr. Davis began by stating that traditionally the ask for county contribution is based on a formula with the primary driver being the Germanna FTEs for that specific locality. He added that since Dr. Gullickson's onboarding, the college has increased the amounts being asked of each community with some of the localities able to provide additional funding while others had not been able to. He mentioned that a large part of the general request for funds was asking for additional funds to help pay for items that were not covered by the state. Additionally, some of the localities contribute on a different cycle with payments being received at the end of the year.

Mr. Thomas moved to approve the local financial report through April 30th, 2021.

Motion was carried.

8. President's Report, Dr. Janet Gullickson

Dr. Janet Gullickson began by making a statement that Ms. Teri McNally, Ms. Many Rayner, Mr. William Thomas, and Dr. Victor Gehman will all be completing their service to the board on June 30th. She presented them with plaques for their service and thanked everyone for their continuous support and representation of each locality.

9. Chair Report, Ms. Ann Tidball

Ms. Tidball began by reviewing the Board goals. She mentioned that the goals were aspirational including a lot of physical attendance at community events before the severity of the pandemic became evident. Although majority of the goals were not fully accomplished due to the lack of attendance and cancellation of events caused by the pandemic, she is confident that the Board did have success with being involved by attending events virtually and in how each member represented Germanna in their communities. She mentioned that the Board goals will be revisited at the retreat with a self-assessment and team building exercise to get acquainted with the new Board members ensuring that the Board can continue to make progress.

Dr. Gullickson praised each Board member for their contributions to the college. She credited Ms. McNally as being extremely resourceful with securing prospective contacts. Dr. Kay-Wyatt attended an event with the Fredericksburg Chamber of Commerce and through her background in curriculum instruction helps strengthen the college's relationship with Spotsylvania schools. Mr. Thomas not only represented the college with the Culpeper County Board of Supervisors but he also served as a

Germanna representative with Orange County’s Workforce and Economic Development. Ms. Sarah Berry assisted students by providing additional resources that helped meet their basic needs. Mr. Simon Gray is always supporting Germanna in his community of Locust Grove and Orange County. Mr. Lydell Fortune is an advocate for racial injustices and his leadership in Caroline County and ability to have conversations about race are examples for the college to follow. Ms. Manya Rayner was a great supporter of the college Foundation Board, where student stories were shared as allowing her to see students in ways that others do not. Dr. Victor Gehman has provided continuous support with King George County and the college through his intellect and good nature. Ms. Ann Tidball has been an excellent Board Chair, providing leadership and assistance including inviting the CEO of Merck & Co to the Gala fundraising event.

Ms. Ann Tidball encouraged everyone to provide topics for discussion at the Board Retreat, including Board responsibilities and individual goals. Please email them to Dr. Gullickson.

10. New Business

None.

11. Adjournment

The meeting adjourned at 5:15 pm.

2020-2021 Committee Appointments

Executive / Executive/Human Resources

- Ms. Ann Tidball, Chair
- Mr. Simon Gray, Vice chair
- Dr. Janet Gullickson, Secretary
- Ms. Laurie Bourne, Staff
- Mr. Bruce Davis, Staff

Finance/Facilities

- Dr. Victor Gehman, Chair
- Mr. William Thomas
- Dr. Melanie Kay-Wyatt
- Dr. John Davis, Staff
- Mr. Garland Fenwick, Staff
- Mr. David Swanson, Staff

Academic Affairs/Workforce/Student Success

- Ms. Sarah Berry, Chair
- Mr. Lydell Fortune
- Ms. Teri McNally
- Ms. Manya Rayner
- Dr. Jeanne Wesley, Staff
- Dr. Tiffany Ray, Staff