

**GERMANNA COMMUNITY COLLEGE BOARD**

**September 9, 2021**

**MEETING MINUTES # 331**

**Members Present:**

Simon Gray  
Sarah Berry  
Lydell Fortune  
L. Wayne Bushrod  
Jack Rowley

**Staff Present:**

Dr. Janet  
Gullickson  
Bruce Davis  
Dr. Tiffany Ray  
Dr. John Davis  
Dr. Shashuna Gray  
Laurie Bourne  
Michael Zitz  
Lorraine Pendleton  
Chief Craig Branch  
Garland Fenwick  
David Swanson  
Stacy Stovall

**Members Absent:**

Ann Tidball  
Frankie Gilmore  
Christine Repp

**Guests Present:**

Cheri Maea  
Dr. Eric Vanover  
Tina Lance  
Veronica Curry  
Jessica Thompson

## REGULAR MEETING

### 1. Call to Order

Chair Simon Gray called the meeting to order at 4:30 pm

### 2. Public Comment – None

### 3. Approval of Minutes #330, May 12, 2021

Chair Gray moved to approve the May 12, 2021, minutes. Motion was seconded by Vice Chair Sarah Berry.

Motion was carried.

### 4. Election of new officers

Chair Gray moved to approve the election of new committee chairs.

Chair of Academic Affairs/Workforce/Student Success: Mr. Jack Rowley

Motion carried.

## COMITTEEE DISCUSSION/ACTION

### 5. Academic Affairs/Workforce/Student Success

Dr. Eric Vanover provided a summary of the College Everywhere Program. He explained that the program provides students with the ability to achieve accelerated courses and degrees by attending classes 100% online. He mentioned that when the program first started, enrollment was 20 students enrolling for 2020 Fall Semester. To date, there are over 814 students that have enrolled in College Everywhere courses. The courses offered are General Studies, General Studies – Pres BSN, Business Administration, and IT/Cybersecurity. There are 43 courses Quality-Matters certified and the college is 1<sup>st</sup> in the VCCS and 3<sup>rd</sup> internationally in obtaining the Quality Matters credentials.

Additionally, 90% of College Everywhere students earns an average grade of A, B or C compared to 73% of other students, the College Everywhere cohort has a 70% graduation rate vs. 31.7% of traditional students, 86% of the College Everywhere cohorts were retained Fall to Spring compared to 68% of other students, 23% of College Everywhere students were African American compared to 17% of the general population and 55% of College Everywhere students were male compared to 36% of other students.

Dr. Vanover also mentioned that in 2021-2022 Liberal Arts, Business Management and Accounting Career studies certificate will be added to the current degree programs and for 2022-2023, Education and Administration of Justice will be available. There will soon be partnerships with 4-year universities for degree transfer opportunities and an increase in hiring full-time faculty to facilitate the courses. Dr. Vanover invited Ms. Cheri Maea to

provide an update on Enrollment and Student Services.

Ms. Cheri Maea began with a statement that the website launched a new look on September 6. Some of the updates included a new logo, consolidating primary calls-to action- items to provide better visibility to key conversions for prospective students and donors as well as providing easier access to students, faculty, and staff to access key user resources. Additionally, business cards, name tags and other forms of print and social media advertising will be updated to reflect the new branding.

Ms. Maea explained that to date, the enrollment conversion rate is 55.23%, enrolling 2507 students out of 4539 applicants. Regular FTE (Full Time Equivalents) are currently 3681 with a decrease of -1.22% from the prior week equivalent to 8 students. She further explained that although there is a slight decrease in enrollment, due to students being dropped for nonpayment, she's confident that those students will be re-enrolled with the consistent work of Financial Aid and other advisors. Ms. Maea mentioned that the Equity Advancement team will be supporting Early College students by providing mentors, embedded advising and day-to-day oversight for students. A few other Student Services initiatives include a new Equity Advancement department that will facilitate outreach initiatives such as Faith + Community program, diversity resources, a diversity male summit and support for Afghani and military students and families. The Equity Advancement department will also serve as an ombudsman providing advisory support for students and staff to informally resolve complaints or concerns and assist with navigating college policies and procedures.

Ms. Maea also mentioned that some of the student development initiatives facilitated since the reopening included an international end overdose awareness day held on August 30, movie night at the Fred Nats stadium, Welcome Back pep rallies as well as offering food for those in need at food grab and go stations at each campus.

## **6. Executive/Human Resources**

Mr. Simon Gray began by inviting Ms. Laurie Bourne to speak about salary adjustments and staff recognition programs. Ms. Bourne mentioned that for FY 2021, a total of \$949,877.00 were awarded to classified, wage, teaching faculty and A&P faculty. The criteria for employees receiving the salary adjustments included a) The years of service to the college b) Salary as a percentage of the midpoint, c) Performance, and d) Comparisons to the competitive market range. Additionally, staff participated in Employee Appreciation Day. Full-time staff received one day of recognition leave and part time staff received a \$50 award.

Ms. Bourne also mentioned that the purpose of the recognition and rewards program is to identify and compensate faculty and staff for exemplary contributions towards the fulfillment of Germanna's mission and goals. Last year, a total of 47 employees received recognition awards and 15 received bonus awards. The High Five awards were created awarding a onetime \$100 amount to classified and wage employees for extraordinary contributions for special projects and innovations with 167 recipients.

Mr. Bruce Davis gave accolades to Ms. Jessica Thompson for completing her MBA. He mentioned that the Foundation has partnered with the Marketing department regarding some upcoming Foundation programs. He also mentioned that upcoming Community fundraising events include Give Day –

October 5 and the golf tournament May 6, 2022. The Foundation has been researching how other schools do their fundraising programs and the foundation plans to integrate business leaders with faculty to assist students with making financial in-kind donations and to encourage them to participate in other college wide events. This will create apprenticeship and internship opportunities. Mr. Davis invited Ms. Jessica Thompson to speak about Give Day.

Ms. Thompson mentioned that Give Day is on October 5. She explained that last year the college raised \$560,000.00 with a total of \$70,000 given to different affinity groups. She further explained that the giving priorities for Give Day include a) The Germanna Guarantee Program- providing scholarships to financially challenged students who cannot pay their tuition bills b) Gladys P Todd Academy – A program providing first-generation high school students with education and mentoring opportunities to complete both their high school degree and college degree simultaneously and c) Germanna Cares – A program that provides funds to purchase food, gas cards, student emergency funds, computers, and other eligible needs for students.

Ms. Thompson explained that there are a few ways to participate in Give Day: a) Being a social media influencer by sharing social media posts b) Sending an email blast about giving opportunities to friends and colleagues or c) Participating in Give Day challenges. She encouraged everyone to participate and recommended that the Board create a specific challenge inclusive of all members. Ms. Thompson also offered training sessions to anyone interested.

Chair Gray invited Mr. Lydell Fortune to present on Finance/Facilities.

## **7. Finance/Facilities**

Mr. Lydell Fortune began by thanking Mr. David Swanson and Dr. John Davis for a job well done with the reports.

Dr. John Davis mentioned that groundbreaking for the Dr. Frank & Nancy Turnage Health Science building is scheduled for Summer 2022 and construction will take approximately 13-16 months.

Mr. Fortune moved to approve the local financial report through June 30<sup>th</sup>, 2021, and the FY22 proposed budget.

Motion was carried.

## **President's Report, Dr. Janet Gullickson**

Dr. Janet Gullickson began by making a statement that the fall reopening the college was extremely challenging. Some of the challenges included additional stress on faculty teaching in person classes with students who may have been exposed to covid and opposition from staff and faculty to vaccine mandates. Germanna continues to enforce the requirement to wear masks regardless of vaccination status and has installed plastic shields in common areas.

Dr. Gullickson recognized Dr. Shashuna Gray as the new Vice President for Academic Affairs and Workforce Development and Academic Affairs, and she praised to those who helped facilitate the 09/11 event honoring lives lost. Dr. Gullickson invited Dr. John Davis to present information on FOIA (Freedom of Information Act).

Dr. John Davis began with a statement that both he and Ms. Lorraine Pendleton are FOIA officers for the college and although the college doesn't receive a lot of FOIA requests, it's important for everyone to be knowledgeable of FOIA requirements to avoid violations and compliance issues. He invited everyone to watch a short video on FOIA. The video was prepared by SCHEV Communications and is available via YouTube.

<https://www.youtube.com/watch?v=50oddl3nUe0>

Credentials: SCHEV Communications

## **8. Chair Report, Mr. Simon Gray**

Mr. Gray began by reviewing the Board goals. He mentioned that the board goals will be revisited by emailing each board member individually to get acquainted and ensure that the Board can continue to make progress. Mr. Gray mentioned that he recently attended the Chancellor's Retreat along with Sarah Berry in which he learned a lot through attending the scheduled events and networking with VCCS State Board members and other presidents. Chancellor Glenn DuBois announced his retirement, effective June 30, 2022.

Mr. Gray also gave accolades to Chief Craig Branch who was recently recognized by the Virginia Association of Chiefs of Police and Foundation with the President's Award for exemplifying true police professionalism and for his work in the community as a champion for Virginia police during a difficult time for law enforcement.

## **9. New Business**

None.

## **10. Adjournment**

The meeting adjourned at 5:39 pm.

### **2021-2022 Committee Appointments**

#### **Executive / Executive/Human Resources**

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

#### **Finance/Facilities**

Mr. Lydell Fortune, Chair  
Mr. L. Wayne Bushrod  
Spotsylvania Representative, Vacant  
Dr. John Davis, Staff  
Mr. Garland Fenwick, Staff  
Mr. David Swanson, Staff

**Academic Affairs/Workforce/Student Success**

Mr. Jack Rowley, Chair  
Ms. Frankie Gilmore  
Ms. Christine Repp  
Dr. Shashuna Gray, Staff  
Dr. Tiffany Ray, Staff

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