

Meeting Minutes

MECC Local Advisory Board

Tuesday, November 19, 2024, 4:30 p.m.,

Kline Foundation Boardroom

MEMBERS PRESENT

SCOTT COUNTY	WISE COUNTY	LEE COUNTY	DICKENSON CTY	NORTON
Adrienne Hood	Mike Abbott	Emily Kinser	Dana Cronkhite	
Keith Wilson	Mike Hatfield	Joyce Williams		
Rodney Baker	Betty Cornett			
	Teresa Adkins			

MEMBERS ABSENT

Freda Starnes (Scott)
Kristi Taylor (Lee)
Scott Napier (Lee)
Carol Caruso (Norton)
Roy Munsey (Wise)

Others Attending:

Mr. Clint Pinion – Vice President, Academic Affairs and Workforce Solutions
Ms. Kristy Hall – Vice President, Financial and Administrative Services
Dr. Amy Greer – Vice President, Institutional Advancement
Dr. Kristen Westover - President
Peggy Gibson – Executive Assistant to the President
Sarah Gilliam – President, Faculty Senate

CALL TO ORDER

The Mountain Empire Community College Advisory Board met on Tuesday, November 19, 2024, at 4:30 p.m. in the Kline Foundation Boardroom. The meeting was called to order by the chair, Mr. Mike Abbott.

APPROVAL OF MINUTES

Mr. Mike Hatfield motioned to accept the September 17, 2024 minutes as presented. The motion was seconded by Ms. Dana Cronkhite and passed unanimously. **(Exhibit 1)**

ADMINISTRATIVE REPORTS

Mr. Abbott reported on the following information items:

- Mr. Abbott reminded Board members that the MECC Christmas Luncheon is scheduled for Friday, December 6th, at 11:30 a.m. in the Goodloe Center and encouraged members to attend.

President's Report – Dr. Kristen Westover

Dr. Westover reported on the following items:

Enrollment

- The 2024 Fall Semester point-in-time headcount is 1,202 compared to last year's headcount of 1,188: an increase of (1) percent. The College's FTE is 1,370 compared to last year's 1,340, reflecting an increase of (2) percent. **(Exhibit 2)**. The VCCS reported that today's FTE enrollments are (4.28%) higher, and today's headcount (4.50%) is higher than last year. Dr. Westover reported that while the headcount has grown, students are not taking as many credits. The spring semester is trending up compared to this point-in-time last year.

Other Updates

- Dr. Westover reviewed her current community involvement with the board members, including a list of internal and external activities from September 18 to November 19, 2024 **(Exhibit 3)**. She shared that Dr. Vickie Ratliff was appointed Interim President of Southwest Virginia Community College.

Legislative activity:

Dr. Westover shared that the VCCS recently shared a legislative playbook with the colleges and mentioned that there are many actions taken by different groups, such as the Chancellor, Presidents, System office, and Board members. Some of the key points of that plan are as follows:

- VCCS State Board goals and priorities:
 - Support the strategic plan and the Chancellor's vision of "One System."
 - Increase Board Engagement
 - Advocate Strategically and Strengthen Partnerships
 - Ensure Fiscal Integrity
- MECC Board Member Legislative Advocacy Information Sheet – (three things that our Boards are asked to do:
 - Fill out a relationship survey of contacts with key legislators at: <https://qrdi5ihr.forms.app/untitled-form-1> (Delegate Terry Kilgore and Senator Todd Pillion). The survey includes names, address, email, phone number, and a listing of the House of Delegates and Senate. The survey also asks if you are willing and able to call the individual on behalf of the VCCS.
 - Speak to your legislator and Governor about VCCS legislative priorities.
 - Formally endorse the VCCS legislative priorities for public distribution (endorsement form included)

Dr. Westover shared the three funding priorities for this year:

- ❖ Ensure that every Virginia high school student graduates with meaningful credentials by funding dual enrollment. If everything were funded, then \$12,255,190 would come to MECC for these initiatives.
- ❖ Expanding High-Cost, High-Demand, and High-Wage programs to accelerate the workforce talent pipeline. (Dr. Westover shared that this goal is most important in meeting our goals here at MECC)
- ❖ Create the talent needed by expanding high-cost programs through parity with Virginia's public universities and a new funding formula.
- Dr. Westover also discussed with Board members the 2025 Presidential Evaluation Targets. She mentioned that the goals that she has been given for our college as the President and the ones that she will be evaluated on are different from the goals that are on the VCCS website under Opportunity 2030 but that the goals she is presenting today are the correct goals:
 - Goal 0: 300,000 cumulative degrees, diplomas, certificates, and credentials by 2030:
 - Current annual college target AY2024-2025: 856
 - Proposed Evaluation target AY2024-25: 428
 - Objective 1.4 – Increase VCCS annual graduates in regionally high-demand fields employed by 6,000 by 2030:
 - Current annual College Target for AY2024-2025: 390
 - Proposed Evaluation Target for AY2024-2025: 195
 - Objective 1.5 – Increase graduates entering industries with the highest job growth in Virginia to 40% by 2030:
 - Current annual College target AY 2024-2025: 347
 - Proposed Evaluation target AY 2024-2025: 173

- Objective 2.1: Increase cumulative enrollment in regionally aligned high demand fields by 20,000 students by 2030:
 - Current annual College target AY2024-2025: 570
 - Proposed Evaluation Target for AY2024-2025: 285
- Objective 2.2: Increase the annual number of students enrolled in FastForward by 20% by 2030:
 - Current annual College target AY2024-2025: 179
 - Proposed Evaluation Target for AY2024-2025: 89
- Objective 2.4: Increase the annual number of working-age adults enrolled by 14,00 by 2030:
 - Current annual College target AY2024-2025: 909
 - Proposed Evaluation Target for AY2024-2025: 454

Dr. Westover discussed some of the challenges that we will face as we implement the first iteration of the strategic plan.

Dr. Westover encouraged Board members to complete the Accelerate Opportunity Appendix to advocate for the VCCS. She mentioned that she will work with our Board chair, Mike Abbott, to implement a Legislative Advocacy Committee. She will be reaching out to Board members in January to see if they will be a part of this committee.

The VFCCE Legislative reception is scheduled for January 21st in Richmond. Dr. Westover will follow up once she receives more information regarding the reception.

Vice President, Financial and Administrative Services – Ms. Kristy Hall

Ms. Hall reported on the following items:

- Local Funds Expenditure Report – Ms. Hall reviewed with Board members the Local Funds Expenditure Report ending October 31, 2024. Ms. Hall mentioned that work continues as we transition to our new online Bookstore model, Akademos. **(See Exhibit 5 for details)**
- Personnel Report – Ms. Hall reviewed the personnel report through October 2024 **(See Exhibit 6 for details)**

There were no questions or comments regarding the reports.

Facilities Update:

- Godwin Hall renovations are still on schedule to be completed by January 9, 2025.
- The Robb Hall elevator project has been delayed due to an issue with the sprinkler head located inside the elevator. Plans are to relocate the sprinkler, and the elevator should be working soon.
- We are getting estimates and moving forward with the machining and carpentry labs.
- The critical circulation pumps in Phillips Taylor Hall have been replaced.
- The Phillips Taylor Hall roof replacement and fire mass notification project are still under review by the Virginia Department of Engineering and Buildings (DEB) at the state level.
- Ms. Hall noted that with the resignation of Sally Crabtree, former MECC Business Manager, we have removed Ms. Crabtree's name from all federal and local bank accounts and PVNB and have added the new Business Manager, Ms. Candace Lane, giving her access to these accounts.

Vice President, Academic Affairs and Workforce Solutions – Dr. Clint Pinion

Dr. Pinion reported on the following items:

- **Policy Manual Review:** Dr. Pinion reported that the Deans and Directors have completed their review of academic and student affairs policies (sections 4, 5, 6, and 7). Section 4 policy changes have been sent to the Faculty Senate for review and feedback. Dr. Pinion will present the changes to the Staff Senate in January 2025. Final changes to the policy manual must be submitted by January 31, 2025.
- **Strategic Planning:** Dr. Pinion noted that his area (i.e., Academic Affairs, Student Services, and Workforce Solutions) is currently engaged in a strategic planning effort, with Deans soliciting specific input from their departments and divisions. His executive leadership team will then meet on January 3rd for an off-campus retreat to review input from faculty and staff and select viable strategies to meet the metrics of VCCS' strategic plan for 20230 (i.e., Accelerate Opportunity).
- **EO Career Commons:** Dr. Pinion announced that MECC has hosted seventh graders on three occasions. The seventh graders participated in CPR racing and a virtual welding experience.
- **Community Involvement Updates:** Dr. Pinion noted that Academic Affairs and Workforce Solutions recently attended:
 - The Lee County Career and Technical School's Advisory Board meeting on Nov. 12. Students presented on their current projects.
 - The Virginia Tobacco Region Revitalization Commission strategic planning session on Nov. 13. Dr. Pinion and Dr. Greear advocated for funding for several community college needs.
 - The SWVA Internship Summit - Abingdon, VA – Nov. 11th.
 - The Tartan Transfer signing ceremony at Radford University on Nov. 6th.
 - The Southwest Virginia Internship Summit on November 11, which was hosted by VTOP and UVA-Wise.Dr. Pinion and his staff will attend the Dickenson County Career Fair on November 20th. MECC is a sponsor of the event.

Action Item(s): See Curriculum and Student Affairs Committee action items below.

Vice President of Institutional Advancement/Foundation – Dr. Amy Greear

Dr. Greear reported on the following items:

As of today, we have had 226 students have received more than \$509,000 in scholarships through the Foundation and are set to award more than \$1M in the FY2024/25 academic year.

Upcoming Events:

Wise County Endowed Scholarship fundraiser (GALA): Saturday, December 7, at the Goodloe Center. Dr. Greear mentioned a silent auction during this ticketed event and encouraged Board members to attend.

New Scholarships in 2024:

- Smitty Baker Memorial Annual Scholarship
- Ladley Family Endowed Scholarship
- Dave L. Williams Endowed Scholarship
- Jeff Radford Annual Healing Hands Leadership Awards Scholarship (for nursing students)
- Shirley Stiles Memorial Endowed Nursing Scholarship

- Isaac Endowed Scholarship

Other Updates:

Amphitheater—The Foundation board has appropriated \$330,000 this year to complete the first two phases of a study to determine the cost of an amphitheater on our campus. The studies are a state requirement, and one part is site selection.

Due to the recent impact on students and employees from Hurricane Helene's damage in our area, the Foundation was able to assist approximately 30 students and over 20 employees with emergency food needs. In addition, Amy mentioned that they have also provided approximately 200 at-risk students with \$50 Food City gift cards for Thanksgiving.

COMMITTEE REPORTS

- **Executive Committee (did not meet)**
- **Curriculum and Student Affairs Committee – Dr. Clint Pinion**

ACTION Items:

- Dr. Pinion presented for advisory board review and approval the Academic Advisory Committee Membership for 2024-2025. He mentioned that deans and faculty members nominated the members on the list.

After review, Mr. Keith Wilson motioned to approve these updates/changes as presented, seconded by Ms. Betty Cornett, and passed unanimously. **(Exhibit 7)**

- Dr. Pinion requested that the advisory board review and approve four new curricular career studies certificate (CSC less than 29 credits) programs:
 - CSC—Machine Operator I - provides a basic introduction to the career field of machining. Students will learn the basics of machining, blueprint reading, and shop safety. Additionally, students will start to learn CNC programming and implementation. Students completing this career studies certification should be able to find employment as machinist helpers.
 - CSC - Machine Operator II – builds upon prior knowledge of machining or completion of Machine Operator I to provide additional growth in machining. Students will learn additional shop safety, additional machining techniques, including CNC, machine tooling and maintenance, and precision measurements.
 - CSC - Machine Operator III – Machine Operator III continues to build upon prior knowledge or completion of Machine Operator II to provide advanced techniques in machining. Students will learn additional skills and complete several projects to combine all machining aspects. Credentials from NIMS are eligible to be earned through this program. If all three Machine Operator CSCs are completed, then the student would be eligible to have completed all necessary skills for the NIMS entry-level Machinist credential. Students should be able to find employment as an entry level machinist.
 - Community Health Worker – The Community Health Worker (CHW) Program at MECC prepares students to positively impact their communities by promoting health education, facilitating access to healthcare, and providing essential support services. Through a combination of didactic instruction and hands-on experiences, this program equips students with the skills and knowledge to serve as frontline public health professionals who serve as a bridge between communities and healthcare services.
- After review, Mr. Rodney Baker motioned to approve the new (CSC) Machine Operator I, II, and III as presented and the new Community Health Worker curriculum. Ms. Dana Cronkhite seconded the motion, and the motion was passed unanimously. **(Exhibit 8)**

- Dr. Pinion requested that the advisory board review and approve one program discontinuance (i.e., Associate of Art & Science - Software Engineering) – The reason for discontinuance is that research has shown that enrollment has been low over the past five years and that students were choosing the applied programs.

After review, Mr. Mike Hatfield motioned to discontinue the Associate of Arts and Sciences- Software Engineering program. Mr. Keith Wilson seconded the motion, and the motion was passed unanimously. **(Exhibit 9)**

- **Finance and Facilities Committee: (did not meet)**

OLD/NEW BUSINESS

OTHER COMMENTS

ADJOURNMENT

The meeting was adjourned at 5:25 p.m. without further discussion. The next meeting date is January 14, 2024.

Peggy Gibson, Recorder

MECC Advisory Board Chair

Respectfully Submitted,



Kristen Westover, President & Secretary to the Board

APPROVED:



Chair

1/14/25

Date