

Meeting Minutes

MECC Local Advisory Board

Tuesday, May 12, 2023 4:30 p.m.,

Kline Foundation Boardroom

MEMBERS PRESENT

SCOTT COUNTY	WISE COUNTY	LEE COUNTY	DICKENSON CTY	NORTON
Rodney Baker	Mike Abbott	Emily Kinser	Carolyn Strouth	Carol Caruso
Freda Starnes	Mike Hatfield	Scott Napier		
Keith Wilson	Roy Munsey	Kristi Taylor		
Adrienne Hood	Betty Cornett			

MEMBERS ABSENT

Joyce Williams (Lee)
Kalen Hunter (Wise)

Others Attending:

Dr. Bill Brownsberger – Vice President, Academic Affairs and Workforce Solutions
Mr. Ron Vicars – Vice President, Financial and Administrative Services
Amy Greer – Vice President, Institutional Advancement
Dr. Kristen Westover - President
Peggy Gibson – Executive Assistant to the President

CALL TO ORDER

The Mountain Empire Community College Advisory Board met on Friday, May 12, 2023, at 4:30 p.m. in the Kline Foundation Boardroom. The meeting was called to order by Mr. Rodney Baker, Chair.

APPROVAL OF MINUTES

A motion was made by Mr. Roy Munsey to accept the March 21, 2023, minutes as presented. The motion was seconded by Mr. Mike Hatfield and passed unanimously. (Exhibit 1)

ADMINISTRATIVE REPORTS

Mr. Baker reported on the following information items:

- Mr. Baker welcomed the following new Board members recently appointed:
 - Ms. Carolyn Strouth – Representing Dickenson County

Dr. Westover reported on the following items:

Enrollment

- The Spring Semester 2023 Final Enrollment headcount is 1,773 compared to last year's headcount of 1,924: a decrease of (8) percent. No change between males and females and only a small change in PT and FT. The College's FTE was 1,084 compared to last year's, 1,152, reflecting a decrease of (6) percent. Preliminary Summer enrollment headcount is 530 compared to last year's headcount of 462, an increase of (15) percent. FTE is 271 compared to last year's report of 213 at this time; an increase of (27) percent.

The 2023 Fall Semester Preliminary Enrollment headcount is 742 compared to last year's 542; reflecting an increase of (37) percent. Preliminary Fall FTE is 558 compared to last year's 387; an increase of (44) percent. Dr. Westover mentioned that we are ahead of the schedule due to a lot of our folks being out in the schools. These numbers will most likely change as we get closer to fall.

Other Updates

- Dr. Westover reviewed with Board members her current community involvement that included a list of internal and external activities from March 21, 2023, through May 11, 2023 (**Exhibit 2**).
- Dr. Westover thanked Board members that were able to attend the open meetings scheduled around the new Chancellor's visit to MECC and the CWIA. Dr. Doré was able to meet with students, faculty and staff and several community members.
- The College held its first Student Award Ceremony at the end of April since the pandemic. The event went very well, and Dr. Westover thanked Board members that were able to attend the event.
- Dr. Westover shared some numbers regarding our graduating class for tonight's graduation event:
 - 585 graduates – 278 have said they would march but will likely be around 200.
 - 790 academic credentials; 119 are an Associate of Arts and Sciences which is a transfer degree; 146 are an Associate of Applied Science which is designed to go directly into employment; 143 are certificates designed to go directly into employment; and 382 are career studies certificates designed to make someone ready for employment.
 - 128 dual enrollment students earning some type of credential; 36 earning an Associate of Arts & Sciences transfer degree; 79 earned a Uniform Certificate of General Studies; 13 earned a career studies certificate such as EMS and nursing assistant.

Vice President, Academic Affairs and Workforce Solutions – Dr. Bill Brownsberger

Dr. Brownsberger reported on the following items:

Action Item(s):

Due to lack of time, Dr. Brownsberger brought to full Board the approval for a Classification of Instructional Programs (CIP) code name change only. The change is for a program that MECC has had for a long time and is requesting Board approval to change the name of our current Computerized Manufacturing Technology Electromechanical Specialization to Mechatronics. The change is prompted by local industry, Eastman Chemical, which would make Mechatronics a more recognizable degree.

A motion was made by Mr. Mike Hatfield to accept the proposal to change the name of our current Computerized Manufacturing Technology Electromechanical Specialization to Mechatronics. The motion was seconded by Ms. Betty rnett and passed unanimously.

Additional updates:

Dr. Brownsberger shared that the college recently had a visit from the Virginia Board of Nursing who were concerned about our NCLEX pass rates. Rates were just slightly below where they should be. After two days of review, the Board made a lot of suggestions. They would like us to collect and track data a little better in the Health Sciences area. He mentioned that this is an area that he has already addressed and is working with our Institutional Research person to maintain data. Their second suggestion was that we add a second SIM lab which would be a great expense (approximately \$2M) to the college. As a solution, Dr. Brownsberger mentioned that he and a group from MECC had recently toured Southwest Virginia Community College's virtual reality lab which is a quality clinical interaction lab and is counted by the Virginia Board of Nursing as clinical time. Cost would be approximately \$50,000 and Dr. Brownsberger mentioned that the college is currently pursuing this as an option.

Mike Hatfield made the suggestion that the college contact Ballad Health as an option to cover some of the cost.

Vice President, Financial and Administrative Services – Mr. Ron Vicars

Mr. Vicars reported on the following items:

Local Funds Expenditure Report – Mr. Vicars reviewed with Board members the Local Funds Expenditure Report ending April 30, 2023. (See Exhibit 3 with details)

Personnel Report – Mr. Vicars reviewed the personnel report through April 2023 (See Exhibit 4 with details)

Other updates:

Mr. Vicars mentioned that there is currently no new information regarding the FY24 budget.

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

Dr. Greear reported on the following items:

Dr. Greear reported that the Foundation is continuing to raise funds for the outdoor Amphitheater project and as part of that funding the college received a \$50,000 grant from the Appalachia Regional Commission Opportunity Appalachia fund. A portion of that grant pays for engineer and design services but also helps us with a video to be able to market that project and mentioned that the project of the video is completed and is expecting to have a pitch session for funding opportunity in front of investors throughout the Appalachia region soon. Currently, the Foundation has raised over \$2.1M and are anticipating the project will cost between \$5-6M.

Dr. Greear will be traveling next week with a group of 18 individuals to Costa Rica - some of which are students that have received scholarships through local funding.

COMMITTEE REPORTS

Executive Committee (Mr. Rodney Baker, Chair)

Action Item(s):

1. Presidential Item

EXECUTIVE SESSION

A motion was made by Mr. Mike Abbott and seconded by Mr. Keith Wilson that:

“The MECC Local Advisory Board go into Executive Session to discuss *Presidential Item: Letter of Recommendation to the Chancellor*, Pursuant to Section 2.2-3711, sub-section A, sub-section 1 of the Code of Virginia.”

A vote was taken to confirm the request, and each member concurred.

RETURN TO OPEN SESSION

A motion was made by Mr. Mike Abbott and seconded by Mr. Keith Wilson to return to open session. The motion passed unanimously.

Mr. Keith Wilson made the motion on behalf of the MECC Advisory Board to submit the letter, as presented, to the Virginia Community College System Chancellor, Dr. David Doré, confirming their collective high vote of confidence in the leadership of Dr. Kristen Westover. The motion was seconded by Ms. Emily Kinser and passed unanimously.

After returning from executive session, each member was asked individually to respond to the following questions:

- Do you affirm that during executive session, you discussed only public business matters lawfully exempted from statutory open meeting requirements, and
- Public business matters identified in the called motion to convene the executive session?

A vote was taken to confirm, and each member concurred.

- Curriculum and Student Affairs Committee – (did not meet)
- Finance and Facilities Committee: (did not meet)

Report from the Nominating Committee: (Mr. Keith Wilson, Ms. Betty Cornett, and Mr. Roy Munsey)

Mr. Keith Wilson reported that the Nominating Committee met on Monday, May 8, 2023, via email to discuss recommendation for chair and vice chair for 2023-2024. After discussion, recommendations are:

- 🗳️ Mr. Mike Abbott – Chair
- 🗳️ Mr. Rodney Baker – Vice Chair

The recommendation was made by Mr. Mike Hatfield to accept the nominations for Chair and Vice Chair. Nomination was seconded by Ms. Carol Caruso and passed unanimously.

OLD/NEW BUSINESS

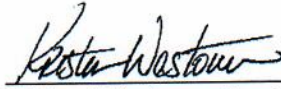
OTHER COMMENTS

ADJOURNMENT

Due to the MECC Commencement this afternoon at 6:00 p.m., no further business was discussed. The meeting was adjourned at 5:15 p.m. Next meeting date will be July 18, 2023.

Peggy Gibson, Recorder

Respectfully Submitted,



Kristen Westover, President & Secretary to the Board

APPROVED:



July 18, 2023