

# Meeting Minutes

## MECC Local Advisory Board

Tuesday, May 13, 2022 4:30 p.m.,

Kline Foundation Boardroom

### MEMBERS PRESENT

SCOTT COUNTY	WISE COUNTY	LEE COUNTY	DICKENSON CTY	NORTON
Rodney Baker	Mike Abbott	Gail Elliott	Les Ritchie	
Freda Starnes	Mike Hatfield	Emily Kinser		
Keith Wilson	Roy Munsey			
Adrienne Hood				

### MEMBERS ABSENT

Betty Cornett (Wise)  
Bonnie Elosser (Wise)  
Tim Cassell (Norton)  
Gary Perdue (Lee)  
Elwanda Pillion (Lee)

### Others Attending:

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

### CALL TO ORDER

The Mountain Empire Community College Advisory Board met on Friday, May 13, 2022, 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. Keith Wilson to accept the March 15, 2022, minutes as presented. The motion was seconded by Mr. Mike Abbott and passed unanimously. **(Exhibit 1)**

### ADMINISTRATIVE REPORTS

Mr. Baker reported on the following information items:

 MECC's 50<sup>th</sup> Anniversary Concert      Saturday, May 14, 6:00 p.m.      Graduation Tent

Dr. Westover reported on the following items:

### Enrollment

- The Spring Semester 2022 Final Enrollment is 1,942 compared to last year's headcount of 1,966: a decrease of (1) percent. The College's FTE was 1,153 compared to last years, 1,216 reflecting a decrease of (5) percent but will most likely end this semester about the same as last year after calculations from a late starting cohort. Preliminary Summer enrollment headcount is 494 compared to last year's headcount of 561, a decrease of (12) percent. FTE is 229 compared to last year's report of 250 at this time; a decrease of (8) percent.

The 2022 Fall Semester Preliminary Enrollment is trending about the same as last year.

### Other Updates

- Dr. Westover mentioned that Governor Youngkin has issued a new telework policy:
  - 1-day requires President's approval
  - 2-days requires Secretary of Education approval
  - 3-days requires Chief of Staff approval
- Faculty, Staff, and Administrators attended the New Horizons Conference in April.
- Dr. Westover reported that she had attended last month's PTK Luncheon in which MECC had three amazing students representing MECC. Two of these students will also be giving their speech during tonight's graduation ceremony.
- The Scott County Fundraising Event raised approximately \$60K which was well attended.
- Dr. Westover reported that the Secretary of Commerce and Trade, Caren Merrick, had visited our region last week. She mentioned that she had gotten the opportunity for a conversation with Secretary Merrick regarding the community college and how we are measured and funded.
- Dr. Westover reported that the MECC Foundation was just notified that we have been granted a \$500,000 gift from the RAPHA Foundation to support the outdoor amphitheater. This is a match requested by the Slemp Foundation's \$1.5M gift. In addition, the GENAN Foundation has requested the Foundation provide a two-page formal request for \$500,000 to \$1 million to support a high school promise program. The Foundation Board has committed to establishing a high school promise program for regional graduates beginning in 2023.
- Dr. Westover mentioned the Go Virginia Project WELD which is an award of \$101,025. MECC will create a welding certificate program at Camp 18 in Flatwoods, Va. This will be in collaboration with the Virginia Department of Corrections Wise Correctional Unit and regional manufacturing and industrial employers to address a demonstrated workforce need for entry-level welders. This project will train incarcerated individuals and link them to available employment opportunities upon release, resolving the unmet need for sill workers in this industry. Dr. Westover thanked Dr. Bill Brownsberger and Dean, Matt Rose for all their hard work on this project.
- There has still no movement regarding the budget.

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

Dr. Brownsberger reported on the following items:

- Dr. Brownsberger mentioned that there have been a lot of curricula changes in response to the VCCS that will make things easier for students to transfer to a four-year institution. Additionally, Dr. Brownsberger added that there has been a lot of interaction with regional employers and industry businesses regarding their needs.

One of the changes is our Electromechanics Program associated with Eastman is changing to Mechatronics which will include different certifications.

Dr. Brownsberger mentioned that he and Matt Rose had recently visited with Joy Manufacturing regarding a Machining Program which will most likely be next year. More details to follow.

### 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, 2022. (See Exhibit 3 with details)

Personnel Report – Mr. Vicars reviewed the personnel report through May2022 (See Exhibit 4 with details)

**ACTION Item:** Mr. Vicars presented for discussion and approval the Auxiliary Reserve Plan for College Parking Facilities 2023-2024 Biennium (FY 2023 and FY 2024). Mr. Vicars shared that the Auxiliary Plan is a projection of what the college is expecting to spend over the next couple of years. With no discussion, a motion was made by Mr. Mike Hatfield to accept the Auxiliary Reserve Plan as presented. The motion was seconded by Mr. Roy Munsey and passed unanimously. (Exhibit 4 with details)

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

Dr. Greear was unable to attend today's meeting.

## COMMITTEE REPORTS

### Executive Committee (Mr. Rodney Baker, Chair)

#### Action Item(s):

#### 1. Presidential Item

### EXECUTIVE SESSION

A motion was made by Ms. Freda Starnes and seconded by Ms. Gail Elliott 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 Ms. Freda Starnes and seconded by Mr. Mike Hatfield 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. Glenn DuBois, confirming their collective high vote of confidence in the leadership of Dr. Kristen Westover. The motion was seconded by Ms. Gail Elliott 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 (Dr. Bill Brownsberger)**

##### **Action Item(s):**

Due to lack of quorum at today's Curriculum and Student Affairs Committee, Mr. Keith Wilson presented the following Career Studies Certificates (CSC) to members of the Advisory Board for approval:

- **Smart Farming – Crop Production, Management, and Processing** – Smart Farming addresses a need for skilled work in our region created by Project Thoroughbred, which will convert abandoned mine land (AML) to a grain-terminal site. This will allow the economical production and sale of local grains such as barley. Currently, grain producers in our region travel five hours to deliver their grain. The Smart Farming Career Studies Certificate (CSC) prepares students to participate at multiple points in the supply chain for local grain. (22 credit hours)
- **Bioprocessing Operator** -This program was created in response to SolarBiotech's need for workers who understand safety, factory operations, and biological processes. This Career Studies Certificate (CSC) is targeted at a broader audience than one employer, however; the skillset gained in Bioprocessing is virtually identical to that needed by a brewer or in the production of other food ingredients. This course would be at no additional cost to us.

Dr. Brownsberger added that these two Career Studies Certificates will allow MECC to be responsive to the needs of the local community.

A motion was made by Mr. Keith Wilson to accept the two Career Studies Certificates as presented. The motion was seconded by Mr. Mike Hatfield and passed unanimously.

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

**Report from the Nominating Committee:** (Mr. Keith Wilson, Ms. Betty Cornett (absent at today's meeting), and Mr. Roy Munsey)

(see **Exhibit 6** with details).

Mr. Keith Wilson reported that the Nominating Committee met on Wednesday, April 29, 2022, via conference call. Recommendation for chair and vice chair for 2022-2023 are:

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

The recommendation was seconded by Mr. Roy Munsey to accept the nominations for Chair and Vice Chair and passed unanimously.

## OLD/NEW BUSINESS

**Action Item:** Resolution for outgoing Board member, Ms. Gail Elliott was read into the minutes by Mr. Rodney Baker **(attached herewith and becomes a part of the minutes)**. Ms. Emily Kinser made the motion to approve the resolution as presented. A second was made by Mr. Roy Munsey and was passed unanimously. Members of the MECC Advisory Board expressed their appreciation of Ms. Elliott's ten years of service to the MECC Advisory Board. Ms. Elliott served 2 years of a remaining term vacated by Mary Ruth Laster.

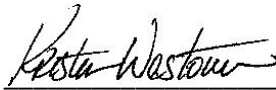
## OTHER COMMENTS

## ADJOURNMENT

Due to the MECC Commencement this afternoon at 6:00 p.m., no further business was discussed. The meeting adjourned at 5:15 p.m. Next meeting date will be July 19, 2022.

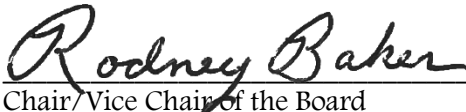
Peggy Gibson, Recorder

Respectfully Submitted,



Kristen Westover, President & Secretary to the Board

APPROVED:



Chair/Vice Chair of the Board

Date