

New College Institute
Board of Directors Meeting
August 29, 2018

The Board of Directors of New College Institute met Wednesday, August 29, 2018 at 9:00 a.m. in the Martin-Lecture Hall A of the Baldwin Building in Martinsville, Virginia.

MEMBERS PRESENT

Delegate Les Adams, Robert “Bob” Burger, Senator Emmett Hanger, Dr. Weldon Hill, Naomi Hodge-Muse, Delegate Danny Marshall, Delegate Charles Poindexter, Senator Bill Stanley, Treney Tweedy and Janice Wilkins.

MEMBERS ABSENT

Tanya Foreman

Gracie Agnew

OTHERS PRESENT

Dr. Leanna Blevins, NCI Executive Director

Christina Reed, NCI Assistant Director of Finance and Operations

Melany Stowe, Assistant Director of Academics and Marketing

Elizabeth Griffin, Office of the Attorney General, participated by telephone.

Mandy McGhee, NCI’s Executive Project Coordinator

Richard Hall, Newly appointed NCI Board member

CALL TO ORDER AND WELCOME

Senator Stanley called the meeting to order at approximately 9:20 and welcomed members of NCI’s Board of Directors. Senator Stanley acknowledged the expiration of Naomie Hodge-Muse’s board seat and announced Naomi Hodge-Muse was reappointed to the NCI’s board of directors for a second term.

Additionally, the Governor appointed Richard Hall as NCI’s newest board member, noting the appointment would be confirmed on Friday, August 31, 2018 with a press release from Governor Northam’s office.

Senator Stanley entered a motion on the floor to add Richard Hall, invited him to sit and vote as a member of this board, Delegate Marshall. Seconded the motion, all others unanimously voted in favor.

On motion by Board Chairman Senator Stanley, seconded by Delegate Danny Marshall, Richard Hall was invited to sit and vote as a member of the New College Institute Board of Directors.

ROLL CALL

Mandy McGhee called the roll call, noting the presence of a quorum.

APPROVAL OF MINUTES

On motion by Bob Burger, seconded by Dr. Weldon Hill, the minutes for the December 5, 2017 meeting were approved.

On motion by Janice Wilkins, seconded by Dr. Weldon Hill, approving the meeting minutes taken from May 17, 2018 board of directors' meeting were approved.

After reviewing meeting minutes for NCI's Executive Committee Meeting that occurred June 29, 2018. Janice Wilkins made a motion to approve, Bob Burger Seconded the motion to approve the meeting minutes.

CHAIRMAN'S REMARKS

Senator Stanley discussed the \$600,000 increase in the state appropriation acknowledging the General Assembly believes in the mission NCI has adopted and wants NCI to be successful.

Senator Stanley stated the General Assembly was expecting results and as part of that, NCI must prepare a report in September detailing progress. He stressed the importance in order to maintain the appropriation level or increase, citing that investment from the tax payer monies are always well spent at NCI.

Delegate Marshall briefly discussed the annual reception in Richmond in order to advocate for NCI. He and Senator Emmett Hanger encouraged invitations to House Appropriations Committee, Senate Finance Committee, and Education Subcommittee. Senator Stanley added that the, Senate leadership understands the importance of education and how it paves the way for revitalization.

CLOSED SESSION

Delegate Marshall made a motion for the Board of Directors of the New College Institute to enter closed session at 9:38 a.m. to discuss the following:

1. Discussion or consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Virginia Code §§ 2.2-3711 (A)(3), specific to negotiations between NCI and the Department of General Services and the New College Foundation regarding the Building on Baldwin.

Bob Burger seconded the motion. Those voting in the affirmative by a roll call vote where Delegate Les Adams, Bob Burger, Senator Emmett Hanger, Dr. Weldon Hill, Naomi Hodge-Muse, Delegate Danny Marshall, Delegate Charles Poindexter, Senator Bill Stanley, Treney Tweedy, Janice Wilkins.

The board returned to open session at 10:59 a.m., on motion by Bob Burger, seconded by Treney Tweedy. Those voting in the affirmative by a roll call vote where Delegate Les Adams, Bob Burger, Senator Emmett Hanger, Dr. Weldon Hill, Naomi Hodge-Muse, Delegate Danny Marshall, Delegate Charles Poindexter, Senator Bill Stanley, Treney Tweedy, Janice Wilkins.

Delegate Danny Marshall read the certification motion, seconded by Bob Burger. Those voting in the affirmative by a roll call vote where Delegate Les Adams, Bob Burger, Senator Emmett Hanger, Dr.

Weldon Hill, Naomi Hodge-Muse, Delegate Danny Marshall, Delegate Charles Poindexter, Senator Bill Stanley, Treney Tweedy, Janice Wilkins.

CHAIRMAN'S REMARKS (CONTINUED AFTER CLOSED SESSION)

Senator Stanley stated the reappointment of Naomi, complimented her as an instrumental and pivotal member of NCI's Board of Directors. He also welcomed Richard Hall, stated Richard's "can do" spirit believes in economic revitalization and that New College of Virginia leads the way.

Senator Stanley also provided a few updates from Richmond, such as a report to General Assembly to update legislative members with progress with academic partners, including James Madison University. Delegate Marshall requested report to be sent to board members.

Senator Stanley thanked Senator Emmett Hanger for his support.

Financial Update

NCI's Assistant Director for Finance and Operations, Christina Reed, presented NCI's Fiscal Year 2019 budget highlighting its general fund appropriation, increase of 600K in the appropriation, and non-general fund for a total revenue of \$ 3.7 million, noting a projected increase of 548,000 in non-general funds from academic programs. Christina Reed discussed NCI's annual operational support, followed by a slide detailing historical trends in grant funding. Christina included a brief description of NCI programs generating revenue and explained the academic model.

Christina Reed highlighted NCI's appropriated positions and comparison among other Virginia higher education centers.

The financial update includes program related expenses with detail and noted an increase/decrease in respective categories, noted an increase in the educational supplies line item and explained increase due to incorporate a robotics team.

A brief explanation of the budget line item category, salaries and related, Christina Reed acknowledged a \$112,000 increase and referred the board members attention to a handout regarding the proposed part-time positions, including administrative support, marketing and recruitment specialists which will provide additional support to existing and new programs/projects.

Christina Reed's financial update detailed expenses related to publication and subscriptions, explained expenses due to data research for NCI and other multiple platforms for promoting NCI programs.

Christina identified information technology expenses for normal equipment updates, telephone and internet expenses, and explained the need to replace one network server that requires an upgrade.

NCI's Non-General Fund is comprised from revenue generated from NCI's Performance Film program, Center of Advanced Film (CAM) and NCI's Telehealth program. There is a projected balance of \$303,000 for the fiscal year ending 6/30/2018. Christina noted the recent transfer of the Center of Excellence grant to New College Institute, previously, the grant was awarded to New College Foundation until the funds were frozen, funds expected to be unfrozen and awarded to NCI. She further explained from the anticipated revenue, expenses from the Non-General Fund include salaries for respective restricted positions. She gave an example of the Health and Human Service Coordinator was a restricted position,

meaning his position was funded by revenue generated from the Telehealth to sustain the position and/or program.

Senator Emmett Hanger made a motion to adopt the budget as presented, seconded by Dr. Hill and Delegate Danny Marshall. Following a brief discussion, the motion was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT

Dr. Blevins welcomed Richard Hall to the board.

Dr. Blevins indicated every department/person has goals and an action plan for added accountability for accomplishing NCI's mission.

Dr. Blevins explained Senator Janet Howell's recent visit to New College Institute and assisted with the development of the itinerary featuring NCI and other areas in southside, Virginia.

Virginia Deputy Secretary of Education, Fran Bradford visited New College Institute and met with staff, faculty, and students to listen and learn more about NCI. The students from multiple programs were invited

Dr. Blevins briefly discussed NCI's committees, acknowledged scheduling an Academic Outreach and Marketing committee meeting. Noting, Dr. Weldon Hill was working on a date for the academic committee to meet.

Dr. Blevins provided the Board of Directors a staffing update and org chart to document newly hired staff members.

She gave an update about James Madison University partnership and detailed continued progress to implement a BS Integrated Science and Technology. Dr. Blevins added, JMU created surveys that would be used for connecting with regional employers based on feedback from roundtables conducted in Summer 2018 and responsive to the needs of employers and students. The exact model has not been specifically defined. While the program is housed at New College Institute, NCI will collaborate with other Higher Education Centers.

Dr. Blevins updated the board on the Performance Film Program, adding NCI hired Ralph Schultz. He was scheduled to attend national conferences to attract prospective students, and we will invite him to the next board meeting to discuss his strategic plan and program.

Richard Hall briefly explained how successful Ralph's career has been, highlighting some of his accomplishments.

Dr. Blevins informed the board that Newport News Digital shipbuilding mobile experience would be at New College Institute in October to demonstrate the applicability of mobile shipbuilding to our region, employers, and students.

The Executive Director also updated the board on the launch of the Radford University's Master's in Counseling, with intent to begin classes in January 2019. She stressed the need for the program in this area, as evidenced by Piedmont Community Services and Department of Social Services.

The partnership with Online Virginia Network is still being defined, viewing NCI as a physical hub for students who need access to broadband, access to computer, adding the potential for experiential learning opportunities.

Dr. Blevins included a copy of the Deficit Provision form to the state, certifying New College Institute did not overspend its state budget and its fiscal compliance.

A brief discussion about mental health led by Delegate Charles Poindexter highlighted that Radford University's program included the clinical hours as a benefit to the students and region.

Senator Stanley thanked the board and staff for efforts.

COMMUNICATIONS UPDATE

Melany Stowe, Assistant Director of Academics and Communications, discussed the Radford University Cyber Impact Program. She briefed NCI's Board of Director's with information related to the Cyber Defense Certificate. The program is considered a "business to business" opportunity, and New College Institute is the only Higher Education Center offering the program.

In her update, Melany stated NCI would host half day seminars on site starting in October and November.

A brief discussion about the program, included inquiry about tuition rates and actual costs of the program. She also informed the board that the Radford University graduation would be at NCI for those that completed the certificate program.

Melany Stowe thanked the board for passing the budget, specifically the marketing budget and outreach. NCI will focus on non-traditional students, tasked to revitalize the economy.

Richard Hall asked about the recruitment plan for the Cyber program. Melany agreed to share it would be shared with the board, adding she shared the RU Impact model with workforce board offices, department of Education, HR/CTE directors, regional chambers, and others.

Bob Burger discussed how he considered the NCI's Board of Directors as a family and offered a prayer for Janice Wilkin's son who has a major upcoming surgery at Duke.

CLOSING REMARKS

The next meeting date will be established with a doodle poll and projected to be held in December.

Senator Stanley thanked everyone in attendance to the meeting.

PUBLIC COMMENT

No comments were required by members of the public in attendance.

ADJOURNMENT

On Motion by Bob Burger the meeting was adjourned at 12:11 p.m.

