

New College Institute
Board of Directors Meeting
November 18, 2022

The Board of Directors of New College Institute (NCI) met on Friday, November 18, 2022, at 8:30 am in the Martin-Lacy Lecture Hall Section A of the Baldwin Building in Martinsville, Virginia.

MEMBERS PRESENT

Senator William Stanley, Delegate Les Adams, Richard Hall, Eric Jones, Cameron Patterson, Treney Tweedy, Mary Trigiani, Delegate Rodney Willett, Michael Edwards, Rebecca Horner, and Hubert Harris.

MEMBER ABSENT

Catherine Tanner Brown, Senator Emmett Hanger, Delegate Kathleen Murphy, and Maria Pia Tamburri.

OTHER PRESENT

Christina Reed, Interim Executive Director; Ramona Taylor, Office of the Attorney General, Rebekah Hughes, Director of Marketing and Communications; Dr. Susheela Shanta, Coordinator of K-12 and Institutional Effectiveness, Clifford House, Quality Assurance and Advanced Manufacturing Trainer; Kim Phillips, Marketing Specialist; JoAnn Shellhammer-Fox, Finance & Operations Analyst; Erica McDaniel, Event and Administrative Program Coordinator; and John Maxwell, Coordinator of Health and Human Services.

CALL TO ORDER AND WELCOME

Senator Stanley called the meeting to order at 8:38 am, provided a welcome, and stated that we planned a strategic retreat because of the issues that came with the pandemic needed to be addressed. We expect to be on the path to success after today's strategic session. We have an expectation to do what's right for the children and displaced workers in the area, as well as to honor Dr. Baldwin.

Senator Stanley also thanked the staff for putting together the retreat and for working so hard during this transitional time. He also thanked the board members for attending.

ROLL CALL

Christina Reed called the roll, noting the presence of a quorum.

Senator Stanley welcomed the new members, Hubert Harris, and Rebecca Horner. Hubert Harris introduced himself as a retired higher education executive and former Chief of Staff at Virginia State University. Rebecca Horner introduced herself, from Richmond and received three degrees from The University of Virginia, she is a mom and does a lot of board work. The rest of the board of directors introduced themselves to the new board members as well.

Senator Stanley thanked Naomi Hodge-Muse for her six years of service on the NCI Board of Directors.

APPROVAL OF MINUTES

Upon motion by Michael Edwards to approve the meeting minutes from June 24, 2022; seconded by Richard Hall; approved unanimously.

NCI CHAIRMAN UPDATE

Senator Stanley stated that in order to keep the meeting moving quickly to get to the strategic session, he will forego the Chairman's update.

FY23 BUDGET REVISION

Christina Reed, Interim Executive Director, presented the fiscal year 2023 revised budget to reflect the extra one million dollars for broadband, which was added in the yellow column. This money will be used for skilled services, equipment, etc. NCI has entered into an agreement for curriculum use and is waiting on the application process. Mr. Jones asked if this would be a carryover or one-off payment and Christina confirmed that it is a one-off payment. Two additional staff is needed for training, but the payment timeframe ends on 6/30/2023. Christina also noted that the third column combines everything, and the blue column is current expenses.

Christina noted that NCI is currently under a hiring freeze, and we are very short staffed. She also noted that the largest expense is salary. Also noted that NCI is working on new programs and training staff for new GWO programs. Because of being short-staffed, we are below the expense average spend percentage. Richard Hall noted that we are consciously spending due to not having a director and managing accordingly.

Christina also mentioned that the non-general fund budget is special revenue from programs, such as the testing center, GWO, Telemental health, etc. We have one staff member who is fully special revenue funded. We also recently hired Dr. Creasey to oversee the Claude Moore grant partnership.

Upon motion to approve the budget revisions by Cameron Patterson, seconded by Eric Jones, the motion carried unanimously.

EXECUTIVE COMMITTEE

Senator Stanley provided an overview of the vacancies that are currently open on the Executive Committee, as well as the Standing Committees.

New Board Secretary

- Richard Hall motioned to nominate Eric Jones as secretary. Eric Jones agreed, so Hall closed the motion. All were in favor. Eric Jones is the newly appointed board secretary.

Committee Open Positions

- There are 2 open positions: Standing Academic Committee Chair and At Large Member of Executive Committee. Cameron Patterson nominated Mary Trigiani for the At Large Member of the Executive Committee. Senator Stanley appointed Mary Trigiani as At Large Member of the Executive Committee.
- Hubert Harris volunteered to be on the Academic committee, and Delegate Les Adams volunteered to be on the Marketing and Outreach committee.
- Rebecca Horner commented that the committees need to reflect the agency's strategic direction, and that may change after this afternoon's strategic discussion.
- Cameron Patterson volunteered to be the Standing Academic Committee Chair. Senator Stanley appointed Cameron Patterson as Standing Academic Committee Chair.

Richard Hall asked Ramona Taylor if we can do the board meeting, incorporate the strategic session in as a break, and then resume the meeting after the strategic session. Ramona confirmed this was allowed.

NCI UPDATE

NCI staff provided a presentation on the history of NCI and current status for each program area. Christina Reed provided an overview of NCI noting that the NCI statute in the Code of Virginia, as well as the current Virginia strategic plan for NCI, is provided in the Board packets.

- Advanced Manufacturing-Clifford House
 - Current programs for Advanced Manufacturing that are available at NCI are Certified Production Technician, CNC Operator, Introduction to 3D Printing, and Metrology Lab. House also mentioned that we partnered with the Virginia Museum of Natural History to model a fossil that they had to dispose of.
 - Upcoming programs are FBS OptIC Path Course and the NCCER Power Line Worker.
 - NCI launched the Manufacturing Skills Institute Apprenticeship Program in partnership with MSI.
 - In Global Wind training, NCI currently offers Basic Safety Training and Basic Technical Training. NCI hopes to add Advanced Rescue Training and Sea Survival to the Basic Safety Training program in order to be a one-stop shop for all GWO certifications. For Sea Survival, Christina Reed and Richard Hall visited a quarry in Thomasville, NC. NCI is entering into an agreement to use their facility for the sea survival portion of the Basic Safety Training class. This will be one day at the facility; four hours in the classroom and four hours in the water. The MOU is currently being reviewed by Ramona Taylor. Ramona stated that she made one suggestion, so if the quarry agrees with her suggestion, we're good to sign the agreement. Richard Hall stated that the only cost for us to prepare the facility is to build the platform needed for the training.
 - Cameron Patterson asked if NCI could make a dashboard to see the progress on these programs, and Christina Reed confirmed that we can.
 - Senator Stanley mentioned that if we become a manpower center point, that opens up partnerships because an offshore wind farm is being built currently off

the coast of Virginia, and there is talk of a potential wind farm in Southwest Virginia. Mary mentioned that this will position this region.

- CyberSecurity/IT-Rebekah Hughes presented on behalf of Ken Russel
 - NCI is currently updating the internet connectivity, staff are training on security, and we are working on cloud migration. Rebekah also mentioned that we partnered with Franklin County to help them create a cyber security awareness website.
 - Eric asked if the internet, cloud migration and security are the top 3. He wants an update from The-Way/Ken Russell on the internet. He also stated that security is to ensure that content isn't taken. The cloud migration should be a reduction in cost but also increase the student experience. Hubert Harris also noted that these are excellent skills to offer students as well.
 - Rebekah also noted that we have the IMPACT, FC Cyber Aware website partnership, and the STAGS. Senator Stanley also noted the \$25,000 donation to NSBE for their robotics program.
 - Treney Tweedy mentioned that our ability to pivot is an advantage. Eric Jones points to the pipeline and how far is it going. NSBE and STAGS won't compete against one another, so they can partner.
- Health/Human Services-John Maxwell
 - Presented the current activities related to Telemental Health online program with nine modules totaling 3,247 modules registered in fiscal year 2022.
 - Bluefield Master of Counseling was offered as a hybrid program prior to COVID and NCI is striving to bring the program back as a hybrid.

Moved Presentation by Move to Martinsville in order to allow prior to lunch. Mr. Dean Johnston provided an overview of Move to Martinsville and how they work to attract individuals to the area. The majority of those that are moving to Martinsville are those that are retiring and want to contribute to the community. NCI can access that expertise and provide opportunities for education to the community.

Break for Lunch & Tour at the Virginia Museum of Natural History

NCI UPDATE--continued

- Education/Community Leadership-Dr. Susheela Shanta
 - Lab School project-planning grant submitted October 16, 2022
 - STEMbot collaboration with Virginia Tech targeted for spring 2023.
 - This will lead to professional development opportunities for Technology Education and Science teachers in Spring 2023
 - CyberSecurity Experiential Event for K12 Tech Leaders scheduled in Spring 2023 in partnership with Department of Education and Virginia Society for Technology in Education
 - Partnering with Franklin County Schools on their NSF/DOE application for middle school computer science education

- Current Degree Programs Offered:
 - Longwood Bachelor in Elementary Education
 - Longwood bachelor's in early childhood education
 - Radford Master of Science in Strategic Communication
- Some Credit:
 - Radford—IMPACT Cybersecurity Program
- Non-Credit LIFE Program (Learning Is ForEver)

ELECTRONIC MEETING RESOLUTION

Cameron Patterson motioned to approve the resolution as presented, with Mary Trigiani seconding the motion. There was no discussion, and the motion was approved.

CLOSED SESSION

Richard Hall led the meeting into closed session with the following motion at 3:50 pm:

I move that the Board of the New College Institute convene a closed meeting pursuant to § 2.2-3711 (A)(1) and (A)(7) for discussion of personnel matters, specifically related to the review of candidates for the Executive Director position and for consultation with legal counsel on matters related to a Memorandum of Understanding with the New College Foundation.

Motion was seconded by Delegate Rodney Willett, approved with a roll call vote.

The Board exited closed session at 5:00 pm. upon motion by Richard Hall, seconded by Eric Jones, the motion carried.

Mr. Hall read and motioned the certification:

Whereas, the members of the Board convened in closed meeting on this November 18, 2022 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act;

NOW BE IT RESOLVED, in accordance with Virginia Code § 2.2-3712, that the Board hereby certifies that, to the best of each member's knowledge:

(1) only public business matters lawfully exempted from open meeting requirements under Virginia law, and

(2) only such public business matters as were identified in the motion by which the closed meeting was convened

were heard, discussed, or considered in the closed meeting.

Hubert Harris seconded the motion. Christina Reed read the roll call and noted there were 9 affirming remaining members, quorum was present.

Items to note by Senator Stanley:

- Executive Director Search--Richard Hall, Eric Jones and Hubert Harris are the Executive Search Committee members. They will report by the end of the year.
- Ramona Taylor will give more instruction on an MOU with the New College Foundation and other legal options in the near future.

Michael Edwards motioned to end the meeting, and Delgate Rodney Willett seconded the motion, unanimously approved.

Meeting adjourned at 5:06 PM.