

**New College Institute  
Board Meeting  
January 7, 2010  
Room 303, King Building**

The Board of Directors of New College Institute met on Thursday, January 7, 2010 in Room 303 of the King Building.

**Attendance:**

**Ms. Elizabeth Haskell, Mr. Mark Heath, Delegate Danny Marshall, Delegate Don Merricks, Ms. Amanda Redd, and Mr. Kimble Reynolds.** Dr. Eugene Trani participated electronically.

Also present were **Dr. Leanna Blevins**, NCI Associate Director; **Dr. Barry Dorsey**, NCI Executive Director; **Mr. Charles Guthridge**, Public Affairs Consultant; **Mr. Morgan Guthridge**, Public Affairs Consultant; **Mr. Charles Toothman**, NCI Fiscal and Human Resources Administrator; and **Ms. Melanie Ingram**, NCI Assistant to the Executive Director. **Ms. Greer Saunders**, Assistant Attorney General, participated electronically.

**Call to Order and Welcome**

In the absence of Chairman Rob Spilman, Vice Chair Elizabeth Haskell welcomed the members and called the meeting to order.

**Roll Call and Approval of Minutes**

Ms. Ingram called the roll and announced that a quorum was present.

On motion by Delegate Marshall, seconded by Dr. Trani, the minutes of the October 8, 2009 meeting were approved.

**Executive Director's Report**

Dr. Dorsey provided an overview of the status of NCI at the mid-point of the 2009 – 10 academic year.

- In his 2010 – 12 Budget, Governor Kaine recommended a minimal, additional budget reduction for NCI of approximately \$8,000 in 2010 -11 and 2011-12. The key for NCI will be to hold this budget recommendation during the upcoming General Assembly session.
- NCI held its Winter Graduate Recognition Ceremony on December 14, 2009. Twenty-eight students were honored. In 3 ½ years, 114 students have completed bachelor's or master's degrees through NCI.
- Enrollment continues to increase. We will meet or exceed our goal of 400 students in the current academic year.
- NCI held approximately 810 class sessions in Fall Semester, 2009. At least 925 class sessions will be held in Spring Semester, 2010.

- In addition to the 17 degree and four certificate programs that were announced at NCI in 2009 -10, NCI will partner with the Harvest Foundation and the Danville Regional Foundation to offer the Duke University Nonprofit Management Intensive Track Certificate Program during Spring Semester, 2010.
- Four advisory committees, reflecting NCI's four academic emphases, are in the process of being established and will hold their initial meetings over the next few months.
- NCI has already arranged for two new degree programs to be offered at NCI in 2009-10. They are a B.S. in Accounting from VCU and a M.Ed. in Special Education from UVA. NCI will have a VCU faculty-in-residence to direct the Accounting program. The Special Education program will be on-line with several "live" sessions in which students come together as a group.
- NCI will continue to expand its use of videoconferencing to selected sites. Our student recruiters will soon visit the Carroll County area to determine interest in videoconferencing additional academic programs to the Crossroads Institute in Galax. Interest has also been expressed by the Booth Center in Grundy.
- NCI staff are working on the possibility of offering two Summer Institutes in 2010. Each would be an intensive one-week session for area teachers to obtain recertification classes. One session would be for elementary teachers and the other for secondary teachers.
- The regional Governor's School has been very successful in its first semester at NCI. Approximately 70 students begin classes at 7:30 a.m. each weekday morning in the NCI classrooms in Jefferson Plaza.
- The New College Foundation continues to make progress toward reaching the first million dollars of its fundraising goal to establish an endowment.
- NCI's Outreach Educators continue to have success stories almost daily. It's important for the Board to know about how lives are being changed in this area because of NCI's existence. Not only do our Outreach Educators visit in the schools and churches and make presentations to groups of students, they also counsel one-on-one.
- NCI continues to be very involved in the community. Among recent initiatives, an NCI-sponsored blood drive in December resulted in 23 pints of blood for the local area.

### **Announcement of the Duke University Nonprofit Management Intensive Track**

Ms. Angela Logan, Program Officer for the Harvest Foundation, announced the partnering of New College Institute, the Harvest Foundation, and the Danville Regional Foundation to offer a Certificate in the Nonprofit Management Intensive Track Program at NCI. The Intensive Track program explores eight essential areas of nonprofit management. Participants may complete the requirements for the Certificate in eight days. The two four-day sessions at NCI will be April 12 – 15 and June 21 – 24. The cost to participants is \$250. Class capacity is 30 individuals.

## **Overview of Upcoming General Assembly Session**

Dr. Dorsey asked Charles and Morgan Guthridge to share their thoughts on the upcoming Virginia General Assembly session.

Charles and Morgan Guthridge agreed that the upcoming General Assembly session will be a difficult one. They indicated that budget cuts are imminent but are unsure of an amount. NCI staff members were encouraged to plan for at least a 10% budget reduction. Charles Guthridge indicated that final budget numbers should be announced by March 10. In addition, the Guthridges recommended that staff members begin to seek additional sources of revenue.

Delegate Danny Marshall agreed with the Guthridges' assessment of the upcoming General Assembly session and volunteered to set a meeting very soon for Dr. Dorsey with Governor McDonnell and his staff.

## **Enrollment Report for Fall Semester**

Associate Director Dr. Leanna Blevins reviewed NCI's Enrollment Report for the Fall Semester. The report represents only the first set of data that will be included in the Annual Enrollment Report that will be presented to the NCI Board next July. That report will also include new students who enroll at NCI in the Spring Semester as well as early (prior to July 1, 2010) summer. She reported that NCI staff expects enrollment to meet or exceed 400 students this year. A copy of the report is attached to these minutes.

## **Committee Actions and Reports**

In the absence of Chairman Spilman, Dr. Dorsey reported the following items discussed at the committee meeting earlier in the day.

### **A. Executive Committee**

- **Review of Agency Expenditures**

Mr. Toothman reviewed the 2009 – 10 Operating Budget Expenditures through November 30, 2009.

- **Overview of Governor Kaine's Budget Recommendations for NCI for the 2010 – 12 Biennium.**

Dr. Dorsey reported that Governor Kaine made his final budget recommendations on December 18. In them, he basically protected NCI from any significant budget reductions in the coming biennium. A copy of the Governor's budget recommendations are attached to these minutes.

The Executive Committee discussed the recommendations and agreed that NCI's goal will be to work very hard to hold on to the governor's proposed budget in the upcoming General Assembly session.

- **Review of Materials to Request an Increase in Proposed Higher Education Equipment Trust Funds for NCI in 2010 – 12**

At the October NCI Board meeting, NCI's legislative board members all agreed to seek a budget amendment to increase NCI's allocation from the annual \$23,720 recommended by the State Council of Higher Education (SCHEV) to the \$75,000 level that NCI actually received in each year of the 2008 – 10 biennium. As a result, NCI's legislative members agreed to introduce a budget amendment providing that the yearly amount be increased to the amount received by NCI, \$75,000, in each year of the 2008 – 10 biennium. The Executive Committee reviewed a draft narrative report to be sent to NCI's legislators for presentation to the General Assembly.

- **Other Items**

There were no other items discussed.

## **B. Outreach Committee**

- **Building Usage Report**

Dr. Blevins reviewed the Room Usage Report for 2009, noting that the use of NCI spaces has nearly doubled in the last year, including the additional space in Jefferson Plaza.

- **Summer Programs**

Dr. Blevins presented an overview of the 2010 Summer Internship program. New College Foundation will fund the program again this year. Employers will be asked to fund a portion of the internship. Depending on the level of support received from employers, NCI expected to fund 12 to 13 interns throughout the community.

- **Other Items**

Dr. Blevins reported the status of research on a comprehensive student information system. Together with the NCI recruiters, a matrix of options has been developed and demonstrations of products have been attended.

A meeting and lunch was held in the fall with all NCI faculty and many Patrick Henry Community College faculty and deans. NCI staff are working with PHCC officials to develop a committee that will meet regularly to discuss relevant issues in order to best serve students. Plans are underway to have a similar meeting with the other community colleges that are our immediate feeder institutions.

A list of Upcoming Community Outreach Activities for Spring 2010 was distributed. Members of the Board were invited and encouraged to participate when possible.

## **C. Academic Affairs Committee**

### **▪ Report on the Establishment of the Academic Advisory Committees**

Chairman of the Academic Affairs Committee Mark Heath reminded the Board of the announcement at the October Board meeting that NCI's future academic emphases will be Teacher Education, Nursing and Allied Health, and programs that collectively promote Economic Development.

A number of local and regional residents have since been asked to serve on the advisory committees, which are being established to help NCI ensure that its academic programs meet the needs of the region. In addition to an advisory committee for each of the three academic emphases, a committee will be appointed to provide advice regarding NCI's niche or special programs.

Meetings of the committees will be held over the next six weeks. Board members will be notified of the meeting dates and invited to attend.

### **▪ Report on Current and Future Degree Programs**

The Committee reviewed and discussed NCI's 17 degree and four certificate programs offered in 2009 – 10.

The committee will review programs in more detail at its April, 2010 meeting.

### **▪ Other Items**

There were no other items discussed.

## **Report on New College Foundation**

Elizabeth Haskell, Chair of New College Foundation, reported on the following activities of the Foundation:

- To date, \$822,719.05 has been collected, pledged, or promised toward our Fundraising Campaign goal of \$2.5 million.
- After pledges reach \$1 million (hopefully by late spring, 2010), NCF will hold a luncheon to recognize the milestone and also to honor those individuals or organizations whose contributions entitle them to a "naming opportunity."
- NCF is still in the private phase of the Fundraising Campaign. There are approximately 100 individuals yet to be contacted in this phase. After that, the Campaign will move into its public phase.

## **Other Business**

Future meeting dates for the remainder of 2010 were discussed and set. The meetings were scheduled for April 1, 2010, July 22, 2010, and October 21, 2010.

## **Open Discussion**

Dr. Dorsey asked the members if they had any other questions or comments to bring before the Board. There was no other business discussed.

## **D. Adjournment**

The meeting adjourned at 1:05 p.m.

Partner Institution	Degree program	Details	Total students	Student Status		Location		Education Level	
				Full-time	Part-time	Martinsville	Video Teleconference	Undergrad	Graduate
<b>Averett University</b>									
	M.Ed.	108	13	13	0	13	0	0	13
	M.Ed.	110	15	15	0	15	0	0	15
	M.Ed.	111	20	20	0	20	0	0	20
	M.Ed.	113 (7 <sup>th</sup> cohort)	17	17	0	17	0	0	17
	BBA	#125 completed 8/09	14	14	0	14	0	14	0
	BBA	#129	16	16	0	16	0	16	0
	BBA	#132	12	12	0	12	0	12	0
	BBA	#137	14	14	0	14	0	14	0
	BBA	#GE1-25	10	10	0	10	0	10	0
<b>Averett University TOTAL</b>			<b>131</b>	<b>131</b>	<b>0</b>	<b>131</b>	<b>0</b>	<b>66</b>	<b>65</b>
<b>James Madison University</b>									
	Education Leadership		2	2	0	2	0	0	2
	Provisional Licensure	Via video-teleconference	5	0	5	5	0	5	0
	Individualized Studies		0	0	0	0	0	0	0
	Contemporary issues in ed: teacher recert (summer)		13	0	13	13	0	0	13
<b>James Madison University TOTAL</b>			<b>20</b>	<b>2</b>	<b>18</b>	<b>20</b>	<b>0</b>	<b>5</b>	<b>15</b>

# New College Institute Preliminary Enrollment Report Fall 2009

Partner Institution	Degree program	Details	Total students	Student Status		Location		Education Level	
				Full-time	Part-time	Martinsville	Video Teleconference	Undergrad	Graduate
<b>Old Dominion University</b>	Motorsports		5	4	1	3	2	5	
	Counseling	Masters	15	10	5	15	0	0	15
<b>Old Dominion TOTAL</b>			<b>20</b>	<b>14</b>	<b>6</b>	<b>18</b>	<b>2</b>	<b>5</b>	<b>15</b>
<b>Virginia Commonwealth University</b>	Homeland Security and Emergency Preparedness	Cohort 2	1	1	0	1	0	1	0
	Homeland Security and Emergency Preparedness	Cohort 3	4	4	0	4	0	4	0
	Criminal Justice		2	2	0	2	0	2	0
	Criminal Justice	Cohort 2	5	5	0	5	0	5	0
	Patient Counseling	Via video-teleconference	6	0	6	6	0	0	6
<b>VCU TOTAL</b>			<b>18</b>	<b>12</b>	<b>6</b>	<b>18</b>	<b>0</b>	<b>12</b>	<b>6</b>
<b>Norfolk State University</b>	Social Work	Cohort 1	2	2	0	2	0	2	0
		Cohort 2	3	3	0	3	0	3	0
	Social Work Master's	Cohort 1	15	15		8	7		15
	Early Childhood Education		14	14	0	3	11	14	0
<b>Norfolk State University TOTAL</b>			<b>34</b>	<b>34</b>	<b>0</b>	<b>16</b>	<b>18</b>	<b>19</b>	<b>15</b>
<b>Longwood University</b>	Liberal Studies (Elem. Ed.)		25	12	13	24	1	25	0

## New College Institute Preliminary Enrollment Report Fall 2009

Partner Institution	Degree program	Details	Total students	Student Status		Location		Education Level	
				Full-time	Part-time	Martinsville	Video Teleconference	Undergrad	Graduate
Radford University	Nursing		5	3	2	5	0	5	0
	Nursing	“third year” at at PHCC	6		6	6		6	
	Special Ed	Via video-teleconference	1	0	1	1	0	0	1
	Information Technology	Via video-teleconference	27	27	0	5	22	27	0
	Math Education Master’s	Via video-teleconference	4	0	4	4	0	0	4
<b>Radford University TOTAL</b>			<b>43</b>	<b>30</b>	<b>13</b>	<b>21</b>	<b>22</b>	<b>38</b>	<b>5</b>
University of Virginia	Word Study	Teacher recert	31	0	31	31	0	0	31
	Reading Master’s		19	0	19	19	0	0	19
	ESL Endorsement	Endorsement- Via video-teleconference	6	0	6	6	0	0	6
<b>UVA TOTAL</b>			<b>56</b>	<b>0</b>	<b>56</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>56</b>
<b>TOTAL FALL 2009 ENROLLMENT SUMMARY *</b>			<b>Total students</b>	<b>Full-time</b>	<b>Part-time</b>	<b>Martinsville</b>	<b>Video Teleconference</b>	<b>Undergrad</b>	<b>Graduate</b>
			<b>347</b>	<b>235</b>	<b>112</b>	<b>304</b>	<b>43</b>	<b>170</b>	<b>177</b>
<b>Fall 2008 total</b>			<b>258</b>	<b>165</b>	<b>93</b>	<b>n/a</b>	<b>n/a</b>	<b>148</b>	<b>110</b>
<b>2008-09 total</b>			<b>347</b>	<b>243</b>	<b>104</b>	<b>292</b>	<b>55</b>	<b>187</b>	<b>160</b>

\* Not included in enrollment numbers are students who have completed all program requirements at NCI and are in the process of completing additional bachelor’s program prerequisite coursework at a community college (VCU Homeland Security/Emergency Preparedness and Ferrum College Criminal Justice).

Overview of Governor Kaine's Budget Recommendation for NCI for the 2010 – 12 Biennium

Governor Tim Kaine's General Fund budget recommendation for NCI in each year of the 2010-12 biennium is \$1,464,107. Although this amount is \$159,702 (9.84%) below the base of \$1,623,809 that was used for NCI by the Governor's staff for each year of the biennium, the amount is actually only \$8,131 below the net General Fund available to NCI in 2009-10 following all budget reductions. The evolution of the 2009 -10 appropriation is as follows:

Original 2009-10 General Fund Appropriation	\$1,734,809
2008-09 reduction also carried forward to 2009-10	- 111,000
New base budget for 2009-10	\$1,623,809
2009-10 additional budget reduction	- 151,571
Net General Fund Appropriation for 2009-10	<u>\$1,472,238</u>

The challenge for NCI will be to hold the Governor's recommendation for 2010-12 during the General Assembly session. One key will be to remind all individuals involved in the budgeting process that the Commonwealth is able to leverage its investment in NCI through the matching funds received from the Harvest Foundation. As a result of the leveraging, NCI's value to the state and the region is significantly enhanced.