

LORD FAIRFAX COMMUNITY COLLEGE
BOARD MEETING
MINUTES NO. 252
April 1, 2021

CALL TO ORDER

The Lord Fairfax Community College Board convened an electronic meeting in accordance with § 2.2-3708.2 of the Code of Virginia and Chapter 1283 of the 2020 Acts of Assembly to conduct regular business on Thursday, April 1, 2021 at 12:00 p.m. The meeting was transmitted virtually via Zoom video and phone conference at <https://vccs.zoom.us/j/84033622951> or +1 301 715 8592 (Meeting ID 840 3362 2951). A video recording of the meeting can be viewed by visiting <https://lfcc.edu/about-lfcc/college-board/>

Members Present	Kimberly P. Blosser Michael Czinkota Krista Farris Benjamin C. Freakley Brad A. Hodgson Kim Jenkins Paul Johnson Andrew C. Keller Michael A. Lake Brandon Monk Maryam Tabatabai Michael Wenger	Lord Fairfax Community College Page County Winchester City Shenandoah County City of Winchester Fauquier County Page County Shenandoah County Frederick County Frederick County Clarke County Rappahannock County
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Members Absent	Renard Carlos Edwin C. Daley Pamela M. McInnis	Fauquier County Warren County Warren County
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Others Present	Kelly O'Keefe, CEO, Brand Federation Chris Coutts, provost Fauquier campus and vice president of communications and planning Anne Davis, vice president of academic and student affairs Ashley Hansen, executive assistant to the president Liv Heggoy, associate vice president of development Craig Short, vice president of financial and administrative services
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Approval of Minutes No. 251	On a motion made by Mike Lake, seconded by Brad Hodgson, Minutes No. 251 were unanimously approved.
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NEW BUSINESS

Introduction of new College Board members: a. Krista Farris, representing	Board Vice Chair Mike Wenger introduced and welcomed new College Board members, Krista Farris, representing Winchester City, and Kim Jenkins, representing Fauquier County. Both representatives have been appointed to their first four-year term serving on the LFCC board.
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<p>Winchester City</p> <p>b. Kim Jenkins, representing Fauquier County</p> <p>(Information Item)</p>	<p>Ms. Farris and Ms. Jenkins participated with a virtual board member orientation session held prior to April's board meeting that was facilitated by Mike Wenger, board vice chair, and LFCC President Kim Blosser.</p> <p>This was an information item and required no further action.</p>
<p>Overview of the college renaming process in consultation with Brand Federation; presentation by Kelly O'Keefe, CEO, Brand Federation</p> <p>(Information Item)</p>	<p>President Kim Blosser welcomed Kelly O'Keefe, CEO of Brand Federation, who provided an overview of the college renaming process.</p> <p>A Renaming Taskforce has been created to lead the process in consultation with Brand Federation. The Taskforce will identify criteria for what the new name should say about the college, help to narrow down potential new name options, and solicit and review feedback from all stakeholders.</p> <p>The Taskforce consists of three current students, four staff members, two faculty, one alum, one retired faculty (professor emeritus), two community members, one administrative faculty and one college board member.</p> <p>Brand Federation has held four roundtable discussions with the following groups – students, alumni, donors, faculty and staff. The Taskforce will meet through mid-May. A final report of the Taskforce, including recommended names, will be completed by the end of May. A new name will be recommended to the College Board in June and to the State Board in July. The new approved name will begin to be used beginning Summer 2022.</p> <p>This was an information item and required no further action.</p>
<p>LFCC Institutional Priorities AY 2020-21 progress report</p> <p>(Information Item)</p>	<p>LFCC President Kim Blosser reviewed with board members the LFCC Institutional Priorities AY 2020-21 progress report (Attachment No. 1) and highlighted numerous goal progress areas.</p> <p>A link to the president's performance evaluation electronic survey will be emailed to all board members. All survey responses remain anonymous. Survey responses will be tabulated by LFCC's research, analytics, and data systems unit and provided to the board chair and vice chair for review and inclusion in the president's evaluation letter to the Chancellor. The board chair and vice chair will draft a letter of evaluation for board review. Upon board consensus, the evaluation letter will be sent to the Chancellor in late May.</p> <p>This was an information item and required no further action.</p>

	(Attachment No. 1; 14 pages)
State budget and college operations update (Information Item)	<p>Kim Blosser reported on the following:</p> <p>State Budget</p> <ul style="list-style-type: none"> • Going into the General Assembly session – the VCCS had two main priorities: G3 funding and additional funding for Advisors • G3 (Get Skilled, Get a Job, Give Back) was included in the Governor’s Budget – and came out of the Conference Budget <ul style="list-style-type: none"> ○ \$36M total (\$34.5 million for the program; \$1.5 million for marketing/outreach) • Advisors – no funding was included in the Governor’s Budget; however, the Conference Budget included: <ul style="list-style-type: none"> ○ \$15M total in new operational funding for the VCCS (\$2.5 million earmarked for advisors) ○ \$2.5M in new funding for advisors (with the amount above = a total of \$5M for new advisor positions) ○ For LFCC, this will mean 3 new advisor positions • The \$15M in operational support was intended to maintain affordable access for students <ul style="list-style-type: none"> ○ As a result, it is expected that the State Board will not raise tuition or fees in 2021-22 • VCCS will receive an additional \$2,271,000 in need-based state financial aid beyond what is provided for G3 • 5 percent salary increase for full and part-time faculty and staff beginning July 1. <p>College Operations</p> <ul style="list-style-type: none"> • Students return to campus <ul style="list-style-type: none"> – The summer 2021 schedule will look more similar to summer 2019 with some in-person classes and many online classes – The fall 2021 schedule will include F2F classes, hybrid classes, online classes (both asynchronous and online-live/synchronous), and Hyflex classes (teacher physically on campus with students while other students are joining via Zoom) – Planning for 85-90 percent occupancy in classrooms / labs in case guidance includes distancing – Requirement for face coverings will be determined based on VDH guidance • Employees return to campus <ul style="list-style-type: none"> – The College is currently open; we have remained open for the majority of the pandemic – More employees will begin returning to offices June 1 – There will still be telework agreements in place and we will still provide online services to students – Fall semester will look more like Fall 2019 than Fall

	<p>2020</p> <ul style="list-style-type: none"> Concerns we're hearing <ul style="list-style-type: none"> Whether all employees will get the vaccine and if students will be vaccinated If there is still a requirement for face coverings, how will we enforce this How we'll plan for how students want to take their classes Plans for additional faculty training this summer <ul style="list-style-type: none"> Summer Learning Academy Best Practices for online teaching 2.0 – Boot Camp We will continue virtual services for students as well as having employees in offices for in-person assistance <p>This was an information item and required no further action.</p>
2021 Strategic Plan update (Information Item)	<p>Chris Coutts reviewed the attached update on progress on the strategic planning process with board members.</p> <p>This was an information item and required no further action.</p> <p>(Attachment No. 2; 2 pages)</p>
Recommendation to approve AY 2021-22 Student Code of Conduct (Action Item)	<p>Anne Davis recommended the AY 2021-22 Student Code of Conduct for approval. Board members reviewed the draft proposal summary statement (Attachment No. 3). Board members were provided a link to the full conduct statement prior to the meeting.</p> <p>On a motion made by Brad Hodgson, seconded by Paul Johnson, the AY 2021-22 Student Code of Conduct was unanimously approved.</p> <p>(Attachment No. 3; 2 pages)</p>
Alson H. Smith Building update (Information Item)	<p>Craig Short reported the following:</p> <p>In an effort to reduce the diminishing and inadequate off-site teaching locations used by Workforce Solutions, the proposal to utilize “non-verting” cash funds generated by the program to expand the Alson H. Smith Building was previously approved by the LFCC local board. The board was told to expect updates on the status of the request and overall project at future college board meetings.</p> <p>The projections were to be less than 5,000 square feet and a cost of less than \$3,000,000 to construct. The final design is at 3,900 square feet and bids are due to be opened on March 25, 2021. A report on the results of that bid is expected by April 1, 2021.</p>

	This was an information item and required no further action.
Recommendation to approve <i>Utility Easement for Smith Hall Addition</i> (Action Item)	<p>Craig Short presented the recommendation to approve Utility Easement for Smith Hall Addition for approval. Board members reviewed the Waterline Easement Exhibit Smith Hall (Attachment No. 5).</p> <p>On a motion made by Brad Hodgson, seconded by Mike Lake, the recommendation was unanimously approved.</p> <p>(Attachment No. 5; 2 pages)</p>
Recommendation to approve LFCC President Executive Compensation FY 2021-22 (Action Item)	<p>Liv Heggoy reviewed with board members that the VCCS policy on executive compensation permits the college's foundation to supplement the president's salary in the form of a housing allowance up to \$25,000 per year. This is a fairly common practice at four-year universities and is becoming more common at community colleges. Approximately half of current VCCS presidents receive this annual allowance.</p> <p>The LFCC Foundation Board and executive committee has set aside \$15,000 in the Foundation budget that can be used to supplement the president's salary annually. Authorization for the president to receive this benefit must be recommended by the local college board, funded by the foundation, and approved by the chancellor.</p> <p>On a motion by Mike Lake, seconded by Paul Johnson, the recommendation for a president housing allowance in the amount of \$15,000 to be received by LFCC President Kim Blosser and funded by the LFCC Foundation was approved unanimously.</p> <p>(Attachment No. 6; 1 page)</p>

REPORT OF THE COLLEGE BOARD CHAIRMAN

Board Vice Chair Mike Wenger reported on the following

The next College Board meeting is scheduled for June 3, 2021. Ashley Hansen will send a survey to all college board members to determine meeting format preference among board members. The board anticipates resuming in-person meetings on a consistent basis beginning September 2021.

All board members are strongly encouraged to participate with the Commencement Drive-Thru Diploma Walks being held at either the Middletown or Fauquier campuses. Board members are welcome to attend both events or the campus event nearest their locality represented.

REPORT OF THE EDUCATIONAL FOUNDATION BOARD REPRESENTATIVE

Michael Lake, LFCC Educational Foundation Board representative, reported on the following:

- The grand opening or ribbon cutting for the Luray-Page County Center has been rescheduled from April to September 2021
- The Foundation is seeking organizations or individuals interested in naming opportunities at the new Hazel Hall STEM-H building at the Fauquier campus

REPORTS OF THE COLLEGE

President

Kim Blosser reported on the following:

Enrollment

- Spring enrollment is down 11 percent
- Fall enrollment was down 6 percent
- Those declines will have an impact in the fall semester with the numbers of returning students.
- Federal funds to support declines will help in the near term, but we will need to continue to focus on enrollment strategies in the coming year.

Budget

- State Budget is excellent (sent you the video about good news).
- Not anticipating any tuition increases for students.
- We will start working on the College Budget in the next couple of months.
- Not anticipating any reductions in professional development or department budgets at this time, but we will need to watch enrollment next year.

Return to Campus

- None of our college operations – everything from cleaning to buildings and grounds to student support services to human resources to instruction – will ever go back to exactly the way it was before the pandemic. Our students will never engage with us in exactly the same way as they did before. We will have more employees teleworking at least part of the time than ever before. We *may* have more students taking online classes than ever before. We may not hold meetings in the same way as we did before COVID.
- The remainder of the spring semester will look pretty much like it looks now – except that employees who want to work in their offices can feel free to do that.
- Starting in June, we will have employees in offices in smaller numbers, like we did last summer and the beginning of the fall. Employees should work with their supervisor regarding

	<p>telework arrangements.</p> <ul style="list-style-type: none">• This fall, there will be more students on campus. Offices will be staffed in a variety of ways, depending on the needs of each department. Student facing offices will need someone present every day during normal operating hours.• We will also need people available virtually to help current and prospective students, as well as faculty teaching online and employees teleworking <p>Instruction in the fall</p> <ul style="list-style-type: none">• Planning to start with smaller caps on the size of in-person classes until we see what the physical distancing guidance is.• Will offer a range on F2F, hybrid, online (synchronous and asynchronous), and the new Hyflex. We will have more options for instruction than ever before.• Classrooms will be adapted with new technology so students can join a F2F class from anywhere (Craig Short and IT are working to get faculty input on this now).• Workforce classes will be able to return to more students in the classroom, which will help provide more access to students. <p>Masks and Physical Distancing Guidelines</p> <ul style="list-style-type: none">• The college is following the CDC and Virginia guidelines that are in place – which are that we need to maintain 6 feet of physical distancing and we must wear masks.• We will adjust as new guidance comes out from the CDC and the VDH. If masks are required – we will require them. If they are not, we will likely encourage for anyone not vaccinated but will not be able to require. <p>Telework</p> <ul style="list-style-type: none">• Employees will work with their supervisor to determine if their job duties are suitable for telework.• There will be differences depending on the department an employee works in and the nature of their work. It may also vary depending on the time of the year. <p>Name Change</p> <ul style="list-style-type: none">• The college has notified the State Board and Chancellor of the February 4 College Board decision to move forward with renaming the college. This notification letter also specified that the college will seek a new name for Fairfax Hall on the Middletown campus and propose it along with the new name for the college to the local board for approval at its June board meeting. The new name for the college will be proposed to the State Board for approval at its July meeting.• The president attended the March 1 Rappahannock County BOS meeting to answer questions and provide supportive
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	<p>background information regarding the college name review process and board decision to move forward with renaming. Rappahannock County BOS voted to express to the Virginia Community College System Chancellor Glenn DuBois and the State Board of Community Colleges that it does not support the decision of the College Board or the vote of the Rappahannock County appointee to the board. That information has been shared with the Chancellor.</p> <ul style="list-style-type: none"> • College leadership has established the Renaming Taskforce and its members include 3 students, 1 alumni, 2 faculty, 4 staff, 1 admin faculty, 1 retired faculty, 2 community members and 1 college board member. • The Taskforce's first meeting was held March 8 and will meet biweekly through May. An internal communications group of LFCC members including Brandy Boies, Sally Voth and Aaron Riddle will attend all Taskforce meetings. Biweekly meetings have also been scheduled with LFCC leadership as a briefing on the renaming process. Chris Coutts and Mike Wenger are co-chairing the taskforce and will communicate updates on the renaming process. • Four 90-minute roundtable discussions have also been facilitated by Brand Federation to gather qualitative feedback from college stakeholders concerning the college name. These four groups included students, alumni, faculty/staff, and donors. A need for a fifth roundtable discussion among community business leaders and partners has been identified and is currently being scheduled. <p>President's Virtual Open Forums</p> <p>The next President's Virtual Open Forum with employees is scheduled for April 27 at 3:00 pm via Zoom. The next open forum with students is scheduled for April 22 at 12:30 pm.</p> <p>Student and Employee Recognition Events</p> <p>Planning is underway for many end-of-year celebratory and recognition events for both students and employees. Many of these ceremonies will be held virtually this year, and board members will receive email invites to attend if their schedules allow.</p> <p>Commencement Ceremonies</p> <p>With state-implemented indoor restrictions due to COVID-19, the 50th Commencement Ceremony of Lord Fairfax Community College will be held this year in two formats:</p> <ol style="list-style-type: none"> 1. The formal ceremony will air virtually on our website on Saturday, May 15 at 1 p.m., and will be very similar to the virtual ceremony we had last year 2. We will have two in-person, drive-thru diploma walks. Graduates will have the opportunity to walk across the stage at the Fauquier Campus or the Middletown Campus,
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	<p>on the following days/times:</p> <ul style="list-style-type: none"> ○ Fauquier Campus, Thursday, May 13, beginning at 4 p.m. ○ Middletown Campus, Friday, May 14, beginning at 4 p.m. <p>Since the drive-thru diploma walk is new this year, more details are available on our College's Commencement webpage: https://lfcc.edu/commencement (click on the 'More Details' tab)</p> <ul style="list-style-type: none"> ➤ College Board members are invited to join the platform party at either (or both) of the in-person, drive-thru diploma walks. ➤ Members do not have to remain in attendance for the entire duration of the event as it is scheduled to possibly span 3 hours; members are welcome to arrive at 4 p.m. and leave when their schedule requires. ➤ Members participating will be seated on a tented platform; graduates will walk across this platform to receive their diploma from President Blosser. ➤ Members will be required to wear regalia; the college will provide all board members wishing to participate with regalia (unless a member has their own regalia they wish to wear) ➤ Ashley Hansen will be communicating an official invite to participate as a member of the platform party and provide further specific event details.
<p>Communications and Planning; Fauquier campus</p>	<p>Chris Coutts reported on the following:</p> <p>Fauquier campus</p> <ul style="list-style-type: none"> • Construction has begun on Hazel Hall. We have a live video feed of the construction site at http://lfcc.edu/hazel so you can follow the progress from anywhere. We'll post updates on the construction on this page. • We continue to develop the plans for a trades building on campus. We've worked with the county to develop a process for a boundary adjustment on the land, and are working with several foundations on funding options. <p>Communications and Planning</p> <ul style="list-style-type: none"> • Work continues on the strategic plan. Focus groups were held on March 17 and 18, and results from those focus groups will be incorporated into the draft plan. • Work also continues on the college website update. Content changes will be approved in April, and a revised college website is on track to be unveiled in late spring. • Plans are underway for a drive through Commencement

	<p>ceremony at each campus, in addition to the video. The latest information can be found at lfcc.edu/commencement. This landing page contains several forms:</p> <ul style="list-style-type: none"> • Graduate Sign-Up to participate in either the Middletown or Fauquier Drive-Thru Diploma Walk. • Faculty and Staff Sign-Up to assist at one or both Drive-Thru Diploma Walks. • Graduate Photo Submission – to be used in the Virtual Commencement ceremony. • Family and Supporters – Submit Congratulatory Text or Video Messages to Graduates. These may be used in the Virtual Commencement ceremony.
Academic and Student Affairs	<p>Anne Davis, vice president of academic and student affairs, reported on the following:</p> <p>PTA Program Dr. Rekha Parameswaran is the new PTA Site Coordinator at the Luray Page County Center and is working to get the lab and equipment set up for the first cohort to start in Fall 2021. Dr. P (as she likes to be called) has been a physical therapist for over 20 years. She has clinical expertise throughout the spectrum of the lifespan and with specialty populations, such as traumatic brain injuries. She has also worked as an independent contractor for over 20 years.</p> <p>General Studies Articulation Agreement A 2+2 articulation agreement in General Studies with Shepherd University is near completion. Shepherd has been a great partner and will offer LFCC students a 25% discount upon transfer.</p> <p>Cybersecurity and Computer Science LFCC had a team entered in the virtual Fall 2020 National Cyber League Competition, which allows international teams to compete. Our students did an outstanding job. The report shows that our LFCC team placed 7 out of 281 within the team's assigned region, and 48 out of 957 overall of the team entries. The National Cyber League Competition is an event highly recognized by employers and the Center for Academic Excellence (CAE) sponsoring organizations.</p> <p>Early College and High School Partnerships Attached is the Productivity Report for Dual Enrollment for the spring semester. (<u>Attachment No. 8</u>)</p> <p>LFCC will be hosting students on campus the week of June 22 as part of the Health Science Career Pathway: Advisory Group (a committee of seven public school divisions, Shenandoah University, and LFCC. The Academy geared for grades 10-12 introduces students to various healthcare fields, and it's expected that 28 students will be</p>

	<p>participating this summer. Students will spend one full day at Valley Health Systems, one day at Shenandoah University, and one and a half days at Lord Fairfax Community College. The Academy is scaled back in the number of students participating (usually there are 50 students) and the number of days (usually a full week) due to the pandemic and allowing for social distancing.</p> <p>Advising Increases Student Success The advising team undertook a pilot study in which they targeted a sample of under-represented students to see if additional outreach and advising support makes a difference. The group targeted by advising saw a higher-grade point average than the general population and was retained at higher levels than the general population. The team is continuing to explore how to scale up these interventions with current resources.</p> <p>Wrap Around Services for Students Single Stop is rolling out with its student tax preparation. Our Single Stop Coach has also gathered local resources from our service area to help students quickly access help. The full roll out of Single Stop is this summer. In other Single Stop news, the program has prompted a creative relationship with our Human Services Program. We plan to host interns from Human Services to assist with Single Stop programming.</p> <p>High School New Student Orientations Orientations have begun and registration opens on April 2nd. Student Services is running a pilot program to provide four high schools fall schedules for their seniors at orientation. We will track the outcome to find out if there are differences in how many credits taken and retention.</p>
Institutional Advancement	<p>Liv Heggoy, associate vice president of development and executive director of the LFCC Educational Foundation reported on the following:</p> <ul style="list-style-type: none"> • With Hazel Hall construction back on track, the Foundation will resume its fundraising efforts. There are five naming opportunities remaining in Hazel Hall - three science labs, the faculty office suite, and the fabrication lab – all at a \$25,000 level, and can be pledged over a maximum of five years. The Foundation will likely organize a public gathering later this summer to celebrate the real groundbreaking. • The grand opening and ribbon cutting for the new Luray-Page County Center will be rescheduled and will not happen on Friday, April 23. The two options under consideration are Friday, August 13 and Friday, August 20. • This is the second year that the Foundation will not be able to host our in-person (and always inspirational) Appreciation

	<p>Luncheon in April. This is when the scholarship recipients and donors meet. Last week, we tried something new and met by Zoom with a donor and 9 of the 15 recipients of her scholarship. It went well and may be a model we try with other donors as well.</p> <ul style="list-style-type: none"> The Foundation has submitted a grant proposal to the United Way of Northern Shenandoah Valley to support helping hand/emergency assistance for students, many of whom are in the ALICE population.
Financial and Administrative Services	<p>Craig Short, vice president of financial and administrative services, reported on the following:</p> <p>Business Office Open positions remain in recruitment with the closing of the two positions and review of applicants beginning March 22. Beginning the FY 22 Budget preparation process. Units will see those letters by end of March to start constructing budget requests. Continue to manage CARES act related grant expenditures, including the second portion of student funds to be distributed.</p> <p>Auxiliaries and Facilities Planning Jenkins Hall warranty work and IT installation ongoing to include several HyFlex classrooms. Hazel Hall preliminary work taking place with pre-construction meeting held March 12, 2021. Contractor presence on site with site work beginning late March, pending receipt of storm water permit from DEQ. Fauquier Trades lab preliminary planning study documents remain in progress at 90 percent complete. Smith Hall Addition in bid as of February 22 with anticipated return of bids due March 25. Subway and Fitness Center at the Middletown campus remain closed with Subway being permanently closed and de-branded, bookstore operations remote and online. Continuing to review options/planning for alternatives for Summer/Fall 2021 anticipating return of increased student presence on campus with an eye on cashier-less vending options for both campuses. Second vaccination clinic was held on March 19 with additional clinics to be held with Rotz Pharmacy through July, relegated to Fridays.</p> <p>Facilities Management The Director of Facilities position remains in recruitment; interviews for reduced candidate pool of 2 candidates resulted in no hire. Smith Hall welding lab contract issued, work was scheduled to begin early March through April 23, however, and delays in procuring gas company and submittals from contractor have translated in delays for work on campus. Project is anticipated to be complete by April 29. Testing Lab wall work began the last week of February and remains on schedule for completion by March 30. Fire protective systems related work to the capital project in Fairfax Hall was completed with Fire Marshal</p>

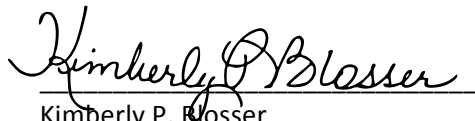
	<p>inspection February 25; final work needed to close out that project with final permit closure on March 18. Received purchase order for exterior/parking and sidewalk work for Middletown to address ADA and access concerns. Work scheduled for completion by mid-April for concrete and asphalt with landscaping by end of April. Continue to work on accommodations for the COVID pandemic and in preparation for eased restrictions for the Fall. One major component of that work is the modernization of controls for both campuses to increase the reliability of HVAC operating systems and ensure that they are operating at maximum potential for fresh air and exhaust.</p> <p>LFCC Police Chief of Police recruitment closed with final selection of Bruce Coor. Began process for purchasing of new police SUV unit to replace old vehicle. Continuing to maintain COOP posture because of the COVID pandemic. COOP Campus Coordination team continues to meet for planning Summer and Fall course delivery with anticipated changes to the "Return to Campus" plan published by May 1.</p> <p>Information and Instructional Technologies Continued support with temporary staffing and re-assignment from the IT side. Temporary staffing will remain in place through 2021 using CARES Act funding to assist in the development of capacity for remote delivery of instruction. Software for remote "help desk" access has been purchased and initially set up and in test for security and operation. Continuing to set up and install Jenkins Hall technology. Exploring options for HyFlex for both campuses and for enhanced delivery of instruction remotely; receiving input from faculty now and expect to be in procurement by April 10 for major push on installation over the Summer. The IT CIO is evaluating options for a unified ticket system for IT, ITO, and Facilities that is easier to use on the user interface through Team Dynamix. The Tech council has approved a new funding model for FY 22 but will not be complete until May when the final IPEDs numbers are available; expected updates on that after Tech meetings in March. Overall, the numbers are not expected to vary greatly from prior funding cycles; main benefit will be more predictability and current drops in funding are more than compensated with the use of CARES and CRSSA funding. IT continues to solicit needs from faculty and staff for hardware related to remote and mobile delivery of service and instruction with the attitude of full development of faculty and staff capacity for remote and mobile delivery of instruction and services.</p>
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IMPORTANT DATES			
Date	Activity	Time	Location
Tuesday, May 11, 2021	Student Academic Awards Virtual Ceremony, Middletown Campus	5:00 p.m.	Virtual; Zoom invite will be emailed to board members
Wednesday, May 12,	Student Academic Awards	6:30 p.m.	Virtual; Zoom invite will be

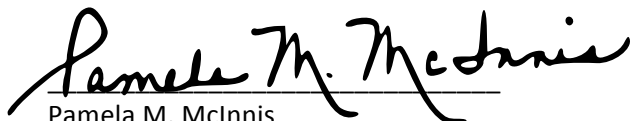
2021	Virtual Ceremony, Fauquier Campus		emailed to board members
Thursday, May 13, 2021	LFCC Employee Virtual Recognition Ceremony	10:00 a.m.	Virtual; Zoom invite will be emailed to board members
Thursday, May 13, 2021	Commencement Drive-Thru Diploma Walk, Fauquier Campus	4:00 p.m.	Fauquier Campus
Friday, May 14, 2021	Commencement Drive-Thru Diploma Walk, Middletown Campus	4:00 p.m.	Middletown Campus
Saturday, May 15, 2021	Virtual Commencement Ceremonies	1:00 p.m.	www.lfcc.edu/commencement
Thursday, June 3, 2021	College Board meeting	12:00 p.m.	Luray-Page County Center

ADJOURNMENT

Board Vice Chair Mike Wenger declared the meeting adjourned at 1:55 p.m.

SUBMITTED BY:


Kimberly P. Blosser
President of the College and
Secretary to the Lord Fairfax
Community College Board

APPROVED BY:


Pamela M. McInnis
Chair
Lord Fairfax Community College Board

Copy + Attachments to: All College Board Members and Cabinet members.

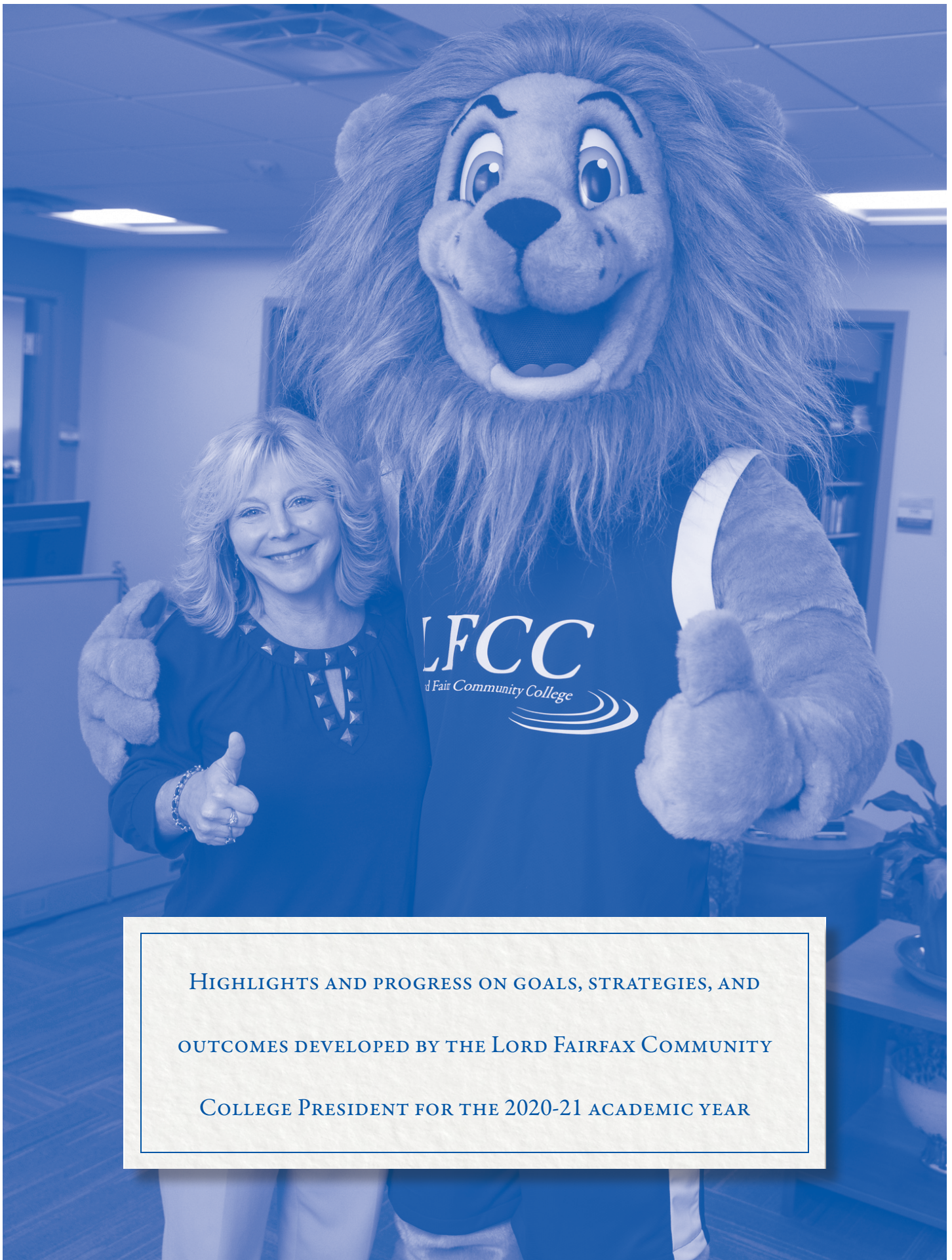
Copy of Approved MINUTES NO. 251 (February 4, 2021) filed with Glenn DuBois, Chancellor, Virginia Community College System.

PRESIDENT'S

• INSTITUTIONAL PRIORITIES •

APRIL 2021





HIGHLIGHTS AND PROGRESS ON GOALS, STRATEGIES, AND
OUTCOMES DEVELOPED BY THE LORD FAIRFAX COMMUNITY
COLLEGE PRESIDENT FOR THE 2020-21 ACADEMIC YEAR

PRESIDENT'S

INSTITUTIONAL PRIORITIES

APRIL 2021

Stabilizing Enrollment

Responding to Workforce Needs

Ensuring Transfer Success

Budget Stabilization

Operational Safety and Security

Building Diversity

Wholistic Student Services

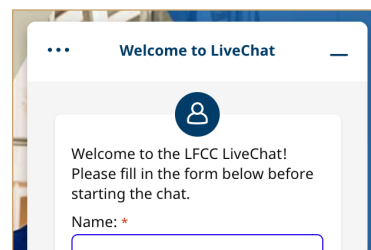
Other Institutional Priorities



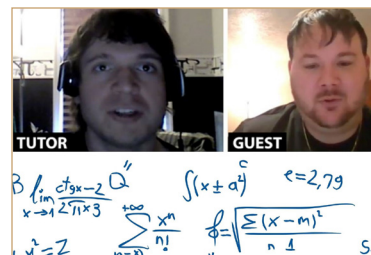
GOAL 1

STABILIZING ENROLLMENT

- ✓ Enrollment for Fall 2020 was down 6% overall (the College had a contingency plan for a 10% decline). A few breakouts to highlight:
 - Returning students were down 7%, while Transfer students were up 4%
 - Part-time students were down more than full-time students
 - Ethnicity: Hispanic/Latino enrollment was down 17%, while both Black/African American and Two or More Races enrollment was up 5%
- ✓ LFCC developed a **variety of virtual student services** and made these available to students. These virtual services available proved so helpful they will continue after we return to campus as well. Virtual services include:
 - Financial Aid Zoom Room
 - Registration Rooms
 - Online Advisor Appointments
 - Online Orientations
 - Online Information Sessions
 - Online Student Life events
- ✓ A **Tech Resources tab** includes a wealth of information on technology platforms and a way to contact the Instructional Technology Office for assistance.
- ✓ A **Live Chat** function on the website, which receives an average of 200 chats per week.
- ✓ **Surveyed students** and found: 77% have reliable Internet service at home; 21% have Internet at home but it is not reliable; 2% don't have any Internet access at home.
- ✓ Provided **technology options for students with limited access** to equipment and/or Internet service, including computers and hotspots to checkout and wifi access in parking lots.
- ✓ LFCC created a **stronger online tutoring presence**: In the fall semester, there were: 250 live tutoring sessions via Zoom; 510 live tutoring sessions via chat; 344 online submissions to the Writing Center.
- ✓ LFCC's College Success Skills course, **SDV 100**, was **redesigned** to better help students build resilience, connections, and persistence.
- ✓ The **graduation rate** for the most recent cohort (2017) of full-time, first-time degree/certificate seeking students is 43%, the highest ever.



<<<
Live Chat
function
on the
website



<<<
A math
tutoring
session

What's Next?

Implementing a one-stop solution for our underserved students to help identify sources of funding, especially where there are gaps.

The LFCC Foundation and college leaders are working with area foundations to identify last-dollar funding for students in programs that are not covered by G3, FastForward, or other sources.

Enrollment and outreach strategies are being developed to address the enrollment losses this year.

With new state funding, additional onboarding coaches and advisors will be hired.



IN PROGRESS

GOAL 2

RESPONDING TO WORKFORCE NEEDS

- ✓ LFCC worked on proactive and responsive workforce strategies to address the pandemic.
 - **Bootcamps:** Two FastTrack Bootcamps were offered in Fall 2020 for the dislocated workforce (Goal: Five Bootcamps)
 - **Grant funding:** GOVA for COVID impacted workforce initiatives. The GOVA proposal was researched, written, and submitted. Unfortunately, it did not make the state council cut.
 - **Move courses online:** The workforce curriculum was made available online. Nearly 40+ classes converted F2F delivery to online hybrid delivery.
 - **Trained instructors to teach online** using CANVAS, with mixed reviews.
 - **Collaborating with economic development:** LFCC collaborated with local economic development officials to develop community response initiatives. Warren County since joined the list of counties in this article, totaling \$130K in economic development partnership scholarship funding to develop locality community responses.
- ✓ LFCC increased completion of 688 workforce credentials and short-term certificates as of January 31, 2021, to help people get back into the workforce. (Goal: meet baseline of 624 credentials)
- ✓ LFCC supported credential attainment for students from underserved populations by:
 - Working closely with the Northern Shenandoah Valley United Way to link credentialing program opportunities to the ALICE population.
 - Serving as a founding partner in the new startup of the Shenandoah Valley Workforce Development Board's Network2Work program, connecting underserved populations to a comprehensive network of service providers, credentialed training opportunities, wrap-around support services, and employment opportunities in the LFCC service region.
- ✓ LFCC, Germanna Community College, and Valley Health-Page Memorial Hospital have partnered to begin a new Physical Therapy Assisting degree program at our new Luray-Page County Center. A faculty has been hired to lead the new program, which begins Fall 2021.
- ✓ Our Institutional Research Office began producing monthly reports showing the changes in online job postings to understand the impact of Covid on the economy.



IN PROGRESS

The Pandemic
Didn't Stop This
High School Grad
from Fast-Tracking
His Career >>>

<https://lfccworkforce.com/despite-pandemic-clarke-county-high-school-grad-finds-success-in-fast-tracking-his-career/>

GOAL 3

ENSURING TRANSFER SUCCESS

- ✓ LFCC is working to ensure that transfer students enroll in courses that count toward completing a bachelor's degree.
- ✓ LFCC and Shepherd University signed a new 2+2 agreement from our RN to their BSN degree program.
- ✓ In 2018-19, depending on the transfer program, 68-75% of our students transferred to a 4-year institution. The top transfer schools are:
 - George Mason
 - James Madison
 - Old Dominion
 - Shenandoah
 - Virginia Tech
- ✓ In the Graduating Student Survey, 95% of students indicated they were satisfied or very satisfied with how LFCC prepared them for employment or transfer.



What's Next?

LFCC is working on Transfer Virginia and advisors are promoting Passport classes to ensure an easy transfer.

As part of the LFCC website redesign, LFCC is incorporating transfer into Guided Pathways program sheets.

Working on additional 2+2 agreements with 4-year transfer partners.

Disaggregating transfer data through an equity lens to be sure all students are transferring and completing at the same rates.



IN PROGRESS

GOAL 4

BUDGET STABILIZATION

- ✓ LFCC was able to **reduce personnel costs as a result of the hiring freeze** that was in effect from early April until early fall semester.
- ✓ LFCC implemented a **hold on discretionary spending**. Additional spending outside of budgets was relegated primarily to the delivery of instruction through remote or distance learning. Otherwise, operational budgets have remained essentially flat.
- ✓ **Institutional funds savings were rolled over** from FY20. We are anticipating a maximum “roll over” amount from FY21 into FY22 as well with the intention of leveraging the savings from this year to support any shortfalls from reduced enrollment.
- ✓ Many **unplanned costs will be offset by CARES Act and CRRSA** funding and are being utilized as a budget stabilization fund source for FY21. These funds are intended to help offset any losses in revenue and increased expenses due to COVID-19.
- ✓ State budget projections for FY 22 are positive.

What's next?

The infusion of CARES act funding and other measures we have taken to be conservative during this time will allow for a maximum rollover into the next fiscal year as a continuing budget stabilization measure.

The additional one-time expenditures afforded by the CARES Act funding will provide an opportunity to improve our delivery of instruction, particularly in the areas of Information and Instructional Technology.

Moving into next year, our budget remains flat with a handful of initiative-based exceptions, but extremely strong in spite of declines in enrollment and auxiliary based revenues this past year.

With the infusion of additional funds for projects such as G3, REV and others, LFCC has begun establishing new positions that are needed to support new initiatives.



GOAL ACHIEVED



GOAL 5

OPERATIONAL SAFETY AND SECURITY

- ✓ LFCC crafted and shared a **“Return to Campus Plan”** in response to COVID-19.
- ✓ **Videos and training** helped students, faculty and staff navigate the uncertainty.
- ✓ LFCC conducted a **comprehensive review and revision of the Emergency Operations Plan** to ensure it contains up to date information.
- ✓ In the Fall 2020 Current Student Survey:
 - 95% of students rate campus safety as very good or good
 - 94% rate their experience with campus police as very good or good
- ✓ In the Fall 2020 Faculty and Staff Survey:
 - 96% of employees rate campus safety as very good or good.
 - 98% of employees stated they strongly agree or agree that LFCC engaged in efforts to minimize health risks during COVID-19.
 - 93% of employees indicated that LFCC had been effective in supporting students and learning during the pandemic.
 - 91% of employees strongly agree or agree that senior leadership was effective in leading LFCC through the COVID-19 pandemic.

What's Next?

Students are beginning to return to our labs in a controlled way.

Mountain Vista Governor's School began bringing their students back to LFCC campus for science labs on Monday, March 15.

The College plans to return to a more normal work environment after Memorial Day, and a schedule of in-person classes are designed for the Fall semester.

>>>
Return to
Campus
Webpage

LFCC's Return to Campus

LFCC'S RETURN TO CAMPUS PLAN

The health and safety of the LFCC community is our highest priority. We are closely monitoring guidance from the Centers for Disease Control (CDC), the Virginia Department of Health (VDH), the Virginia Community College System (VCCS) and other experts to ensure our return to in-person operations are done in accordance with the latest guidance.

Our [“Lord Fairfax Community College Return to Campus Plan”](#) can be found [here](#). Updates will be posted to this page as they occur.

- **Current Version:** [LFCC Return to Campus Plan PDF File](#)
- **Previous Versions:** [July 2, 2020](#)

COVID-19 AND RETURNING TO CAMPUS TRAINING

This training presentation is designed to be a resource to students, faculty, and staff as we return to campus. The training covers the following topics:

- What is COVID-19?
- How to Protect Yourself and Others?

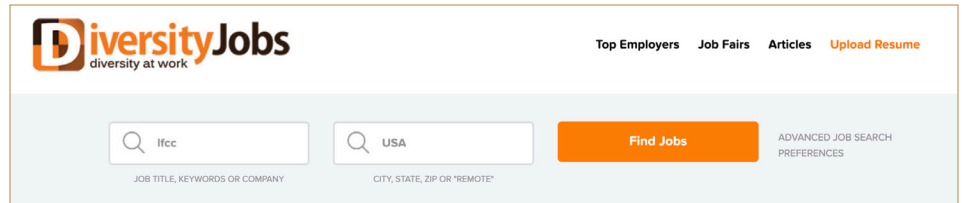


GOAL ACHIEVED

GOAL 6

BUILDING DIVERSITY

- ✓ LFCC built out a **college-wide Search Advocate Program**, and exceeded our goals for the year:
 - 13% of full-time employees are trained as search advocates (Goal: 10%)
 - 1% of full-time employees are established as train the trainers (Goal: 1%)
 - 100% of HR staff have been trained (Goal: 80%)
 - 100% of managers and leaders have been trained via supervisor forum and dean meetings. For those absent, the sessions were recorded for viewing (Goal: 50%)
 - 100% of full-time positions have been assigned a search advocate (Goal: 90%)
- ✓ LFCC increased its outreach to attract African American and Hispanic employees. Full time classified staff positions have been advertised on Diversity Jobs.
- ✓ LFCC's **Equity and Unity Ad Hoc Committee** reviewed data to determine inequities the College will need to address, brainstormed ideas to support unity, such as events, process review, and professional development, and made recommendations for additional college resources. The committee's recommendations have been shared throughout the college.
- ✓ LFCC **analyzed applicant pools** compared to availability based on national IPEDS and census data. The data does suggest we lose a disproportionate number of minority applicants at every stage of the process with the highest percentage lost from the final interview to selected candidate.
- ✓ LFCC's HR office has worked with the VCCS and PeopleSoft support to collect data on applicants with disabilities and veteran status. This information is now provided to search committees at each stage of the search process.
- ✓ Language from the VCCS's new EEO statement is now included throughout the college. The Fall 2020 Current Student Survey and Fall 2020 Faculty/Staff Survey included additional categories for diversity and inclusion based on this statement, such as veteran status, gender identify, pregnancy status, etc.
- ✓ In the **Fall 2020 Current Student Survey**, students were asked if LFCC provides a welcoming and supportive climate that values diversity and inclusion. 96% of students rated this as very good or good.
- ✓ All student data and survey data are disaggregated to look at diversity and equity.
- ✓ The President's Enrichment Program was redesigned to provide a program dedicated to educating and reflecting on race and ethnicity and building a foundation of language and understanding. Topics include
 - Defining Race and Ethnicity
 - Racism and Racist Ideology (Ideologies instead of Ideology)
 - Immigration in the U.S.: Public Policy and Public Attitudes
 - Educational Inequalities
 - Structural Inequalities—Wealth/Income, Housing, Health, Policing, Employment
 - Aesthetics and Representations



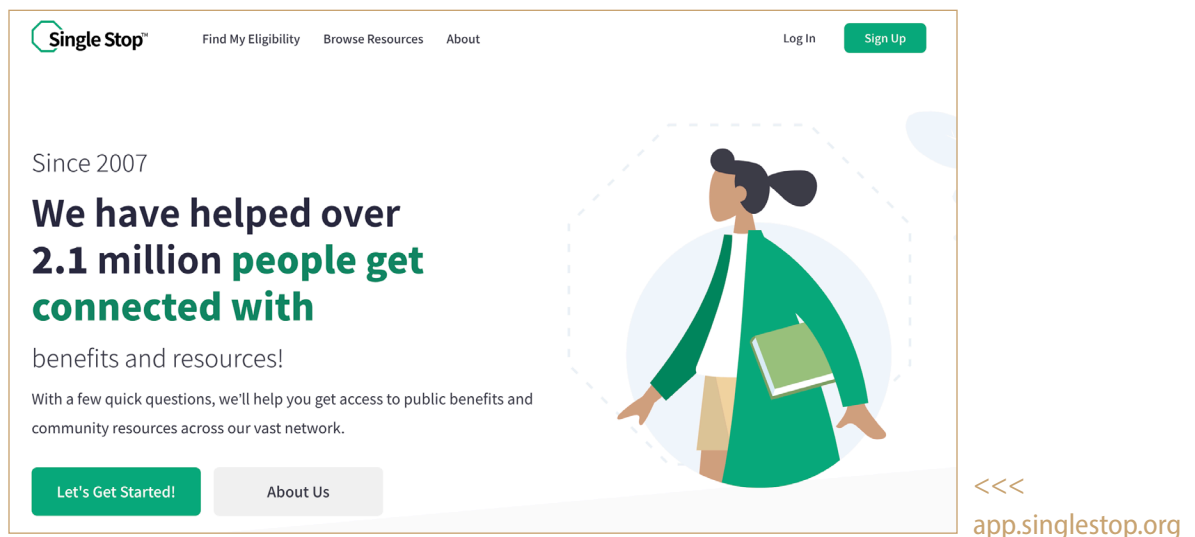
GOAL ACHIEVED

GOAL 7

WHOLISTIC STUDENT SERVICES

Recommendations from the *Power of the Possible Report*:

- ✓ Identify staff at the executive level. The college recently repurposed two, senior-level positions, the AVP of Student Services and Academic Support and the VP of Communication and Planning. Over the next year, these two administrators will work to coordinate and strengthen community partnerships and initiatives that address food, housing, mental health, and financial/legal needs of students.
- ✓ Explore implementation of Single Stop. Single Stop is a “one stop shop” for students to get connected to resources that help keep them in school. LFCC’s Single Stop site is expected to launch in early May. All services are free to LFCC students.



- ✓ The College added questions to the Current Student Survey beginning in Fall 2019 to address food and housing insecurity as well as mental health issues. The following are a few key findings:
 - 37% of students indicate they are worse off than before COVID; 51% were about the same; and only 7% were better than before (5% did not know).
 - In 2020, 25% of students report they cannot afford balanced meals, and 27% report eating less or skipping meals because due to a lack of money. These percentages are also comparable to those reported in 2019.
 - In 2020, fewer students report living temporarily with relatives or friends, but more report having problems paying rent/mortgage and paying utilities.
 - Only two students in 2019 and two in 2020 reported being homeless.
 - Regarding mental health, students who report feeling anxious rose by 3% to 80% in 2020; 78% report feeling overwhelmed; and 59% report feeling depressed.
 - More students in 2020 reported academic struggles (55%) and more reported that they had considered dropping out (33%). Both of those percentages are up more than 10% since 2019.



GOAL ACHIEVED

GOAL 8

OTHER INSTITUTIONAL PRIORITIES

Building our LFCC Foundation

- ✓ A Limited Liability Corporation (LLC) will be created for LFCC Foundation real estate holdings. The Foundation has engaged the services of an attorney.
- ✓ **Foundation staff** are evaluating the allocation of college and Foundation scholarships to underserved populations and determine whether more targeted scholarships can be established for certain minority groups and other underserved students. Modifications were made to the college's scholarship management system to facilitate this goal, and the evaluation will occur in late May 2021, after the 2021/22 scholarships have been awarded this spring. The first priority scholarship application deadline is April 5.

Improving Communication and Planning

- ✓ LFCC is **redesigning and refreshing its website** and related digital domains to help prospective students and workforce solutions clients, especially those from underserved communities, connect, enroll and succeed at LFCC. This will integrate LFCC's web content and structure with virtual and online courses and student resources.
 - All departments are working on their final content for their pages by April 1. The new website will "go live" July 1.
 - The new homepage design speaks to a variety of audiences with consistency, searchability and ease of navigation being the top priorities.
- ✓ LFCC is engaging in a **strategic planning process** to identify changing community and regional needs and determine ways to position LFCC to help meet these needs.
 - All College Day in October 2021 provided an opportunity to hear from faculty and staff and develop themes for our strategic plan.
 - Focus groups have been conducted with students, faculty and staff.



IN PROGRESS



ENGAGE LFCC

Strategic Plan



Update on Progress on the Strategic Plan

Work continues to progress on the development of the strategic plan. The original project plan called for a draft to be discussed with the College Board on April 1. Following the decision to find a new name and brand for the college, additional information and input is being gathered and will be incorporated into the plan, which will be shared with the college board as soon as it is finalized. Findings from the roundtables, run by Brand Federation, and the community name survey are being considered. Here is an update on some of the feedback and themes that have been developed.

Focus Groups: As a result of the need to gather more input, additional focus groups were scheduled and held with faculty and staff on March 17 and 18, and results from those focus groups will be incorporated into the draft plan. The themes emerging from student, faculty and staff focus groups are listed at the end of this update as Appendix A.

College Name Roundtables: Brand Federation conducted a number of roundtables with alumni, staff, students, and community members. An additional roundtable with business owners is being organized. Feedback from the roundtables is being used to help build the plan. Initial feedback from this research shows some consistent themes: stakeholders feel an incredibly strong connection to the college, they are excited about the potential a new name has to unite the region and college community, and they feel that the individualized support and attention we provide to every individual makes the college special.

Survey: A survey gathering feedback and input on various themes will be posted on the strategic planning website at lfcc.edu/strategicplan during the first few weeks of April. I invite you to share the survey and complete it yourself. A copy of the survey is listed as Appendix B.

VCCS Strategic Plan:

The VCCS's new strategic plan focuses on the following themes. We are working to ensure our draft plan is consistent.

- **Reimagining Funding and Finance to Build a Transformative Community College:** Evaluate the various funding models that drive resources across and within campuses. This includes but is not limited to reviewing funding for workforce programs, exploring flexible models of tuition and fees to reflect demand and cost, financing equitable outcomes for all students, and considering how to restructure the current system to better serve students.
- **Student Supports to Foster Success from Access to Completion:** Ensure that students have the financial and non-financial support necessary from entry to completion. This includes access to basic needs (food security, housing and technology) and intrusive advising and academic support.
- **Meaningful Credentials and the Future of Work:** Build quality pathways that provide value, foster upward economic mobility, and lead to future educational opportunities and credentials that are responsive to the changing demands of the workforce.
- **Reimagining Teaching and Learning:** Create adult-focused, student-centered strategies that are responsive to the changing needs of students with an intentional eye to equity and innovation.

Next Steps:

Once the feedback from the roundtables and survey is incorporated, a team will develop the measure for the goals and outcomes and prepare these for review and approval in late spring or early summer.

Appendix A: Feedback from Focus Groups

Value of LFCC Experience

- Lord Fairfax is an environment of personalized attention.
- Academic integrity is a shared value of the institution.
- Relationships between and amongst staff, faculty and students are a part of what makes LFCC special and unique
- Can be a valuable step into a career if approached properly, but not always marketed as such

Dynamic Learning

- Agile working and learning environment. Ability to pivot.
- On campus and off campus learning options keeping in mind some students have a technological barrier to fully access LFCC (lack of stable internet, access to a PC, technical skills for remote learning).
- Access to faculty and staff in person and remotely.
- Recent and continuous work on Diversity and Inclusion is evident and ongoing with room for more improvement – there is a need for increased training among faculty and staff
- Providing an affordable option and offers something for everyone – opportunities to narrow are present
- LFCC students range from just learning about an industry to having real life experience which provides direct interaction with the industries its students live and work in, but is that benefit known and capitalized on this as well as it could be?

Opportunities for Growth

- Market the benefits of LFCC to not just those that are in high school, but those unsure of their next move, those that feel stuck in their current careers and those that feel it's "too late".
- Shifting to online only education has expanded access to a variety of students.
- Develop methods to address technological barriers. Some students have more access to mobile devices, than a traditional PC.
- Increase fluency among staff and faculty for baseline equity issues

Pace of Change

- Gain feedback from the economic forces in the community to help structure coursework that will best enable students to be ready to fully engage in their desired career path – Career coaching, work-based learning, training/educational certificates/degrees.
- Clearly define LFCC's role as a step-in career and educational development the same as a 4-year college and not an extension of high school.
- Meet students where they are and prepare faculty to do that

Appendix B: Strategic Planning Survey

We appreciate your input into the strategic planning process.
Responses to this questionnaire are anonymous.

➤ **What is your connection to Lord Fairfax Community College?**

(If you have more than one affiliation, please choose the affiliation that most closely describes your relationship with the college).

- College Employee (*Any status – i.e., Full-time or Part-time, Staff, Faculty, Contracted*)
- Elected Official
- Board Member of the College and/or the LFCC Foundation
- Donor
- Community Partner, Business, or Institution
- General Community Member with no formal connection
- Student
- Program Advisory Committee Member
- Potential Student (*i.e., intend to register for classes within the next year*)

➤ **I would consider my connection to LFCC (*select only one, please*):**

- Current (*i.e., activity or contact with LFCC within the last year*)
- Not Current (*i.e., no activity or contact with LFCC within the last year*)

The following are areas of focus for the strategic plan and the broad priority directions we have initially identified for those areas. We want you to consider each of the priority directions in terms of LFCC's stated values.

Please respond with your initial reaction, selecting the mark that best describes your level of agreement with the stated priority direction (i.e., don't overthink!).

Focus Area: Classroom

➤ **Priority Direction:** *Fully empower LFCC students through rigorous and innovative education and training.*

Regarding the Priority Direction listed above (<i>Fully empower LFCC students through rigorous and innovative education and training</i>):	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of High Performance and will reflect we are focused, responsive, collaborative, and accountable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Integrity and will exemplify honesty, character, and respect for our communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Positive Spirit and will demonstrate that we value creativity, enthusiasm, and a “can-do” attitude.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Diversity and will enable us to honor the uniqueness of individuals and communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- ***Priority Direction: Ensure that students have the financial and non-financial support necessary from entry to completion. This includes access to basic needs (food security, housing, and technology) and intensive advising and academic support.***

Regarding the Priority Direction listed above <i>(Ensure that students have the financial and non-financial support necessary from entry to completion. This includes access to basic needs (food security, housing, and technology) and intensive advising and academic support):</i>	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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- ***Priority Direction: Fully empower LFCC students through supportive learning communities to help them achieve their dreams (maximize their potential).***

Regarding the Priority Direction listed above <i>(Fully empower LFCC students through supportive learning communities to help them achieve their dreams):</i>	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of High Performance and will reflect we are focused, responsive, collaborative, and accountable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Focus Area: Campus

➤ **Priority Direction: Enhance LFCC employee experiences through integrated yet diverse teams.**

Regarding the Priority Direction listed above (<i>Enhance LFCC employee experiences through integrated yet diverse teams</i>):	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of High Performance and will reflect we are focused, responsive, collaborative, and accountable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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- **Priority Direction: Enhance LFCC employee experiences through deep and wide communication across offices.**

<u>Regarding the Priority Direction listed above</u> <i>(Enhance LFCC employee experiences through deep and wide communication across offices):</i>	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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This is a direction that upholds our value of Diversity and will enable us to honor the uniqueness of individuals and communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- ***Priority Direction: Enhance LFCC employee experiences through a workplace that leverages the best of virtual technologies and face-to-face interactions to optimize work-life balance.***

Regarding the Priority Direction listed above <i>(Enhance LFCC employee experiences through a workplace that leverages the best of virtual technologies and face-to-face interactions to optimize work-life balance):</i>	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Focus Area: Community

➤ **Priority Direction:** *Engage with the community by creating a brand that reinforces innovation.*

Regarding the Priority Direction listed above (<i>Engage with the community by creating a brand that reinforces innovation</i>):	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of High Performance and will reflect we are focused, responsive, collaborative, and accountable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Integrity and will exemplify honesty, character, and respect for our communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Positive Spirit and will demonstrate that we value creativity, enthusiasm, and a “can-do” attitude.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Diversity and will enable us to honor the uniqueness of individuals and communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- ***Priority Direction: Engage with the community in ways that reflect our values and our commitment to our students' success.***

Regarding the Priority Direction listed above (<i>Engage with the community in ways that reflect our values and our commitment to our students' success</i>):	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of High Performance and will reflect we are focused, responsive, collaborative, and accountable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Integrity and will exemplify honesty, character, and respect for our communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Positive Spirit and will demonstrate that we value creativity, enthusiasm, and a "can-do" attitude.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Diversity and will enable us to honor the uniqueness of individuals and communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- ***Priority Direction: Engage with the community by focusing our relationships on community, workforce, and economic development.***

<u>Regarding the Priority Direction listed above</u> <i>(Engage with the community by focusing our relationships on community, workforce, and economic development):</i>	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	I Don't Understand or I Need More Information
This is a direction that upholds our value of Learning and will foster an environment that ignites and sustains a passion for lifelong learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of High Performance and will reflect we are focused, responsive, collaborative, and accountable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Integrity and will exemplify honesty, character, and respect for our communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Positive Spirit and will demonstrate that we value creativity, enthusiasm, and a “can-do” attitude.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
This is a direction that upholds our value of Diversity and will enable us to honor the uniqueness of individuals and communities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- *We recognize that most of these survey questions were asked with consideration of LFCC's current stated values. If you have suggestions for additional values that you believe should be considered for the strategic planning process, please describe in the box below.*

- *If you have information or comments you would like to contribute to the strategic planning process, please note in the box below. We welcome your voice.*

- ***As we approach rebranding related to a college name change, we may consider updating or changing the college's mission and vision. If you have information or comments you would like to contribute regarding the mission and vision (current or future), please note in the box below.***

- ***If you would like a Strategic Planning Committee member to contact you, please provide your contact information below. Please only complete if you wish us to contact you so that otherwise your responses will remain anonymous.***

Name (only if you wish to be contacted):_____.

The best way to reach you (please provide phone and/or e-mail):_____.

Thank You!

LORD FAIRFAX COMMUNITY COLLEGE
173 Skirmisher Lane
Middletown, VA 22645

RECOMMENDATION FOR COLLEGE BOARD

TO: Kimberly P. Blosser, President
FROM: Anne Davis, VP of Academic and Student Affairs
DATE: 3/23/2021
SUBJECT: Item Recommendation for College Board Agenda

The following item is recommended for the Agenda of the next College Board meeting:

Information Item: ☐ or Action Item: ☒

Item Title for Agenda (be specific): Approval of 2021-22 Student Code of Conduct. The Student Code of Conduct is unchanged from last year. A summary statement and link to the Code of Conduct is provided in the attached memo.

Initiating Administrator's Recommendation (If funding is involved, please indicate appropriate budget line item number and title.) Recommend approval of the 2021-22 Student Code of Conduct.

Attachments (List supporting documents): LFCC Student Code of Conduct 2021-22

LFCC Student Code of Conduct 2021-22

Summary Statement:

Short Title

These rules shall be known as the Lord Fairfax Community College Code of Conduct.

Bill of Rights

The following enumeration of rights shall not be construed to deny or disparage others retained by students in their capacity as members of the student body or as citizens of the community at large:

1. Free inquiry, expression, and assembly are guaranteed to all students consistent with the First Amendment to the United States Constitution.
2. Students are free to pursue their educational goals and appropriate opportunities for learning in the classroom and on the campus shall be provided by the institution.
3. The right of students to be secure in their persons, papers, and effects against unreasonable searches and seizures consistent with the Fourth Amendment of the United State Constitution.
4. No disciplinary sanctions may be imposed upon any student without notice to the accused of the nature and cause of the charges and an opportunity for a fair hearing.

The College has the right to set and expect reasonable standards for behavior and conduct that safeguard the College, College property, and all additional components of the educational process.

The full LFCC Student Code of Conduct can be found in the LFCC Student Handbook 2020-21 at : <http://catalog.lfcc.edu/content.php?catoid=4&navoid=76>

LORD FAIRFAX COMMUNITY COLLEGE
P.O. Box 47
Middletown, VA 22645

TO: Kimberly Blosser, President

FROM: Craig Short,
Vice President of Financial and Administrative Services

DATE: April 1, 2021

SUBJECT: Recommended Item for College Board Agenda

The following item is recommended for the Agenda of the next College Board meeting:

Information Item: X

Action Item:

Agenda Item Title: Update on Alson H. Smith Building

Initiating Administrator's Recommendation (If funding is involved, please indicate appropriate budget line item number and title.):

In an effort to reduce the diminishing and inadequate off-site teaching locations used by Workforce Solutions, the proposal to utilize "non-verting" cash funds generated by the program to expand the Alson H. Smith Building was approved at the July 29, 2019 board meeting. The board was told to expect updates on the status of the request and overall project at future college board meetings.

The projections were to be less than 5,000 sf and a cost of less than \$3,000,000 to construct. The final design is at 3,900 sf and bids are due to be opened on 3/25/2021. We expect to have a report on the results of that bid by 4/1/2021.

Attachments (List supporting documents.):

LORD FAIRFAX COMMUNITY COLLEGE
P.O. Box 47
Middletown, VA 22645

TO: Kimberly Blosser, President

FROM: Craig Short,
Vice President of Financial and Administrative Services

DATE: April 1, 2021

SUBJECT: Recommended Item for College Board Agenda

The following item is recommended for the Agenda of the next College Board meeting:

Information Item: _____

Action Item: X

Agenda Item Title: Request for approval of utility easement for Smith Hall Addition

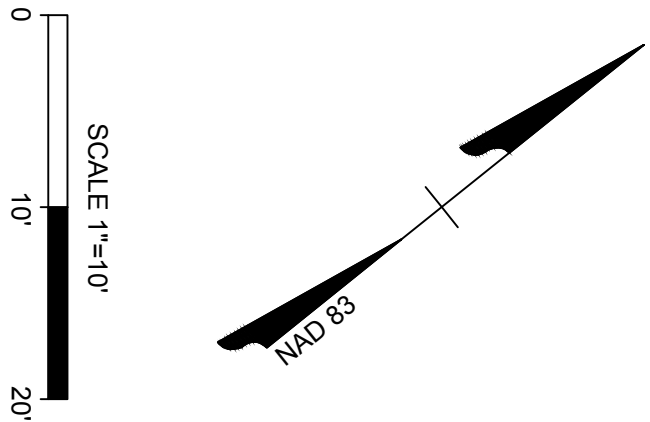
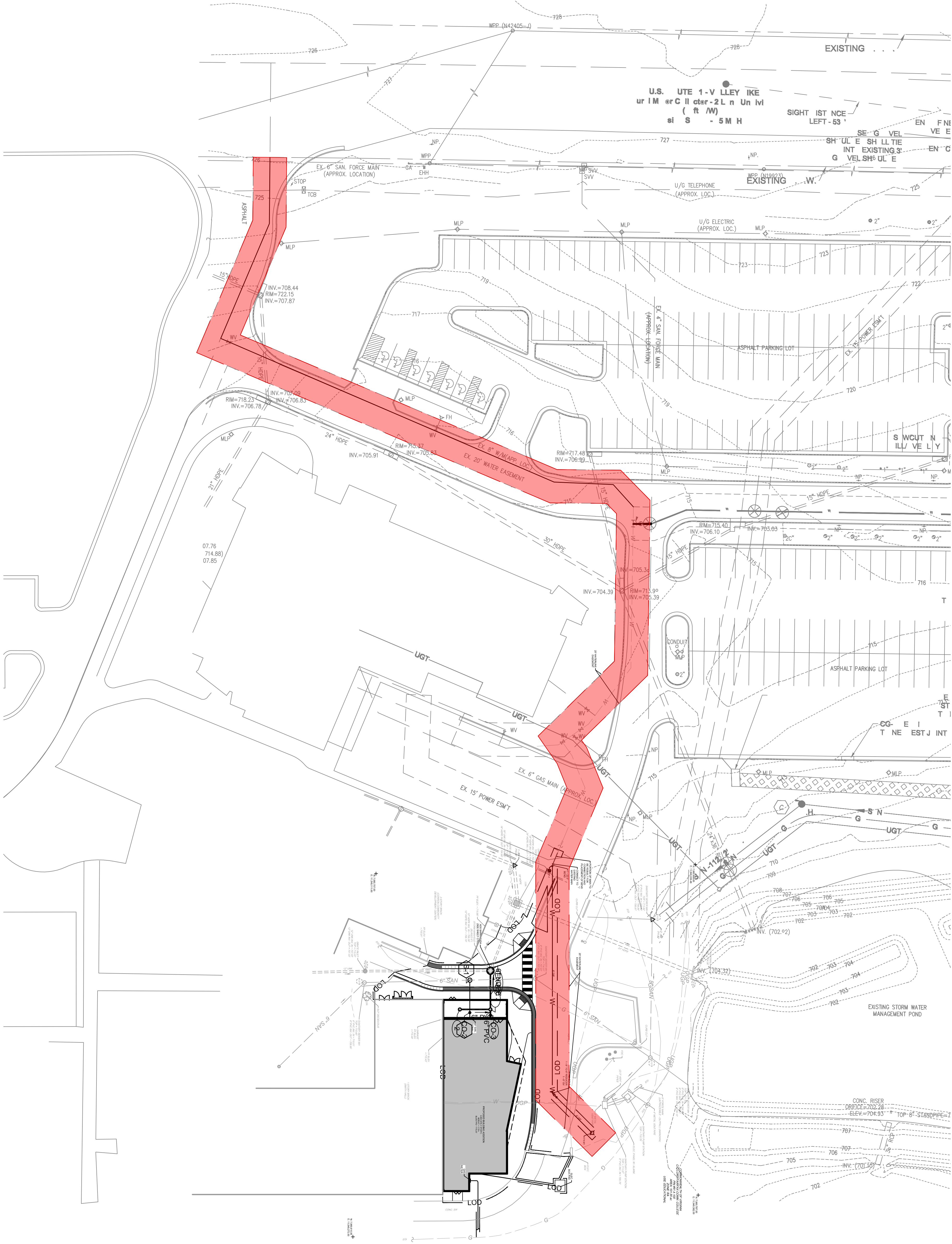
Initiating Administrator's Recommendation (If funding is involved, please indicate appropriate budget line item number and title.):

Recommend the College Board approve and grant authorization to forward a recommendation for the execution of utility easement for water line expansion to accommodate Alson H. Smith Hall Building Addition as illustrated in the attachment, and in accordance with the State Board Policy Manual 10.0.0.4.

Attachments (List supporting documents.):

Waterline easement exhibit Smith Hall 3.24.2021

S:\10537326.038-LFCC_Smith_Bldg_ADDNDWG\Sheet\Exhibit\Waterline Esmt Exhibit.dwg | Plotted on 3/4/2021 10:31 AM | by Osvaldo Ramos



<div><div>TIMMONS GROUP</div><div></div></div>					YOUR VISION ACHIEVED THROUGH OURS.		THIS DRAWING PREPARED AT THE NORTHERN VIRGINIA OFFICE 20110 Ashbrook Place, Suite 100 Ashburn, VA 20147 TEL 703.554.6700 FAX 703.726.1345 www.timmons.com					
SHEET NO. 1	JOB NO. 44029	LFCC SMITH HALL WORKFORCE DEVELOPMENT ADDITION FREDERICK COUNTY - VA			SCALE AS NOTED	CHECKED BY WTV	DESIGNED BY OAR	BC	DRAWN BY	01/13/2021	DATE	REVISION DESCRIPTION
WATERLINE ESMT EXHIBIT - SMITH HALL PORTION												

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LORD FAIRFAX COMMUNITY COLLEGE
173 Skirmisher Lane
Middletown, VA 22645

RECOMMENDATION FOR COLLEGE BOARD

TO: LFCC College Board

FROM: Liv Heggoy, executive director, LFCC Foundation

DATE: March 2021

SUBJECT: Recommended Item for College Board Agenda

The following item is recommended for the Agenda of the next College Board meeting:

Information Item: ☐ or Action Item: ☒

Item Title for Agenda (be specific): Recommend to VCCS Chancellor a \$15,000 housing allowance for the LFCC President, Kim Blosser, to be funded by the LFCC Foundation.

Initiating Administrator's Recommendation (If funding is involved, please indicate appropriate budget line item number and title.):

For many years, the executive compensation plan outlined in the VCCS policy manual has permitted a college foundation to supplement the college president's salary with a housing allowance. In 2013, the Virginia State Board for Community Colleges amended the executive compensation policy and increased the housing allowance limit to \$25,000, noting that the change was consistent with the increased priority that Virginia community college presidents are expected to place on foundation work, with fundraising in particular.

Authorization for a president to receive this benefit must be recommended by the local college board, funded by the college's foundation, and approved by the chancellor. On February 4, 2021, the LFCC Foundation Board approved allocating \$15,000 in the LFCC Foundation's 2021 operating budget for a housing allowance for President Kim Blosser during the 2021-22 contract year. Dr. Blosser was not present for the discussion about executive compensation.

Attachments (List supporting documents.):

EARLY COLLEGE OFFICE

Spring 2021

(3/16/2021)

School Division	Unduplicated Totals		Productivity Report									
	Headcount	Credits	(Students may be enrolled at more than one place. These numbers may not equal the Unduplicated Totals.)									
			High School Enrollment	High School Credits	Governor's School Enrollment	Governor's School Credits	Trades Academy Enrollment	Trades Academy Credits	EMT Academy Enrollment	EMT Academy Credits	On-Campus Enrollment	On-Campus Credits
Clarke County												
Clarke County High School	94	471	79	321	4	25	3	42	1	7	18	76
Culpeper County												
Culpeper County High School	10	69			9	65					1	4
Eastern View High School	9	64			9	58					2	6
Fauquier County												
Fauquier High School	202	1157	184	978	14	100					10	79
Kettle Run High School	113	641	96	486	18	105					6	50
Liberty High School	147	775	139	684	9	63					5	28
Frederick County												
James Wood High School	242	1661	234	1525	12	73	3	42	1	10	4	11
Millbrook High School	231	1508	226	1420	11	61					7	27
Sherando High School	218	1907	212	1729	7	47	2	28	1	7	19	96
Harrisonburg City												
Harrisonburg High School	12	77			12	77						
Page County												
Luray High School	83	557	80	509	4	27					7	21
Page County High School	75	508	67	383	4	26					18	99
Rappahannock County												
Rappahannock County High School	43	319	39	231	6	40					11	48
Rockingham County												
Broadway High School	10	62			10	62						
East Rockingham High School	7	45			7	45						
Spotswood High School	6	39			6	39						
Turner Ashby High School	6	39			6	39						
Shenandoah County												
Central High School	112	655	107	520	13	82			1	4	8	49
Stonewall Jackson High School	113	738	110	634	6	41					13	63
Strasburg High School	104	776	96	640	6	33					25	103
Warren County												
Skyline High School	116	678	111	555	5	44	2	26			8	53
Warren County High School	62	292	44	155	10	63	1	14	3	15	10	45
Winchester City												
John Handley High School	158	1090	148	963	6	27	3	42			10	58
Private Schools:												
Chelsea Academy	1	3									1	3
Eukarya Christian Academy	6	27									6	27
Fresta Valley Christian School	17	78	9	27							15	51
Front Royal Christian Academy	4	12	4	12								
Legacy Christian Academy	2	13									2	13
Mountain View Christian Academy	1	3									1	3
Randolph-Macon Academy	3	9	3	9								
Wakefield Country Day School	5	20	5	20								
Home Schooled	58	452									58	452
Totals for Spring 2021	2,270	14,745	1,993	11,801	194	1,242	14	194	7	43	265	1,465
Totals for Spring 2020	2,403	15,839	2,075	12,406	268	1,657	8	112	7	64	313	1,600
Change	-133	-1,094	-82	-605	-74	-415	6	82	0	-21	-48	-135