



## LORD FAIRFAX COMMUNITY COLLEGE BOARD MEETING AGENDA

Thursday, April 7, 2022, 12:00 p.m.  
The Barn, Fauquier Campus

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### Call to Order

### Approval of Minutes

Minutes No. 256 – meeting of February 3, 2022

### New Business

1. LFCC Institutional Priorities AY 2021-22 progress report. **(INFORMATION)** (Attachment No. 1)
2. Enrollments in Community Colleges – A Look at the Last Decade and Goals for the Future; a presentation by LFCC President Kim Blosser. **(INFORMATION)**
3. College Board Governance Ad Hoc Committee update. **(INFORMATION)**
4. Recommendation to approve *Naming of Three Instructional Labs in the new Trades Building at the Fauquier Campus*. **(ACTION)** (Attachment No. 2)
5. Recommendation to approve *Gas Utility Easement for Hazel Hall*. **(ACTION)** (Attachment No. 3)
6. Recommendation to approve *AY 2022-23 College Board meeting dates*. **(ACTION)** (Attachment No. 4)
7. Recommendation to approve *LFCC President Executive Compensation FY 2022*. **(ACTION)** (Attachment No. 5)

### Report of the College Board Chair

- Mike Wenger

### Report of the LFCC Educational Foundation Representative

- Brad Hodgson

### Reports of the College (Attachment No. 6)

- a. Kim Blosser, president
- b. Jeanian Clark, vice president of Workforce Solutions and Continuing Education
- c. Chris Coutts, vice president of communications and planning, provost Fauquier campus
- d. Anne Davis, vice president of academic and student affairs
- e. Liv Heggoy, associate vice president of development; executive director of LFCC Educational Foundation
- f. Craig Short, vice president of financial and administrative services

## Important Dates

<b>Date</b>	<b>Activity</b>	<b>Time</b>	<b>Location</b>
Friday, April 15, 2022	<b>LFCC Educational Foundation Appreciation Luncheon</b>	11:00 a.m.	Carl & Emily Thompson Conference Center, Corron Community Development Center, Middletown Campus
Tuesday, May 10, 2022	<b>Middletown Student Academic Awards Ceremony</b>	5:00 p.m.	Carl & Emily Thompson Conference Center, Corron Community Development Center, Middletown Campus
Wednesday, May 11, 2022	<b>Fauquier Student Academic Awards Ceremony</b>	6:30 p.m.	The Barn, Fauquier Campus
Thursday, May 12, 2022	<b>LFCC Employee Recognition Ceremony &amp; Luncheon</b>	10:30 a.m.; luncheon begins at 12 Noon	Carl & Emily Thompson Conference Center, Corron Community Development Center, Middletown Campus
Thursday, May 12, 2022	<b>LFCC TRiO Graduate Celebration</b>	6:00 p.m.	McCoy Theater, Alson H. Smith Hall, Middletown Campus
Friday, May 13, 2022	<b>LFCC Commencement, Health Professions Programs</b>	2:00 p.m.; <i>board members should arrive by 1:15 p.m.</i>	Middletown Campus
Saturday, May 14, 2022	<b>LFCC Commencement, Non-Health Professions Programs</b>	11:00 a.m.; <i>board members should arrive by 10:15 a.m.</i>	Middletown Campus
Thursday, June 2, 2022	<b>We Are Laurel Ridge Flag Raising Ceremony</b>	11:00 a.m.	Luray-Page County Center
Thursday, June 2, 2022	<b>College Board meeting</b>	12:00 p.m.; lunch served at 11:30 a.m.	Luray-Page County Center; Room 208/209

## Adjournment

# LFCC

Lord Fairfax Community College  
Becoming Laurel Ridge



## INSTITUTIONAL PRIORITIES

— 2021 - 22 —



# 1

## Engage full-time and adjunct faculty in professional development and meaningful dialogue to broaden their understanding of equity gaps in student success.

### Why is this a priority?

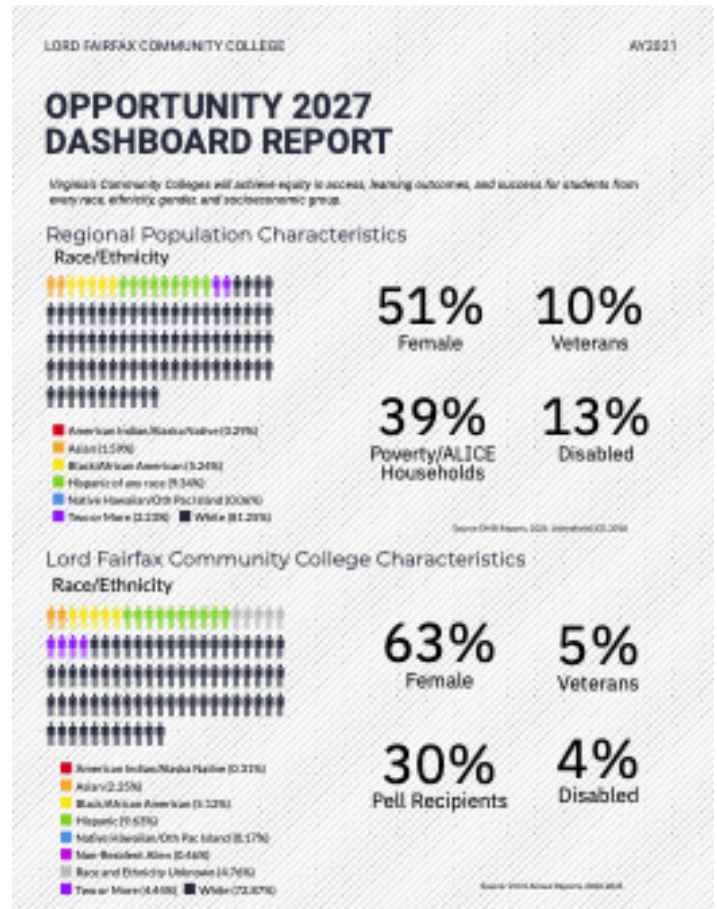
The first step to fully understanding gaps in student success is to review the data and disaggregate in meaningful ways to determine the exact nature of the gaps. Once we take a deep dive into the data, strategies can be implemented to address the known gaps.

### What professional development has taken place?

- ✓ The Teaching Excellence Committee selected “From Equity Talk to Equity Walk” as a shared teaching book. All college faculty and staff were encouraged to read it. A series of three Book Talks was held, and the lead author, Tia Brown McNair, presented in March to the campus community.
- ✓ Our Faculty Fellows provided professional development to the entire Virginia Community College System in an hour-long presentation on Universal Design Learning and Assessment.
- ✓ The Instructional Technology Office and Assessment offices led an information session on how faculty discipline teams could submit proposals for action-research projects that forward program learning in relation to helping all students achieve learning outcomes.
- ✓ All student services staff completed training in trauma informed care.

### What data sharing initiatives have taken place?

- ✓ Assessment Day, Oct 29 – faculty worked in discipline areas to discuss strategies for improving learning outcomes.
- ✓ All College Day, November 22 – The director of academic assessment, evaluation, and analytics presented student and employee equity data related to the Engage 2027 strategic plan to the college community.



The Opportunity 2027 Dashboard, was shared with the Academic & Student Affairs leadership team at a retreat in August.

### What's Next?

- ✓ The April 1, 2022 faculty meeting includes additional data sharing and reflection. The data will be shared within departments, programs and discipline areas to include in their program reviews.
- ✓ Summer 2022 Faculty Fellows will continue with a focus on Universal Design Learning, but with more emphasis on inclusivity.



IN PROGRESS

# 2

## Provide students with connections to programs and community resources that address non-academic barriers to success by expanding the use of SingleStop.

### Why is this a priority?

Students face more than academic barriers to success. We must provide holistic student support services to assist with barriers that impact student success.

In Fall 2020:

- ✓ 32% of students in the Hope survey reported experiencing Food Insecurity; 38% reported Housing Insecurity; 6% reported homelessness.
- ✓ 80% of students in the Current Student Survey reported feeling anxious; 78% felt overwhelmed; and 59% experienced depression.

- ✓ Our Educational Foundation provided \$29,434.75 in emergency funding through the end of March 2022 to help 49 students with expenses like rent, utilities, gas gift cards, textbooks, medical bills, internet access and more.

A donation of 49 laptops from Navy Federal Credit Union through our Educational Foundation will be distributed to students with technology needs.

### What's Next?

Outreach to students who qualify for PELL grants (credit students) or FANTIC financial assistance (Workforce students) will be completed by May 2022.

### What connections to programs and community resources have been provided?

*SingleStop* has been introduced at faculty and college-wide meetings. Our Student Services team held information sessions about *SingleStop* for faculty, staff and students.

- ✓ A survey for students applying to the College helps identify those who would benefit from the *SingleStop* screener.
- ✓ The *SingleStop* office is administering United Way emergency funds and referring students to local resources for assistance.
- ✓ The college is currently serving 75 *SingleStop* students.

*TimelyMD*, which is a mental health care provider for health coaching, counseling, and psychiatry was implemented.

- ✓ Students are using all the *Timely Care* offerings. As of February 28, 2022, there were 105 visits including 64 counseling sessions, 31 talk now sessions, 3 psychiatry appointments, and 7 health coaching appointments.
- ✓ Our partnership with *TimelyMD* was picked up by *Diverse Issues In Higher Education* and we will be a featured school.



FALL 2021

## Current Student Survey:

**97%**

rated positively (very good or good) that LFCC promotes a culture of caring;

**93%**

said LFCC made them feel like they belong here.



IN PROGRESS

# 3

Align curricular content with the expressed business needs of employers, including periodic review and updates by advisory committees; Develop methods and schedules to update all credentialing programs with a frequency that ensures consistent alignment with industry changes.

### Why is this a priority?

To prepare our graduates with the necessary skills for employment and career advancement, the College will ensure our programs are well-aligned with workplace needs.

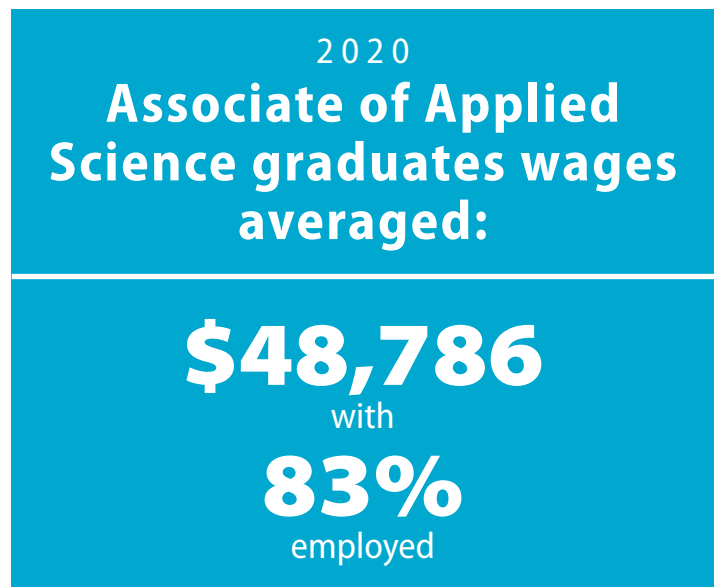
### What advisory committee work has taken place?

Curriculum Advisory Committee (CAC) membership was approved by the College Board at the November 2021 meeting. Programs have sought input from the CACs as curricular issues have arisen. For example:

- ✓ An engineering and engineering technology-specific CAC is being formed with participation from industry partners and other stakeholders.
- ✓ An Administration of Justice CAC has started with local law enforcement/legal agencies.
- ✓ With feedback from the CAC, the software development career studies certificate has been updated to include more relevant programming, including Python Programming and Introduction to Game Design.
- ✓ A welding advisory meeting was conducted in Fauquier County.
- ✓ Corporate Training team has:
  - o Held 3 advisory group meetings: Leadership basecamp, Leadership Institute, and Page County Business Roundtable
  - o Performed one large employer survey
  - o Conducted 12 formal employer needs assessments
- ✓ Workforce Open Enrollment team has:
  - o Conducted 4 program assessments (scorecards) to determine program viability: 3 in Information Technology areas and 1 in diesel.
  - o Conducted 15 needs assessments in the following areas: Information Technology, Manufacturing, Trades, and overall programming in Page County.

### What else have we done to align programs and courses with industry changes?

- ✓ Credit faculty developed two small Unmanned Aircraft Systems (drone) certificates.
- ✓ HyFlex delivery options are being incorporated in classrooms.
- ✓ Corporate Training team has conducted three program scorecards (including Partners, DEI, and Prepare for Production),
- ✓ Corporate Training added new programming in: Diversity, Equity, and Inclusion; Plumbing; and PACE certifications for the Department of the Army.
- ✓ To date, Workforce has added 7 new credential programs to meet local needs.



# 4

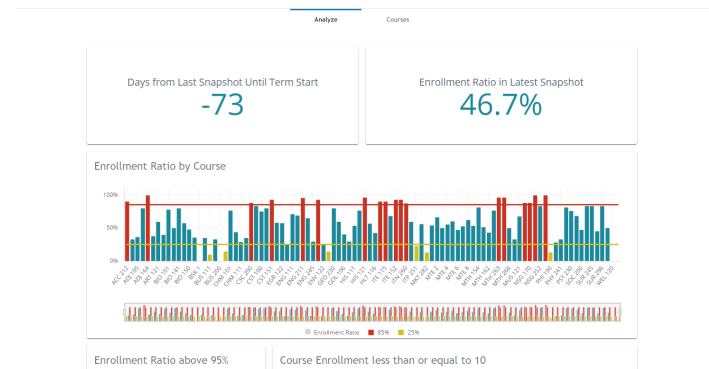
Build academic schedules to prioritize the needs of adult working students and expand access to underrepresented groups; Fully utilize Ad Astra Platinum Analytics to build schedules that ensure students can get the courses they need when they need them.

### Why is this a priority?

Moving to more strategic scheduling can reduce time to completion, saving students time and money, and lead to greater credential attainment. By increasing the number of students in currently underrepresented demographic populations, we can both bolster enrollment at the college and better serve the needs of learners in our region.

### What strategic scheduling initiatives have taken place?

- ✓ The academic leadership team held two scheduling meetings to review the strategic initiatives and consider ways to include them in the upcoming class schedules.
- ✓ The director of academic assessment, analytics, and evaluation attended Ad Astra training. She provides data to support deans with scheduling.
- ✓ Reviewed data from Ad Astra Platinum Analytics.



### What changes have we made to the credit course schedule?

Based on an analysis of student success by looking at session length and modality, we are:

- ✓ Moving to reduce the number of 12-week session courses and increase the number of 7-week session courses to allow students more options within the same scheduling time block.

FALL 2021  
**Current Student Survey**

**85%**  
strongly agree or agree on the need for  
alternative class schedules

- ✓ Providing more T/TH or M/W schedule options at convenient and sequential times in high enrolled-programs, building out some pre-set options with blocks of courses for students.
- ✓ Offering two-course sequences in one semester for multiple courses. For example:
  - o For the fall 2022 schedule, sequenced BUS 100 and MKT 100 in first 7-week/second 7-week format for Management AAS students.
  - o For the fall 2022 schedule, sequenced ITD 110 and ITD 130 in first 7-week/second 7-week format for Information Systems Technology AAS students.
  - o In the school of Humanities and Social Sciences, increased 7-week offerings by 31% from fall 2021 to fall 2022.
- ✓ To help assure students have maximum access to core general education classes, especially classes like Math and English at Luray, deans are collaborating to avoid conflicts in critical gateway courses.
- ✓ Coordinating scheduling collegewide to avoid overlaps of high-demand class offerings at all sites.
- ✓ Offering multiple section classes across the week, daytime and evenings, online, hybrid and face to face.
- ✓ Creating a full-year academic schedule.



IN PROGRESS

# 5

## Diversity: Review hiring process to ensure candidates understand equity focus.

### Why is this a priority?

Engaging candidates for College positions at the onset conveys the importance of varied perspectives and ensures the candidates and college's value of diversity, equity and inclusion (DEI) is aligned. This communicates to candidates that all individuals are welcomed in our workforce.

### What hiring initiatives have taken place?

- ✓ Every job posting includes a section entitled, "Embracing Equity and Our One Virginia Plan." This includes a statement that reflects our commitment to equity in hiring and our goals in building a culturally diverse and pluralistic faculty and staff.
- ✓ All full-time positions are posted to diversity partner job boards, and template email communications to candidates have been crafted for inclusivity and to offer accommodation resources.
- ✓ To welcome and include current and future employees, the Human Resources office incorporated art and wall decor that is representative of our inclusive values.
- ✓ The college is currently implementing a new onboarding system with the VCCS Shared Service Center, resulting in a comprehensive review of our onboarding communications and process.



IN PROGRESS



# 6

## Diversity: Evaluate and improve faculty recruitment and retention efforts to ensure hiring reflects demographics of college community.

### Why is this a priority?

Need to identify and prioritize root causes of systemic inequities and barriers to change, and then develop strategies to mitigate the findings. Our data currently shows that minority applicants do not reflect the availability pool as they move through the hiring process.

Diversity data of employees shows LFCC has 6% minority representation, whereas the service region comprises 10.5% minority populations. Full-time minority faculty only make up 4% of the total.



**6%**  
minority representation

**4%**  
full-time minority faculty

FALL 2021  
**Current Student Survey**

**94%**  
rated LFCC positively (very good or good) as a welcoming and supportive climate that values diversity and inclusion

### What changes have been made to recruitment efforts?

- ✓ Human Resources and Institutional Research are tracking applicants through each stage of the recruitment process to determine where the percent minority is lower than the pool. This diversity data is shared with the President, Search Advocate, Search Chair, and AVP of Human Resources at each stage of the hiring process.
- ✓ Providing professional development to all employees through Implicit Bias sessions scheduled for June.
- ✓ An ad hoc committee has been formed to provide resources and best practices to our search committee members, chairs, and advocates for every stage of the recruitment process.
- ✓ VCCS is providing online training for faculty search committees and a course on the Influence of Unconscious Bias in Decision Making.



IN PROGRESS

LORD FAIRFAX COMMUNITY COLLEGE  
173 Skirmisher Lane  
Middletown, VA 22645

RECOMMENDATION FOR COLLEGE BOARD

TO: Kimberly P. Blosser, President  
FROM: Liv Heggoy, Executive Director, LFCC Foundation  
DATE: 3/29/22  
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): Naming of Three Instructional Labs in the new Trades Building at the Fauquier Campus

Initiating Administrator's Recommendation (If funding is involved, please indicate appropriate budget line item number and title.) [Click or tap here to enter text.](#)

Recommend approval of naming three instructional labs in the new Trades Building to be constructed at the Fauquier Campus. These names are recommended by the LFCC Foundation as a result of three donations to the *Building the Future Fund: Expanding Career & Technical Education at the Fauquier Campus*.

Trades Lab 2  
A gift from Genesis Home Improvement and Restoration

Trades Lab 4  
A gift from VAMAC, Inc.  
Plumbing, Well & Onsite Septic Supply

Trades Lab 5  
A gift from S.W. Rodgers Company, Inc.

Attachments (List supporting documents): Background Information

**Recommend Approval of Facility Naming:  
3 Classrooms in the new Trades Building at the Fauquier Campus**

**Background**

Per VCCS policy (page 3), the naming of college facilities requires the final approval of the College Board, whether the named facility is honorific or as a result of a philanthropic gift.

**LFCC Foundation Recommendation**

In Fall 2021, the LFCC Foundation set a \$1.5 million fundraising goal to support the *Building the Future Fund: Expanding Career and Technical Education at the Fauquier Campus*.

The LFCC Foundation Board may recommend to the College Board the naming of facilities in recognition of philanthropic gifts or corporate licensing agreements. At its February 3, 2022 meeting, the LFCC Foundation board voted to recommend to the College Board that the following 3 classrooms be named as a result of philanthropic gifts:

1. Trades Lab 5 will be used primarily for the Heavy Equipment Operator program.

The plaque will read:

*Trades Lab 5*

*A gift from S.W. Rodgers Company, Inc.*

Steve Rodgers founded S.W. Rodgers in 1980. He served on the College Board from 1996-2000. His company assisted with site work during the construction of Wolk Hall at the Fauquier Campus.

S.W. Rodgers is a heavy highway, civil site development, and utility contractor providing a full range of services, including earthwork, grading, erosion control, excavating, drilling, blasting, concrete installation, demolition, asphalt paving, project management, and much more in Northern VA, including Prince William, Loudoun, Fairfax, Fauquier, and Stafford counties and throughout the surrounding areas. <https://www.swrodgers.com/>

2. Trades Lab 4 will be used primarily for plumbing.

The plaque will read:

*Trades Lab 4*

*A gift from VAMAC, Inc.*

*Plumbing, Well & Onsite Septic Supply*

Founded in 1915, VAMAC, Inc. has evolved from a single well drilling contractor and supply business to a 20 location plumbing, well, & septic wholesale company servicing the Mid-Atlantic region. Our vision is to be the preferred partner of independent contractors and select manufacturers, and our purpose is to build strong relationships with our business family through integrity, exceptional service, with shared and sustainable prosperity. As a 3rd generation family-owned and operated company with the 4th generation active in the business, VAMAC celebrates its 105th anniversary, honoring our humble beginnings, and excitedly to go forward into the next 100 years. We welcome you to our business family, and be a part of “The Family Advantage.” Company Web Site: <https://www.vamac.com/aboutus>

3. Trades Lab 2 will be used primarily for carpentry.

The plaque will read:

*Trades Lab 2*

*A gift from Genesis Home Improvement and Restoration*

The company’s home improvement services include remodeling, renovations, repairs, finishing basements, and building / new construction. Kim and Mark Jenkins are the co-owners of the company. <https://www.ghiva.com/> - company web site. Kim Jenkins serves on the College Board representing Fauquier County.

### **LFCC Foundation Gift Agreement**

The gift agreement with the LFCC Foundation includes the following clauses related to the termination or modification of a naming:

Termination of Naming. In addition to any rights and remedies available at law, the Foundation may terminate this Agreement and all rights and benefits of the donor hereunder, including terminating the Naming, due to the following events:

- a. The Donor defaults in payment of the Gift as provided in this Agreement.
- b. The Donor is involved in legal impropriety or other act which brings dishonor to the College or would adversely impact the reputation, mission, or integrity of the College. The named facility then becomes subject to reconsideration and possible termination by the College Board. In the event of a removal, the College and the Foundation shall have no further obligation or liability to the Donor and shall not be required to return any portion of the Gift already paid.
- c. A Corporate Donor retains the named designation until the corporation is no longer in existence.

Modification of Naming. A named facility will generally retain that name as long as the facility exists. However, this does not assure that the name will remain beyond the useful life of the facility. If the facility is closed, destroyed, severely damaged, demolished, or faces similar circumstances, then the Naming will cease. In such an event, an alternate form of recognition may be provided.

### **State Board Policy**

By policy, the State Board maintains authority for the naming of colleges and campuses, as detailed in Section 2A.09.D.3.h.c of the VCCS Policy Manual. In addition, policy provides each College Board with the authority to name all other facilities.

#### 2A.09.D.3.h.c

c. The college board shall submit its recommendations to the State Board for a name for the community college and each campus of a multi-campus college. In the name of each community college shall be included the phrase "Community College." The college board shall be authorized to provide names for any facilities on the college campus.

The naming of a Virginia community college should reflect the values of inclusive and accessible education articulated in the VCCS mission statement and be relevant to the students it seeks to serve and to the geography of its service region.

Each college shall adopt procedures regarding the naming of major facilities on its campus(es). The procedures may provide for naming on the basis of significant service, but should also provide incentives and recognition for private sector giving to support the college. Recognition for private sector giving should typically occur after the gift has been received rather than on a prospective basis.

A current copy of the procedures should be provided to the Office of Facilities Management Services.

Individuals are not eligible for a naming award if they are currently employed at the college or elsewhere within the Virginia Community College System, are serving on the local college board, or serving on the State Board for Community Colleges. In addition, per the Code of Virginia, no college building, park, road, bridge, or other structure shall be named after a sitting member of the General Assembly. A separation from such employment or service of at least one month is a prerequisite for consideration for eligibility of an award.

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 7, 2022  
SUBJECT: Recommended Item for College Board Agenda

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

Information Item: \_\_\_\_\_

Action Item:   **X**  

Agenda Item Title: Request for local board approval of gas utility easement for Hazel Hall

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 gas line expansion to accommodate the Hazel Hall project as illustrated in the attachment, and in accordance with the State Board Policy Manual 10.0.0.4.

Attachments (List supporting documents.):

Columbia Gas Line easement exhibit Hazel Hall 3.18.2022



DATE: March 18, 2022  
TO: Robert B. Jones, Associate Vice Chancellor  
FROM: Monica Melville, Assistant Program Manager  
SUBJECT: Lord Fairfax Fauquier Campus  
Hazel Hall, Project Code 260-18161  
Authorization and Approval to Grant an Easement to Columbia Gas of Virginia, Inc.

State Board Policy Manual §10.0.0.4.o delegates to the Chancellor “authorization and approval of easements and rights of way”. In accordance with this delegation from the State Board, I hereby approve the Project described in the attached package, namely, the conveyance of an easement to Columbia Gas of Virginia, Inc. to extend an existing underground gas line to serve the Hazel Hall building.

Robert B. Jones, Associate Vice Chancellor for  
Facilities Management Services, VCCS  
Chancellor’s designee

Date

Attachment

Cc: Craig Short  
Forrest Nichols

**TITLE: LORD FAIRFAX COMMUNITY COLLEGE  
FAUQUIER CAMPUS  
HAZEL HALL  
UTILITY EASEMENT-GAS  
PROJECT CODE: 260-18161-000**

**BACKGROUND:**

Lord Fairfax Community College requests approval to grant an easement to Columbia Gas for the purpose of extending an existing underground gas line to serve the new Hazel Hall building currently under construction on our Fauquier Campus.

On February 18, 2021, LFCC received the building permit for the construction of a Classroom/Lab building on the Fauquier Campus. Subsequent to that, the contractor "Kjellstrom & Lee" began construction under the direction of VCCS project manager Forrest Nichols.

On March 16, 2022, representatives from Columbia Gas provided a sketch of the proposed Right-of-Way Easement path for the extension of an existing underground gas line to the building as a result of field coordination discussions that brought about the need for the extension. As such, an as-built easement plat and deed of easement are needed for recordation. An easement of 10' wide by approximately 2,482' in length will cover a total area of approximately 24,820 s.f. as shown conceptually on the attached exhibit.

**LOCAL BOARD RECOMMENDATION FOR APPROVAL:**

The Community College Local Advisory Board will review this easement request in April 7, 2022 for approval of the request.

**RECOMMENDATION:**

In accordance with Virginia Community College System Policy Manual, § 10.1.1, it is recommended that the State Board for Community Colleges approve execution of this Easement contingent upon satisfaction of all applicable requirements of the Commonwealth and Virginia Community College System Policy.

**RESOURCE PERSONS:**

Craig Short, Vice President FAS  
Lord Fairfax Community College  
(540) 868-7129  
[shortce@lfcc.edu](mailto:shortce@lfcc.edu)

Mr. Robert B. Jones, RA, CBO, VCCO  
Associate Vice Chancellor for  
Facilities Management Services  
Virginia Community College System  
(804) 819-4917  
[bjones@vccs.edu](mailto:bjones@vccs.edu)





**INSTALLATION ORDER NUMBER 21-03886466-00**

**PROJECT ID 21-78539  
HAZEL HALL - LORD FAIRFAX CC  
JOB TYPE: NEW BUSINESS (555)**



Know what's below.  
Call before you dig.



**PROPOSED**

**SHEET INDEX**

**DESCRIPTION**

- T-1 TITLE SHEET
- GM-1 GENERAL NOTES
- BM-1 BILL OF MATERIALS
- O-1 OVERVIEW SHEET
- L-1 - L-2 LAYOUT PLANS
- D-1 CONSTRUCTION DETAILS

**PROJECT SUMMARY TABLE**

PROPOSED INSTALLATION			PROPOSED ABANDONMENT		
LENGTH (FT)	SIZE (IN)	TYPE	LENGTH (FT)	SIZE (IN)	TYPE
2.462	4"	PUMP	0		
TOTAL INSTALLATION (FEET)			TOTAL ABANDONMENT (FEET)		
2.462			0		
ESTIMATED GAS SERVICES					
REPLACEMENTS		TE OVERS	TOTAL SERVICES	METERS/OUTS	
		1	1		

This project as designed is considered "non-complex" and does not require the review of a Professional Engineer as required per NiSource Gas Standard 2810.050

**PROJECT INFORMATION**

FIELD ENGINEER/TECHNICIAN: CERA BRYAN  
 CONSTRUCTION F.I.L.: CARI BLUME  
 PERMITS: STATE PERMIT ENVIRONMENTAL PERMIT 3815  
 TOC/LOA: COUNTY: FAUQUER (081)  
 TAX DISTRICT/TOWNSHIP ID: 0810010  
 MAP/GRID NUMBER: 825828AN  
 24 HR. EMERGENCY LINE: 1-800-544-5008

**VALVES PLANNED FOR ABANDONMENT**

VALVE NO.	LOCATION DESCRIPTION	MARKED	VALVE IDENTIFIED	EXPOSITION

\* - IF YES - APPROVAL AND REASON ARE REQUIRED AND SHALL BE DOCUMENTED. NOTE IF VALVE COULD NOT BE LOCATED. MAKE APPLICABLE COMMENT IN ABOVE TABLE.

**PROPOSED FACILITIES - SYSTEM MOP AND PRESSURE TEST DATA**

SYSTEM NUMBER	3981001
SYSTEM NAME	WARRENTON - SOUTH
SYSTEM MOP (PSIG)	80
SYSTEM MOP (PSIG)	80
MINIMUM TEST PRESSURE (PSIG)	80
MAXIMUM TEST PRESSURE (PSIG)	125

**VICINITY MAP**

SCALE: NTS



**PROJECT DESCRIPTION**

FILE FOR A NEW BUILDING ON THE LORD FAIRFAX COMMUNITY COLLEGE CAMPUS (HAZEL HALL) IN WARRENTON, VA



**REVISIONS**

REV. #	DATE	DESCRIPTION
1		

SITE NAME:  
 INST# 21-03886466-00  
 ABAN# XX-XXXXXX-XX  
 PROJECT ID# 21-78539  
 HAZEL HALL - LORD FAIRFAX CC  
 WARRENTON, FAUQUER (081)

DRAWING TITLE:  
 TITLE SHEET

DRAWING NO.:  
 T-1 L





Know what's below.  
Call before you dig.



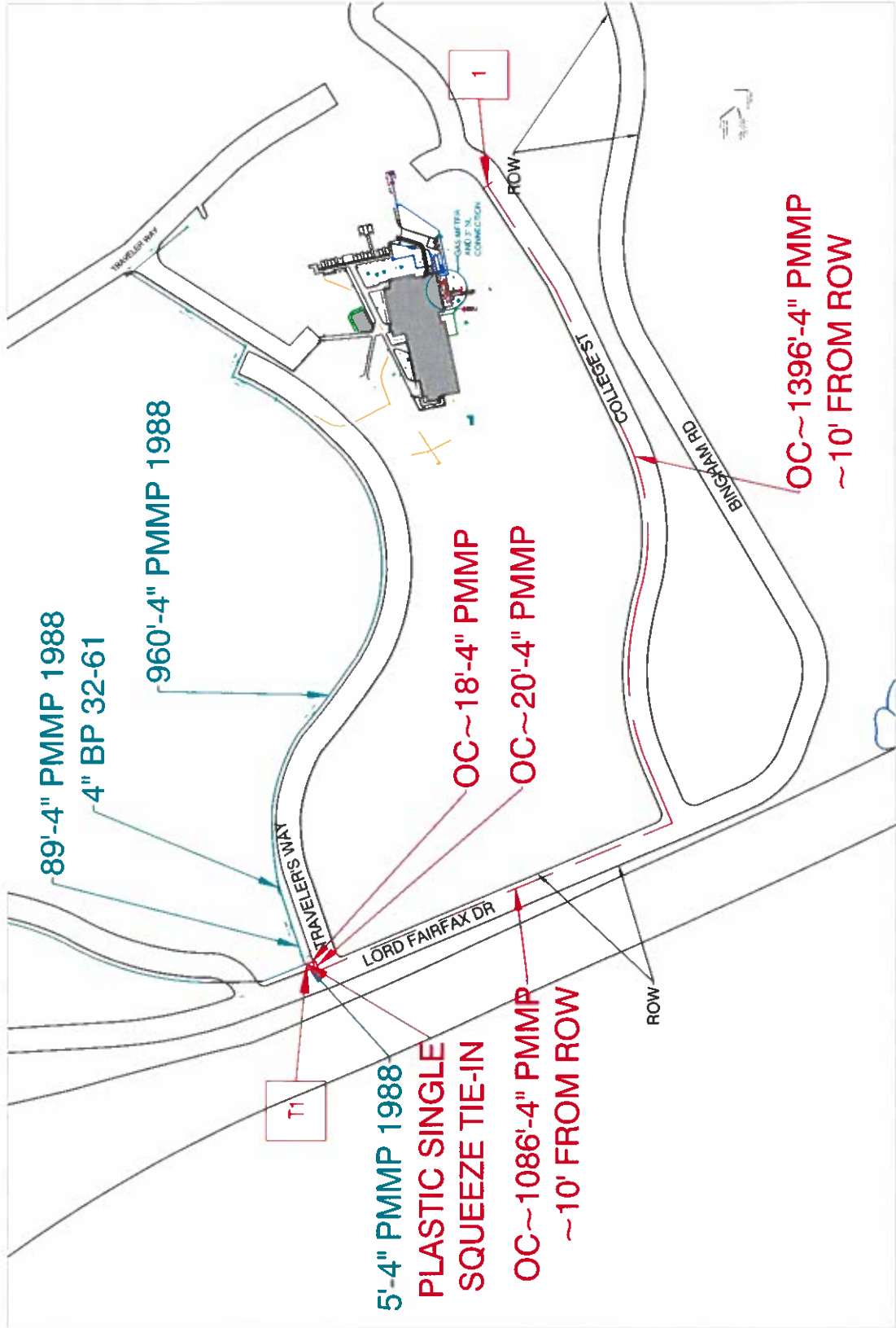
PROPOSED

REV. #	DATE	DESCRIPTION
0		

DESIGNED BY: OREN BRYAN    DATE: 12/20/15    540-270-0102  
 DRAWN BY: OREN BRYAN    DATE: 12/20/15    540-270-0102  
 CHECKED BY: X  
 PROJECT ID: 21-78539  
 HAZEL HALL, LORD FAIRFAX CC  
 WARRENTON, FAUCONER RAJ

SITE NAME:  
 INST # 21-0386466-00  
 ABAN# XX-XXXXXXXX-XX  
 PROJECT ID# 21-78539

DRAWING TITLE: LAYOUT SHEET  
 DRAWING NO: L-1 L







# LAUREL RIDGE COMMUNITY COLLEGE BOARD

## 2022-23 Calendar of Scheduled Meetings

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<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
September 1, 2022	12:00 p.m.	Carl & Emily Thompson Conference Center, Corron Community Development Center, Middletown Campus
November 10, 2022	12:00 p.m.	Carl & Emily Thompson Conference Center, Corron Community Development Center, Middletown Campus
February 2, 2023	12:00 p.m.	Carl & Emily Thompson Conference Center, Corron Community Development Center, Middletown Campus
April 6, 2023	12:00 p.m.	The Barn, Fauquier Campus
June 1, 2023	12:00 p.m.	Luray-Page County Center

**Note: All College Board meetings are scheduled to begin at 12:00 p.m.; a light lunch is served at 11:30 a.m. Dates, times and meeting locations are subject to change due to unforeseen circumstances.**

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 2022

SUBJECT: Recommended Item for College Board Agenda

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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 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 3, 2022, the LFCC Foundation Board approved allocating \$18,000 in its 2022 operating budget for this benefit during Dr. Blosser's 2022-2023 contract year.

**Attachments (List supporting documents.):**

## Reports of the College

Lord Fairfax Community College Board Meeting No. 257

April 7, 2022

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### a. President, Kim Blosser

#### State Budget

The regular General Assembly session adjourned without passing a budget. On March 23, Governor Youngkin announced that a special session to address the budget and other unfinished legislation has been called for Monday, April 4, 2022.

To date, the major items we are following include:

Operational Budget Items	House	Senate
Increase G3 Capacity	\$0	\$24M year 1
Continue/Increase Affordable Access	\$24.1M each year* *Requires capping tuition increase at 3% in FY23	\$20.2M each year
Increase Academic Advising Capacity	\$3M each year	\$6.2M each year
Increase Financial Aid	\$10M total	\$30M total
Enhance Cybersecurity	\$0	\$5M total
Compensation Increases and Healthcare	House	Senate
Compensation	4% raise + 1% bonus each year	5% raise each year + one-time \$1,000 bonus
State Share of Compensation Increase	Provided	Provided
Institutions' Share of Compensation Increase	Supported via Affordable Access - \$27.8M	Supported via Affordable Access - \$20M
Health Insurance Premiums	No increase in Yr1; 2.5% increase in Yr2 for employee and employer	2% increase in Yr1 and 2.5% increase in Yr2 for employee and employer

#### College Events

- The next president's virtual open forum for employees is scheduled for Thursday, April 14 at 2:30 p.m.
- The president held open houses with new employees (non-faculty) in late March at both the Middletown and Fauquier campuses.
- The president held three open forums for students during the week of March 28. One was held via Zoom, and the others were held on the Middletown campus and the Fauquier campus.

- Various other end-of-year student and employee recognition ceremonies are scheduled for the end of April and beginning of May. Please see the listing of ‘Important Dates’ in the agenda for further details.

#### Commencement

- Health Professions Commencement, Friday, May 13, 2022 at the Middletown campus beginning at 2:00 p.m. (expected event length 90 minutes). Board members asked to arrive by 1:15 p.m. for robing and processional line-up.
- Commencement (all other academic programs), Saturday, May 14, 2022 at the Middletown campus beginning at 11:00 a.m. (expected event length 90-120 minutes). Board members asked to arrive by 10:15 a.m. for robing and processional line-up.
- Please RSVP via the link provided in Ashley Hansen’s email by Friday, April 15. More information regarding commencement can also be found at [www.lfcc.edu/commencement](http://www.lfcc.edu/commencement)

#### Community Outreach

The college has sponsored the first Juneteenth Community Celebration event being organized by the Winchester NAACP and Museum Shenandoah Valley scheduled for June 19, 2022. The college’s outreach team as well as members of the college’s Diversity, Equity and Inclusion Committee will be present at the event.

- b. **Workforce Solutions and Continuing Education**, Jeanian Clark, vice president of Workforce Solutions and Continuing Education

Workforce Solutions will be partnering with Rappahannock County and Fauquier County Public Schools this Spring to offer graduating seniors Heavy Equipment Operator Training. The class max capacity has already been reached. All students will have the opportunity to interview with employers before graduating from high school later this Spring.

The Workforce Solutions Corporate Training Team hosted a webinar for employers on March 15 entitled “Pivot Strategies for the Great Resignation”. A panel of five leaders in industry from our area shared strategies they are employing to stem the tide of resignations within their workforce. The webinar had over 60 attendees, including participants from five different states.

- c. **Communications and Planning; Fauquier Campus**, Chris Coutts, vice president of communications and planning, Fauquier Campus provost

#### Community and Public Relations

Our Public Relations team, led by Director Brandy Boies, continues to uncover and highlight college news and success stories about our alumni, students, faculty, and staff. Read all stories at [lfcc.edu/media](http://lfcc.edu/media)

A few of our recent student success stories highlight the following:



- Niesha Clark: LFCC helped her achieve nursing dreams - After working for low pay in a nursing home, Niesha Clark enrolled in LFCC, earned her LPN and is graduating with her RN degree this spring. She hopes to become a nurse practitioner.
- Skysundieas “Sky” Goyang: The future is bright - Sky Goyang moved in with a friend in Virginia after losing her jobs during the pandemic. With help from LFCC, she is on her way to a promising career in cybersecurity.
- Childhood experiences led LFCC student to nursing career - Suffering asthma as a child, Kush Kapur received excellent care from doctors and nurses. He knew when he grew up, he wanted to help others, and now is about to graduate from LFCC’s RN program.

### Creative Services

Under the leadership of Creative Director Aaron Riddle, the College is well prepared. The domain name laurelridge.edu has been obtained and secured for the college's use. It can be used immediately as it simply redirects to lfcc.edu (example laurelridge.edu/future-students goes to lfcc.edu/future-students). On June 2, 2022, that process will switch so laurelridge.edu will become the main domain for the college and lfcc.edu will redirect to it. Other name change collateral such as college signage, stationery, name tags, etc. have been ordered or are in the process of being ordered and are on schedule for a June 2 (or prior) implementation.

### Grants

Since January, Melissa DeDomenico-Payne in the Grants Office has submitted nearly \$24.6 million in grant requests: four Letters of Intent/Pre-applications, two Federal grants, five Foundation grants, and documents to complete one Partnership grant opportunity w/ODU. Most notices of award will come out between April and October; several more grant requests/submissions will go out before the end of the fiscal year.

### Strategic Planning

The Engage 2027 Strategic Plan was launched in Fall 2021, and we are nearing completion of the first year of the six-year plan. The strategic planning goals are incorporated into the budget requests that are being prepared for the next fiscal year. An ad hoc committee is wrapping up its work on the operational plans and objectives for Engage 2027. The first annual Engage 2027 status report summarizing the first year of the plan will be produced in Summer 2022.

### Fauquier Campus

Construction on Hazel Hall, our new science, engineering and health professions facility, is nearing completion, and we are on track to begin classes in August 2022. The new building promises to add innovative and adaptive space for the more science, career and technical education programs at the Fauquier Campus. Renovation work is scheduled to begin soon in the science and health professions labs in Wolk Hall, as these programs move across to the new Hazel Hall. This work will continue through the summer and early fall. New flexible classrooms will provide space for cybersecurity, technology, business, general studies and art classes. Work continues on development of the Trades and Career Technical Training Building, and once proposals have been received from contractors we hope to move forward quickly to construction.

**d. Academic and Student Affairs**, Anne Davis, vice president of academic and student affairs

New Horizons – VCCS professional development conference presenters

- Stacey Ellis, a faculty member, and Chris Lambert, Coordinator of Student Engagement, will be presenting at New Horizons on the redesign of our student development courses and lessons learned in a session entitled: *Academic and Student Affairs Collaboration Leads to Enhanced SDV 100 Engagement Initiatives*.
- Stacey Ellis will also be presenting with two colleagues from Germanna in a session called *College Success Skills Collaboration Session*.
- Dr. Anne Davis is presenting as part of a New Horizon's panel on *Quality Assurance n Distance Learning in the Post Pandemic World*.
- Dr. Erin Mills, instructional designer, is presenting on Introduction to *Universal Design and Classroom Learning*.

New Horizon's Excellence in Education Award Winners

Four Excellence in Education awards were presented at the New Horizon's conference. LFCC is the recipient of the VCCS New Horizon's *Excellence in Education (EIE) award for Building Opportunity through INCLUSIVITY*. The award recognizes the Faculty Fellows program, a cohort-based peer professional development program for faculty, launched last year to examine Universal Design for Learning and its application to authentic assessment. The inaugural cohort of six faculty, Polly Nesselrodt, Naomi Simpson, Rachel Dodson, Curtis Morgan, Soyoung Burke, and Jeff Hollar, along with program facilitators Dr. Erin Mills and Amy Judd, Director of Academic Assessment, Evaluation and Analytics, are the award recipients.

Dr. Erin Mills, Instructional Designer, and Gannon Nordberg, Instructional Technologist, are sharing in an *Excellence in Education (EIE) award for Building Opportunity through COLLABORATION* for work of the statewide eLearning Committee in developing training materials for building student engagement in online courses.

School of Professional Programs Highlights

- *Launch of drone courses* – the LFCC press release garnered attention and was picked up by the Royal Examiner, Page Valley News, 95.3 The River and Q102 (Chris & Rosie Show). Had several contacts to the college regarding enrolling in courses and possible partnerships. See <https://lfcc.edu/drone-courses-fall-2022/>
- *Space Grant Award* – Dr. Melissa Stange was awarded a Virginia Space Grant Consortium Innovative Project grant with goal to attract more women to become drone pilots. LFCC will have a variety of opportunities to get more young women interested in becoming drone pilots.

These include:

- Zoom Webinars exploring history of Women in Flight, March 21, March 30, April 4 and April 15, all 6-7 p.m., open to all ages
- Summer camps: *June Explorers* for ages 13-15, and *July Flyers* for ages 16-18
- Drone Community Day in August
- 10 scholarships for women to enroll in a drone course at the college this fall
- *Warner Award* – on Saturday March 12 at the Epsilon Pi Tau (honor society technology) for breakfast at the International Technology Educators Association conference Dr. Melissa Stange received the Region 2 Warner Award for exemplary achievements as a practitioner in a technology profession.

- *Commonwealth Cyber Fusion Competition Virginia Cyber Cup* – LFCC takes first place in community college division.
- *Medical Laboratory Technician Program (not official until the accreditor's April board meeting)* – LFCC's MLT Program is recommended for initial accreditation for five years. NAACLS had three choices: not recommend, recommend for two years, or recommend for five years. This was the best possible result.

#### School of STEM Highlights

- Dr. Alex Peebles, engineering faculty who has a bioengineering background, recently published two papers, one in Biomechanics, and the other one on development of virtual reality games for patients with low back pain.
- The School of STEM is planning several STEM outreach activities. Two engineering days, one on each campus, open to high school juniors and seniors. Each is a full day event with hands on activities including 3D printing and engineering design, and more. Other STEM outreach activities are being planned for underrepresented groups in STEM such as women and minorities. A National DNA Day celebration on April 25 is planned. This day marks the commemoration of the discovery of the DNA double helix structure.

#### School of Humanities and Social Sciences Highlights

- Adjunct Professor of History, Mike St. Jacques, in collaboration with the Dean of Humanities and Social Sciences, Dr. Jay Gillispie and Student Life and Engagement Coordinator, Chris Lambert gave an exceptional presentation that was shared with the College community, and larger community, via ZOOM on March 3. The presentation was a historical context of the situation between Russia and Ukraine and a discussion of what is going on presently and how we got here. Mike's professional military career was in that part of the world as was his graduate history work at Carnegie Mellon and James Madison. It was very well received, and participants asked a lot of questions, something that continued at the Middletown Campus well after the program ended. There was such lively interest the program, questions, and discussion. Chris Lambert and Jay Gillispie are actively discussing more such programs.

#### Student Services and Academic Support Highlights

- *Tele-mental Health Usage* – students are using all the Timely Care offerings. As of Feb 28 there were 105 visits including 64 counseling sessions, 31 talk now sessions, three psychiatry appointments, and seven health coaching will be a featured school. The addition of tele-mental health services has freed up time for our student support team to dig deep on other issues and focus on other wrap around services. The combination of SST, Single Stop, grant money, and Timely MD is making our money, time, and assistance stretch much farther for students.
- *Donated Laptops* – Navy Federal Credit Union donated 49 laptops for students. We have a few students in line for them already, but we are going to go through the loaner laptop list at the library to see who has needed a computer and start there. These are also open to Workforce and Adult Ed students as well. These computers are for students to keep, not just borrow.
- *Career Fair* – LFCC's Career Office hosted a career fair at the Middletown Campus on March 22 with nearly 100 employers. It was a great opportunity to welcome the community back onto campus while giving our students a chance to meet with potential employers.

- *Job Fair* – LFCC’s Outreach team in conjunction with the Page County Chamber of Commerce will host a Job Fair and Workshop on April 29 from 10 am – 6 pm at Jenkins Hall in Luray. The high schools plan to bring students and the whole community is invited. There will be over 30 employers in addition to resume assistance, and a program fair for LFCC programs. We are excited to showcase Jenkins Hall to the community, particularly our high schoolers in Page County.

Early College and High School Partnerships Highlights

LFCC is preparing to sign a Memorandum of Agreement with Opportunity Scholars in May. Opportunity Scholars (OS) is an organization that seeks to provide pathways to success for students in the Lord Fairfax Community College service region and reduce the cycle of poverty while improving equitable opportunities in our communities regardless of socio-economic status. It is the philosophy of Opportunity Scholars that all students have a chance for success when they have partners on the pathway to success. Opportunity Scholars provides a low personal/family debt pathway to graduate with a college or university degree or professional trade certificates or medical certifications and/or licenses. The purpose of this collaborative partnership is to provide students with resources that will enable them to pursue a pathway that leads to sustainable wage at the least expensive cost to student and family in one of these high need, high wage, high skill areas: Public Service, Healthcare, Education, Business, IT, or Professional Trades and work in their community upon completion of education. Winchester and Frederick County Public Schools also have agreements with Opportunity Scholars.

Instructional Technology Office (ITO) Highlights

An article on *Strategies for Embracing Diversity in the Classroom*, written by ITO team members Dr. Erin Mills, Kaila Kea, and Gannon Nordberg was featured on, The Study Hall, an online blog sponsored by Instructure, the parent company of our learning management system Canvas, The article was translated into Spanish and shared with Instructure’s international audience. LFCC has gone global! <https://www.instructure.com/canvas/resources/higher-education/strategies-for-embracing-diversity-in-the-classroom>

**e. Development; LFCC Foundation**, Liv Heggoy, associate vice president of development, LFCC Educational Foundation executive director

- We received a gift of \$925,000 in February – on Valentine’s Day – to establish a new endowed scholarship. While the scholarship criteria has not been finalized, the donor would like for some of the funds to support students with financial need who are interested in pursuing a career in education.
- A special thank you to College Board member Brad Hodgson, who has helped facilitate a gift of 49 laptops from his employer, Navy Federal Credit Union, to the Foundation to be given to students. The laptops were delivered on March 23.
- We are pleased that HB200 – sponsored by Delegate Mike Weibert – passed the General Assembly this year. With this technical correction to a section of the Virginia code, nonprofit organizations such as the LFCC Foundation can transfer property into a limited liability corporation (LLC) and maintain the existing tax exemption for the property. Without this technical correction, the tax exemption would not have extended

to an LLC whose sole owner is a nonprofit organization. We intend to establish the LLC as soon as possible in 2022 so that we can separate our property assets from our other financial assets. <https://lis.virginia.gov/cgi-bin/legp604.exe?221+sum+HB200>

- After a two-year hiatus, the Foundation's annual Appreciation Luncheon will be held on Friday, April 15, 2022. A formal invitation was mailed to all College Board members.

**f. Financial and Administrative Services, Craig Short, vice president of financial and administrative services**

Business Office

Continuance of assembly of information for the APA audit underway as well as having sent out the ARMICS survey on 3/28. HEERF related grant expenditures continue to be monitored. Budget Requests for the FY23 budgets went out 3/17, accompanied by a request to link budgets with the college's strategic plan.

Auxiliaries and Facilities Planning

Hazel on track at 83% complete. Interior MEP Fixtures, millwork, and finishes are in the mid stages. The technology scope of work has been re-engineered to fit within previously established budget with purchase order received 3/9 with material ordered immediately after. Substantial Completion Date is scheduled for May 16<sup>th</sup>. (Final completion is after but that milestone needs to be met to stay on track) Wolk Hall design planning and permitting for the lower-level classrooms was completed, with anticipated start date of April 1 through September 2022. Early GMP budget issues were resolved, however, emergent issues with fire alarm integration and navigation of the DEB process are impacting that schedule. Whitney Miller continues to coordinate the move for that area to have been completed by end of March with Faculty and staff. Anticipated temporary changes in parking at the upper lot of Wolk Hall took place on 2/14 to transition to all ADA for at least 60 days through mid-April: still on track for re-opening lot on April 15. Fauquier Trades lab remains on an aggressive schedule with RFP proposals back 3/22/2022 with an apparent low bidder of Miller Brothers. Will adjust project schedule based on feedback from selected contractor once negotiations have been complete. Anticipate that supply chain and labor issues will push completion into first quarter of 2023. Smith Hall Addition underway with masonry and structural steel being installed on slab and MEP ongoing in the interior and masonry on exterior; on schedule for planned completion of June 2022; Currently at 85% complete. The Janet Shimmel Memorial Garden and landscaping at Jenkins Hall is at 90% complete overall with the trellis constructed, tree plantings in and the paver area and seat walls constructed at 90% complete. Securing proposal for plaque and monument sign this month. Based on feedback from the admin council, looking at road conditions at the entrance of the Middletown Campus including proposed reduction in speed limits, crosswalk and sidewalk plans from the town.

Purchasing for Hazel Hall

Technology, furniture, fixtures, and equipment purchasing for Hazel Hall continues with coordination between FAS and faculty/staff utilizing a combination of FFE funding for the project, ETF funding for the college and various pools of grant funding.

### Facilities Management

Ongoing efforts being made in response to the COVID pandemic for future preparations, including major HVAC Controls upgrades college wide (Procurement complete and vendor in process of securing equipment), continued maintenance of and deployment of air purification units throughout all campuses, and further distribution of cleaning supplies for all classrooms. Wolk Hall Chiller replacement and modernization (permit received 3/25/22; chiller pre-ordered to avoid delays), exhaust air improvements at Fauquier Campus. Other projects at Wolk Hall include an atrium lighting upgrade (in design), concrete pad replacement at rear dock, Police Desk relocation (design complete, permitting in process), bookstore relocation (design complete, permitting in process), Student Success Suite renovations (design complete, permitting in process), classroom lighting upgrades to accommodate HyFlex tech installations (In process), and mini split installation for IT Closets to support HyFlex equipment (complete). Additional projects going through the VCCS process for design and procurement at the Middletown campus include Fairfax Hall Office 501 wall installation (design complete in process for permitting), Veterans Suite (design complete in process for permitting), B&G Operations Center, and Warehouse office separations (design complete in process for permitting), vending area improvements (schematics in review with LFCC), and the completion of the replacement of a vacuum pump and lab controls in Science and Health Professions lab.

### LFCC Police

Currently recruiting for two full-time and three part-time police officer positions at Middletown and Fauquier Campuses. We have locked in the two-day DCJS training on Campus Threat Assessment for July 12-13, 2022. Ongoing projects police continue working on include: (1) body-worn cameras (2) improving first responder radio reception/transmission in campus buildings (3) name change related coordination.

### Information Technology

Student and faculty/staff Multi-Factor Authentication (MFA) are now live and in place to help protect students, faculty and staff from unauthorized access. There are a handful of remaining students/staff from time to time but overall adopted at the college-wide level at this point. HyFlex installations continue to be underway at Middletown and Fauquier Campuses and are expected to continue through the Fall semester without interruption to class schedules. Classrooms that have been or are in the process of being upgraded to HyFlex at this time are Jenkins Hall rooms 105 (Claude Moore Lab), and rooms 207/208/209 and room 201 (conference room). Fauquier Campus – Wolk Hall rooms 201/203, 202/206, 205/207, 208/210, 103 (innovation space renovation), 104 (renovation), 105 (cyberlab renovation), 106 (renovation), 107, 109 (renovation), 111, 115 and the existing cyberlab. Hazel Hall rooms 103 (Barkman Conference Center), 105 (conference room), 106, 109, 110 (conference room) 123A, 123B, 204, 205, 207, 210 (conference room), 211, 214 (conference room), 228 (conference room). Middletown Fairfax Hall rooms 300, 304, 306 (cyberlab), 307, 309, 601, 602, 603, and room 201 (innovation space). Science Health Professions rooms 136/138, 145, and 234. Student Union rooms 118/119. Scope development continues for the Fauquier Trades Lab building technology. ETF purchasing to begin in late 2021 and IT continues to solicit needs from faculty and staff for hardware related to remote and mobile delivery of service and instruction if necessary. AdAstra and Chatbot implementation in progress with the provision of information to consultants and VCCS project managers.

Name Change Working Group

Internal group continues to meet on a weekly basis with additional KPMG meetings for LFCC staff. We have created a shared drive for placement of documents and itemized tracking and to use for basis of notifications. Eddie Edwards given direction on signage needs for monumental as well as directional and incidental signs at Middletown and Fauquier. Highway signage remains scheduled for changeover in late May with VDOT.