



Laurel Ridge Community College Board Meeting Minutes

Laurel Ridge Community College Board

April 3, 2025; 12:00 PM

Laurel Ridge Community College, Fauquier Campus, Hazel Hall, Barkman Family Conference Center

Attendance

Present:

Members: Kim Blosser, Renard Carlos, Jeanian Clark, Chris Coutts, Joyce D'Urso, Ed Daley, JoAnn Ellwood, Will Fairhurst, Krista Farris, Ben Freakley, Ashley Hansen, Liv Heggoy, Brad Hodgson, Paul Johnson, Brandon Monk, William (Clay) Perry, Brian Sours, Maryam Tabatabai, Cory Thompson, Johanna Weiss

Absent:

Members: Andrew Keller, Jim Wells

- I. Call to Order
(Presenters: Ben Freakley, College Board Chair)
- II. Approval of Meeting Minutes, February 6, 2025 (Presenters: Ben Freakley, College Board Chair)

 [Laurel Ridge Community College Board Meeting Minutes - February 6, 2025.pdf](#)

Motion:

Motion to approve College Board Meeting Minutes, February 6, 2025

Motion moved by Maryam Tabatabai and motion seconded by Ed Daley. Motion unanimously approved.

III. New Business

- A. New College Board member, Joyce D'Urso, representing Fauquier County
(Presenters: Ben Freakley, College Board Chair)

Board Chair Ben Freakley welcomed new College Board member, Joyce D'Urso representing Fauquier County. D'Urso was appointed to an unexpired term ending June 30, 2025, and will be eligible for reappointment to a first four-year term in July 2025. This was an information item and required no further action.

- B. Laurel Ridge Institutional Priorities AY 2024-25 progress report
(Presenters: Kim Blosser, President)

Laurel Ridge President Kim Blosser guided board members through a review the Institutional Priorities AY 2024-25 progress report and highlighted numerous goal

progress areas. 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 the VCCS and provided to the board chair for review and inclusion in the president's evaluation letter to the Chancellor. The board chair will draft a letter of evaluation for board review. Upon board consensus, the evaluation letter will be sent to the Chancellor's Office in May. This was an information item and required no further action.

 [Laurel Ridge Institutional Priorities 2024-25 Progress Report.pdf](#)

- C. Recommendation to approve Auxiliary Fee Increase Effective Fall 2025
(Presenters: Barry Orndorff, Finance Director)

 [Action Item - Auxiliary Fee Increase.pdf](#)

Motion:

Motion to approve Auxiliary Fee Increase Effective Fall 2025

Motion moved by Brad Hodgson and motion seconded by Krista Farris. Motion unanimously approved.

- D. Recommendation to approve Student Activity Fee Increase Effective Fall 2025
(Presenters: Barry Orndorff, Finance Director)

 [Action Item - Student Activity Fee Increase.pdf](#)

Motion:

Motion to approve Student Activity Fee Increase Effective Fall 2025

Motion moved by Ed Daley and motion seconded by Brad Hodgson. Motion unanimously approved.

- E. Recommendation to Amend Agenda

Board member Ed Daley recommended to amend the agenda to reflect the recommendation of the Powerline Training Facility Lease as a draft form.

Motion:

Motion moved by Ed Daley and motion seconded by Renard Carlos. Motion unanimously approved.

- F. Recommendation to approve Draft Powerline Training Facility Lease
(Presenters: Mary Ong, Business Operations Director)

 [Action Item - Powerline Training Lease.pdf](#)

Motion:

Motion to approve Draft Powerline Training Facility Lease

Motion moved by Brandon Monk and motion seconded by William Fairhurst. Motion unanimously approved.

- G. Recommendation to approve Renaming of Pre-Allied Health CSC to Pre-Health CSC (Presenters: Johanna Weiss, Vice President, Academic and Student Affairs)

 [College Board Recommendation Form - Re-Naming of CSC Pre-Allied Health.pdf](#)

Motion:

Motion to approve renaming of Pre-allied Health CSC to Pre-Health CSC
Motion moved by Maryam Tabatabai and motion seconded by Brad Hodgson. Motion unanimously approved.

- H. Recommendation to approve Discontinuance of Land Surveying Career Studies Certificate (Presenters: Johanna Weiss, Vice President, Academic and Student Affairs)

 [College Board Recommendation Form - Land Surveying Discontinuation.pdf](#)

Motion:

Motion to approve discontinuance of Land Surveying CSC
Motion moved by William Fairhurst and motion seconded by Brad Hodgson. Motion unanimously approved.

- I. Recommendation to approve AY 2025-26 College Board meeting dates (Presenters: Ben Freakley, College Board Chair)

 [2025-26 Laurel Ridge Community College Board calendar of meetings.pdf](#)

Motion:

Motion to approve AY 2025-26 College Board meeting dates
Motion moved by Brad Hodgson and motion seconded by Brian Sours. Motion unanimously approved.

- IV. Report of the College Board Chair (Presenters: Ben Freakley, College Board Chair)

Board Chair Ben Freakley stated that higher education is under pressure nationwide and urged the importance for board members to continue their advocacy of both credit and Workforce programming offered by the community college. Board members are encouraged to engage with their respective boards of supervisors sharing information of the many opportunities offered by Laurel Ridge in our service region. Chairman Freakley also commended Laurel Ridge on its recent designation as a Military Friendly institution.

- V. Report of the Laurel Ridge Educational Foundation Representative (Presenters: Ed Daley, College Board member, Warren County)

Ed Daley reported that the Foundation Board met on April 3, at which Laurel Ridge Police Chief Jay Roy presented on campus safety, the draft powerline training facility lease was approved, and new Foundation Board member Mike Wenger was welcomed.

- VI. Reports of the College
(Presenters: Kim Blosser, President; Jeanian Clark, Vice President, Workforce Solutions; Chris Coutts, Vice President, Communications and Planning; Johanna Weiss, Vice President, Academic and Student Affairs; Cory Thompson, Vice President, Finance and Administrative Services; Liv Heggoy, Associate Vice President, Development)

 [2025.04.03 College Board - Reports of the College.pdf](#)

- VII. College Board Calendar of Meetings and Engagements
(Presenters: Kim Blosser, President)

 [College Board Calendar of Meetings and Engagements - April 2025.pdf](#)

- VIII. Adjournment
(Presenters: Ben Freakley, College Board Chair)

Motion:

Motion to adjourn meeting at 1:32 pm

Motion moved by Brad Hodgson and motion seconded by Krista Farris. Motion unanimously approved.

SUBMITTED BY:



Kimberly P. Blosser
President, Laurel Ridge Community College;
Secretary, Laurel Ridge Community College Board

APPROVED BY:



Benjamin C. Freakley
Chair, Laurel Ridge Community College Board

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

Copy of Approved Laurel Ridge Community College Board Minutes – February 6, 2025, filed with Dr. David Doré, Chancellor, Virginia Community College System.



INSTITUTIONAL PRIORITIES

— 2024-25 —

STATUS AS OF APRIL 1, 2025



 **PEOPLE**
 **PLACES**
 **PROCESSES**



Our Shared Values

Why is this a priority?

Workplace culture is the set of shared rules, beliefs, and attitudes that formally and informally direct how things are done and how people interact at work. Workplace culture is the sum of employees' experiences and a pivotal driver of organizational success, impacting success in recruitment, engagement, and retention. Based on the findings of last year's Culture Climate Study, the college will focus attention internally on two of its shared values:

- Integrity – We exemplify honesty, character, and respect for our communities
- High Performance – We are focused, responsive, collaborative, and accountable

While Laurel Ridge is very high performing as evidenced by our #1 rank in student success measures for the last four years and our top rankings in workforce credential production and dual enrollment completions, there is a need to focus internally to be more responsive, collaborative, and accountable to one another. Overall student success is dependent on our employees.

Strategies to address this priority

- Respect and Relationships:
 - Increase opportunities to gather and engage
 - Celebrate successes and recognize employees frequently
- Transparency and Accountability:
 - Communicate early and often
 - Ensure accountability for living up to Laurel Ridge's values
- Enhance Training and Consistency:
 - Develop a consistent platform for communication
 - Provide training for college communication
 - Enhance onboarding and training for employees

Outcomes expected

- ➔ Implement a new system for regular internal college communication
- ➔ Shared updates and successes from all units, as well as achievements of employees
- ➔ Develop a plan for units to cross-train or shadow other departments
- ➔ Implementation of the college intranet as the primary source for internal communication and information

Aligns with Engage 2027

- ➔ Goal 9: Promote a positive organizational culture that values employees' lived experiences and contributions.

Outcomes achieved

- ✓ College intranet as the primary source for internal communication:
 - The employee intranet ecosystem was expanded using Microsoft SharePoint where all internal communications are posted and employees can read, react, and comment on the content.
- ✓ Regular internal college communication, shared updates, achievements, and successes:
 - Each college department shares a unit update on a revolving 8-week schedule.
 - An Applause intranet site was created so employees can share college successes, kudos, or praise.
 - Each Wednesday, the week's internal communications, department updates, and applause posts are shared through an emailed digest.
 - HR's Team Dynamix employee portal houses employee resources and forms, providing a centralized HR support system for the hybrid workforce.
 - HR's Open Forums share information about benefits, payroll, policies, procedures, and training, and encourage employee participation through Q&As and solicited feedback.
- ✓ Units cross-training and shadowing other departments:
 - A peer group of administrative assistants in Academic and Student Affairs was formed for cross-training and professional development.
- ✓ Enhanced training and consistency with accountability to college values:
 - HR created a structured and welcoming onboarding experience to help new employees integrate effectively into the college culture, mission, and values.
 - HR Performance Management training sessions for employees provided the purpose and components of Performance Management and the value of providing constructive feedback to support employee development, while connecting the process to the college's values.
 - Civility and bullying training was provided for all employees.

Outcomes in progress

- ➔ Resources for mentorship and job shadowing are being built into the onboarding process. Managers will be provided with guidance to support new hires and pair them with peers to shadow.

Our Future Employee Work Environment



Outcomes achieved

- ✔ Structuring flexible work arrangements to ensure employees have a sense of belonging and connection:
 - The Fair Labor Standards Act (FLSA) compliance initiative upheld fairness.
 - Internal policies were updated for consistency to include meal breaks and work/life balance.
 - Guidance was provided to departments for managing overtime and peak hours to ensure that flexible work arrangements support productivity and service delivery.
 - The Administrative and Professional Faculty Council reviewed this priority and provided feedback about whether flexible work arrangements were working well within the college.
 - A report of employee telework arrangements was reviewed by the President, which reflected that most employees telework one day per week, in alignment with DHRM policy and college operational needs.

Why is this a priority?

Building on the workplace culture study finding that the college should “increase opportunities to gather and engage,” we will explore our work culture and the hybrid work environment. While the study showed employees value the flexibility of telework, there was concern about the lost interactions and face-to-face engagements that foster a positive work culture. This year, we will explore and recommend flexible work arrangements that enhance employee satisfaction, productivity, and an overall sense of belonging.

Strategies to address this priority

- Review policies that govern telework, alternate work schedules, and employee meal breaks
- Identify what works well with current flexible work schedules and what areas need improvement
- Evaluate critical peak service hours and times of slow-down to ensure that flexible work arrangements support organizational productivity and service delivery
- Identify strategies that foster belonging and cohesion among the workforce in a flexible, hybrid work environment

Outcomes expected

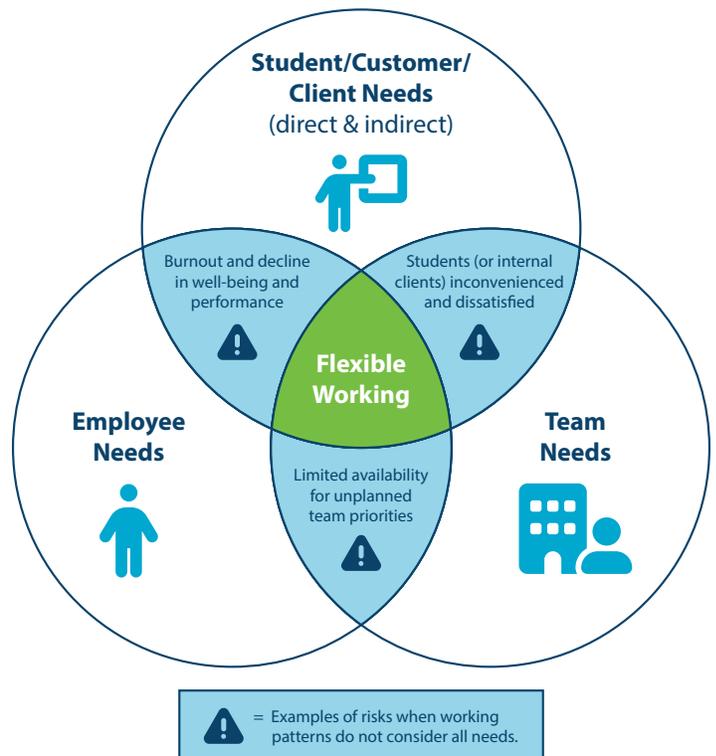
- ➔ Recommendations for how to best structure flexible work arrangements to ensure employees have a sense of belonging and connection to the college and other employees

Aligns with Engage 2027

- ➔ Goal 13: Employ best practices for engaging and communicating with employees in an expanding virtual work environment.

Outcomes in progress

- ↻ College departments are evaluating their telework arrangements based on critical peak service hours. Changes to employee work schedules that result from the analysis will occur prior to the 25-26 academic year.



Our One College Approach

Why is this a priority?

The space study conducted last year identified significant opportunities to repurpose spaces for new instructional programs or for better efficiency in providing student support services. In addition, the study noted areas that are underutilized and ways in which departments could be moved or areas renovated to create greater work efficiencies.

The culture climate study showed overwhelming agreement that students are our first priority and their success is why employees love working at the college. However, employees noted silos exist in some areas, and there is continued perception of competition between credit and non-credit programs.

With new instructional spaces and new programs being developed in the next one to three years, the focus on 'one college' is needed to ensure we are moving forward with the same shared goals and a better understanding of each unit's place and purpose in the overall organization.

Strategies to address this priority

- Physically move student support services to be near one another to create a one-door environment for students
- Establish a set of definitions for terms used by the academic and workforce units
- Develop a shared set of guidelines for how programs are identified, discussed by both credit and non-credit, and then moved forward as either for credit or not for credit
- Create a process to establish credit for prior learning to allow non-credit credential programs to flow into a degree program

Outcomes expected

- ➔ A new credit-for-prior learning process will be developed
- ➔ Architectural plans will be developed with employee input to create a better one-door flow for students
- ➔ All college employees will have a clearer understanding of the role of academic and workforce programs and how together both support the mission of the college

Aligns with Engage 2027

- ➔ Goal 11: Seek innovative and inclusive approaches to scale facilities to meet the needs of instructional programs and student support services.
- ➔ Goal 16: Align career and technical workforce programs with current and future labor market needs.

Outcomes achieved

- ☑ Development of credit-for-prior-learning (CPL) processes:
 - The new Dean of Professional Programs has been hired, who will serve as the CPL lead in Academic and Student Affairs and have responsibility for growing the AAS Technical Studies program.
 - CPL established for Workforce Solutions' CompTIA credentials for student transition into credit degree programs.
 - Academic and Student Affairs and Workforce Solutions performed a curriculum gap analysis.
 - Academic and Student Affairs and Workforce Solutions cross-shared their past student rosters for outreach and marketing to students about next step programs.
- ☑ Development of architectural plans using employee input to create a better one-door flow for students:
 - Initial schematic designs have been created using feedback from stakeholder meetings with Student Services, TRIO, and Workforce Solutions that assessed current challenges and identified opportunities for improved collaboration. Workforce Solutions staff will be relocated to enhance cross-functional teams and service coordination.
 - The Cornerstone Hall renovation project is fully funded with a \$1.5 million budget, utilizing college carryforward reserves.
- ☑ Supporting employees' clearer understanding of the role of academic and workforce programs, and how together both support the mission of the college:
 - The college marketing department supports both the academic and workforce programs with joint marketing materials and career clusters that show both divisions' programs.
 - Orientations for new employees now contain information on both types of programs.
 - College events such as All College Day highlighted both types of programs.

Outcomes in progress

- ➡ The Policy for Transfer Credit and related processes developed by the college CPL Committee are being reviewed by the VP of Academic and Student Affairs and go before the college Governance Council in spring or summer 2025. If approved, they will be added to the college CPL manual.
- ➡ A shortened Fast Forward grant Bootcamp is currently being developed for credit students to embed IT industry credentials into their program of study.

— The Region's First-Choice Education and Training Provider —

Why is this a priority?

While our region overall has steady population numbers (some counties are growing, while others are not), the region is expected to grow from now until 2040. To meet that growth, the college's enrollment also needs to increase in order to keep up with the needs of our citizens and our local business community. The percentage of our neighbors who are in the ALICE population has increased over the last four years, making the need for additional training to earn a life-sustaining wage even more urgent. Additionally, in our region, 55% of the population has only a high school diploma or some college, but not a degree. Of that 55%, over 56,000 individuals are 18-44 years of age. A renewed look at how the college offers programs and provides student support services will be needed to ensure we are structured to meet the needs of these working adults.

Strategies to address this priority

- Develop facility plans to renovate or expand to meet the needs of new programs
- Survey current credit students to determine class meeting preferences
- Determine best practices for strategic scheduling aimed at different audiences
- Launch new programs to meet workforce needs
- Develop marketing approach to attract both college transfer and adult students

Outcomes expected

- ↪ A more strategic and purposeful fall 2025 schedule to address findings from this year's research
- ↪ At least two new programs launched with at least three more in the planning phase
- ↪ A defined plan for where new or expanded programs will be located
- ↪ A revised marketing plan to reach additional high school and adult students

Aligns with Engage 2027

- ➔ Goal 15: Elevate the college's role as the region's first-choice education and training provider, well-positioned to strengthen the economic and educational position of the students and communities we serve.

Outcomes achieved

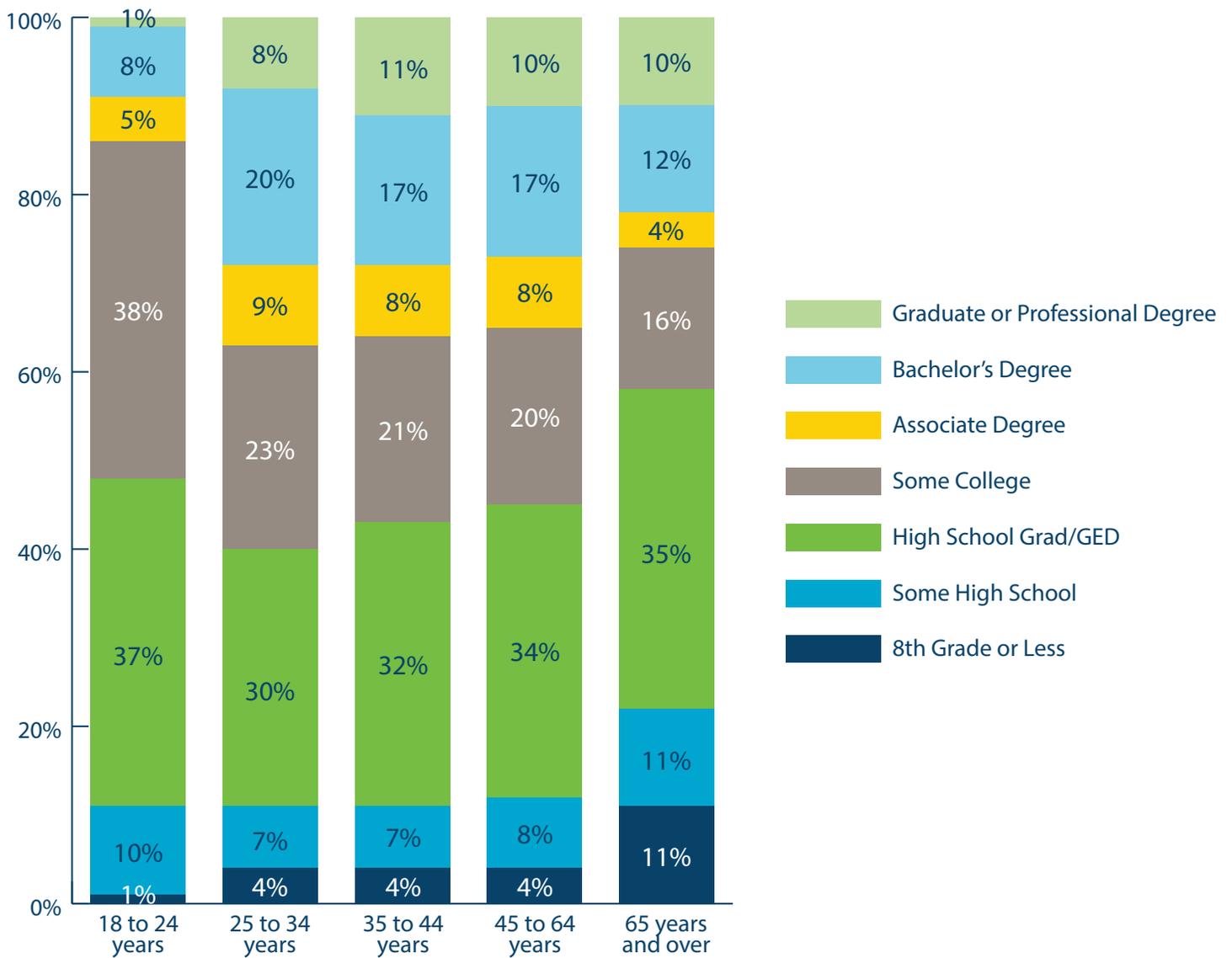
- ✓ Creation of a more strategic and purposeful Fall 2025 academic course schedule:
 - The schedule has been built to include focused pathways for Fauquier students in the following associate degree programs: General Studies, Health Sciences, Business Administration, Science, Engineering, and Information Systems Technology / Cybersecurity.

- ✓ Launch of at least two new programs with at least three more in the planning phase:
 - Fauquier Fiber Installer Program launched in October 2024.
 - Fauquier K-12 Trades Academy launched in September 2024.
 - College Welding program expanded into Fauquier Market in September 2024.
 - Drone Bootcamp held at the Fauquier Campus.
 - Middletown Pharmacy Technician Program launched in September 2024.
- ✓ Revision of marketing plan to reach additional high school and adult students:
 - Targeted recruitment plan is underway, running from December 2024 to August 2025, including strategic billboard advertising in Luray and Warrenton.
 - Targeted "It All Starts Here" campaign has been launched to increase inquiries for associate degree programs, emphasizing affordability and quality of education.

Outcomes in progress

- ↻ Implementation of Ad Astra Scheduler software for creation of 2026-27 course schedule, which includes identification of viable completion paths for each program.
- ↻ Development of a Pre-Health pathway for evening students at the Middletown campus and Luray-Page County Center.
- ↻ Launch of CNA program at the Luray Page-County Center in AY 2025-2026.
- ↻ Approval and launch of independently operated AAS PTA program at the Luray-Page County Center and Middletown campus.
- ↻ Viability study and planning underway for addition of Spring admission cohort for Middletown AAS Nursing program.
- ↻ Offering of second level drone bootcamp.
- ↻ Print mailing strategies will continue to target 15 to 30-year-olds with "Starting your Bachelors" and 25 to 64-year-olds with "This is Your Time."
- ↻ Targeted efforts will raise awareness about the G3 Scholarship, recruit for credential and professional development programs, and promote specific academic programs like the Future Educators Academy and Drone Boot Camps.
- ↻ College-wide awareness initiatives will be supported through viewbook mailings, radio commercials, and public relations efforts.
- ↻ Digital strategies will target audiences in Luray and Warrenton through ads on their personal devices and digital video ads at home.

Educational Attainment by Age



	18 - 24	25 - 34	35 - 44	45 - 64	65+	Total
8th Grade or Less	208	1,269	1,510	3,373	5,234	11,594
Some High School	2,538	2,283	2,500	6,791	5,449	19,561
High School Grad/GED	9,064	10,161	12,024	29,793	16,864	77,906
Some College	9,199	7,865	8,016	17,912	7,856	50,848
Associate Degree	1,323	2,999	3,056	7,029	2,170	16,577
Bachelor's Degree	1,839	6,981	6,612	14,716	5,843	35,991
Graduate or Professional Degree	109	2,723	4,237	9,079	5,037	21,185
	24,280	34,281	37,955	88,693	48,453	233,662



LAUREL RIDGE COMMUNITY COLLEGE
173 Skirmisher Lane
Middletown, VA 22645

TO: Kimberly Blosser, President
FROM: Cory Thompson,
Vice President of Financial and Administrative Services
DATE: April 3, 2025
SUBJECT: Auxiliary Fee Increase Request

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

Information Item: _____

Action Item: X

Agenda Item Title: Auxiliary Fee Increase Request

Background:

In 2023, the College transitioned from a flat \$27 per semester fee to a \$3.50 per credit hour Auxiliary Fee. This adjustment was made to more equitably distribute costs among students based on credit load. As mandated by the Virginia Code, community colleges are required to generate local revenue to cover the ongoing expenses associated with parking lot maintenance and repairs.

The Auxiliary Fee is applied to all credit students, including those enrolled in dual enrollment programs. For fiscal year 2025, the Auxiliary Fee is projected to generate approximately \$360,000 in revenue to support essential maintenance of parking lots and campus infrastructure.

However, recent legislative changes will result in most dual enrollment courses taught in high schools becoming tuition-free starting Fall 2025. This policy change will reduce the College's local fee revenue by an estimated 30%. Simultaneously, the costs associated with maintaining and repaving aging parking lots are escalating significantly. Several of the College's parking facilities are now due for major repairs and resurfacing, further straining financial resources.

Request:

The College is requesting the College Board's approval to seek a \$0.50 per credit hour increase to the Auxiliary Fee, raising it from \$3.50 to \$4.00 per credit hour, effective Fall 2025. This adjustment is necessary to ensure the College can continue to meet statutory obligations and adequately fund the maintenance and repair of parking lots and related infrastructure, providing safe and accessible facilities for students, faculty, and visitors.

As required, all fee adjustments must receive approval from the State Board for Community Colleges. Pending College Board approval, this proposal will be submitted for consideration at the State Board's May 2025 meeting.

Attachments:

1. FY24-25 Local Funds Budget

**Laurel Ridge Community College
Local Funds Budget
Fiscal Year 2024-25**

	Approved Budget Fiscal Year 2023-2024	Approved Budget Fiscal Year 2024-2025
Revenue		
Parking Fees	315,000	360,000
Student Activity Fees	215,000	230,000
Bookstore	77,500	77,500
Other (Copiers, Vending, Dining)	80	100
Interest	36,617	55,000
Total	\$ 644,197	\$ 722,600
Expense		
Parking Maintenance & Repairs	100,000	175,000
Student Activities	100,000	80,000
Student Union (Lease)	450,000	450,000
Other (Banking Fees, SU Operations)	18,335	17,600
Total	\$ 668,335	\$ 722,600
Budgeted Local Reserve +/-	\$ (24,138)	\$ -

LAUREL RIDGE COMMUNITY COLLEGE
173 Skirmisher Lane
Middletown, VA 22645

TO: Kimberly Blosser, President

FROM: Cory Thompson,
Vice President of Financial and Administrative Services

DATE: April 3, 2025

SUBJECT: Student Activity Fee Increase Request

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

Information Item: _____

Action Item: X

Agenda Item Title: Student Activity Fee Increase Request

Background:

The College currently charges a \$2.15 per credit hour Student Activity Fee to all credit students, including dual enrollment students. The College has never requested an increase to the Student Activity Fee. Revenue from this fee supports Student Life activities, as well as covers a portion of the College's annual lease obligation to the College Foundation, which holds the debt on the Student Union facility. The local funds portion of the lease payment totals \$450,000 per year.

However, revenue generated by the Student Activity Fee currently brings in about \$230,000 annually, creating a significant funding gap. Historically, the College has bridged this shortfall using revenue from the campus bookstore or other auxiliary enterprises. Unfortunately, bookstore commission revenue has steadily declined year over year and is no longer sufficient to cover the difference.

Compounding this financial challenge, starting in Fall 2025, dual enrollment courses taught in high schools will be free of charge, reducing Student Activity Fee revenue by an estimated 30%. Additionally, the College has been striving to set aside funds for a multi-million-dollar maintenance project to address the failing HVAC system in the Student Union.

In recent years, the College has also relied on Education & General (E&G) funds where possible to assist in covering lease obligations. However, state revenue is currently constrained, and the College no longer has access to reserves that were previously

available during the COVID years, when CARES Act funding helped stabilize operating budgets.

Request:

Given these financial pressures, the College is requesting the College Board's approval to seek a \$0.50 per credit hour increase to the Student Activity Fee, raising it from \$2.15 to \$2.65 per credit hour, effective Fall 2025. This adjustment is essential to help offset the significant revenue losses expected due to changes in dual enrollment policy, stabilize funding for the Student Union lease payments, and reduce reliance on bookstore revenue, which is no longer a viable long-term solution.

As required, all fee adjustments must receive approval from the State Board for Community Colleges. Pending College Board approval, this proposal will be submitted for consideration at the State Board's May 2025 meeting.

Attachments:

1. FY24-25 Local Funds Budget

**Laurel Ridge Community College
Local Funds Budget
Fiscal Year 2024-25**

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Total	\$ 668,335	\$ 722,600
Budgeted Local Reserve +/-	\$ (24,138)	\$ -

LAUREL RIDGE COMMUNITY COLLEGE
173 Skirmisher Lane
Middletown, VA 22645

TO: Kimberly Blosser, President
FROM: Cory Thompson,
Vice President of Financial and Administrative Services
DATE: April 3, 2025
SUBJECT: Powerline Training Facility Lease Approval Request

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

Information Item: _____

Action Item: **X**

Agenda Item Title: Powerline Training Facility Lease Approval Request

Background:

Throughout the past year, the College developed plans for a new Powerline Training Facility at the Middletown Campus on Foundation-owned land. The proposed facility will enable the College's Workforce Solutions division to offer a lineman training program that directly addresses the regional power industry demand driven by data center expansion. The College intends to fund the development of the facility through an operating lease agreement with the College's Educational Foundation. Key details of that lease include:

- **Premises:** Approximately two acres of land located at the Foundation Property in Middletown will include a new 6,000-square-foot powerline training facility, pole yards, supporting storage, and related infrastructure.
- **Term:** Ten (10) years, with the option for two (2) additional ten-year renewal periods.
- **Annual Rent:** \$50,000 per year, payable to the Foundation, funded by Workforce Solutions.
- **Development Costs:** The College will provide up to **\$4,475,000** to fund development and construction of the facility. The total cost to the College may be reduced through potential gifts, donations, or grant funding secured in support of the project.

- **Maintenance & Operations:** The College will assume full responsibility for all maintenance, utilities, and capital improvements.

Project Financials:

All development costs and rent payments associated with the lease will come from Workforce non-reverting (reserves), a source of funds generated strictly through Workforce revenue and intended for purposes such as this (reinvested in new or expanding programs). This is independent of State E&G funds. This project has no direct financial impact on the college’s operating budget and will not result in any student tuition or fees increases.

Category	Amount	Funding Source
Rezoning	\$42,940	Building the Future Fund
Design	\$271,880	Building the Future Fund
Construction	\$4,425,000	Workforce Reserve (Lease)
Program Management	\$224,400	Building the Future Fund
Fees/Contingency	\$50,000	Workforce Reserve (Lease)
Total	\$5,014,220	

Strategic Goal Alignment:

Goal	Alignment
Goal 11: Seek innovative and inclusive approaches to scale facilities to meet the needs of instructional programs and student support services.	The lease supports this goal by developing a new, purpose-built facility specifically designed to meet the instructional needs of the College’s lineman training program.
Goal 12: Grow revenue through innovative partnerships and philanthropic endeavors aimed at supporting student success.	The partnership with the Foundation, along with the pursuit of potential gifts, donations, and grants, exemplifies innovative funding strategies to support student success.

Goal	Alignment
<p>Goal 15: Elevate the college’s role as the region’s first-choice education and training provider, well-positioned to strengthen the economic and educational position of the students and communities we serve.</p>	<p>The facility and lineman training program reinforce Laurel Ridge’s leadership as a key workforce training provider in the region, addressing specific regional industry demand.</p>
<p>Goal 16: Align career and technical workforce programs with current and future labor market needs.</p>	<p>The lineman training program is developed in direct response to current labor market demands, particularly due to data center expansion requiring skilled utility workers.</p>
<p>Goal 17: Expand community involvement and engagement.</p>	<p>This project facilitates partnerships with regional employers, utilities, and community stakeholders, strengthening the College’s role in workforce and community engagement.</p>

Resolution Statement:

The Laurel Ridge Community College Board hereby approves the lease agreement between Laurel Ridge Community College and the Laurel Ridge Community College Educational Foundation, Inc. for the Powerline Training Facility project at the Middletown Campus, authorizes the College to proceed with the financial commitments outlined, and directs submission of the lease to the State Board for Community Colleges for final approval.

Attachments:

1. Draft Powerline Training Facility Lease
2. Schematics and Site Plan

DEED OF LEASE

This DEED OF LEASE (the "Lease") made this [REDACTED] day of [REDACTED], 2025, by and between LAUREL RIDGE COMMUNITY COLLEGE EDUCATIONAL FOUNDATION INC, a Virginia tax exempt 501 (c)(3) non-profit corporation (the "Lessor"), and COMMONWEALTH OF VIRGINIA, LAUREL RIDGE COMMUNITY COLLEGE, ON BEHALF OF THE STATE BOARD FOR COMMUNITY COLLEGES (the "Lessee").

WITNESSETH

1. **PREMISES:** For and in consideration of the terms, conditions, covenants, promises and agreements herein made, Lessor hereby leases and demises unto Lessee the following described real property (the "Premises"):

Land, as shown on **Exhibit A**, and to be constructed powerline training facility on Tax Map Parcel [REDACTED], in Frederick County, Virginia located at 131 Garland Snapp Dr, Middletown, VA 22645. This premises shall include a new 6,000 square foot powerline training facility, poles yards, and supporting storage facilities and infrastructure to support the training facility as generally shown on plans, dated [REDACTED], including the site plans and conceptual design shown on **Exhibit B**.

2. **TERM OF LEASE:** The Premises is leased to Lessee for a period of ten (10) (years) (the "Initial Term") beginning on the [REDACTED] day of [REDACTED], 2025 (the "Commencement Date") and terminating on the [REDACTED] day of [REDACTED], 2035 (the "Termination Date"). In addition, the Lessee shall have the option to renew the Initial Term for two (2) additional successive ten (10) year periods, exercisable by written notice to the Lessor at least ninety (90) days prior to the end of the then-current term.

3. **RENT AND DEVELOPMENT**

(a) Lessee covenants to pay Lessor the sum of Fifty Thousand Dollars (\$50,000) as annual rent (the "Rent") for the Initial Term. Rent shall be payable to the order of Laurel Ridge Community College Educational Foundation Inc and mailed to:

Name: Laurel Ridge Educational Foundation, Inc.
Address: 173 Skirmisher Lane
Middletown, VA 22645

(b) Lessee shall pay Three Million Nine Hundred and Seventy Five Thousand Dollars (\$3,975,000) for development of the property, which shall be developed and used exclusively by the tenant for educational and training purposes.

(c) Lessee shall pay rent and tenant improvement amounts, as outlined in 3(a) and 3(b) to Lessor to fund the development and construction of the building and site as shown

in **Exhibit B**. The source, amount, schedule, and conditions of such payment shall be governed by the cost structure detailed in **Exhibit C**.

4. **PURPOSE AND USE OF PREMISES:** The Premises is leased to be used and occupied exclusively by Laurel Ridge Community College, an institution of the Commonwealth of Virginia (the "leasing agency"), and its agents and employees, for such purposes and uses as it may now or hereafter be empowered by law to use same.
5. **DELIVERY OF QUIET ENJOYMENT AND POSSESSION:** Lessor covenants to deliver quiet possession of the Premises on the Commencement Date and to provide Lessee with quiet enjoyment of the Premises for the Initial Term, and all renewal terms hereunder.
6. **ALTERATIONS BY LESSEE:**
 - (a) Lessee may make such alterations, modification, additions and/or improvements upon or to the Premises and may install or remove such fixtures as Lessee may deem proper. All materials used in such alterations, modifications, improvements, and all fixture made and/or installed by Lessee shall remain the property of Lessee and, upon termination of this Lease, may, at Lessee's option, be removed.
 - (b) If applicable, Lessor shall join Lessee in obtaining any zoning changes necessary to Lessee's use of the Premises as set forth herein.
7. **IMPROVEMENTS, MAINTENANCE, UTILITIES:**
 - (a) Lessor shall retain full ownership of the Premises, including all buildings, structures, and improvements constructed thereon, for the duration of the Lease and any renewal terms.
 - (b) Lessee shall, at its sole cost and expense, be responsible for all routine and non-routine maintenance, repairs, and upkeep of the Premises, including but not limited to:
 - i. Structural repairs and maintenance of all buildings and improvements, including roofs, walls, and foundations.
 - ii. Maintenance and repair of electrical, plumbing, HVAC, and other mechanical systems.
 - iii. Repair and replacement of interior and exterior fixtures, doors, windows, and flooring.
 - iv. Landscaping, snow removal, pest control, and general grounds maintenance.
 - v. Maintenance of any parking areas, driveways, sidewalks, and access roads.
 - (c) Lessee shall be solely responsible for the cost, maintenance, and payment of all utilities and services necessary for the operation of the Premises, including but not limited to:

- i. Electricity, gas, water, and sewer services.
 - ii. Waste disposal and recycling services.
 - iii. Telecommunications, internet, and any other service connections required for Lessee's operations.
 - iv. Any other operating expenses associated with the use and occupancy of the Premises.
 - (d) Lessee shall be responsible for all capital improvements, major renovations, and replacements necessary to maintain the Premises in good working condition. Lessee shall not be required to seek Lessor's approval for such improvements unless they involve structural modifications or material changes to the Premises.
 - (e) Lessee shall be responsible for ensuring that all maintenance, repairs, and operations comply with all applicable federal, state, and local laws, codes, and ordinances.
 - (f) Lessor shall have no obligation to repair, maintain, or manage the Premises during the Lease Term or any renewal terms, except in the event of damages resulting from Lessor's negligence or willful misconduct.
 - (g) Upon expiration or termination of this Lease, Lessee shall return the Premises in good condition, reasonable wear and tear excepted. Lessee shall not be required to restore any improvements made during the Lease Term unless otherwise agreed in writing.
8. HAZARDOUS MATERIALS:
- (a) Lessor represents that there is not currently and in the past there has not been any:
 - (i) use, treatment, storage or disposal of any hazardous substance or material (as defined in 42 U.S.C. 9601(14) (1982) and 40 C.F.R. 302.4 (1986) or pollutant on the subject property;
 - (ii) any spill, discharge or release of any hazardous substance or material or pollutant thereon or therefrom.
 - (b) Lessor acknowledges that nothing contained in this Lease is intended to shift liability to the Lessee that the Lessor may have to any third parties, the Commonwealth of Virginia or the United States with respect to events occurring or conditions existing prior to Lessee's possession, or claim in connection with any environmental law or any use, treatment, storage or disposal of any hazardous substance or pollutant or any spill, leakage, discharge or release of any hazardous substance or pollutant.
9. RENEWAL OF LEASE: Unless otherwise terminated or renewed under Section 2 as herein provided, at the end of the Initial Term this Lease shall automatically renew and continue in full force and effect from year to year ("renewal term") at the same rental, adjusted pro rata on an annual basis and due and payable in the same periodic installments as provided in Section 3, and subject to all terms, conditions, covenants, promises and agreements herein contained. Such year-to-year or renewal term shall continue to renew automatically unless terminated by Lessee in such manner and at such time as hereinafter

provided for termination of the Initial Term.

10. TERMINATION:

- (a) This Lease and any renewal term of this Lease may be terminated by the Lessee during the Initial Term or any renewal term upon written notice to the other party by certified or registered mail, return receipt requested, at least three (3) months prior to the expiration of the Initial Term or any renewal term; otherwise, this Lease shall renew and continue as provided in Section 8. In addition, during any renewal term, Lessee, at its option, may terminate this Lease at any time upon at least three (3) months written notice to Lessor by certified or registered mail, return receipt requested.
- (b) Notwithstanding any provision in this Lease to the contrary, if any session of the Virginia General Assembly fails to appropriate or make available the necessary funds for the continuance of this Lease, it shall automatically terminate upon depletion of the then currently allocated funds.
- (c) Notwithstanding any provision in this Lease to the contrary, if, by operation of law, the leasing agency designated in paragraph 3 shall cease to exist or its powers and authority are limited so as not to permit the continued use of the demised premises for the purpose and use for which same is leased, then this Lease and all obligations of Lessee hereunder shall terminate.

11. NOTICE:

- (a) Any and all notices affecting this Lease may be served by the parties hereto, or by their duly authorized agents, as effectively as if same were served by any officer authorized by law to serve such notices. The return of such party, or its duly authorized agent, showing the time, place and manner of service of such notice shall have the same force and effect in any legal proceedings based thereon as a return of service by any officer authorized by law to serve such notice.
- (b) All notices required by law to be served upon, and all notices permitted by this Lease to be mailed to, a party to this Lease shall be served upon or mailed to, as the case may be, the following agents for each party who are hereby appointed and designated as such for the purpose of receiving all such notices:

Lessor's Agent: Liv Heggoy
 Street Address 173 Skirmisher Lane
 (Not P.O. Box): Middletown, VA 22645

Lessee's Agent: Cory Thompson
 Street Address 173 Skirmisher Lane
 (Not P.O. Box): Middletown, VA 22645

Each party shall immediately notify the other party, in writing, of any change of agents, and no change of agents shall be effective until such notice is given.

- (c) Where under the terms of this Lease a notice is required or permitted to be mailed by certified or registered mail, return receipt requested, and such notice is not mailed in such manner, the notice shall be effective if actually received by the party, or its appointed agent, to whom the notice is directed.
12. **BINDING UPON SUCCESSORS:** This Lease shall be binding upon the parties hereto and their successors in interests, including but not limited to heirs, assigns, purchasers at lien, deed of trust, or mortgage foreclosure.
13. **ENTIRE AGREEMENT:** This Lease constitutes the entire, full and complete understanding and agreement of the parties, and all representations, conditions, statements, warranties, covenants, promises or agreements previously made or given by either party to the other are hereby expressly merged into this Lease and shall be null, void and without legal effect.
14. **MODIFICATION:** This Lease shall not be modified, altered or amended except by written agreement executed by the parties hereto with the same formality as this agreement.
15. **PARAGRAPH HEADINGS:** Headings to the paragraphs are mere catchwords and are illustrative only; they do not form a part of this Lease nor are they intended to be used in construing same.
16. **ADDITIONAL PROVISIONS:** This Lease is subject to the terms, conditions, modifications, additions and/or deletions provided in the following designated attachments which are incorporated herein by reference: Exhibit A (“Land Site”), Exhibit B (“Conceptual Plans”), and Exhibit C (“Cost Structure”).
17. **EXECUTION:** This Lease shall not be effective or binding unless and until signed by all parties, and all appropriate approvals are obtained pursuant to §§ 2.2-1149 and 23.1-1002 of the *Code of Virginia* (1950), as amended.

[Remainder of page intentionally blank. Signature pages follow.]

IN WITNESS WHEREOF, the parties have affixed their signatures and seals.

LESSOR: LAUREL RIDGE COMMUNITY COLLEGE

By: Liv Heggoy
Title: Executive Director, Laurel Ridge Community College Educational Foundation, Inc

STATE OF VIRGINIA
CITY/COUNTY OF _____, to-wit:

The foregoing Lease Agreement was acknowledged before me this ____ day of _____, 20____, by _____, as _____ of _____ (name of Lessor), a Virginia corporation / limited partnership / limited liability company, on behalf of the corporation / partnership / company.

My commission expires: _____
My registration number is: _____

Notary Public

LESSEE: COMMONWEALTH OF VIRGINIA
LAUREL RIDGE COMMUNITY COLLEGE
ON BEHALF OF THE STATE BOARD FOR
COMMUNITY COLLEGES

By:
Title:

STATE OF VIRGINIA
CITY/COUNTY OF _____, to-wit:

The foregoing Lease Agreement was acknowledged before me this ____ day of _____, 20____, by _____, as _____ of _____ COMMUNITY COLLEGE.

My commission expires: _____
My registration number is: _____

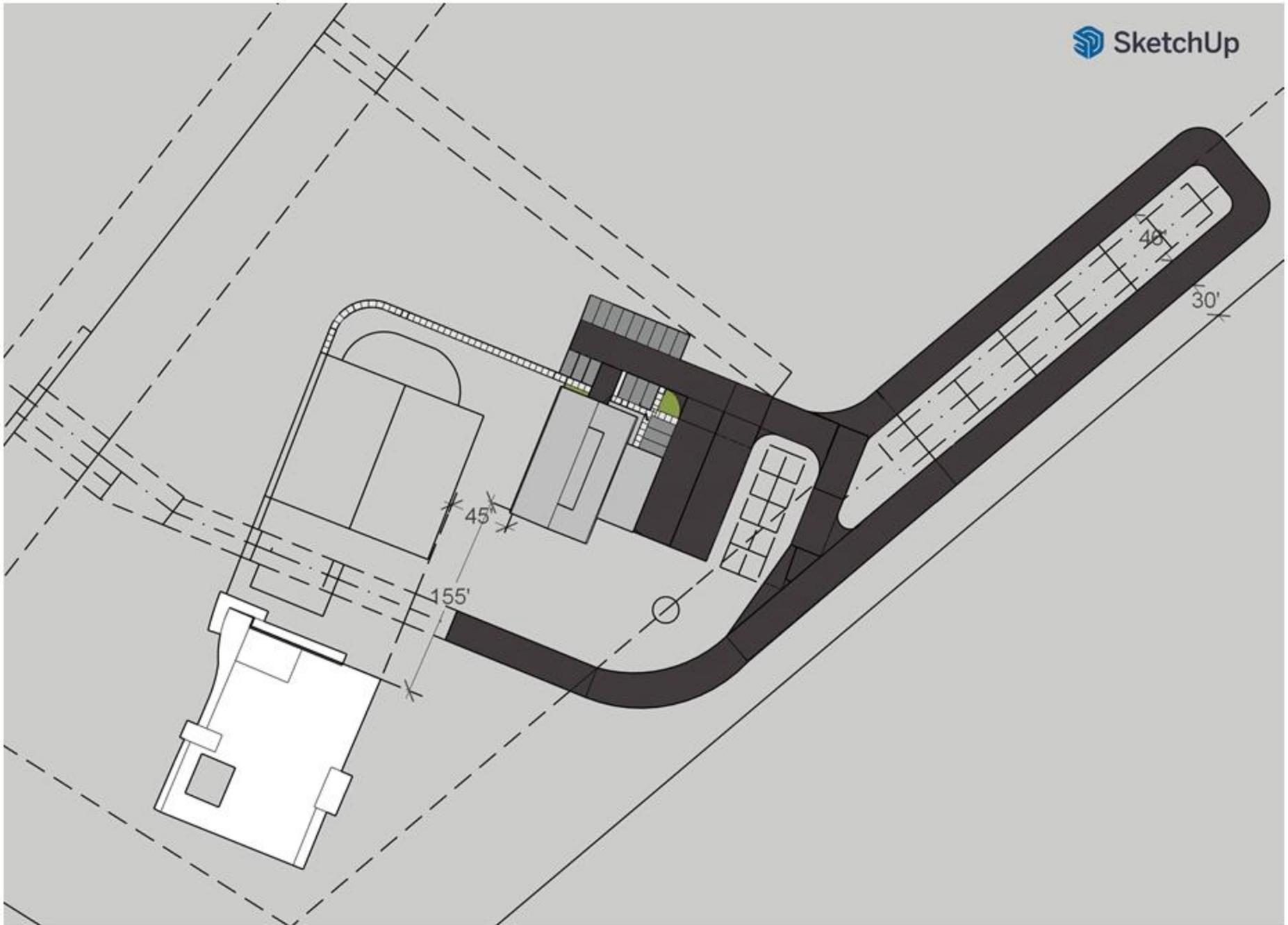
Notary Public

OFFICE OF THE ATTORNEY GENERAL
Approved as to form:

By: _____
Assistant Attorney General

Exhibits in Development:

- **Exhibit A: Land Site**
 - Ariel map of Foundation owned land that will be included as part of the lease
 - Approximately 3 Acres
- **Exhibit B: Conceptual Plans**
 - Site Plan showing building, roads, pole yards
 - Conceptual Drawings of Buildings
- **Exhibit C: Cost Structure**
 - Project budget
 - Schedule of payments to fund development
 - Source of funds for development and existing Foundation funds supporting the project
 - Good faith agreement to return any unspent funds or modify lease to add funds for completion





Laurel Ridge Community College
173 Skirmisher Lane
Middletown, VA 22645

RECOMMENDATION FOR COLLEGE BOARD

TO: Kimberly P. Blosser, President
FROM: Johanna Weiss, VP of Acad & Stud Affairs
DATE: 03/18/2025
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): Re-Naming of Pre-Allied Health, CSC to Pre-Health, CSC

Initiating Administrator's Recommendation (If funding is involved, please indicate appropriate budget line item number and title.) There was a curriculum proposal sent to and approved by the College Curriculum and Instruction Committee to make changes to the current Career Studies Certificate in Pre-Allied Health. One of the changes was to change the name of the program to the Pre-Health, CSC. Allied health is typically defined as medical fields that exclude nursing (RN), medical (MDs), and dentistry (DDS). We wanted to broaden the name of this degree to include pre-nursing students as a potential audience and a pathway for completing the prerequisites to the A.A.S. in Nursing degree. The approved curriculum proposal (approved on 2/21/2025) is attached to this proposal.

Attachments (List supporting documents): Approved C&I proposal.

Pre-Health, CSC (current Pre-Allied Health)

2025-26 Program Update/Change [Revised]

General Catalog Information

Proposal Originator Instructions

FILL IN all fields required marked with an *.

ATTACH any supporting documentation.

LAUNCH proposal by clicking Validate and Launch at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

IMPORTANT: If you are adding new courses to this new program, please ensure a Course New Proposal has also been submitted.

School*

Science, Integrated Technologies, Engineering and Math

Type of Program

Select *Program* below as the Type of Program.

Type of Program* Program
 Shared Core

Program Level

- Transfer** Associate of Arts (AA)
 Associate of Science (AS)
 Associate of Arts and Sciences (AA&S)

- Occupational/Technical** Associate of Applied Science (AAS)
 Associate of Applied Arts (AAA)
 Certificate
 Career Studies Certificate (CSC)

- Other** Specialization (only available for AAS or AAA degrees)
 Major

Program Title* Pre-Health, CSC (current Pre-Allied Health)

VCCS Program Code

CIP Code

Description*

Program Description/Purpose: The Pre-Health Career Studies Certificate (CSC) is designed to help prepare students for admission into one of Laurel Ridge Community College's health programs, especially the A.A.S. in Nursing program. Students enrolled in this CSC are not yet accepted into any competitive Laurel Ridge health program but are completing their general education and prerequisite courses. After completing this CSC, students will apply for admission into one of the health programs.

Occupational Objectives: creates a pathway into and prepares students for health programs; such as, nursing, practical nursing, dental hygiene, emergency medical services and surgical technology.

Program Student Learning Outcomes

1. Exhibit effective written and oral communication.
2. Identify anatomical structures and explain the physiological aspects and functions of the human body.
3. Demonstrate understanding of the foundations of a specific health-related profession.

Reason(s) for
Change*

- The Curriculum and Instruction Committee approved the discontinuance of the Pre-Allied Health CSC at the January 2025 meeting. The President, Kim Blosser, did not approve this due to the impact on dual enrollment which consists of the vast majority of the completers. The President asked the VP, Dean, and Health Sciences Program Lead to consider whether there were other options that included revising it.

The VP completed the following steps:

- Reviewed data of the number of graduates of the Pre-Allied Health, CSC to determine which courses they took, and what health programs (if any) they then enrolled in. (see attachment).
- Worked with the Dean of STEM, the Dean of Health Professions, the Program Lead for Health Sciences, and the Dean for Early College to weigh whether we could revise the Pre-Allied Health CSC to be (a) a more coherent and accessible package of courses; (b) better prepare for and lead high school students to our Nursing and allied health programs, (c) help us work toward our institutional and VCCS goal of increasing the completion of credentials both for dual enrollment and on-campus, and (d) provide an important milestone/stepping stone for student interested in our A.S. Health Sciences/Health Sciences Certificate and/or the A.A.S. in Nursing.
- Drafted the revised plan submitted here
- Talked with CTE Directors from our local high schools to see if they had any concerns on revisions.
- ***Review of data of Spring 2023 graduates of the Pre-Allied Health CSC:*** There were 47 dual enrollment students who graduated with this credential in Spring 2023. They were not program-placed until the time of the conference of the degree.

Of the students who obtained this credential:

- 61.7% obtained more than this credential (other CSC, UCGS, or A.S. degree)
- There was no coherency in the course combinations that the students completed, with almost 40% completing no anatomy and physiology course.
- 10 of the students (21.3%) continued at Laurel Ridge after graduation. Only 2 of the CSC completers (4.2%) came to Laurel Ridge for a health or allied health program (AAS Nursing).
- The proposal is to modify the current Pre-Allied Health CSC in the

following ways:

- Create a structured program of study that aligns with the prereqs for the AAS Nursing program which is the most popular health program at the college. These prereqs also serve for the majority of our other health programs. In cases where a student may be applying for a program other than nursing, course substitutions for the last course elective bucket can be considered.
- Rename the program from Pre-Allied Health (which largely excluded Nursing from the Program Description) to Pre-Health which is broader and will help to distinguish this from the former unstructured curriculum.
- **Pre-Health, Career Studies Certificate (Revised from Pre-Allied Health CSC)**

SDV 101 - Orientation to Health Professions **OR** SDV 100 - College Success Skills (1)

ENG 111 - College Composition I (3)

BIO 141 - Human Anatomy & Physiology I (4)

BIO 142 - Human Anatomy & Physiology II (4)

PSY 230 - Developmental Psychology (3)

CST 100 - Principles of Public Speaking **OR** CST 110 - Introduction to Human Communication (3) or SOC 200 - Introduction to Sociology or ENG 112 - English Composition II

Advantages of the proposed change:

- The proposed courses are a coherent package which requires anatomy and physiology and allows for the tracking of students and the assessment of program learning outcomes.
- There will still be an option for dual enrollment students; in fact, by program-placing them earlier, we could establish a much stronger advising pathway and coach the students into and through our admission processes for our health programs.
- Students who apply to the A.A.S. Nursing program or complete their first semester of the degree will automatically be eligible to complete the credential. This will be an important milestone and help with increasing our number of credentials.
- The Pre-Health CSC is highly stackable into the Health Sciences Certificate, the A.S. Health Sciences and the A.A.S. in Nursing.

Have you Yes No
contacted the
program lead in
impacted areas?*

Prospective Curriculum Instructions

Follow these steps to propose courses to the new program curriculum:

Step 1

There are two options for adding courses: "Add Course" and "Import Course."

For courses already in the catalog, click on "Import Course" and find the courses needed.

For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

Step 2

Click on "View Curriculum Schema" then select "Add Core". When the New Core appears, expand the Core and enter the Core Title. Next, click on "Add Courses" to access the list of courses from Step 1. Then select the courses you wish to add.

For removing courses click on the "Delete" and proceed.

Certificate Curriculum

**SDV 101 Orientation to Health
Professions**

[Right] OR

SDV 100 College Success Skills

[After]

ENG 111 College Composition I

**BIO 141 Human Anatomy & Physiology
I**

**BIO 142 Human Anatomy & Physiology
II**

PSY 230 Developmental Psychology

[After]

CST 100 Principles of Public Speaking

[Right] OR

**CST 110 Introduction to Human
Communication**

[Right] OR

ENG 112 College Composition II

[Right] OR

SOC 200 Introduction to Sociology

Program Total: 18 Credits

Attachment Instructions

Please attach any required files by navigating to the right side menu and clicking "Files".

Attached List name of attachment here

Acalog Catalog Administrator - Do Not Modify

Degree Type

Career Studies Certificate

Program Type

Healthcare

Acalog Catalog

Owner

Acalog Item Id nsimpson@laurelridge.edu

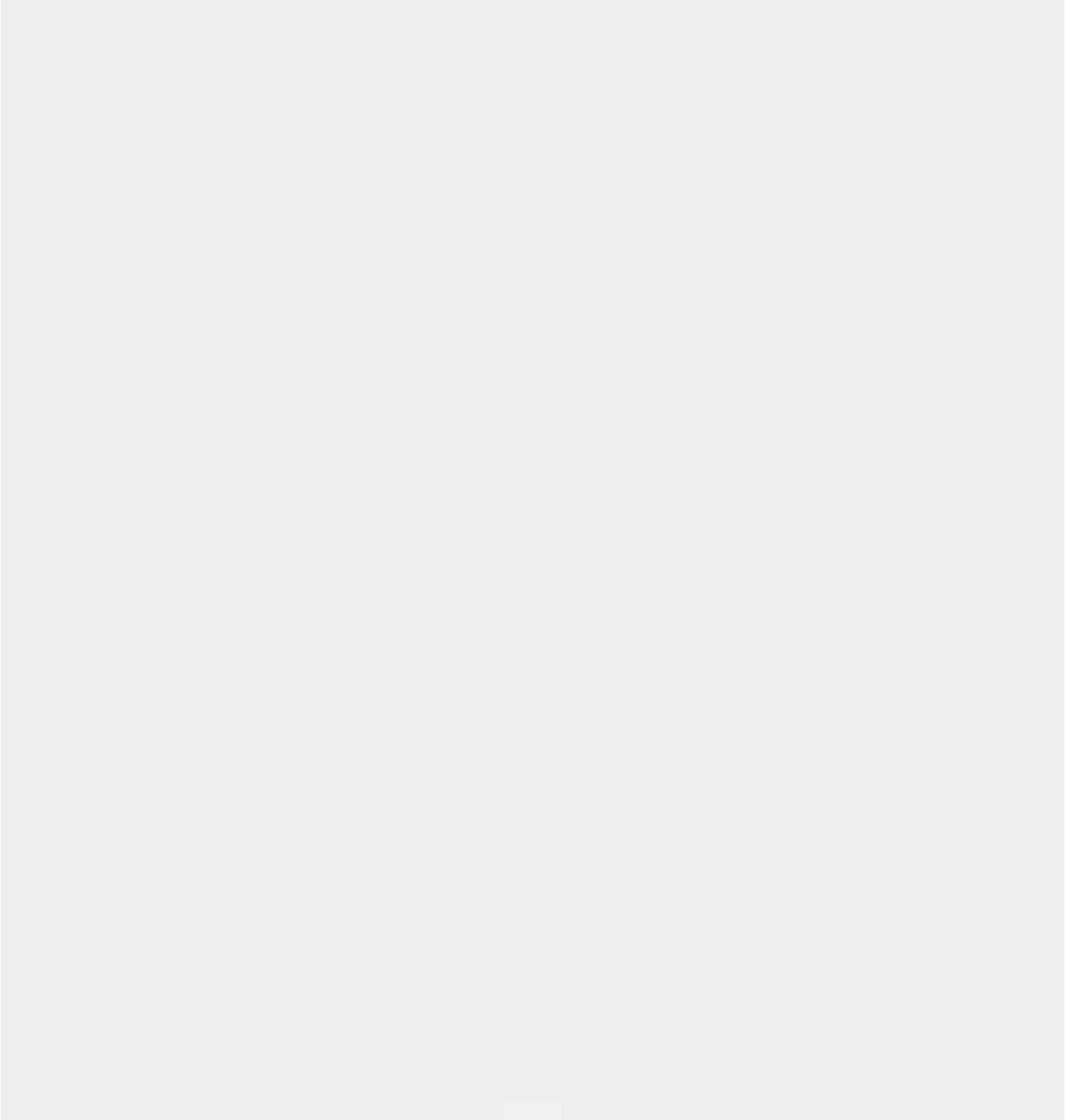
Acalog Catalog Active-Visible

Status

Inactive-Hidden

Attachments for Pre-Health, CSC (current Pre-Allied Health)

CSC Pre Allied Health SP 2023 Graduates.xlsx (uploaded by Johanna Weiss, 2/17/2025 8:42 am)



Laurel Ridge Community College
173 Skirmisher Lane
Middletown, VA 22645

RECOMMENDATION FOR COLLEGE BOARD

TO: Kimberly P. Blosser, President
FROM: Johanna Weiss, VP of Acad & Stud Affairs
DATE: 03/18/2025
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): Land Surveying, CSC Program Discontinuation

Initiating Administrator's Recommendation (If funding is involved, please indicate appropriate budget line item number and title.) This program was developed to support a local employer who has since closed; there has been few enrollments in this program over the past few years. Any remaining students have been counseled to complete the courses via shared services distance learning (online through Northern Virginia Community College) or through course substitutions. Most of the courses are remaining and are part of the AAS Engineering Technology Program. The only courses being eliminated are CIV 256 and CIV 257. This item was approved by the College's Curriculum and Instruction Committee on 2/28/2025.

Attachments (List supporting documents): Approved C&I proposal.

Land Surveying, CSC

2025-26 Program Discontinuation

General Catalog Information

Proposal Originator Instructions

FILL IN all fields required marked with an *.

ATTACH any supporting documentation.

LAUNCH proposal by clicking **Validate** and **Launch** at the top. Once the proposal has been launched, approve the proposal to move the proposal forward in the workflow.

IMPORTANT: If you are adding new courses to this new program, please ensure a **Course New Proposal** has also been submitted.

School*

Science, Integrated Technologies, Engineering and Math

Type of Program

Select *Program* below as the Type of Program.

Type of Program* Program
 Shared Core

Program Level

- Transfer** Associate of Arts (AA)
 Associate of Science (AS)
 Associate of Arts and Science (AA&S)

- Occupational/Technical** Associate of Applied Science (AAS)
 Associate of Applied Arts (AAA)
 Certificate
 Career Studies Certificate (CSC)

- Other** Specialization

Program Title* Land Surveying, CSC

VCCS Program Code

CIP Code

Program Start Date Fall 2023

Description*

Program Description/Purpose: This career studies certificate emphasizes land and field surveying practices and office techniques, as well as utilizing a variety of instruments including levels, total stations, and GPS units.

Occupational Outcomes: Graduates of this program, through the required courses, will be prepared for an entry-level position in the surveying field.

Program Student Learning Outcomes

1. Demonstrate skills in the use of surveying equipment including levels, total stations, GPS units, and data collectors.
2. Demonstrate familiarity with procedures for boundary, topographic and construction surveys and demonstrate ability to prepare and analyze topographic maps.
3. Apply computer-aided drafting (CAD) concepts and components used in industry to process field data into a CAD format.
4. Demonstrate an understanding of land records research.

Courses are displayed under the semester in which they are regularly offered and are recommended to be taken in this sequence to ensure timely graduation. It is possible that a course shown in a particular semester may not be offered due to low enrollment or other factors.

Term and Year Fall 2025
program closed to
new enrollments*

Term and Year Summer 2026
program
deactivated for
data
submission/closed*

Reason(s) for
Discontinuance*

This CSC was created to respond to a local workforce demand due to a health matter of the owner of the company who needed employees. Employer is also the instructor for the courses. As a consequence of these factors, we do not have program enrollment, available qualified instructors, or workforce demand. Therefore, we are submitting this proposal to discontinue this program. Some of the courses will be discontinued but others will remain because they are required for the engineering technology programs. CIV 256 and CIV 257 will be discontinued.

Have you Yes No
contacted the
program lead in
impacted areas?*

Program Course
List*

Fall Semester

CAD 140 Technical Drawing
CIV 171 Surveying I
**CIV 257 Mapping Standards, VA Rules &
Statutes & Surveying Law**
MTH 131 Technical Mathematics

Spring Semester

CIV 172 Surveying II
[After]
**CIV 256 Global Positioning Systems for
Land Surveying**
[Right] OR
**GIS 101 Introduction to Geospatial
Technology I**
[Before]
**CAD 260 Computer Applications for
Surveyors and Technicians**

Total Credits: 21 Credits

Attachment Instructions

Please attach any required files by navigating to the right side menu and clicking “Files”.

Attached* Enrollment Data

Attached* List of Program Placed Students

Attached* Teach out plan

Aalog Catalog Administrator - Do Not Modify

Degree Type

Career Studies Certificate

Program Type

Science, Math, and Engineering

Aalog Catalog
Owner

Aalog Item Id

Aalog Catalog Status Active-Visible Inactive-Hidden

Attachments for Land Surveying, CSC

Copy of Land Surveying CSC Program Data.xlsx (uploaded by Beth Dodson, 2/19/2025 1:22 pm) **Teach Out Plan for CSC Land Surveying.docx** (uploaded by la Gomez, 2/24/2025 8:53 am)



LAUREL RIDGE COMMUNITY COLLEGE BOARD

2025-26 Calendar of Scheduled Meetings

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
September 4, 2025	12:00 p.m.	Middletown Campus, Student Union Building, Room 118/119
November 6, 2025	12:00 p.m.	Middletown Campus, Student Union Building, Room 118/119
February 5, 2026	12:00 p.m.	Middletown Campus, Student Union Building, Room 118/119
April 2, 2026	12:00 p.m.	Fauquier Campus, Hazel Hall, Barkman Conference Center
June 4, 2026	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.

Reports of the College

Laurel Ridge Community College Board Meeting

April 3, 2025

A. President, Kim Blosser

College Updates

- The college was one of 5 community colleges in Virginia selected to participate in a JLARC pre-study that focused on 4 areas: Institutional Research, Transfer, Workforce, and Dual Enrollment. The findings from the 5 colleges will help inform JLARC's full study of the VCCS.
- Laurel Ridge will also be included in another JLARC study of the availability and effectiveness of the educational and vocational programs in Virginia's correctional facilities.
 - JLARC is the Joint Legislative Audit & Review Commission. They conduct audits, program evaluations and policy reviews of state agencies and report back to the General Assembly.
- The State Budget is still evolving, but as of right now, the following is what we know:
 - Dual Enrollment
 - There is no funding in the College and Career Ready fund outlined in last year's dual enrollment bill that is set to be implemented in Fall 2025.
 - In the 2025-26 Dual Enrollment contracts between the college and school divisions, the college will identify a pathway at each high school for students to earn the uniform certificate of general studies (UCGS, Governor's Scholars). The courses outlined in the pathway (and only those courses) will be at no charge to the student or school division if they are taught at the high school by high school faculty.
 - The college is assessing the anticipated revenue loss, but it is likely to be between \$750,000 and \$1,000,000, plus a significant loss in fee revenue.
 - 3% salary increase for employees beginning July 1st. State Board will likely raise tuition to cover the additional costs.
 - 1.5% bonus for employees paid out in June. Colleges will need to cover this additional expense out of this fiscal year's budget.
 - Additional funds for Fast Forward credential programs and state Financial Aid
- Future Educators Academy – Lab School
 - The college is excited that our Lab School will begin at the Middletown Campus in Fall 2025.
 - Currently, there are 22 students who have applied and have been accepted
 - We had 4 students apply from Rappahannock County and 2 students from Fauquier County. With only 6, we were not able to begin a cohort at the Fauquier Campus. We plan to do even more recruiting over the summer and fall, so we can begin a second cohort in Fall 2026.
 - The students from Rappahannock and Fauquier will be able to join the Germanna cohort at the Daniel Technology Center in Culpeper.
- President Blosser held a virtual open forum for all college employees on March 24, 2025, and will have another virtual open forum in late April.

VCCS Updates

- President Blosser is leading a state-wide Dual Enrollment workgroup address the dual enrollment legislation that is planned for implementation in fall 2025. This workgroup has developed a phased-in approach beginning in fall 2025 but continues to monitor the State Budget for any amendments that may change our fall plans.
- President is chairing a workgroup to address ways to Alternately Credential Teaching faculty. A new VCCS policy was approved by the Vice Presidents in March and will come to the Presidents in April.
- President Blosser is currently co-chairing a workgroup to look at the Faculty Evaluation and Appointment process. This work will come to a close in April with recommendations for a revised faculty contract, several revised policies, and an amended faculty evaluation plan.

President Updates and Engagements

- Eastern Shore Community College Search Committee meeting – 2/7
- VCCS Faculty Evaluation Workgroup meeting – 2/7
- Laurel Ridge donor visit – 2/10
- VCCS Faculty credentialing workgroup meeting – 2/11
- Meeting with Senator Tim Kaine for the Virginia Community College Leaders Roundtable discussion – 2/11
- VCCS-wide Dual Enrollment meeting with presidents – 2/12
- VCCS-wide Dual Enrollment meeting with presidents – 2/14
- Laurel Ridge Education Foundation Board meeting – 2/17
- State Budget meeting for Presidents – 2/18
- Meeting with JLARC – 2/18
- Briefing with First Lady Youngkin and Secretary of Education Guidera – 2/18
- Attended TOP of Virginia Chamber Event at Winchester airport – 2/19
- Webinar on the Dear Colleague Letter – 2/19
- Meeting with Shenandoah University regarding articulation agreements and co-enrollment options – 2/20
- Blue Ridge Area Food Bank Board meeting – 2/20
- VCCS Faculty Evaluation Workgroup meeting – 2/21
- Laurel Ridge Ad Hoc committee meeting related to Executive Order and Dear Colleague Letter – 2/24
- Advisory Council of Presidents Meeting – 2/24 – 2/25
- Interviews for Eastern Shore Community College President – 2/26 – 2/28
- GO Virginia Region 8 Executive Committee Meeting – 3/4
- Meeting with Pioneer Bank president – 3/5
- Attended Blue Ridge Area Food Bank luncheon held at the Community Foundation for Loudoun and Northern Fauquier County – 3/14
- Winchester Medical Center Foundation Board meeting – 3/18
- Attended Steve Wisecarver’s service, retired Laurel Ridge faculty – 3/23
- Held President’s Virtual Open Forum for all employees – 3/24
- Presented at the Luray Town Council work session – 3/25
- Laurel Ridge Education Foundation Appreciation Luncheon – 3/28
- GO Virginia Region 8 Executive Committee Meeting – 4/1
- Laurel Ridge donor visit – 4/1

- VCCS New Horizons Conference – 4/2

B. Workforce Solutions, Jeanian Clark, vice president of Workforce Solutions

Fast Forward Programs at Laurel Ridge Post Huge Wage Gains for Students

Spanning data tracked over the last five years, Laurel Ridge Workforce Solutions students completing a Fast Forward industry credential average a 64% increase in wages after completing their program. Numerous standout programs posted even higher wage gains for our students.

- Clinical Medical Assistant students posted 72% wage increases.
- Comp TIA completers posted as high as 136% wage gains in the suite of Comp TIA credentials.
- Heavy Equipment Operators posted 174% wage increases.
- Electrical students posted 96% wage gains.

Data was tracked between Q2 2019 and Q2 2024. Wage calculations are for credential earners who have four quarters of wages before enrollment and four quarters of wages after credential attainment.

New Student Orientation Launched for Workforce Students

As many of the Workforce Solutions credentialing programs have grown increasing complex over the years (with FastForward funding, using Canvas, etc.), we need our students to be more prepared to jump right into the program during the first-class meeting. Until recently, Workforce Solutions did not have a way to systematically orient students before their first class. In January of 2025, we launched our first Workforce Solutions Student Orientation program.

As soon as a student registers for a class, they receive an email with a link to their orientation. Students become engaged the moment they complete registration! This is critical because we have many students registering for programs months ahead of their first class start dates. Orientation topics include a welcome and general overview of Laurel Ridge, navigating around campus, campus safety, student resource page, MyLaurelRidge and Canvas, student support services, student handbooks and FAQs. Students are benefiting from having all this information at their fingertips and staff are receiving fewer FAQ inquiries.

<https://laurelridgeworkforce.com/class-orientation/>

C. Communications and Planning; Fauquier Campus; Chris Coutts, vice president of communications and planning, Fauquier campus provost

Creative Services

- 55th anniversary emblem has been created for the college. Debut and usage recommendations will come from Kim at a future all-employee event:
<https://www.dropbox.com/scl/fi/2nrnfkn6l6wfpqlio32uw/25-LAUREL-RIDGE-011-College-55th-Anniversary-Graphic-Logo-Full-Color-2000px.png?rlkey=3tgqgkvk3h3b47cs94h2gopj5&dl=0>
- Created a graphic and informative flyer for "The Cub House" child-friendly student lounge:

- Graphic logo: <https://www.dropbox.com/scl/fi/0wrrsgnoj1lyaz30yh0ha/25-LAUREL-RIDGE-029-The-Cub-House-Graphic-Logo-2000px.png?rlkey=txgtumj3vbgj48ivksxxbfh9t&dl=0>
- Informative flyer: <https://www.dropbox.com/scl/fi/4w467aieb30g2v3r364do/25-LAUREL-RIDGE-029-The-Cub-House-Marketing-Materials-Flyer.pdf?rlkey=rvnxp3h20wzfyfy69xshthmu&dl=0>

Grants

- We received our Congressional appropriation for the LAPSIM (simulated laparoscopy) equipment the same day of the federal funding freeze. Equipment was purchased and has arrived to serve med tech students at both the Middletown and Fauquier campuses.
- The federal funding freeze has not impacted any of our grants so far.
- We submitted a grant funding request to the Blue Ridge Area Food Bank – this funding (@\$812) will support hydroponic growing kits, which will allow our food pantry to grow and distribute limited fresh vegetables to students.
- The Grants Manager has been meeting with local Congressional House representatives to explore what opportunities for appropriation/community projects may be available with the upcoming budget. We are specifically seeking funding related to the powerline project. Stay tuned!

Marketing

- Laurel Ridge Brand Ambassador
Become a Laurel Ridge Brand Ambassador and help us spread the word about our amazing college! Many of you are already brand ambassadors, but here's how you can get more involved:
 - Support Community Distribution
 - Print Pieces: Help distribute the Laureate, Viewbook, WSCE Course Catalog, and other publications around the community. [Sign up here](#) and collect print materials from the Communications and Planning (CAP) Office (Middletown - Corron, Room 203).
 - Social Media: Share our published stories on your social networks, and with your family and friends. Use hashtags and tag us to amplify our reach! #LaurelRidgeCommunityCollege #LaurelRidgeGrad
 - Represent Us
 - Everyday Conversations: Use "Laurel Ridge". We are still working on ensuring people recognize and embrace our name. Mention "Laurel Ridge" whenever you can to both internal and external audiences. Remember, avoid using "LRCC" to prevent confusion with other institutions or businesses. Refer to [our recent post on why here](#).
 - Official Templates: Refer to our visual brand guide and use official college templates for your internal desktop publishing and presentation needs found at <https://laurelridge.edu/brandguide>.
 - Local Events: Attend local Chamber of Commerce meetings and other community events. Be our voice and proudly represent Laurel Ridge. See more details on chambers below.
 - Perks of Being a Brand Ambassador

- Free SWAG: At the CAP Office, trade in any old "LFCC" decals for a free die-cut Laurel Ridge sticker and other branded items.
- Community Impact: Help us build a stronger community presence and attract more students and partners.
- Personal Growth: Enhance your communication and networking skills while supporting a cause you believe in
- Chambers of Commerce
 - Laurel Ridge is proud to be a member of several local chambers of commerce, which offer valuable opportunities for networking, professional development, and community engagement. Chambers frequently host special events, and we encourage staff members to represent Laurel Ridge at these gatherings. If you are interested in attending any upcoming chamber events, please let us know—we would be happy to assist with logistics.
 - Building strong relationships within our community is essential to fostering support and collaboration. Your involvement helps strengthen our connections and enhances Laurel Ridge's presence in the region.
 - [Top of Virginia Regional Chamber](#)
 - [Shenandoah County Chamber of Commerce](#)
 - [Luray-Page County Chamber](#)
 - [Fauquier Chamber](#)
 - [Front Royal Chamber](#)
- We Want to Hear from You!
 - Please share your ideas on further strengthening the Laurel Ridge name. Reach out directly to the CAP Office.

D. Academic and Student Affairs, Johanna Weiss, vice president of academic and student affairs

Student Affairs and Academic Support

- The testing center at the Fauquier Campus received a glow up over spring break. The mini renovation allows for on site private proctoring and Pearson Vue testing.
- The Cub House will have a soft opening on April first and be open to student parents. Check out The Cub House in Cornerstone 404. A huge thanks to Bank of Clark for their commitment to our student parents through a \$25,000 donation to support our students who are parents.
- Our college social worker is reporting an increase in student requests for assistance meeting their basic needs. We encourage all students to fill out a Single Stop profile which helps our social worker connect students to resources in the community.
- Weekly outreach presence continues at the "Student Union" in Front Royal to support ongoing community awareness of college programming and access to education for Warren County residents. Our outreach folks are there every Thursday night.
- We had four Student Services session proposals accepted at New Horizons:
 - Building Holistic, Inclusive Learning Communities: An Interactive Workshop, Apr 03, 2025, 11:00 AM - 12:00 PM
 - Achieving Comprehensive Advising Services by Changing the Advising Dynamic at Laurel Ridge, Apr 03, 2025, 02:45 PM - 03:45 PM

- Partnership in Action: How Student Services and Academic Affairs are Crafting an Engaging SDV Experience!
- Outcomes of Student Success in a Culture of Care: Impact on Staff and Students, Apr 03, 4:00 PM- 5:00 PM

Enrollment

- Our enrollment for the Spring Semester is up about 1-2% over Spring 2024.
- Schedule development for the Fall 2025 semester is underway; registration for special populations opened on 3/18 with registration opening for all students on 4/1.
- Our Freshman Focus high school enrollment program is bigger than ever. We will register around 100 students for Fall 2025 at some of our larger schools. This program nets Laurel Ridge about half of our Freshman Class.
- We have spent significant time on creating a programmatic schedule for new students starting at the Fauquier Campus for the Fall, focusing on the following programs: the A.S. General Studies, the A.S. Health Sciences, the A.S. Business Administration, the A.S. Science, the A.S. Engineering, and the A.A.S Information Systems Technology/Cybersecurity.
- Rachel Dodson and Nicole Munday are leading the implementation of Ad Astra Schedule which will help us create an annual schedule for the 2026-2027 academic year. This tool will also help us determine viable completion paths for each of our curriculum. We hope to include this new tool for use for the Spring 2026 schedule development which will begin soon.

Curriculum and Catalog

- The Curriculum and Instruction (C & I) Committee, led by esteemed faculty member Sam Dillender, just wrapped up a great year of reviewing curriculum revisions!
- There are two programs that have been two programs approved by C & I for discontinuance: the CSC for Recreation and Outdoor Leadership and the CSC for Land Surveying.
- Patricia Fox led revisions to the health sciences-related curriculum, making the revised Pre-Health CSC (formerly the Pre-Allied Health CSC) and the Health Sciences Certificate more structured and stackable into the A.S. in Health Sciences. This is a great win for students and should lead to increased credentials.
- Art Lee proposed changes to the A.A.S. in Information Systems Technology degree that better align it with the A.A.S. in Cybersecurity, providing better and more current options for students.
- Liz Dingess led changes to the A.S. Science degree that better aligned us to the large number of lower-level science and math requirements of science bachelor degrees. This should increase the success of our transfer science students.
- Several other program leads including Cristy Stefnoski, Lori Killough, Lisa Kara, Larry Friedenber, Margaret Ross, Beth Dodson and others submitted fantastic curriculum proposals that were approved and will benefit our current and future students.
- The C and I committee will be spending its March and April meetings working together to continue to improve the communication and collaboration process around curriculum changes to ensure shared governance and faculty input.
- With Christine Barb's departure, Andrea Lo, Director of Student Services, will now lead the catalog development. The 2025-2026 catalog is expected to be finalized around April 1st.

Comings and Goings

- SoYoung Burke, our ESL Program Coordinator since 2019, is leaving the college, effective Friday, March 14th. We appreciate her service and wish her well on her future endeavors.
- Our new Senior Administrative Assistant for Academic and Student Affairs starts April 10th.
- The Administrative Assistant for Teaching and Learning search is underway. The position closed on March 18. Stay tuned for more information.
- We are interviewing finalists for several faculty searches in the next few weeks including Computer Science, IT, EMS, Accounting, and EMS. If you see these candidates on campus, please give them a warm Laurel Ridge greeting!
- The Dean for Early College and High School Partnerships position is now being advertised as is the Director of Nursing and Allied Health. Please share the word with your colleagues.
- The College has approved a permanent Associate Dean for the School of Science, Integrated Technology, Engineering, and Math as well as a permanent Associate Dean for the School of Humanities and Social Sciences. The positions were reallocated from unfilled academic positions and will be important for supporting the Deans, full-time faculty, and adjunct faculty. The positions will be advertised in the near future with an anticipated July 1st start.

News from Our Academic Schools

School of Humanities and Social Sciences (HSS):

- Our planning for the Future Educators Academy (FEA) is going smoothly. We will have a cohort of 22-24 juniors in high school who will begin their coursework for the A.S. in Education at the Middletown Campus in Fall 2025. Prof. Danielle DeArment-Donohue (ENG 111), Prof. Lori Killough (EDU 200), Dr. Curtis Morgan (HIS 121), and Prof. Sarah Pangle (CST 100) will teach the FEA students in the fall. A special thank you to Lori Killough and Brenda Byard for their outreach and planning efforts!
- HSS had two faculty promotion packets to forward to Human Resources this year—one for an adjunct instructor and one for a full-time instructor. The promotion candidates put forward compelling and commendable applications, and we look forward to announcing the names of the successful faculty members, providing they are both approved.
- Dean Nicole Munday was elected to serve on the VCCS Deans Course Review Committee.

School of STEM:

- The School of STEM is organizing *STEM week* on April 14-18. Activities will include program and student projects showcases, student- and faculty-led presentations and hands-on activities, guest speakers and more.

School of Health Professions:

- The new A.A.S. Physical Therapy Assistant proposal continues to progress through the approval channels and is on-track (hopefully) to be approved by SCHEV and SACS-COC this summer. At that point, we can request separation from Germanna's PTA program from our accrediting body, CAPTE. We hope to admit our own cohort in Spring 2026 or Fall 2026.
- Dean Vanderkooi, with assistance from the health program leads and Taylor Gore, has designed a shortened and easy-to-read advising guide for students and advisors for the entrance requirements to our credit health care programs. We hope that this will be a good tool for our outreach teams and prospective students.

School of Professional Programs:

- Our faculty have been putting in a tremendous amount of effort to collaborate on the Fall 2025 schedule, curriculum and instruction updates, and textbook adoptions! Their hard work is ensuring that we provide the best possible educational experience for our students.

- We have teamed up with the Office of Early College to host a Spring Break Bootcamp for Fauquier County High Schools. This exciting initiative will provide students with valuable hands-on learning experiences.
- We're also partnering with AUVSI to offer the Top Operator I & II Credentials, providing further certification opportunities for our students.
- Professors Matt Hansel and George Efi Agbor, along with students, participated as observers in the 2025 Virginia Military Institute (VMI) Cyber Fusion Competition held February 21-22, 2025. We look forward to bringing a team to compete next year.
- We're also thrilled to host our Laurel Ridge Cybersecurity Program's Capture the Flag Event on April 5, 2025 at Cornerstone Hall, Middletown Campus, Room 306 (The Cyber Room)

Dual Enrollment Office and Early College

- This year, we will have 339 Dual Enrollment students earning a college credential this May. Out of that number, 296 students will be graduating with a UCGS certificate or an associate's degree.
- The College continues to navigate the recent legislation mandating qualified high school students in our service region have free access to complete the Uniform Certificate of General Studies (UCGS). To date, there has been no state funds allocated to offset the impact of this legislation; the state budget has not yet been finalized. The VCCS and Laurel Ridge is currently considering different financial and logistical scenarios for the next academic year.
- We will be continuing to offer the on-campus academies for at least one more year (and possibly longer). There was an open house for the Trades Academy on March 11th at the Middletown Campus. We hosted the EMS Academy Information Session on March 18th from 5:30 PM – 6:00 PM in Science and Health Building, Room 236.
- The Early College office hosted professional development for the dual enrollment instructors on March 20. This is our annual meeting.
- The Early College office hosted professional development for the high school career coaches on March 27 at the Fauquier campus.

Center for Excellence and Innovation in Teaching and Learning

- The CEITL Team successfully attended and presented at the Instructional Technology Council (ITC) Annual Conference in Charleston, SC March 3-5, 2025.
- The renewal application for our Laurel Ridge's NC-SARA participation has been approved by SCHEV.
- CEITL partnered with the Faculty Development Committee to sponsor this year's Adjunct Academy, on Saturday, March 22, 2025 from 9 a.m. - 12 p.m. via Zoom. We utilized a mini-conference format this year. We received proposals for seven breakout sessions.

E. **Financial and Administrative Services**, Cory Thompson, vice president of financial and administrative services

Finance Updates

- Through seven months, the College has expended 41.6% of the FY25 budget.
- FY26 unit budget requests will be distributed in the coming weeks.
- The Business Office will begin processing Spring 2025 Financial Aid awards next week.

- Indicators are being placed on students with outstanding balances for Spring 2025.
- Communications will be sent to students regarding the Summer 2025 tuition deadline.
- Preparations are underway for Fall 2025 registration and payment; portals open March 18.
- Over 1,250 past-due accounts totaling over \$1 million have been submitted to the state's Debt Set-Off Program.
- The College will soon implement a new reconciliation feature for PCard users.

Information Technology Updates

- 98% of customers report they are completely or very satisfied with IT support.
- 981 service tickets have been received so far this quarter.
- Access Point (AP) replacement across all campuses will be completed by the end of March.
- Projector replacements are underway at the Middletown campus, upgrading to laser models.
- Transitioning staff email and productivity tools from Google to Microsoft Office 365.
- Work is ongoing to implement a new internal and external employee directory.

Facilities Updates

- Renovations were completed in the FC Testing Center during spring break, including paint, ceiling tiles, carpet, and lighting upgrades.
- Electrical upgrades are being coordinated in the Student Union dining space.

Business Operations Updates

- Facilitated a new healthcare externship agreement between Workforce Solutions and CVS Pharmacy.
- Launched internal monthly compliance checks for the Small Purchase Charge Card program to ensure compliance and target training needs.
- Moving forward, all employee travel, car rentals, lodging, and gift card/apparel purchases will be streamlined through Business Operations.

Campus Police Updates

- A part-time detective and a new work-study student have recently joined the department to support operations.
- All campuses will participate in the statewide tornado drill on March 11 at 9:45 AM.
- Active Shooter training sessions are ongoing, with department-level coordination underway to schedule additional sessions.

- F. **Development; Laurel Ridge Foundation;** Liv Heggoy, associate vice president of development and executive director of the Laurel Ridge Foundation

New Gift to Support Student Achievement

- The Shenandoah Valley Battlefields Foundation has made a 5-year commitment to fund the Outstanding Achievement in History Award for a student enrolled at the Middletown Campus. This is the seventh student award that is supported by private support. The others are:
 - Grisdale Family Veterans Endowed Fund Award for Outstanding Veteran Student

- Cogan Writing Prize
- Michael Boaz Fine and Performing Arts Award
- Irmengard Lewis Outstanding Achievement in Art
- Banning Award for Outstanding Achievement in Surgical Technology
- Outstanding Achievement in English

There are many other opportunities for donor-funded academic awards in several academic disciplines. The awards are presented at a special annual event each April.

New Gift to Support College's Parenting Student Program

- Bank of Clarke has generously pledged \$25,000 to support this important program, including the new child-friendly Cub House. The gift will also support Parent Success Grants and childcare vouchers for eligible applicants. Board members will be invited to a reception and ribbon cutting later in the year.

Celebrating 55 Years of Student Success and Community Impact

- The Laurel Ridge Foundation held its annual Appreciation Luncheon on Friday, March 28, with more than 200 people in attendance, including scholarship recipients, donors, community leaders, and legislative representatives. Joyce Stabile received the Distinguished Alumni Award and Dr. Brent L Kendrick was honored with Chancellor's Award for Leadership in Philanthropy. Publicity is forthcoming.

Dental Assisting at Fauquier Campus

- You may have seen the recent press release about the expansion of the Workforce Solutions Dental Assisting Program at the Fauquier Campus. The Laurel Ridge Foundation provided \$72,000 in funds thanks to three generous donors -- \$60,000 for program expenses such as dental trays and \$12,000 for scholarships.

Laurel Ridge Community College Board Calendar of Meetings and Engagements

Date	Activity	Time	Location
Thursday, May 8, 2025	Laurel Ridge Employee Recognition Program and Luncheon	10:30 a.m. – 12:00 p.m. (program); 12:00 p.m. – 1:00 p.m. (luncheon)	Middletown Campus, Corron Community Development Center, Carl & Emily Thompson Conference Center
Wednesday, May 14, 2025	Medallion & Emeriti Recognition Ceremony	2:00 p.m.	Middletown Campus, Corron Community Development Center, Carl & Emily Thompson Conference Center
Thursday, May 15, 2025	Commencement Ceremony – Science and Health Professions	2:00 p.m.	Middletown Campus
Friday, May 16, 2025	Commencement Ceremony – General	2:00 p.m.	Middletown Campus
Thursday, June 5, 2025	College Board meeting	12:00 p.m.; lunch served at 11:30 a.m.	Luray Page County Center