

## Local College Board Meeting Agenda

- **Jan 18th, 2024**
- **3:00pm - 5:30pm**
- **Barbara J Fried Center, 124 Old Potomac Church Rd  
Stafford VA 22554**


### 3:00 p.m.– 3:45 p.m. Committee Meetings

a. **Academic Affairs/Workforce/Student Success, Room 115**

Dr. Tiffany Ray and Dr. Shashuna Gray

i. Enrollment Update


ii. Program Change - Business Core CSC----- p.11

 [Business Core CSC Can be Completed Online.pdf](#)

iii. Program Change - Business Management AAS----- p.23

 [Business Management AAS Can be Completed Online.pdf](#)

iv. Program Change - Business AA&S Transfer Degree ----- p.39

 [Business Transfer Degree.pdf](#)

b. **Executive/Human Resources Approvals, Room 136**

Dr. Janet Gullickson, Mr. Bruce Davis, Ms. Veronica Curry, and Chief Craig Branch

i. Educational Foundation Update----- p.55

 [Foundation College Board report 012024.pdf](#)

ii. Human Resources Update----- p.59

 [Board Slides 12.23 - HR Update.pptx](#)

iii. GCC Emergency Operations Plan

iv. Legislative Update ----- p.65


c. **Finance/Facilities/Financial Approvals, Room 108**

Dr. John Davis, Mr. David Swanson, and Mr. Garland Fenwick

i. FY24 Local Funds Financial review for the 6 months  
ending 12/31/23----- p.77

 [FY24 Local Funds Financial Review 123123.pdf](#)

ii. Facilities Report ----- p.90

 [Facilities Report\\_January\\_18\\_2024\\_ Meeting.docx](#)

2. **4:00 p.m.- 4:30 p.m. Presentation, Room 108**

Early College Programs: Gladys P Todd Academy, Germanna Scholars,  
and Future Educators Academy ----- p.92

3. **4:30 p.m. Regular Meeting of the Germanna College Board, Room 108**

a. Call to Order

b. Public Comment

c. **Approval of Minutes**

i. Approval of Minutes # 341, November 9, 2023----- p.5

 [110923 Board Meeting Minutes Draft LP\\_JG \(003\).pdf](#)

4. **Committee Discussion/Action**

- a. Academic Affairs/Workforce/Student Success/  
Curriculum Approvals

Ms. Wanda Stroh, Chair

- **The Academic Affairs/Workforce/Student Success Committee has reviewed the curriculum approvals and moves to accept them as presented.**

- b. Executive/Human Resources Approvals

Ms. Frankie Gilmore, Chair

- c. Finance/Facilities/ Financial Approvals

Mr. Jack Rowley, Chair

- **The Finance and Facilities Committee has reviewed the financial analysis for the six months ending on December 31<sup>st</sup>, 2023, and moves to accept the financials as presented.**

5. Informational Items/Other Business

- a. **President's Report**

Dr. Janet Gullickson

- b. **Chair's Report**

Ms. Frankie Gilmore

- c. **New Business**

6. **Adjournment**

## **2023-2024 Committee Appointments**

### **Executive/Human Resources**

Frankie Gilmore, Chair  
Wayne Bushrod, Vice Chair  
Sarah Berry  
Dr. Janet Gullickson, President  
Bruce Davis, Staff  
Veronica Curry, Staff

### **Finance/Facilities**

Jack Rowley, Chair  
Rev. Joy Carter Minor  
Dr. Kingsley Haynes  
Dr. John Davis, Staff  
Garland Fenwick, Staff  
David Swanson, Staff

### **Academic Affairs/Workforce/Student Success**

Wanda Stroh, Chair  
Anne Marie Anderson  
Shirley Eye  
Dr. Shashuna Gray, Staff  
Dr. Tiffany Ray, Staff

**GERMANNA COMMUNITY COLLEGE BOARD**

**November 9, 2023**

**MEETING MINUTES # 341**

**Members Present:**

Sarah Berry  
Jack Rowley  
L. Wayne Bushrod  
Ann Marie  
Anderson  
Frankie Gilmore  
Shirley Eye  
Dr. Kingsley  
Haynes  
Rev. Joy Carter  
Minor

**Members Absent:**

Wanda Stroh

**Staff Present:**

Dr. Janet  
Gullickson  
Dr. Shashuna Gray  
Dr. Tiffany Ray-  
Patterson  
Dr. John Davis  
Veronica Curry  
Bruce Davis  
Michael Zitz  
Garland Fenwick  
David Swanson  
Lorraine Pendleton  
Stacy Stovall  
Taylor Landrie  
Chief Craig Branch  
Dr. Nanette  
Graham  
Dr. John  
Stroffolino

**Guests Present:**

## **REGULAR MEETING**

### **1. Call to Order**

Ms. Frankie Gilmore called the meeting to order at 4:39 p.m.

### **2. Public Comment – None**

### **3. Approval of Minutes # 340, September 7, 2023**

Ms. Frankie Gilmore moved to approve the minutes of the September 7, 2023, meeting.

Motion was seconded by Ms. Sarah Berry

Motion carried.

## **COMMITTEE DISCUSSION/ACTION**

### **4. Academic Affairs/Workforce/Student Success**

Ms. Ann Marie Anderson reviewed the curriculum items. The changes proposed included:

- a) New Curriculum – Advanced Accounting Career Studies Certificate. Dr. John Stroffolino discussed the proposed Accounting Career Study Certificate, which had its initial groundwork laid out in 2019. After undergoing necessary reviews and approvals, the certificate, comprising 24 credits, is now set to commence. The primary aim of this program is to equip individuals with the qualifications required to take the Certified Public Accountant (CPA) exam.

Dr. Stroffolino emphasized that eligibility for the CPA exam in Virginia which mandates a bachelor's degree along with 24 credits in advanced accounting courses. The target audience for this program includes entry-level professionals and recent college graduates, specifically from the University of Mary Washington's existing business program. The program will be offered online, potentially reaching a wider audience beyond the local community college, fitting well into the concept of the college's global outreach initiatives. This initiative aims to facilitate students in obtaining the necessary credentials to pursue the CPA exam.

Ms. Frankie Gilmore moved to approve the curriculum approvals and accept them as presented.

Motion Carried.

### **5. Executive/Human Resources**

Ms. Frankie Gilmore invited Dr. Janet Gullickson to discuss the updated FOIA information.

Dr. Janet Gullickson highlighted the importance of adhering to VCCS state FOIA (Freedom of Information Act) regulations. She emphasized that all forms of written communication, including text messages, emails, drafts, and meeting notes, are considered public information and are subject to release if requested under the FOIA.

Dr. Gullickson clarified that when two individuals are present, they are free to discuss any topics related to college business. However, when three or more individuals are present, discussions regarding college-related matters must be avoided to comply with FOIA regulations.

She also discussed electronic communication during meetings, emphasizing that if an individual joins a meeting remotely, their location must be accessible to the public to remain compliant. However, this arrangement cannot exceed 25% of meeting attendance for any individual or the collective group.

Furthermore, Dr. Gullickson addressed the distinction between open and closed sessions. She explained that closed sessions, previously known as executive sessions, are reserved for discussing specific matters such as human resources issues, property, and student records. Participants in closed sessions must adhere strictly to the related matter for discussion and are prohibited from taking action or discussing unrelated matters. Furthermore, the initiation and conclusion of closed sessions require a motion to commence and conclude the session, respectively. Closed sessions are exclusive to board members and do not include staff members unless they are needed to provide information pertinent to the issue. Dr. Gullickson instructed the board to contact either herself or Dr. John Davis for any further discussions about FOIA.

She encouraged everyone to abide by FOIA regulations, maintain discretion in closed sessions, and ensure adherence to established policies for compliance.

Ms. Gilmore discussed the college's Emergency Operations Plan, emphasizing the need for confidentiality in certain aspects. She highlighted the requirement for updates every four years, with this year marking the time for revisions. Changes primarily involve titles, property adjustments, and personnel, categorizing them as minor adjustments. Dr. Gullickson added that the Emergency Operations Plan will be shared with the board using password protection for their review and subsequent discussion and approval during the January meeting. She also noted the existence of two versions of the plan: one intended for public review and another for internal assessment.

Ms. Gilmore provided the Human Resources update, noting that since July 1st, 136 individuals, including internal hires, were recruited, increasing the total of new hires to 259 new employees. She discussed a reduction in the minimum incentive bonus for meeting professional development standards from \$500 to \$250 due to budget constraints. She highlighted a 12% increase in Timely Care participation, with 187 employees enrolled. Ms. Gilmore also mentioned that all full-time employees were being granted 9 hours of recognition leave, which must be used by January 31, 2023, as a means of employee appreciation acknowledging their contributions.

Ms. Gilmore presented the Educational Foundation update, noting that Give Day accumulated a total of \$148,703.97. The funds were set aside for Germanna Guarantee Program, Germanna Cares, Early College, and other scholarship funds. Anticipated foundation gift expenditures include over \$500,000 for the Germanna Guarantee Program and \$61,000 for Germanna Cares.

Additionally, the Foundation hired a new Financial Analyst, Mr. Paul Griggs, replacing Julie Decker who retired in April.

She invited Bruce Davis to present a Center Street update.

Mr. Bruce Davis presented an update on the Educational Foundation's progress, highlighting the imminent signing of a construction contract after meeting with the contractor and finalizing some changes. He stated that the contract is set to be signed the following Monday, with the subsequent issuance of permits, marking the commencement of construction.

The contractor estimates a timeline of 274 days, projecting completion around mid-October, aligning with the second seven-week session of the first semester. Mr. Davis also mentioned additional parking leases and stormwater retention approved by the county, which will add approximately 150 parking spaces.

## **6. Finance/Facilities**

Ms. Gilmore invited Mr. Jack Rowley and Mr. David Swanson to present the financial reports.

Mr. David Swanson began by acknowledging the improved investments due to higher interest rates, bolstering the college's solid financial position. The local funds are all in a good state this year. Facilities have plans to renovate the lighting and parking lot at the Locust Grove campus, amounting to around \$850,000. In the financial framework, this is roughly 3.6 million dollars, with \$1.6 million allocated for the Center Street construction possibly this year and an additional \$1.9 million earmarked for the Locust Grove funds for the new building. The state funds concluded the year with a substantial surplus once again, attributed to increased enrollment and savings for the Stafford build-out. Overall, the financial stability of the organization remains robust with specific grant funds designated for the Stafford project to cover some expenses. About \$4 million will be used by the educational foundation, enabling the foundation to engage local contractors and subcontractors for the project.

Mr. Jack Rowley noted that Dr. Gullickson and Dr. Davis have requested funds from the localities. Mr. Swanson mentioned that the requests for funds for the eastern localities were already submitted and in December the request for funds from Culpeper, Madison, and Orange will be submitted. All submissions are expected to be completed by the year's end, and some of the localities will conduct their budget hearings before year-end as well.

Mr Rowley moved to approve the financial analysis for the twelve months ending on October 31<sup>st</sup> and to accept the financials as presented.

Motion carried.

## **7. President's Report, Dr. Janet Gullickson**

Dr. Janet Gullickson began by recognizing Ms. Shirley Eye's attendance despite being at a an earlier 7:30 a.m. breakfast event. She expressed gratitude to all board members for their support. Dr. Gullickson praised David Swanson for adeptly managing funds for the Center Street project to ensure the college remains within its budget and she invited Ms. Taylor Landrie to provide an update on the Lab School



initiative.

Ms. Taylor Landrie began with a statement that the Lab School initiative had been presented to the Virginia Board of Education's Standing Committee, receiving favorable support and enthusiasm. The proposal was lauded as groundbreaking and potentially influential at a national level beyond the state of Virginia. She added that following meticulous review, the committee will recommend their proposal to the Board of Education at a November 15<sup>th</sup> meeting. Anticipation is high for a positive response, signaling the culmination of their efforts to establish the Lab School in the Culpeper, Orange, Madison and Rappahannock regions.

Dr. Gullickson also highlighted the ongoing partnership with Mary Washington for finalizing an articulation agreement for the lab school program. Additionally, she mentioned that Dr. John Davis is currently in the process of hiring a consultant to spearhead work on developing an artificial intelligence framework. This initiative aims to educate and operationalize AI integration with faculty and staff engagement. She also mentioned that over half of the faculty expressed enthusiasm for incorporating AI in classrooms in a recent survey, showing great excitement for its potential implementation.

## **8. Chair Report**

Ms. Frankie Gilmore urged attendance at the Educational Foundation Thank You Reception on November 14th and requested everyone to update their email information via the college's website with Ms. Lorraine Pendleton.

She commended Dr. Gullickson, Dr. Aaron Finney, Dr. Tiffany Ray-Patterson, and Dr. Keyanna Hawkins for their collective efforts in receiving the HEED Award, fostering an inclusive and diverse campus environment.

Encouraging contributions, she promoted donations to the food pantry, requesting nonperishable items and winter coats for students. Cash donations for Germanna Cares can be made online through Educational Foundation.

Highlighting the significance, she encouraged attendance at the December 13th commencement, extending congratulations to Chief Craig Branch for his regional leadership and contributions to the college.

## **9. New Business**

None.

## **10. Adjournment**

The meeting adjourned at 5:25 pm.

## **2023-2024 Committee Appointments**

### **Executive / Executive/Human Resources**

Ms. Frankie Gilmore, Chair  
Mr. L. Wayne Bushrod, Vice Chair  
Ms. Sarah Berry  
Dr. Janet Gullickson, Secretary  
Mr. Bruce Davis, Staff  
Ms. Veronica Curry, Staff

### **Finance/Facilities**

Mr. Jack Rowley, Chair  
Rev. Joy Carter Minor  
Dr. Kingsley Haynes  
Dr. John Davis, Staff  
Mr. Garland Fenwick, Staff  
Mr. David Swanson, Staff

### **Academic Affairs/Workforce/Student Success**

Ms. Wanda Stroh, Chair  
Ms. Ann Marie Anderson  
Ms. Shirley Eye  
Dr. Shashuna Gray, Staff  
Dr. Tiffany Ray, Staff

# Business Core, Career Studies Certificate Program-Can Be Completed Online-221-208-10

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** 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 modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### **Effective Year:**

Term\*

Year\*

Program Title\* Business Core, Career Studies Certificate Program-Can Be Completed Online-221-208-10

**Program Type\***

Career Studies Certificate

**Degree Type\***

Career Studies Certificate Program

**Program Description\***

**Purpose:** To satisfy the community needs for individuals seeking a basic knowledge of business skills and to enhance advancement opportunities for the area's workforce at large.

**Occupational Objectives:** First line supervisors, Entry level managers, Owners/managers of small businesses, Accountant/Bookkeeper.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose changes to the program curriculum:

### **Step 1**

To add new courses to the program curriculum.

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". Select the core where the new course(s) should be added. 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.

**Prospective Curriculum\***

**Business Core Career Studies Certificate Curriculum**

**Program Requirements**

**ACC 211 Principles of Accounting I**  
**ECO 201 Principles of Macroeconomics**  
**ACC 212 Principles of Accounting II**  
**BUS 240 Introduction to Business Law**  
**FIN 215 Financial Management**  
**MKT 201 Introduction to Marketing**  
**MTH 155 Statistical Reasoning**  
**[Right] or BUS 224**

**3**

**Total Minimum Credits: 21**

**Provide the rationale for proposing this program change.\***

BUS224 is part of the courses re-written in Transfer VA. It decreased from 4 credit hours to 3 credit hours. Since BUS224 was only an option for the program this does not impact the overall credit hours required for conferral and will increase potential transferability of coursework.

**Impact of Proposed Change On (Please describe if there is an impact).**

**Curriculum:** None.

**Instructional Load:** None.

**Scheduling:** None.

**Transferability:** Business credits transfer to many colleges in VA. These are a few of them: UMW; GMU; JMU; Liberty; ODU; VCU.

**Accreditation Impact:** None.


**ADMINISTRATORS ONLY**





**Acalog Owner**



**Program OID**


**Status**  Active-Visible  Inactive-Hidden

# Steps for Business Core, Career Studies Certificate Program-Can Be Completed Online-221-208-10

<b>Originator</b>	<i>Status: Approved</i>
<b>Participants</b>	
 <b>Carla Shakley</b> 10/11/2023 2:02 AM	


<b>Faculty Group</b>	<i>Status: Approved</i>
<b>Participants</b>	
 <b>Derrick Brown</b> 10/27/2023 9:22 AM	
 <b>Angela Hall</b> 10/11/2023 10:23 AM	
 <b>Louis Mairs</b> 10/24/2023 8:26 AM	
 <b>Jillian Noel</b> 10/24/2023 8:57 AM	
 <b>Denise Talley</b> 10/12/2023 1:38 PM	

<b>Department Chair</b>	<i>Status: Approved</i>
<b>Participants</b>	
 <b>Samuel Foltz</b> 10/27/2023 10:38 AM	
 <b>Carla Shakley</b> 10/27/2023 9:41 AM	

<b>Dean</b>	<i>Status: Approved</i>
<b>Participants</b>	
 <b>Eric Earnhardt</b> 11/3/2023 3:44 AM	

<b>Dean</b>	<i>Status: Approved</i>
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**Participants**

-  Eric Earnhardt 11/3/2023 3:57 AM
-  Sarah Hall 11/21/2023 8:21 AM
-  Cheri Maea 11/13/2023 9:58 AM

**Curriculum Committee**

Status: *Force Approved*

**Participants**

- ▲ Curriculum Committee
  - [January 4th Emergent Meeting](#)
  -  Tracy Affeldt \*
  - Craig Willits \*
- ▲ Additional Participants

**VP of Academic Affairs & Workforce Development**

Status: *Approved*


**Participants**

-  Shashuna Gray 1/4/2024 12:29 PM

**Accreditation**

Status: *Approved*

**Participants**

-  John Davis 1/4/2024 3:35 PM

**College Board**

Status: *Working*

**Participants**

- Lorraine Pendleton

**System Admin**

Status: *Incomplete*



**Participants**

**Tracy Affeldt**

**Cheri Maea**

**Comments for Business Core, Career Studies Certificate Program-Can Be Completed Online-221-208-10**

<b>Curriculog</b>	1/4/2024 3:35 pm <a href="#">Reply</a>
John Davis has approved this proposal on Accreditation.	
<b>Tracy Affeldt</b>	1/4/2024 12:33 pm <a href="#">Reply</a>
Addendum is attached offering additional explanation of Business changes.	
<b>Curriculog</b>	1/4/2024 12:29 pm <a href="#">Reply</a>
Shashuna Gray has approved this proposal on VP of Academic Affairs & Workforce Development.	
<b>Tracy Affeldt</b>	1/4/2024 12:24 pm <a href="#">Reply</a>
Approved at 01/04/24 Curriculum Committee Meeting	
<b>Curriculog</b>	1/4/2024 12:24 pm <a href="#">Reply</a>
Tracy Affeldt has force approved this proposal.	
<b>Curriculog</b>	1/4/2024 8:15 am <a href="#">Reply</a>
Shawn Shields has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	1/4/2024 8:13 am <a href="#">Reply</a>
Tamara Remhof has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	1/4/2024 8:13 am <a href="#">Reply</a>
John Castellarin has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	12/14/2023 5:02 pm <a href="#">Reply</a>
Kevin Handley has approved this proposal on Curriculum Committee.	

<b>Curriculog</b>	12/8/2023 11:53 am <a href="#">Reply</a>
Denise Talley has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	11/21/2023 8:21 am <a href="#">Reply</a>
Sarah Hall has approved this proposal on Dean.	
<b>Cheri Maea</b>	11/13/2023 9:58 am <a href="#">Reply</a>
Updated per request	
<b>Curriculog</b>	11/13/2023 9:58 am <a href="#">Reply</a>
Cheri Maea has approved this proposal on Dean.	
<b>Curriculog</b>	11/13/2023 9:58 am <a href="#">Reply</a>
Cheri Maea has approved this proposal on Dean.	
<b>Curriculog</b>	11/3/2023 3:57 am <a href="#">Reply</a>
Eric Earnhardt has approved this proposal on Dean.	
<b>Eric Earnhardt</b>	11/3/2023 3:44 am <a href="#">Reply</a>
I understand this proposal to be recording the change of Business 224, an optional substitution for MTH 155 within the program, from 4 credit hours to 3 credit hours, aligning Germanna's Catalog with the VCCS changes.	
<b>Curriculog</b>	11/3/2023 3:44 am <a href="#">Reply</a>
Eric Earnhardt has approved this proposal on Dean.	
<b>Curriculog</b>	10/27/2023 10:38 am <a href="#">Reply</a>
Samuel Foltz has approved this proposal on Department Chair.	
<b>Curriculog</b>	10/27/2023 9:41 am <a href="#">Reply</a>

Carla Shakley has approved this proposal on Department Chair.	
<b>Curriculog</b>	10/27/2023 9:37 am <a href="#">Reply</a>
Carla Shakley has approved this proposal on Department Chair.	
<b>Curriculog</b>	10/27/2023 9:22 am <a href="#">Reply</a>
Derrick Brown has approved this proposal on Faculty Group.	
<b>Curriculog</b>	10/24/2023 8:57 am <a href="#">Reply</a>
Jillian Noel has approved this proposal on Faculty Group.	
<b>Curriculog</b>	10/24/2023 8:26 am <a href="#">Reply</a>
Louis Mairs has approved this proposal on Faculty Group.	
<b>Curriculog</b>	10/12/2023 1:38 pm <a href="#">Reply</a>
Denise Talley has approved this proposal on Faculty Group.	
<b>Curriculog</b>	10/12/2023 10:11 am <a href="#">Reply</a>
Jillian Noel has approved this proposal on Faculty Group.	
<b>Curriculog</b>	10/11/2023 10:23 am <a href="#">Reply</a>
Angela Hall has approved this proposal on Faculty Group.	
<b>Curriculog</b>	10/11/2023 2:02 am <a href="#">Reply</a>
Carla Shakley has approved this proposal on Originator.	
<b>Curriculog</b>	10/8/2023 4:32 am <a href="#">Reply</a>
Carla Shakley has launched this proposal.	

9/19/2023 11:10 am [Reply](#)

**Curriculog**

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Carla Shakley imported from the map 2023-2024 Catalog and Student Handbook into the following proposal fields:

**1. General Catalog Information:**

- Program Title
- Program Type
- Degree Type
- Program Description
- Prospective Curriculum
- Status

**Decision Summary for Business Core, Career Studies Certificate Program-Can Be Completed Online-221-208-10**

*Status: Working*

**College Board**

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**Step Summary**

This step requires 100% approval from all participants to move forward.

Participants	Totals
Lorraine Pendleton	Users Approved: 0 Users Rejected: 0

### BUS299

The overarching purpose of adding BUS299 – supervised study, in which students will learn more advanced functions of Excel, is to satisfy the minimum number of credits needed to complete a Business (formerly Business Administration) AA&S degree. Transfer Virginia reduced the number of credits for our required BUS224 course from 4 to 3 credit for the course leaving this degree with only 59 at completion.

After discussion with other faculty and our business advisory panel, it was determined that many employers are seeing a decline in Microsoft Excel Skills in the new hire workforce population. Adding this 1 credit course will satisfy both of these issues by increasing our credit count to the required 60 and satisfy an industry need while increasing the marketability of the students.

We have an adjunct faculty member ready to teach this course.

Many of our four-year transfer partners will accept this course as an elective transfer (see Curriculog notes for a list of our largest four-year partners affected).

### Business Core Career Studies Certificate

The change to Business Core is a like for like swap, so no credit change. It is just a class switch. The class change is due to Transfer VA. After discussion with the four-year and business community partners, it was decided the more in-depth exploration of BUS224 was necessary for our business students to help them gain a greater skill set.

### Business Management degree

The change to the Business Management degree program is a like for like swap, so no credit change. It is just a class switch. The class change is due to Transfer VA. After discussion with the four-year and business community partners, it was decided the more in-depth exploration of BUS224 was necessary for our business students to help them gain a greater skill set.

### Business (transfer) degree

The change to the Business (transfer degree) is the course credit change. As stated, BUS224 went from a 4 credit to 3 credit course. This decreased the degree program to 59 credits, which made the degree non-conferrable. After discussion with our Business faculty and Business Advisory panel, a decline in Microsoft Excel capability was apparent. To address this weakness, in line with other degree programs at Germanna, BUS299 was added to the Business (transfer) degree program. It will be taken at the same time as BUS224.

This will increase the marketability of our Business students, and ensure degree conferment.

# Business Management, AAS- Can Be Completed Online- 212

## Program Change

### General Catalog Information

### **\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** 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 modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

### Effective Year:

Term\*

Year\*

Program Title\* Business Management, AAS- Can Be Completed Online- 212

Program Type\*

Major

Degree Type\*

Associate of Applied Science

**Program Description\***

**Purpose:** The major in Business Management is designed for individuals who are seeking full-time employment in business management or management-related fields upon completion of the program. Persons who are seeking their first employment in these fields and those who are presently employed and seeking promotion may benefit from the program. **This program is not designed for the student who plans to transfer to a four-year institution.**

**Occupational Objectives:** Management Trainee, Branch Manager, Supervisor, Administrative Assistant, Department Head, Office Manager, Account Manager, Manager of a Small Business

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

**Program Requirements:** The curriculum includes general education courses and business-related courses. Instruction includes both theoretical concepts and practical applications needed for success in the business and management field. The student is urged to consult with a counselor and his/her faculty advisor in planning a program. Upon satisfactory completion of the program, the graduate will be awarded the Associate of Applied Science degree.

Follow these steps to propose changes to the program curriculum:

**Step 1**

To add new courses to the program curriculum.

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". Select the core where the new course(s) should be added. 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.



**Business Management Curriculum Degree Requirements:**

**Student Development (1cr)**

**SDV 100 College Success Skills**  
[Right] or any approved SDV course

**English (3cr)**

**ENG 111 College Composition I**

**Mathematics/Natural Sciences (3cr)**

Any one course from MTH, BIO, CHM, ENV, NAS, GIS, GOL, or PHY

**Humanities (3cr)**

Any one course (3cr) from PHI, ENG Literature or ART Passport Course or Humanities from approved Transfer Elective List

**Social Sciences (6cr)**

**ECO 201 Principles of Macroeconomics**

**[Right]**

**and**

**[After] any other course from ECO, GEO, HIS, PLS, PSY or SOC**

### **Communication (3cr)**

**BUS 236 Communication in Management**

### **Major Requirements (33cr)**

**ACC 211 Principles of Accounting I**

**ACC 212 Principles of Accounting II**

**BUS 100 Introduction to Business**

**MKT 201 Introduction to Marketing**

**BUS 125 Applied Business Mathematics**

**BUS 200 Principles of Management**

**BUS 201 Organizational Behavior**

**BUS 205 Human Resource Management**

**BUS 224 Statistical Analysis for Business**

**[After] or FIN 215: Financial Management**

**BUS 226 Computer Business Applications**

**BUS 240 Introduction to Business Law**

### **Business Related Electives (6cr)**

**Any two additional courses from ACC, BUS, ECO1, FIN, or MKT includes BUS 290: Coordinated Internship**

**General Elective (3cr)**

Any course 100 level or higher

### **Total Minimum Credits 61-63**

1Students who take either ECO 201 or ECO 202 cannot receive credit for ECO 120.

Students graduating from this program may be called upon to participate in a general education outcomes assessment during their last semester.

### **Suggested Scheduling**

#### **First Year**

#### **First Five**

**SDV 100 College Success Skills**  
**ENG 111 College Composition I**  
**BUS 226 Computer Business Applications**  
**ECO 201 Principles of Macroeconomics**  
**MKT 201 Introduction to Marketing**  
**BUS 100 Introduction to Business**

#### **Total Credits 16**

## **Second Semester**

**BUS 125 Applied Business Mathematics**  
**BUS 200 Principles of Management**  
**BUS 236 Communication in Management**  
[After] MTH/SCI Elective

[After] Social Science Elective

**Total Credits 15-16**

## **Second Year**

## **Third Semester**

**BUS 201 Organizational Behavior**  
**BUS 240 Introduction to Business Law**  
**ACC 211 Principles of Accounting I**  
[After] Business Elective

[After] General Elective

**Total Credits 15**

## Fourth Semester

**BUS 205 Human Resource Management**  
**BUS 224 Statistical Analysis for Business**  
[After] or FIN 215

**ACC 212 Principles of Accounting II**  
[After] Business Elective

[After] Humanities Elective

**Total Credits 15**

**Provide the rationale for proposing this program change.\***

BUS224 is part of the re-written courses in Transfer VA. It has decreased from 4 credit hours to 3 credit hours. BUS 224 is one of two courses that are used to fulfill the requirement so the total required credit hours for degree completion does not change. This change is in accordance with Transfer Virginia Initiatives.

### **Impact of Proposed Change On (Please describe if there is an impact)**

**Curriculum:** None.

**Instructional Load:** None.

**Scheduling:** None.

**Transferability:**

**Accreditation Impact:** None.

### **ADMINISTRATORS ONLY**










Academics Officer

**Agency Owner**

**Program OID**

**Status**  Active-Visible  Inactive-Hidden

## Steps for Business Management, AAS- Can Be Completed Online- 212

<b>Originator</b>	<i>Status: Approved</i>
<b>Participants</b>	 <b>Carla Shakley</b> 10/11/2023 2:03 AM
▼	
<b>Faculty Group</b>	<i>Status: Approved</i>
<b>Participants</b>	 <b>Derrick Brown</b> 10/27/2023 9:23 AM  <b>Angela Hall</b> 10/11/2023 10:23 AM  <b>Louis Mairs</b> 10/24/2023 8:26 AM  <b>Jillian Noel</b> 10/24/2023 8:57 AM  <b>Denise Talley</b> 10/12/2023 1:39 PM
▼	
<b>Department Chair</b>	<i>Status: Approved</i>
<b>Participants</b>	 <b>Samuel Foltz</b> 10/27/2023 10:38 AM  <b>Carla Shakley</b> 10/27/2023 9:41 AM
▼	
<b>Dean</b>	<i>Status: Approved</i>
<b>Participants</b>	 <b>Eric Earnhardt</b> 11/3/2023 3:45 AM
▼	
<b>Dean</b>	<i>Status: Approved</i>

**Participants**

-  Eric Earnhardt 11/3/2023 3:57 AM
-  Sarah Hall 11/21/2023 8:21 AM
-  Cheri Maea 11/13/2023 10:21 AM

**Curriculum Committee**

Status: *Force Approved*

**Participants**

- ▲ Curriculum Committee
  - [January 4th Emergent Meeting](#)
  -  Tracy Affeldt \*
  - Craig Willits \*
- ▲ Additional Participants

**VP of Academic Affairs & Workforce Development**

Status: *Approved*


**Participants**

-  Shashuna Gray 1/4/2024 12:29 PM

**Accreditation**

Status: *Approved*

**Participants**

-  John Davis 1/4/2024 3:35 PM

**College Board**

Status: *Working*

**Participants**

- Lorraine Pendleton

**System Admin**

Status: *Incomplete*



**Participants**

**Tracy Affeldt**

**Cheri Maea**

## Comments for Business Management, AAS- Can Be Completed Online- 212

<b>Curriculog</b>	1/4/2024 3:35 pm <a href="#">Reply</a>
John Davis has approved this proposal on Accreditation.	
<b>Tracy Affeldt</b>	1/4/2024 12:33 pm <a href="#">Reply</a>
Addendum is attached offering additional explanation of Business changes.	
<b>Curriculog</b>	1/4/2024 12:29 pm <a href="#">Reply</a>
Shashuna Gray has approved this proposal on VP of Academic Affairs & Workforce Development.	
<b>Tracy Affeldt</b>	1/4/2024 12:25 pm <a href="#">Reply</a>
Approved at 01/04/24 Curriculum Committee Meeting	
<b>Curriculog</b>	1/4/2024 12:25 pm <a href="#">Reply</a>
Tracy Affeldt has force approved this proposal.	
<b>Curriculog</b>	1/4/2024 8:15 am <a href="#">Reply</a>
Shawn Shields has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	1/4/2024 8:13 am <a href="#">Reply</a>
John Castellarin has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	1/4/2024 8:13 am <a href="#">Reply</a>
Tamara Remhof has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	12/14/2023 5:02 pm <a href="#">Reply</a>
Kevin Handley has approved this proposal on Curriculum Committee.	

<b>Curriculog</b>	12/8/2023 11:54 am <a href="#">Reply</a>
Denise Talley has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	11/21/2023 8:21 am <a href="#">Reply</a>
Sarah Hall has approved this proposal on Dean.	
<b>Curriculog</b>	11/13/2023 10:21 am <a href="#">Reply</a>
Cheri Maea has approved this proposal on Dean.	
<b>Curriculog</b>	11/3/2023 3:57 am <a href="#">Reply</a>
Eric Earnhardt has approved this proposal on Dean.	
<b>Eric Earnhardt</b>	11/3/2023 3:45 am <a href="#">Reply</a>
I understand this proposal to be recording the change of Business 224, an optional substitution for MTH 155 within the program, from 4 credit hours to 3 credit hours, aligning Germanna's Catalog with the VCCS changes.	
<b>Curriculog</b>	11/3/2023 3:45 am <a href="#">Reply</a>
Eric Earnhardt has approved this proposal on Dean.	
<b>Curriculog</b>	10/27/2023 10:38 am <a href="#">Reply</a>
Samuel Foltz has approved this proposal on Department Chair.	
<b>Curriculog</b>	10/27/2023 9:41 am <a href="#">Reply</a>
Carla Shakley has approved this proposal on Department Chair.	
<b>Curriculog</b>	10/27/2023 9:37 am <a href="#">Reply</a>
Carla Shakley has approved this proposal on Department Chair.	
<b>Curriculog</b>	10/27/2023 9:23 am <a href="#">Reply</a>

Derrick Brown has approved this proposal on Faculty Group.

**Curriculog** 10/24/2023 8:57 am [Reply](#)

Jillian Noel has approved this proposal on Faculty Group.

**Curriculog** 10/24/2023 8:26 am [Reply](#)

Louis Mairs has approved this proposal on Faculty Group.

**Curriculog** 10/12/2023 1:39 pm [Reply](#)

Denise Talley has approved this proposal on Faculty Group.

**Curriculog** 10/12/2023 10:11 am [Reply](#)

Jillian Noel has approved this proposal on Faculty Group.

**Curriculog** 10/11/2023 10:23 am [Reply](#)

Angela Hall has approved this proposal on Faculty Group.

**Curriculog** 10/11/2023 2:03 am [Reply](#)

Carla Shakley has approved this proposal on Originator.

**Curriculog** 10/8/2023 4:36 am [Reply](#)

Carla Shakley has launched this proposal.

**Curriculog** 9/19/2023 11:03 am [Reply](#)

Carla Shakley imported from the map 2023-2024 Catalog and Student Handbook into the following proposal fields:

**1. General Catalog Information:**

- Program Title
- Program Type
- Degree Type
- Program Description
- Prospective Curriculum
- Status

**Decision Summary for Business Management, AAS- Can Be Completed Online- 212**

<b>College Board</b>	Status: <i>Working</i>
<b>Step Summary</b> This step requires 100% approval from all participants to move forward.	
<b>Participants</b>	<b>Totals</b>
Lorraine Pendleton	Users Approved: 0 Users Rejected: 0

### BUS299

The overarching purpose of adding BUS299 – supervised study, in which students will learn more advanced functions of Excel, is to satisfy the minimum number of credits needed to complete a Business (formerly Business Administration) AA&S degree. Transfer Virginia reduced the number of credits for our required BUS224 course from 4 to 3 credit for the course leaving this degree with only 59 at completion.

After discussion with other faculty and our business advisory panel, it was determined that many employers are seeing a decline in Microsoft Excel Skills in the new hire workforce population. Adding this 1 credit course will satisfy both of these issues by increasing our credit count to the required 60 and satisfy an industry need while increasing the marketability of the students.

We have an adjunct faculty member ready to teach this course.

Many of our four-year transfer partners will accept this course as an elective transfer (see Curriculog notes for a list of our largest four-year partners affected).

### Business Core Career Studies Certificate

The change to Business Core is a like for like swap, so no credit change. It is just a class switch. The class change is due to Transfer VA. After discussion with the four-year and business community partners, it was decided the more in-depth exploration of BUS224 was necessary for our business students to help them gain a greater skill set.

### Business Management degree

The change to the Business Management degree program is a like for like swap, so no credit change. It is just a class switch. The class change is due to Transfer VA. After discussion with the four-year and business community partners, it was decided the more in-depth exploration of BUS224 was necessary for our business students to help them gain a greater skill set.

### Business (transfer) degree

The change to the Business (transfer degree) is the course credit change. As stated, BUS224 went from a 4 credit to 3 credit course. This decreased the degree program to 59 credits, which made the degree non-conferrable. After discussion with our Business faculty and Business Advisory panel, a decline in Microsoft Excel capability was apparent. To address this weakness, in line with other degree programs at Germanna, BUS299 was added to the Business (transfer) degree program. It will be taken at the same time as BUS224.

This will increase the marketability of our Business students, and ensure degree conferment.

# Business, AA&S-Can Be Completed Online- 216-01

## Program Change

### General Catalog Information

**\*\*Read before you begin\*\***

Select *Program* below, unless proposing a change to an Acalog shared core

(Shared Core includes Science, AA&S)

Type of Proposal\*  Program  
 Shared Core

**FILL IN** all fields required marked with an \* after importing data.

**ATTACH** 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 modifying any courses within this program, please ensure a Course Change Proposal has also been submitted.

Department\*

**Effective Year:**

Term\*

Year\*

Program Title\* Business, AA&S-Can Be Completed Online- 216-01

Program Type\*

Major

Degree Type\*

Associate of Arts & Sciences

Program Description\*

**Purpose:** The Business program is designed for the student who plans to transfer to a four-year institution to complete a baccalaureate degree in business. Students who wish to pursue careers in accounting, management, marketing, economics, public administration, finance, banking, or human resource management should select this program.

**Admission Requirements:** All students will be required to demonstrate college readiness through transcript review or informed self-placement. Based on this review students may request or be required to enroll in prerequisite or corequisite math and/or English courses.

Follow these steps to propose changes to the program curriculum:

### Step 1

To add new courses to the program curriculum.

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". Select the core where the new course(s) should be added. 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.



**Business Curriculum Degree Requirements:**

**Student Development (1cr)**

**SDV 100 College Success Skills**  
[Right] or any approved SDV

**English (6cr)**

**ENG 111 College Composition I**  
[Right] and

**ENG 112 College Composition II**

**Mathematics (6cr)**

**MTH 161 Precalculus I**  
[Right] and **MTH 245: Statistics I** or

[Before] **MTH 161: Precalculus I** and **MTH 261: Applied Calculus I** or

**MTH 154 Quantitative Reasoning**  
[Right] and **MTH 245: Statistics I**

**Humanities (6cr)**

Any two courses from ART, ENG (Literature), HUM, MUS, PHI, REL, or Foreign Language (Recommend Approved Passport Course)

### **Social Sciences (9cr)**

**ECO 201 Principles of Macroeconomics**  
[Right] and

**ECO 202 Principles of Microeconomics**  
[After] Any History course

### **Lab Sciences (4cr)**

Any lab science class in BIO, CHM, ENV, GIS, GOL, or PHY

### **Communication (3cr)**

**CST 100 Principles of Public Speaking**  
[Right] or

**CST 110 Introduction to Human Communication**

### **Business Core (22cr)**

**ACC 211 Principles of Accounting I**  
**ACC 212 Principles of Accounting II**  
**RIIS 100 Introduction to Business**

**BUS 100 Introduction to Business**  
**BUS 226 Computer Business Applications**  
**BUS 240 Introduction to Business Law**  
**MKT 201 Introduction to Marketing**  
**BUS 224 Statistical Analysis for Business**  
**BUS 299 Supervised Study**

### **Transfer Elective(s) (3cr)**

**BUS 200 Principles of Management**  
[Right] or **BUS 280**

### **Total Minimum Credits: 60**

Students graduating from this program must demonstrate proficiency in specific computer competencies necessary for academic success, transfer, and employment. Individual programs may specify how computer competency is attained as part of the program. If not specified otherwise, computer competency is demonstrated by passing BUS 226 (transfer elective) or an equivalent competency test. Students are encouraged not to wait until the final semester to complete this requirement.

Students should check with institutions to which they are considering transferring to determine appropriate MTH courses and/or sequences.

1Transfer elective credits must be selected from the Approved Transfer Electives List. See an advisor, coach, faculty advisor or [click here](#).

Students graduating from this program may be called upon to participate in a general education outcomes assessment during their last semester

Note: BIO 141, BIO 142, and BIO 145 do not meet the science requirement.

### **Suggested Scheduling:**

**First Year**

### **First Five**

**SDV 100 College Success Skills**  
**ENG 111 College Composition I**  
**ECO 201 Principles of Macroeconomics**  
**BUS 100 Introduction to Business**  
**BUS 226 Computer Business Applications**

**Total Credits: 13**

### **Second Semester**

**ENG 112 College Composition II**  
**[After] MTH (I)**

**[After] Lab Science**

**ECO 202 Principles of Microeconomics**  
**MKT 201 Introduction to Marketing**

**Total Credits: 16**

### **Second Year**

### **Third Semester**

[Before] **MTH (II)**

[Before] **HIS**

**ACC 211 Principles of Accounting I**  
[After] **Humanities Elective**

**BUS 224 Statistical Analysis for Business**  
**BUS 299 Supervised Study**

**Total Credits: 16**

### **Fourth Semester**

**CST 100 Principles of Public Speaking**  
[Right] or **CST 110: Introduction to Speech Communication**

**BUS 200 Principles of Management**  
**ACC 212 Principles of Accounting II**  
[After] **Humanities Elective**

**BUS 240 Introduction to Business Law**

**Total Credits: 15**

**Provide the rationale for proposing this program change.\***

BUS224 is part of the re-written courses in Transfer VA. It has decreased from 4 credit hours to 3 credit hours.

BUS299 is part of the VCCS catalogue and will be utilized to address community business needs.

**Impact of Proposed Change On (Please describe if there is an impact)**

**Curriculum:** BUS299 will address an identified weakness.

**Instructional Load:** None.

**Scheduling:** None.

**Transferability:** Business transfers to many colleges in VA. These are a few of them: UMW; GMU; JMU; Liberty; ODU; VCU.

**Accreditation Impact:** None.










**ADMINISTRATORS ONLY**

**Aalog Owner**




**Program OID**

**Status**  Active-Visible  Inactive-Hidden

## Steps for Business, AA&S-Can Be Completed Online- 216-01

<b>Originator</b>	<i>Status: Approved</i>
<b>Participants</b>  <b>Carla Shakley</b> 10/24/2023 3:48 AM	
▼	
<b>Faculty Group</b>	<i>Status: Approved</i>
<b>Participants</b>  <b>Derrick Brown</b> 10/27/2023 9:24 AM  <b>Angela Hall</b> 10/27/2023 5:44 AM  <b>Louis Mairs</b> 10/24/2023 8:26 AM  <b>Jillian Noel</b> 10/24/2023 8:57 AM  <b>Denise Talley</b> 10/24/2023 10:14 AM	
▼	
<b>Department Chair</b>	<i>Status: Approved</i>
<b>Participants</b>  <b>Samuel Foltz</b> 10/27/2023 10:38 AM  <b>Carla Shakley</b> 10/27/2023 9:41 AM	
▼	
<b>Dean</b>	<i>Status: Approved</i>
<b>Participants</b>  <b>Eric Earnhardt</b> 11/3/2023 3:54 AM	
▼	
<b>Dean</b>	<i>Status: Approved</i>

**Participants**

-  Eric Earnhardt 11/3/2023 3:54 AM
-  Sarah Hall 11/21/2023 8:21 AM
-  Cheri Maea 11/13/2023 10:27 AM

**Curriculum Committee**

Status: *Force Approved*

**Participants**

- ▲ Curriculum Committee
  - [January 4th Emergent Meeting](#)
  -  Tracy Affeldt \*
  -  Craig Willits \*
- ▲ Additional Participants

**VP of Academic Affairs & Workforce Development**

Status: *Approved*


**Participants**

-  Shashuna Gray 1/4/2024 12:29 PM

**Accreditation**

Status: *Approved*

**Participants**

-  John Davis 1/4/2024 3:36 PM

**College Board**

Status: *Working*

**Participants**

Lorraine Pendleton

**System Admin**

Status: *Incomplete*



**Participants**

**Tracy Affeldt**

**Cheri Maea**

## Comments for Business, AA&S-Can Be Completed Online- 216-01

<b>Curriculog</b>	1/4/2024 3:36 pm <a href="#">Reply</a>
John Davis has approved this proposal on Accreditation.	
<b>Tracy Affeldt</b>	1/4/2024 12:33 pm <a href="#">Reply</a>
Addendum is attached offering additional explanation of Business changes.	
<b>Curriculog</b>	1/4/2024 12:29 pm <a href="#">Reply</a>
Shashuna Gray has approved this proposal on VP of Academic Affairs & Workforce Development.	
<b>Tracy Affeldt</b>	1/4/2024 12:25 pm <a href="#">Reply</a>
Approved at 01/04/24 Curriculum Committee Meeting	
<b>Curriculog</b>	1/4/2024 12:25 pm <a href="#">Reply</a>
Tracy Affeldt has force approved this proposal.	
<b>Curriculog</b>	1/4/2024 8:15 am <a href="#">Reply</a>
Shawn Shields has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	1/4/2024 8:13 am <a href="#">Reply</a>
Tamara Remhof has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	1/4/2024 8:12 am <a href="#">Reply</a>
Ann McGowan has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	1/4/2024 8:12 am <a href="#">Reply</a>
John Castellarin has approved this proposal on Curriculum Committee.	

<b>Curriculog</b>	12/14/2023 5:02 pm <a href="#">Reply</a>
Kevin Handley has approved this proposal on Curriculum Committee.	
<b>Curriculog</b>	12/8/2023 11:54 am <a href="#">Reply</a>
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<b>Curriculog</b>	11/13/2023 10:27 am <a href="#">Reply</a>
Cheri Maea has approved this proposal on Dean.	
<b>Curriculog</b>	11/3/2023 3:54 am <a href="#">Reply</a>
Eric Earnhardt has approved this proposal on Dean.	
<b>Eric Earnhardt</b>	11/3/2023 3:54 am <a href="#">Reply</a>
I understand this proposal to be recording the change of Business 224, an optional substitution for MTH 155 within the program, from 4 credit hours to 3 credit hours, aligning Germanna's Catalog with the VCCS changes. The lost credit is made up for by the addition of BUS 299, which will be used to address weaknesses of students identified by our advisory committee for business programs and faculty.	
<b>Curriculog</b>	11/3/2023 3:54 am <a href="#">Reply</a>
Eric Earnhardt has approved this proposal on Dean.	
<b>Curriculog</b>	10/27/2023 10:38 am <a href="#">Reply</a>
Samuel Foltz has approved this proposal on Department Chair.	
<b>Curriculog</b>	10/27/2023 9:41 am <a href="#">Reply</a>
Carla Shakley has approved this proposal on Department Chair.	

<b>Curriculog</b>	10/27/2023 9:37 am <a href="#">Reply</a>
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<b>Curriculog</b>	10/27/2023 9:24 am <a href="#">Reply</a>
Derrick Brown has approved this proposal on Faculty Group.	
<b>Curriculog</b>	10/27/2023 5:44 am <a href="#">Reply</a>
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<b>Curriculog</b>	10/24/2023 3:48 am <a href="#">Reply</a>
Carla Shakley has approved this proposal on Originator.	
<b>Curriculog</b>	10/24/2023 3:48 am <a href="#">Reply</a>
Carla Shakley has launched this proposal.	

**Curriculog**

10/24/2023 3:36 am [Reply](#)

Carla Shakley imported from the map 2023-2024 Catalog and Student Handbook into the following proposal fields:

**1. General Catalog Information:**

- Program Title
- Program Type
- Degree Type
- Program Description
- Prospective Curriculum
- Status

**Decision Summary for Business, AA&S-Can Be Completed Online- 216-01**

**College Board**

Status: *Working*

**Step Summary**

This step requires 100% approval from all participants to move forward.

**Participants**

Lorraine Pendleton

**Totals**

Users Approved: 0

Users Rejected: 0

### BUS299

The overarching purpose of adding BUS299 – supervised study, in which students will learn more advanced functions of Excel, is to satisfy the minimum number of credits needed to complete a Business (formerly Business Administration) AA&S degree. Transfer Virginia reduced the number of credits for our required BUS224 course from 4 to 3 credit for the course leaving this degree with only 59 at completion.

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This will increase the marketability of our Business students, and ensure degree conferment.

# GERMANNA EDUCATIONAL FOUNDATION

College Board Report – January 18, 2024

## Updates from the Educational Foundation:

- Paul Griggs (new financial analyst) is still working diligently to finalize the financial report for 2023.
- Estimating a record-breaking year for 2023: **\$3,154,384** in contributions to GGCEF
  - Contributions including largest planned gift to date - \$1.6 million.
  - **22% increase** from 2022 contributions of \$2,584,076.65
  - Additional \$750,000 received for Germanna Real Estate Foundation (in 2023) from the Stafford Economic Development Authority
- Joe Daniel and team at Culpeper Wood Preservers/Jefferson Home Builders have raised close to \$700,000 this year for the Germanna Guarantee Program – another banner year – highest amount since 25<sup>th</sup> Anniversary Scholarship Monte Carlo event.
- Center Street project in construction phase – working towards 10/2024 opening date.
- Final stages of hiring process for two employees in foundation – Donor Relations Coordinator and Giving and Scholarship Coordinator (estimating positions will be in place late January)
- Germanna Gala 2024:
  - Honoring the contributions of Bruce L. Davis (retiring March 1<sup>st</sup>) and Germanna students
  - Tickets and Sponsorships are available now! [Germannna.edu/gala](https://germanna.edu/gala)
  - We need your help spreading the word about this event, selling tickets/sponsorships, collecting auction and raffle prizes for this event! Remember seats are limited so reserve your space today!
  - If you have any questions or want to make a pledge today - Please contact Jessica Thompson – [jthompson@germanna.edu](mailto:jthompson@germanna.edu), 540.423.9075 or 540.220.1245



# GERMANNA GALA

**FRIDAY, FEBRUARY 23, 2024 • 6 P.M.**

Jepson Alumni Center, 1119 Hanover Street, Fredericksburg, VA 22401

*Honoring the accomplishments of Bruce L. Davis and Germanna students*

## SPONSORSHIP LEVELS

### **Title Sponsor \$100,000** (1 available)

- Benefits negotiable

### **Event Sponsor \$50,000** (2 available)

- Reserved table with 8 seats
- Social media feature
- Partnership highlight
- Premier logo and/or name recognition during Gala
- Logo and/or name recognition in promotional materials
- Name recognition on signage and program
- Recognition in donor spotlights (Annual Report, website)
- Thank you ad in local papers

### **Founding Sponsor \$25,000** (4 available)

- Reserved table with 8 Seats
- Social media feature
- Partnership highlight
- Premier logo and/or name recognition during Gala
- Logo and/or name recognition in promotional materials
- Name recognition on signage and program
- Recognition in donor spotlights (Annual Report, website)
- Thank you ad in local papers

### **Future Sponsor \$10,000** (5 available)

- Reserved table with 4 tickets
- Social media feature
- Partnership highlight
- Name recognition on signage and program
- Recognition in donor spotlights (Annual Report, website)
- Thank you ad in local papers

### **Equity Sponsor \$7,500** (5 available)

- Reserved table with 4 tickets
- Name recognition on signage and program
- Recognition in donor spotlights (Annual Report, website)
- Thank you ad in local papers

### **Impact Sponsor \$5,000** (5 available)

- 4 Tickets
- Name recognition on signage and program
- Recognition in donor spotlights (Annual Report, website)
- Thank you ad in local papers



**Community Sponsor \$2,500** (5 available)

- 3 Tickets
- Name recognition on signage and program
- Recognition in donor spotlights (Annual Report, website)
- Thank you ad in local papers

**Success Sponsor \$500**

- 1 Ticket
- Name recognition in program
- Thank you ad in local papers

**Access Sponsor \$1,000** (6 available)

- 2 Tickets
- Name recognition in program
- Recognition in donor spotlights (Annual Report, website)
- Thank you ad in local papers

**Germanna Gala Ticket \$150**



Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> <b>Event Sponsor</b>    | <input type="checkbox"/> <b>Impact Sponsor</b>    | <input type="checkbox"/> <b>Gala Access</b>    |
| <input type="checkbox"/> <b>Founding Sponsor</b> | <input type="checkbox"/> <b>Community Sponsor</b> | <input type="checkbox"/> <b>Other \$ _____</b> |
| <input type="checkbox"/> <b>Future Sponsor</b>   | <input type="checkbox"/> <b>Access Sponsor</b>    |  |
| <input type="checkbox"/> <b>Equity Sponsor</b>   | <input type="checkbox"/> <b>Success Sponsor</b>   |  |

I wish to donate via credit card:  Visa  MasterCard  American Express  Discover

\_\_\_\_\_  
CREDIT CARD NUMBER EXPIRATION DATE 3 DIGIT CODE

\_\_\_\_\_  
NAME (as it appears on credit card) EMAIL ADDRESS

\_\_\_\_\_  
ADDRESS PHONE NUMBER

\_\_\_\_\_  
CITY STATE ZIP

Mail: GCCEF, P.O. Box 1430, Locust Grove, VA 22508

Email fillable form: [foundation@germanna.edu](mailto:foundation@germanna.edu)

**TO REGISTER OR SPONSOR: [GERMANNA.EDU/GALA](http://GERMANNA.EDU/GALA)**

Germanna Community College Educational Foundation, Inc., raises, invests and administers private funds to support the mission, people and goals of Germanna Community College. Private gifts support scholarships, new program development, equipment acquisition, and the planning and construction of new facilities. The Educational Foundation is qualified as a not-for-profit organization under IRC § 501(c)(3), and donations are deductible to the extent permitted by law. Federal ID #54-1379348.



# GERMANNA GALA

**FRIDAY, FEBRUARY 23, 2024 • 6 P.M.**

Jepson Alumni Center, 1119 Hanover Street, Fredericksburg, VA 22401  
*Honoring the accomplishments of Bruce L. Davis and Germanna students*

## **AUCTION DONATION FORM**

Fill out the information below to ensure that proper credit is given for your auction donation. If you have questions, contact the Germanna Educational Foundation at (540)423-9060 or [foundation@germanna.edu](mailto:foundation@germanna.edu).

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Best method to contact you? \_\_\_\_\_

Item Donated: \_\_\_\_\_

Est. Value: \_\_\_\_\_ How can we find you on social media? \_\_\_\_\_



# GERMANNA

OFFICE OF  
HUMAN RESOURCES

## **FY 2023–2024 2<sup>nd</sup> Quarter Updates**

# RECRUITMENT

- **Since July 1, 2023**
  - Hired to Date = 172 new employees
- **Fiscal year 2022–2023**
  - Total Hired = 259 new employees
- **Fiscal year 2021–2022**
  - Total Hired = 212 new employees

# PROFESSIONAL DEVELOPMENT

- Delivered 22 webinars for staff and faculty in 2023
- Recent topics included:
  - *Teamwork*
  - *Diversity in the Workplace*
  - *Managing Priorities*
  - *Creating a Great Place to Work*
- Preparing to launch “next level Leaders” seminar series starting in January 2024

# TIMELYCARE BENEFIT

- TimelyCare is a FREE employee benefit providing virtual health and wellbeing resources
- The program is going strong with:
  - 205 total employees enrolled
  - 10% increase in participation
  - 226 total visits

# PAYROLL

- Implemented the 2% state employee pay raise effective end of December 2023
- Improved the contract process:
  - Issued over 180 adjunct teaching contracts for Spring 2024 well in advance of new semester

# HR STAFFING

- Hired for the Recruitment Coordinator position
- Currently advertising for:
  - Payroll Specialist
  - Director of HR Operations (new)
  - Director of Talent Acquisition & Retention (new)



**From:** [Ellen Davenport](#)  
**To:** [dlist\\_state\\_board\\_members](#); [VCCS Presidents](#); [dlist\\_system\\_office\\_cabinet](#); [bjdir@fpcwaste.com](#); [whazel@claudemoore.org](#)  
**Cc:** [dlist\\_vccs\\_presidents\\_secretaries](#); [dlist\\_vccs\\_vp\\_finance](#); [tmyrick@nvcc.edu](#); [Wilder, Amanda M.](#); [jdimas@nvcc.edu](#); [Bert Jones](#); [Sheri Robertson](#); [Heather Sorrell](#)  
**Subject:** 2024 General Assembly Roundup, Week 1  
**Date:** Saturday, January 13, 2024 5:43:17 AM  
**Attachments:** [image001.png](#)  
[Presidents and GA Members Crosswalk - Jan-12-2024.docx](#)  
[Bill-List-by-Category-Jan-12-2023.docx](#)

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Good morning, everyone! My computer froze up last night and thus the early morning message today.

The General Assembly began on Wednesday, January 10 and started organizing by adopting [HJ 48](#) which established the dates and deadlines to accomplish the regular session's work. In the House of Delegates, Delegate Don Scott of Portsmouth was elected as Speaker of the House, and Paul Nardo was elected to remain as Clerk. The Senate elected Senator L. Louise Lucas as President Pro Tempore and Susan Clark Schaar to remain as Clerk.

### **Committee assignments**

Committee assignments were also announced in both the House and Senate on Wednesday.

The attached chart shows colleges and the General Assembly members representing each college's service region and each name is linked to that member's contact information. Members of the Senate Finance and Appropriations Committee, Senate Education and Health Committee, House Appropriations Committee, and House Education Committee are noted and highlighted. These will be the most important committees that the VCCS will be working with to advance our legislative agenda.

### **Budget amendments**

The VCCS has secured patrons for our top legislative priority of increasing the workforce talent pipeline in high-demand sectors. The amendments have been patroned by Delegate Betsy Carr and Delegate Will Morefield in the House of Delegates, and Senator Ghazala Hashmi with co-patrons Travis Hackworth and Todd Pillion in the Senate. The identical amendments request an additional \$198.3 million over the biennium. This funding represents the first biennial installment of the VCCS's plan to address regional workforce needs to prepare, upskill, and reskill Virginians and expand upward mobility opportunities, providing Virginia industries with the workers they need. The request is a strategic alignment between Virginia's 23 community colleges and business and industry in each of Virginia's 9 GO Virginia regions and will produce an additional 20,000 more credentialed workers needed in healthcare, advanced manufacturing, skilled trades, transportation, energy, and information technology. The funding request is already supported by \$21.7 million in industry investment and will be matched with a \$24.6 million future industry investment and \$10.6 million of redirected existing college resources.

All budget amendments submitted by General Assembly members will be available online by Thursday of next week. Budget amendments will come before the Senate Finance and

Appropriations Committee and the House Appropriations Committee, and each committee will report out their recommendations on Sunday, February 18. Each house will then adopt the amendments and the competing budgets will cross over to the opposite house, be rejected, and end up in conference. Typically, the final version of the budget will be the last day of the session (March 9 this year).

### **Bill List**

Attached is a copy of the list of bills identified that affect the VCCS as of last night. The Department of Legislative Information Systems has indicated that there are more pieces of education-related legislation that have been introduced this year than ever before. I believe it, based on the volume of bills that have already surfaced. There is a lot of work ahead.

Have a safe and pleasant weekend, and please let me know if you have any questions.

Best regards,

Ellen

**Ellen R. Davenport, Ph.D.**

Associate Vice Chancellor, Governmental Relations  
Virginia Community College System

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300 Arboretum Place, Suite 200  
Richmond, VA 23236  
(o): 804-819-4902  
(m) 804-931-4785



College and President	Senate District	Senators	House District	Delegates
Blue Ridge <i>Dr. John Downey</i>	SD2	<u>Mark Obenshain (R)</u>	HD33	Todd Gilbert (R)
	SD3	Christopher Head (R)	HD34	Tony Wilt (R)
			HD35	Christopher Runion (R)
			HD36	<u>Ellen Hamilton Campbell (R)</u>
Brightpoint <i>Dr. Bill Fiege</i>	SD10	John McGuire (R)	HD72	Lee Ware (R)
	SD12	Glen Sturtevant (R)	HD73	Mark Early (R)
	SD13	Lachrecse Aird (D)	HD74	Mike Cherry (R)
	SD15	Ghazala Hashmi (D)	HD75	Carrie Coyner (R)
			HD76	Debra Gardner (D)
			HD77	Michael Jones (D)
			HD81	Delores McQuinn (D)
			HD82	Kim Taylor (R)
	HD83	Otto Wachsmann (R)		
Central Virginia <i>Dr. John Capps</i>	SD8	Mark Peake (R)	HD51	Eric Zehr (R)
	SD10	John McGuire (R)	HD52	Wendell Walker (R)
	SD11	<u>Creigh Deeds (D)</u>	HD53	Tim Griffin (R)
			HD56	Tom Garrett (R)

College and President	Senate District	Senators	House District	Delegates
Danville <i>Dr. Jerry Wallace</i>	SD9	Tammy Mulchi (R)	HD48 HD49 HD51	<b>Eric J. Phillips (R)</b> <u>Danny Marshall (R)</u> <b>Eric Zehr (R)</b>
Eastern Shore <i>Dr. James M. Shaeffer</i>	SD20	<b>Bill DeSteph (R)</b>	HD100	<u>Robert S. Bloxom, Jr. (R)</u>
Germanna <i>Dr. Janet Gullickson</i>	SD25 SD27 SD28 SD29	<u>Richard Stuart (R)</u> <b>Tara Durant (R)</b> <u>Bryce Reeves (R)</u> <u>Jeremy McPike (D)</u>	HD23 HD61 HD62 HD63 HD64 HD65 HD66 HD67	<b>Mundon King, Candi (D)</b> <b>Michael Webert (R)</b> <b>Nick Freitas (R)</b> <b>Phillip Scott (R)</b> <b>Paul Milde (R)</b> <b>Joshua Cole (D)</b> <b>Bobby Orrock (R)</b> <b>Hillary Pugh Kent (R)</b>
J. Sargeant Reynolds <i>Dr. Paula Pando</i>	SD26 SD10 SD13 SD14 SD15 SD16	<u>Ryan McDougle (R)</u> <b>John McGuire (R)</b> <b>Lachrecse Aird (D)</b> <b>Lamont Bagby (D)</b> <b>Ghazala Hashmi (D)</b> <b>Schuyler VanValkenburg (D)</b>	HD72 HD56 HD57 HD58 HD59 HD60	<b>Lee Ware (R)</b> <b>Tom Garrett (R)</b> <b>David Owen (R)</b> <u>Rodney Willett (D)</u> <b>H. F. "Buddy" Fowler, Jr. (R)</b> <u>Scott Wyatt (R)</u>

College and President	Senate District	Senators	House District	Delegates
J. Sargeant Reynolds <i>Dr. Paula Pando</i> <i>(cont'd)</i>			HD78 HD79 HD80 HD81	<u>Betsy Carr (D)</u> <u>Rae Cousins (D)</u> <u>Destiny LeVere Bolling (D)</u> <u>Delores McQuinn (D)</u>
Laurel Ridge <i>Dr. Kim Blosser</i>	SD1 SD2 SD28 SD31	<u>Timmy French (R)</u> <u>Mark Obenshain (R)</u> <u>Bryce Reeves (R)</u> Russet Perry (D)	HD30 HD31 HD32 HD33 HD61	Geary Higgins (R) Delores Riley Oates (R) <u>William "Bill" Wiley (R)</u> Todd Gilbert (R) Michael Webert (R)
Mountain Empire <i>Dr. Kris Westover</i>	SD6	<u>Todd Pillion (R)</u>	HD45	Terry Kilgore (R)
Mountain Gateway <i>Dr. John Rainone</i>	SD2 SD3	<u>Mark Obenshain (R)</u> <u>Christopher Head (R)</u>	HD35 HD36 HD37	Christopher Runion (R) <u>Ellen Hamilton Campbell (R)</u> <u>Terry L. Austin (R)</u>
New River <i>Dr. Pat Huber</i>	SD4 SD5 SD7	<u>David Suetterlein (R)</u> T. Travis Hackworth (R) William Stanley (R)	HD41 HD42 HD46 HD47	Chris Obenshain (R) Jason Ballard (R) Jed Arnold (R) Wren Williams (R)

College and President	Senate District	Senators	House District	Delegates
Northern Virginia <i>Dr. Anne M. Kress</i>	SD29	<u><a href="#">Jeremy McPike (D)</a></u>	HD1	<b>Patrick Hope (D)</b>
	SD30	<b>Danica Roem (D)</b>	HD2	<b>Adele McClure (D)</b>
	SD31	<b>Russet Perry (D)</b>	HD3	<b>Alfonso Lopez (D)</b>
	SD32	<b>Suhas Subramanyan (D)</b>	HD4	<b>Charnielle Herring (D)</b>
	SD33	<b>Jennifer Carroll Foy (D)</b>	HD5	<b>Elizabeth Bennett-Parker (D)</b>
	SD34	<u><a href="#">Scott Surovell (D)</a></u>	HD6	<b>R. C. “Rip” Sullivan, Jr. (D)</b>
	SD35	<u><a href="#">Dave Marsden (D)</a></u>	HD7	<b>Karen Keys-Gamarra (D)</b>
	SD36	<b>Stella Pekarsky (D)</b>	HD8	<b>Irene Shin (D)</b>
	SD37	<b>Saddam Azlan Salim (D)</b>	HD9	<b>Karrie Delaney (D)</b>
	SD38	<b>Jennifer Bovsko (D)</b>	HD10	<b>Dan Helmer (D)</b>
	SD39	<u><a href="#">Adam Ebbin (D)</a></u>	HD11	<u><a href="#">David Bulova (D)</a></u>
	SD40	<b>Barbara Favola (D)</b>	HD12	<b>Holly Seibold (D)</b>
			HD13	<b>Marcus B. Simon (D)</b>
			HD14	<b>Vivian Watts (D)</b>
			HD15	<b>Laura Jane Cohen (D)</b>
			HD16	<u><a href="#">Paul Krizek (D)</a></u>
			HD17	<u><a href="#">Mark Sickles (D) Vice Chair, HAC</a></u>
			HD18	<b>Kathy Tran (D)</b>
			HD19	<b>Rozia Henson (D)</b>

College and President	Senate District	Senators	House District	Delegates
Northern Virginia <i>Dr. Anne M. Kress</i> (cont'd)			HD20 HD21 HD22 HD23 HD24 HD25 HD26 HD27 HD28 HD29 HD30	<b>Michele Maldonado (D)</b> <b>Josh Eric Thomas (D)</b> <b>Ian Lovejoy (R)</b> <b>Candi Mundon King (D)</b> <u><b>Luke Torian (D) – Chair of HAC</b></u> <b>Brianna Sewell (D)</b> <b>Kannan Srinivasan (D)</b> <b>Atoosa Reaser (D)</b> <u><b>David Reid (D)</b></u> <b>Marty Martinez (D)</b> <b>Geary Higgins (R)</b>
Patrick & Henry <i>Dr. Greg Hodges</i>	SD7	<b>William Stanley (R)</b>	HD47 HD48 HD49	<b>Wren Williams (R)</b> <b>Eric J. Phillips (R)</b> <u><b>Danny Marshall (R)</b></u>
Paul D. Camp <i>Dr. Corey L. McCray</i>	SD17	<b>Emily Jordan (R)</b>	HD83 HD84 HD89	<b>Otto Wachsmann (R)</b> <b>Nadarius Clark (D)</b> <b>Baxter Ennis (R)</b>

College and President	Senate District	Senators	House District	Delegates
Piedmont Virginia <i>Dr. Jean Runyon</i>	SD10	<b>John McGuire (R)</b>	HD53	<b>Tim Griffin (R)</b>
	SD11	<u>Creigh Deeds (D)</u>	HD54	<b>Katrina Callsen (D)</b>
	SD28	<u>Bryce Reeves (R)</u>	HD55	<b>Amy Laufer (D)</b>
			HD56	<b>Tom Garrett (R)</b>
			HD59	<b>H. F. "Buddy" Fowler, Jr. (R)</b>
HD62	<b>Nick Freitas (R)</b>			
Rappahannock <i>Dr. Shannon Kennedy</i>	SD25	<u>Richard Stuart (R)</u>	HD67	<b>Hillary Pugh Kent (R)</b>
	SD26	<u>Ryan McDougle (R)</u>	HD68	<u>Keith Hodges (R)</u>
			HD69	<b>Chad Green (R)</b>
			HD71	<b>Amanda E. Batten (R)</b>
Southside Virginia <i>Dr. Quentin R. Johnson</i>	SD9	Tammy Mulchi (R)	HD50	<b>Tommy Wright (R)</b>
	SD10	<b>John McGuire (R)</b>	HD56	<b>Tom Garrett (R)</b>
	SD17	<b>Emily Jordan (R)</b>	HD72	<b>Lee Ware (R)</b>
			HD83	<b>Otto Wachsmann (R)</b>
Southwest Virginia <i>Dr. Tommy Wright</i>	SD5	<b>T. Travis Hackworth (R)</b>	HD43	<u>Will Morefield (R)</u>
	SD6	<u>Todd Pillion (R)</u>	HD44	<b>Israel O'Quinn (R)</b>



College and President	Senate District	Senators	House District	Delegates
Tidewater <i>Dr. Marcia Conston</i>	SD17	Emily Jordan (R)	HD84	Nadarius Clark (D)
	SD18	Louise Lucas (D) Chair, SFAC	HD88	Don Scott (D) – Speaker of the House
	SD19	Christie New Craig (R)	HD89	Baxter Ennis (R)
	SD20	Bill DeSteph (R)	HD90	James A Leftwich, Jr (R)
	SD21	Angelia Williams-Graves (D)	HD91	C. E. “Cliff” Hayes, Jr. (D)
	SD22	Aaron Rouse (D)	HD92	Bonita Anthony (D)
			HD93	Jackie Hope Glass (D)
			HD94	Phil Hernandez (R)
			HD95	Alex Askew (D)
			HD96	Kelly Convirs-Fowler (D)
		HD97	Michael Feggans (R)	
		HD98	Barry Knight (R)	
		HD99	Anne Ferrell Tata (R)	
		HD100	Robert S. Bloxom, Jr. (R)	
Virginia Highlands <i>Dr. Adam C. Hutchison</i>	SD5	T. Travis Hackworth (R)	HD44	Israel O’Quinn (R)
	SD6	Todd Pillion (R)	HD46	Jed Arnold (R)
Virginia Peninsula <i>Dr. Towuanna Porter Brannon</i>	SD23	Mamie Locke (D)	HD69	Chad Green (R)
	SD24	Danny Diggs (R)	HD70	Shelley Simonds (D) – Vice Chair, Education
	SD26	Ryan McDougle (R)	HD71	Amanda E. Batten (R)

College and President	Senate District	Senators	House District	Delegates
Virginia Peninsula <i>Dr. Towuanna Porter Brannon</i> <i>(Cont'd)</i>			HD85 HD86 HD87	<b>Marcia Price (D)</b> <b>A. C. Cordoza (R)</b> <b>Jeion Ward (D)</b>
Virginia Western <i>Dr. Robert Sandel</i>	SD3 SD4	<b>Christopher Head (R)</b> <b>David Suetterlein (R)</b>	HD37 HD38 HD39 HD40 HD41	<b><u>Terry L. Austin (R)</u></b> <b><u>Sam Rasoul (D) – Chair of House Education</u></b> <b>Will Davis (R)</b> <b>Joe McNamara (R)</b> <b>Chris Obenshain (R)</b>
Wytheville <i>Dr. Dean Sprinkle</i>	SD5 SD7	<b>T. Travis Hackworth (R)</b> <b>William Stanley (R)</b>	HD43 HD46 HD47	<b><u>Will Morefield (R)</u></b> <b>Jed Arnold (R)</b> <b>Wren Williams (R)</b>



# FastForward

CREDENTIALS FOR A CAREER THAT MATTERS



## What is FastForward?

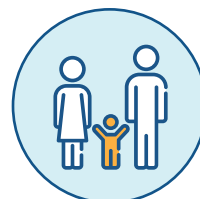
FastForward launched in 2016 as a pay-for-performance, accelerated career training program that prepares students to obtain third-party, industry-recognized credentials. Catering to adult learners, **the average age of students in FastForward is 35, and 86% of FastForward students have not been enrolled at one of Virginia's Community Colleges in the last 15 years.**



**Over 43%** of FastForward students are minorities.



FastForward students who receive Workforce Credential Grants are more than **two times as likely** to receive SNAP/TANF benefits than other college students.



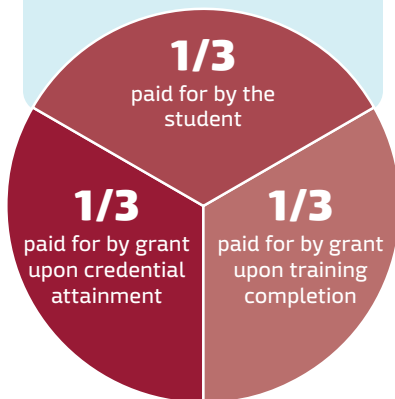
**Over 60%** of FastForward students have dependents.



## The Impact of FastForward Credentials

According to the Virginia Employment Commission, by 2026, there are expected to be **2.6M middle-skilled jobs in Virginia** – jobs that require some training, but not a four-year degree. There is a skills gap in Virginia's workforce. **FastForward is continuing to bridge the gap.**

### Paying for Success



**52,900+** credentials earned since 2016



**\$11,746** On average, students saw an \$11,746 increase in wages.



### MEETING BUSINESS DEMAND

“The community college system is uniquely poised to handle training and education more effectively than anyone.”

– David Peterson, Executive Director  
Solar Hands-on Instructional Network of Excellence (SHINE)



# FastForward

CREDENTIALS FOR A CAREER THAT MATTERS



## Outcomes and Results

This program model focuses on success from the moment a student connects with the college. FastForward has a **95% program completion rate** and **72% credential attainment rate**. Following training, a majority of our students have **full-time jobs with benefits and better work schedules**.

**FastForward students are finding satisfaction in their careers post-credential.**

**92%**

of graduates say their credential is something employers want.

**81%**

are satisfied with their work schedule.

**86%**

are satisfied with their job stability.

**71%**

are satisfied with their pay.

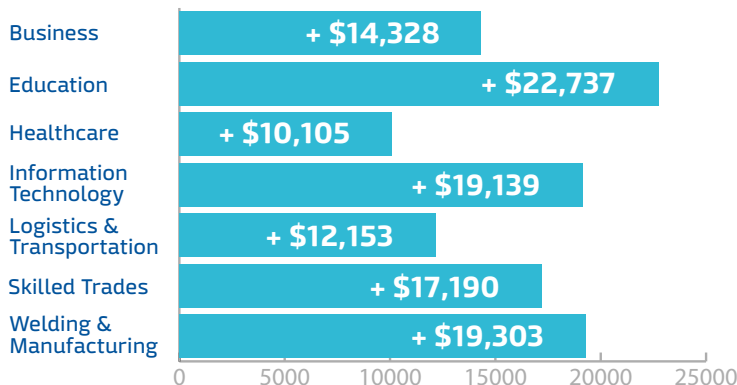


### THE VCCS ADVANTAGE

“Luckily, the staff is here to help you achieve your goals. Because of the great instructors and workers in the program, in addition to their support, I have gained competency in my desired field and am able to pursue the career I chose.”

– Aaron Winfree, FastForward graduate

## Average Wage Increase by Industry



### WORKFORCE WINS

“[Going back to school] was the best thing I’ve ever done, because I absolutely love my job. I look forward to going to work, and I haven’t felt that way in a long time.”

– Melinda Mutter, FastForward graduate

## Quality of Life Enhancements



**78%**

of graduates have paid vacation.



**78%**

of graduates have employer-paid medical insurance.



**86%**

of graduates are satisfied with their job duties.

**GERMANNA COMMUNITY COLLEGE**

**FY24 LOCAL FUNDS FINANCIAL REVIEW**

**FOR THE SIX MONTHS ENDING DECEMBER 31, 2023**

**GERMANNA COMMUNITY COLLEGE BOARD**  
**JANUARY 18, 2024**

# FY23 LOCAL FUNDS FINANCIAL ANALYSIS

- Highlights of the FY24 results through December 31, 2023:
- Unrestricted Funds – Unrestricted Fund Balance/Net Assets have increased by \$153K. Locality contributions and student fees are trending as budgeted. Significant expenditures for this year included the debt service payment of \$393K for the Fredericksburg campus parking garage, \$175K for sustaining the new college website. Investment performance is trending up after two dull years. *Unrestricted Funds details are noted on slides 5-9.*
- Restricted Funds – Over \$6M was received and disbursed for Federal Aid awards.
- Plant Funds – Locality contributions of \$265K have been received, with \$115K designated as maintenance reserves and \$150K designated for the Locust Grove replacement fund. The fund balance is \$5.5M with \$4.1M in the Unexpended Plant Fund and \$1.4M in the Investment in Plant Fund. *Details of the Unexpended Plant Fund are noted on slides 10 and 11.*
- Endowment Fund – After approval from the Attorney General, the remaining endowments were transferred to the Foundation in September 2022.

# LOCAL FUNDS FY23 STATEMENT OF CHANGES

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Plant</u>
<b>Revenues:</b>			
Unrestricted Current Fund Revenue	962,089	-	
Local Appropriations - Restricted	-	-	265,569
Federal Grants and Contracts - Restricted	-	6,238,450	-
Private Grants and Contracts - Restricted	-	8,807	-
Investment Income	-	-	27,828
<b>Total Revenues and Other Additions:</b>	<b><u>962,089</u></b>	<b><u>6,247,257</u></b>	<b><u>293,397</u></b>
<b>Expenditures:</b>			
Educational and General	334,629	6,247,328	
Auxiliary Enterprise Expenditures	474,574		
<b>Total Expenditures</b>	<b><u>809,203</u></b>	<b><u>6,247,328</u></b>	<b><u>-</u></b>
<b>Transfers among funds</b>			
<b>Net Increase/(Decrease) for the Year</b>	152,886	(71)	293,397
<b>Fund Balances</b>	<b><u>8,298,024</u></b>	<b><u>69,285</u></b>	<b><u>5,250,702</u></b>
<b>Fund Balances at the End of Year</b>	<b><u>8,450,910</u></b>	<b><u>69,214</u></b>	<b><u>5,544,099</u></b>

- Unrestricted Funds are reviewed in greater detail on slides 5 through 9.
- Plant Funds are reviewed in greater detail on slides 10 and 11.

# LOCAL FUNDS FY23 BALANCE SHEET

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Plant</u>	<u>Agency</u>
<b>Assets:</b>				
Cash	5,016,233	94,214	2,865,588	156,882
Petty Cash	1,000	-	-	-
Cash Equivalents	879,510	-	1,233,157	-
Investments	2,096,976	-	-	-
Current Receivables	10,853	-	-	-
Current A/R Allowance	(72)	-	-	-
Due From Other Funds	375,000	-	-	-
Investment in Plant Assets	-	-	1,445,354	-
	<u>8,379,500</u>	<u>94,214</u>	<u>5,544,099</u>	<u>156,882</u>
<b>Total Assets:</b>				
<b>Liabilities:</b>				
Deposits Pending	71,410	-	-	-
Due to Other Funds	-	(25,000)	-	-
	<u>8,450,910</u>	<u>69,214</u>	<u>5,544,099</u>	<u>156,882</u>
<b>Fund Balances</b>				
	<u>8,450,910</u>	<u>69,214</u>	<u>5,544,099</u>	<u>156,882</u>
<b>Total Liabilities and Fund Balances:</b>	<u>8,379,500</u>	<u>94,214</u>	<u>5,544,099</u>	<u>156,882</u>

- Unrestricted Funds are reviewed in greater detail on slides 5 through 9.
- Plant Funds are reviewed in greater detail on slides 10 and 11.



# LOCAL OPERATING / COLLEGE BOARD FUND BUDGET

- FY24 Operating Fund contributions and spending are proceeding according to plan.

Fund 40001	FY20	FY21	FY22	FY23	FY24	FY24 Budget
<b>Beginning Cash</b>	<b>455,492</b>	<b>614,159</b>	<b>831,762</b>	<b>1,008,368</b>	<b>1,184,704</b>	<b>1,184,704</b>
Spotsylvania	89,171	89,171	89,171	89,171	44,586	89,171
Stafford	48,858	48,858	48,858	48,858	24,429	48,858
Caroline	6,539	6,866	6,866	7,209	7,209	7,209
Culpeper	28,158	28,158	28,158	28,158	28,158	28,158
Orange	16,931	41,931	41,931	41,931	41,931	41,931
Madison	4,535	4,535	4,535	4,535	4,000	4,535
Fredericksburg	9,291	9,291	9,291	9,291	4,646	9,291
Interest Income	1,849	935	339	(2,946)	1,418	500
<b>Total Revenues</b>	<b>205,332</b>	<b>229,745</b>	<b>229,149</b>	<b>226,207</b>	<b>156,376</b>	<b>229,653</b>
Expenses by Department						
Employee REL-FAC	8,040	2,923	11,977	18,840	8,711	15,000
Student Development Programs	7,169	6,133	7,100	19,365	3,575	15,000
Student Recruitment	8,022	1,882	11,908	11,666	8,899	12,000
Contingency	-	1,204	6,924	-	-	27,500
Dean of Inst Effectiveness	-	-	-	-	-	10,000
Physical Plant	23,435	-	20,154	-	-	30,000
<b>Total Expenses</b>	<b>46,666</b>	<b>12,142</b>	<b>58,063</b>	<b>49,871</b>	<b>21,186</b>	<b>109,500</b>
<b>Annual Surplus (Deficit)</b>	<b>158,666</b>	<b>217,604</b>	<b>171,086</b>	<b>176,336</b>	<b>135,190</b>	<b>120,153</b>
Transfers	-	-	5,519	-	-	-
Transfers	-	-	-	-	-	25,000
<b>Net Assets</b>	<b>614,159</b>	<b>831,762</b>	<b>1,008,368</b>	<b>1,184,704</b>	<b>1,319,894</b>	<b>1,329,857</b>

# VENDING FUND BUDGET

- Commissions are slow to be realized. The College Branding Project has been completed, but there are ongoing enhancements to the website. A transfer of \$65K was received as reimbursement of the GoVA matching expenses on the Commissions Contingency line.

Fund 40002	FY20	FY21	FY22	FY23	FY24	FY24 Budget
<b>Beginning Cash</b>	<b>2,301,634</b>	<b>2,506,078</b>	<b>2,458,736</b>	<b>2,903,277</b>	<b>1,947,449</b>	<b>1,947,449</b>
Bookstore Commissions	247,194	139,954	174,781	138,887	37,540	120,000
Vending Commissions	9,234	-	4,457	8,477	3,845	5,000
Vending Commissions	-	-	533	-	322	-
Investment Income	20,657	10,993	4,893	(15,895)	52,168	5,000
Investment Income	(28,471)	2,033	(7,059)	-	-	-
<b>Total Revenues</b>	<b>248,613</b>	<b>152,980</b>	<b>177,605</b>	<b>131,468</b>	<b>93,875</b>	<b>130,000</b>
Expenses by Department						
Diversity and Inclusion	5,637	9,584	7,474	6,509	1,806	12,000
College Branding	-	194,699	244,808	159,198	175,530	-
Regional Activities	4,347	4,599	5,654	5,855	7,436	10,000
Commissions Contingency Reserve	-	-	76,546	318,085	29,943	275,000
President's Discretionary	513	-	6,285	2,050	1,321	10,000
Fiscal Operating	89,391	(9,098)	(20,376)	13,674	-	25,000
Travel & Meals - Excess	-	-	124	1,501	1,126	1,000
Auxiliary Plant Maintenance	46,278	538	7,031	3,617	11,551	20,000
<b>Total Expenses</b>	<b>146,166</b>	<b>200,322</b>	<b>327,545</b>	<b>510,489</b>	<b>228,713</b>	<b>353,000</b>
<b>Annual Surplus (Deficit)</b>	<b>102,447</b>	<b>(47,342)</b>	<b>(149,940)</b>	<b>(379,021)</b>	<b>(134,838)</b>	<b>(223,000)</b>
Other Transfers	-	-	600,000	(600,000)	-	-
Transfer In	101,997	-	(5,519)	23,193	65,468	-
<b>Net Assets</b>	<b>2,506,078</b>	<b>2,458,736</b>	<b>2,903,277</b>	<b>1,947,449</b>	<b>1,878,078</b>	<b>1,724,449</b>

# STUDENT ACTIVITY FUND BUDGET

- Student Activity Fund is now showing a surplus for the year. The State Board–approved Student Activity Fee increase will provide more robust resources beginning this year.

Fund 40003	FY20	FY21	FY22	FY23	FY24	FY24 Budget
<b>Beginning Cash</b>	<b>39,187</b>	<b>64,085</b>	<b>84,251</b>	<b>96,554</b>	<b>93,774</b>	<b>93,774</b>
Student Activity Fees	205,869	204,925	202,057	207,946	130,289	268,686
<b>Total Revenues</b>	<b>205,869</b>	<b>204,925</b>	<b>202,057</b>	<b>207,946</b>	<b>130,289</b>	<b>268,686</b>
Expenses by Department						
Student Activities	37,752	51,227	49,387	59,289	33,544	68,000
Student Organizations	32,677	17,364	30,633	41,258	13,477	40,000
Student Projects	29,544	24,142	23,965	21,475	15,043	25,000
Dean of Student Services	25,000	25,133	25,116	27,881	210	28,000
Lecture & Culture	24,249	32,356	28,227	19,957	16,280	28,000
Student Recognition	1,338	1,500	-	3,999	1,369	4,000
Wellness & Recreation	26,867	31,343	30,117	32,802	500	30,000
Co-Curricular Programs	3,544	1,695	2,309	4,064	4,307	5,000
<b>Total Expenses</b>	<b>180,971</b>	<b>184,759</b>	<b>189,754</b>	<b>210,726</b>	<b>84,731</b>	<b>228,000</b>
<b>Annual Surplus (Deficit)</b>	<b>24,898</b>	<b>20,165</b>	<b>12,303</b>	<b>(2,780)</b>	<b>45,558</b>	<b>40,686</b>
Transfers	-	-	-	-	-	(25,000)
<b>Net Assets</b>	<b>64,085</b>	<b>84,251</b>	<b>96,554</b>	<b>93,774</b>	<b>139,332</b>	<b>109,460</b>

# PARKING AUXILIARY FUND BUDGET

- This Parking Auxiliary Fund is now showing a surplus for the year. However, this fund is expected to be left with minimal reserves upon completion of the Locust Grove parking lot project.

Fund 40203	FY20	FY21	FY22	FY23	FY24	FY24 Budget
Beginning Cash	765,763	956,018	712,829	835,843	1,874,950	1,874,950
Parking Fees	240,336	239,557	236,860	242,045	117,974	235,000
Interest	4,213	1,161	722	2,939	4,972	500
<b>Total Revenues</b>	<b>244,548</b>	<b>240,718</b>	<b>237,582</b>	<b>244,983</b>	<b>122,946</b>	<b>235,500</b>
Expenses by Department						
Parking Expenses	54,293	483,907	114,568	55,877	42,034	1,857,177
<b>Total Expenses</b>	<b>54,293</b>	<b>483,907</b>	<b>114,568</b>	<b>55,877</b>	<b>42,034</b>	<b>1,857,177</b>
<b>Annual Surplus (Deficit)</b>	<b>190,255</b>	<b>(243,189)</b>	<b>123,014</b>	<b>189,106</b>	<b>80,913</b>	<b>(1,621,677)</b>
Transfers	-	-	-	850,000	-	-
<b>Net Assets</b>	<b>956,018</b>	<b>712,829</b>	<b>835,843</b>	<b>1,874,950</b>	<b>1,955,862</b>	<b>253,273</b>

# FACILITIES AUXILIARY FUND BUDGET

- Debt service on the Fredericksburg campus parking garage of \$392K has been incurred this year. Other expenses have been minor. Facilities Fees are now tracking to plan.

Fund 40206	FY20	FY21	FY22	FY23	FY24	FY24 Budget
<b>Beginning Cash</b>	<b>2,268,461</b>	<b>2,606,019</b>	<b>3,009,975</b>	<b>3,400,445</b>	<b>3,197,147</b>	<b>3,197,147</b>
Facilities Fee	758,200	753,051	744,768	760,812	370,547	750,000
Investment Income	18,492	9,352	1,953	(29,378)	14,148	4,000
Interest	5,584	534	2,335	13,902	8,397	4,500
<b>Total Revenues</b>	<b>782,275</b>	<b>762,937</b>	<b>749,056</b>	<b>745,337</b>	<b>393,092</b>	<b>758,500</b>
Expenses by Department						
Facilities Expenses	32,761	16,667	44,086	28,297	39,961	65,510
<b>Total Expenses</b>	<b>32,761</b>	<b>16,667</b>	<b>44,086</b>	<b>28,297</b>	<b>39,961</b>	<b>65,510</b>
<b>Annual Surplus (Deficit)</b>	<b>749,514</b>	<b>746,270</b>	<b>704,970</b>	<b>717,040</b>	<b>353,131</b>	<b>692,990</b>
Debt Service	(411,956)	(342,313)	(314,500)	(70,338)	(392,579)	(409,450)
Transfers	-	-	-	(850,000)	-	-
<b>Net Assets</b>	<b>2,606,019</b>	<b>3,009,975</b>	<b>3,400,445</b>	<b>3,197,147</b>	<b>3,157,700</b>	<b>3,480,687</b>

# UNEXPENDED PLANT FUND BUDGET

- Nearly \$1.6M of this fund is designated as the Stafford maintenance reserve and will be utilized to equip the new Center Street facility. The Locust Grove project fund is over \$1.9M and is detailed on the next slide.

Fund 79001	FY20	FY21	FY22	FY23	FY24	FY24 Budget
<b>Beginning Cash</b>	<b>2,208,267</b>	<b>2,301,611</b>	<b>2,501,565</b>	<b>3,033,422</b>	<b>3,805,348</b>	<b>3,805,348</b>
LGC Building Replacement	200,000	350,000	350,000	550,000	150,000	250,000
MR - STAFFORD CO	200,000	200,000	200,000	200,000	100,000	200,000
MR - FREDERICKSBURG	50,000	50,000	25,000	25,000	12,500	25,000
MR - ORANGE CO	1,669	1,669	1,669	1,669	1,669	1,669
MR - MADISON COUNTY	465	465	465	465	-	465
MR - CULPEPER CO	-	-	-	1,400	1,400	1,400
Prior Year Correction	(20,302)	-	-	-	-	-
Investment Income	21,710	1,808	2,999	46,072	27,828	3,000
<b>Total Revenues</b>	<b>453,542</b>	<b>603,942</b>	<b>580,133</b>	<b>824,606</b>	<b>293,397</b>	<b>481,534</b>
CAPITAL PROJECTS	-	-	145,470	22,353	-	-
MR - FREDERICKSBURG	7,637	72,414	48,276	-	-	48,276
<b>Total Expenses</b>	<b>7,637</b>	<b>72,414</b>	<b>193,746</b>	<b>22,353</b>	<b>-</b>	<b>48,276</b>
<b>Annual Surplus (Deficit)</b>	<b>445,905</b>	<b>531,528</b>	<b>386,387</b>	<b>802,252</b>	<b>293,397</b>	<b>433,258</b>
CAPITAL PROJECTS	-	-	145,470	22,353	-	-
LGC Building Replacement	(352,561)	(331,574)	-	(52,680)	-	(400,000)
<b>Net Assets</b>	<b>2,301,611</b>	<b>2,501,565</b>	<b>3,033,422</b>	<b>3,805,348</b>	<b>4,098,745</b>	<b>3,838,606</b>

# UNEXPENDED PLANT FUND

## LOCUST GROVE REPLACEMENT FUNDING STATUS

- The LGC building replacement fund stands at \$1.95M on December 31, with no expenses yet this year. Orange County completed their pledge by paying their FY24 and FY25 amounts in advance.

LGC Replacement Fund	FY18	FY19	FY20	FY21	FY22	FY23	FY24
<b>Sources of Funds</b>							
Transfer In	1,000,000	-	-	-	-	-	-
Contributions from Localities	-	-	200,000	350,000	350,000	550,000	150,000
Interest Income	9,774	22,046	15,179	1,188	1,941	26,627	14,367
	<u>1,009,774</u>	<u>22,046</u>	<u>215,179</u>	<u>351,188</u>	<u>351,941</u>	<u>576,627</u>	<u>164,367</u>
<b>Uses of Funds</b>							
Design Costs	-	-	352,561	331,574	-	52,680	-
	<u>1,009,774</u>	<u>22,046</u>	<u>(137,382)</u>	<u>19,614</u>	<u>351,941</u>	<u>523,947</u>	<u>164,367</u>
<b>Fund Surplus (Deficit)</b>							
Beginning Fund Balance	-	1,009,774	1,031,820	894,438	914,053	1,265,993	1,789,940
<b>Ending Fund Balance</b>	<u>1,009,774</u>	<u>1,031,820</u>	<u>894,438</u>	<u>914,053</u>	<u>1,265,993</u>	<u>1,789,940</u>	<u>1,954,308</u>
<b>Contributions by Locality</b>							
Spotsylvania County	-	-	100,000	100,000	100,000	100,000	50,000
Stafford County	-	-	100,000	100,000	100,000	100,000	50,000
Orange County	-	-	-	100,000	100,000	300,000	-
Culpeper County	-	-	-	-	50,000	50,000	50,000
Fredericksburg EDA	-	-	-	50,000	-	-	-
	<u>-</u>	<u>-</u>	<u>200,000</u>	<u>350,000</u>	<u>350,000</u>	<u>550,000</u>	<u>150,000</u>

**Note on the New Locust Grove Facility:**

Germanna must fund all infrastructure and land improvement including lighting, storm water management, utilities, parking and sidewalks. Additionally, state of the art medical equipment will be required to provide real life training environments in labs, hospitals, and clinics.

# FINANCIAL REVIEW - WRAP UP

- Questions and Discussion.
- Suggested motion for the Committee:

“The Finance and Facilities Committee has reviewed the financial analysis for the six months ending December 31, 2023, and moves to accept the financials as presented.”



# FUND DESCRIPTIONS

## **Fund 40001 – Local Operating College Board Fund**

- Primarily funded by contributions from localities
- Expenses for employee relations, student development and recruitment, and contingencies
- Fund balance is increasing, providing opportunities for future student and community engagement

## **Fund 40002 – Vending Fund**

- Primarily funded by bookstore and foodservice commissions
- Expenses for diversity and inclusion, marketing and branding, and contingencies
- Fund balance serves as a reserve fund; previously transferred \$1M as the initial funding for the replacement of the new Locust Grove facility

## **Fund 40003 – Student Activity Fund**

- Primarily funded by a student activity fee charged at \$1.50 per credit hour, increasing to \$2.00 per hour in Academic Year 2023–2024
- Expenses for student activities and organization
- Fund balance is minimal

## **Fund 40203 – Parking Auxiliary Fund**

- Primarily funded by a parking fee charged to students at \$1.75 per credit hour
- Expenses to maintain parking lots
- Fund balance is increasing in order to accumulate funds for parking and lighting for the new Locust Grove facility

## **Fund 40206 – Facilities Auxiliary Fund**

- Primarily funded by a facility fee charged to students at \$5.50 per credit hour
- Expenses to maintain the Fredericksburg parking garage and to cover its debt service (\$3.37M loan maturing September 2031)
- Fund balance serves as a reserve for structural repairs and debt service

## **Fund 79001 – Unexpended Plant Fund**

- Primarily funded by contributions from localities
- Expenses to cover maintenance and repairs for Germanna facilities; some maintenance costs are planned, but can be unpredictable
- Fund balance is increasing in order to accumulate local funds for the new Locust Grove facility, including ongoing design costs

# **Germanna Community College Local Board**

## **Facilities Report**

**January 18, 2024**

### **1. Locust Grove Campus Replacement Building**

The System Office has submitted the CO-2 to the Division of Engineering & Buildings and the Department of Planning & Budget, requesting additional funding, sufficient to complete the design of this project. Once the CO-2 has been accepted that will allow us to start Working Drawings and then move into Construction.

### **2. Maintenance Reserve Projects**

Curtain Wall Repair at the Science & Engineering Building and Information Commons.

- The bid documents are complete. We will go out to bid in January with construction starting in the Spring of 2024.

Replace Fire Alarm System in the Workforce Building.

- A&E firm(Jens Hughes) is working on the front-end documents. The System office and College are working with them to get the documents correct. Once the Division of Engineering and Buildings (DEB) reviews, comments, and approves the drawings we will be able to go out to bid. I hope for late spring to early summer for a start date for construction.

Replace/Upgrade Elevator in the V. Earl Dickinson Building

- Maintenance Reserve project has been initiated through the System Office. The System Office is reviewing/working with Setty (Engineering Firm) to get the fee proposal in line so a project order for design fees can be executed and the design can start.

Replace Fire Alarm Panel in the Science & Engineering Building and Information Commons

- System Office has authorized us to move forward with issuing a purchase order for this work to begin.

Upgrade Elevator in the Workforce and Technology Building

- This work has been completed.

### **3. Bus Shelter at Fredericksburg**

- The System Office has executed a project order for Austin Brockenbrough & Associates to continue the design work on the bus shelter. Austin Brockenbrough will survey the ADA route either January 19 or 22. If the route meets ADA standards we will move forward with the remainder of the work, if it doesn't, we will need to look for another location for the bus shelter or make corrections to the existing sidewalk.

**4. Daniel Technology Monumental Sign**

- The monumental sign has been advertised for bid. A non-mandatory pre-bid meeting occurred on January 4 with the System Office, RRMM and GCC staff in attendance. We had two contractors attend. Bids are to be received January 18 at 2pm and the bid opening will be January 19 at 2pm.
- The college has identified a contractor to clear the VDOT right-of-way adjacent to the college. We are working out the details.

**5. Sports Court at Fredericksburg**

- Design is complete. We anticipate going out to bid in January with construction starting in the Spring of 2024.

**6. 10 and 25 Center Street at Stafford**

- The contract with Dario has been executed. The Notice to Proceed was issued November 29, 2023 with substantial completion in 274 calendar days(August 28, 2024). The college will need approximately 120 days(July to October) to get the facility operational for a mid-October soft opening and full opening in January 2025. We've been asked to try and move the existing Barbara J Fried Center the week of October 7.
- Construction is on the way, 95% of the walls have been constructed. The electrical, mechanical, and plumbing trades are now working.
- We are finalizing furniture and equipment plans so we can begin to make purchases.

**7. Locust Grove Parking Lot Repair and Site Lighting Upgrade**

- The design is complete. The submission to Division of Engineering and Buildings (DEB) to review the electrical drawing has been completed. Once we receive comments and approvals, we will go to bid in late winter with construction starting in early Spring 2024.



# EARLY COLLEGE PROGRAMS

Gladys P. Todd Academy

Germannan Scholars

Future Educators Academy



# EARLY COLLEGE OPTIONS AT GERMANNA

## Early College

- Gladys P. Todd Academy
- Germanna Scholars
- Future Educators Academy

# WHAT ARE THE DIFFERENCES IN EARLY COLLEGE PROGRAMS?

## **Germanna Scholars & Gladys P. Todd Academy**

Helping students work towards their high school diploma and transferable associate degree simultaneously.

**A Maximum of 35 students can be accepted for both programs.**

## **Future Educators Academy**

The focus of this program is on developing aspiring elementary and special education teachers through an accelerated track that streamlines the journey toward teacher licensure.

**A Maximum of 25 students can be accepted.**

# OUR HIGH SCHOOL PARTNERS

## **Gladys P. Todd Academy**

- James Monroe High School
- All Spotsylvania County High Schools

## **Germanna Scholars**

- Culpeper County High School
- Eastern View High School

## **Future Educators Academy**

- Culpeper County High School
- Eastern View High School
- Orange County High School
- Madison County High School
- Rappahannock High School





# STUDENT EXPERIENCE & CURRICULUM



# CLASSES TAKEN ON-SITE



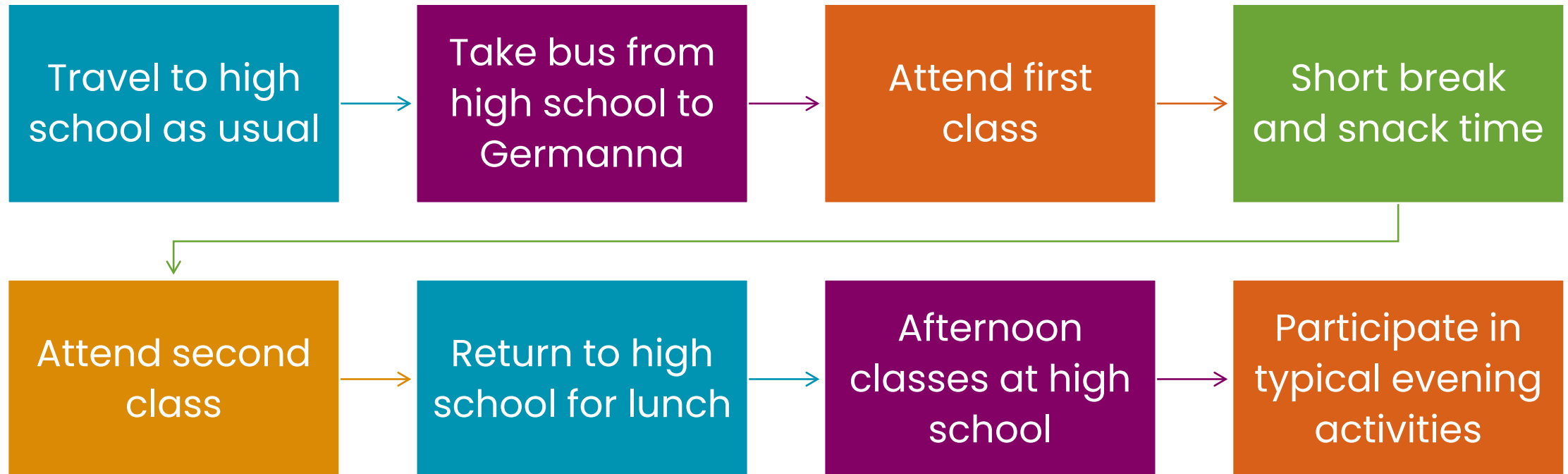
Germanna Scholars  
Daniel Technology Center  
Culpeper County



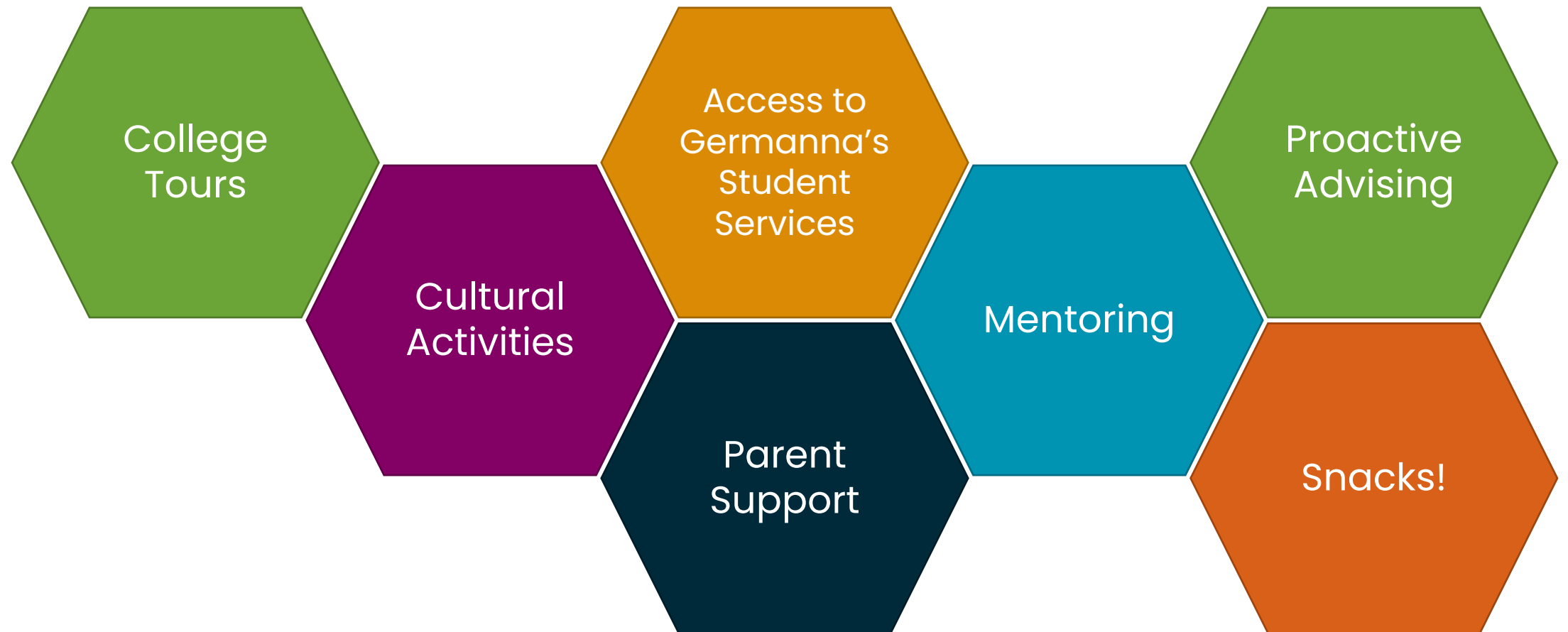
Gladys P. Todd Academy  
Fredericksburg Area Campus  
Spotsylvania County



# TYPICAL DAY IN EARLY COLLEGE



# ACADEMIC SUPPORT & EARLY COLLEGE STUDENT LIFE



# SAMPLE CURRICULUM

Course	First Year: Semester 1	Credits	D.E.*
SDV 100	College Success Skills*	1	
ENG 111	College Composition I	3	Yes
MTH 161	Pre-Calculus I	3	Yes
HIS 121	U.S. History I	3	Yes
PSY 200	Principles of Psychology	3	
ITE 152	Introduction to Digital and Information Literacy	3	

Course	Second Year: Semester 3	Credits	D.E.*
PHI 220	Ethics	3	
BIO 101	General Biology I	4	Yes
ENG 245	Major English Writers	3	Yes
PLS 135	U.S. Government and Politics	3	Yes
HLT 106	First Aid and Safety	3	

Course	First Year: Semester 2	Credits	D.E.*
ENG 112	College Composition II	3	Yes
MTH 162	Pre-Calculus II	3	Yes
HIS 122	U.S. History II	3	Yes
CST 100	Principles of Public Speaking	3	
SOC 200	Introduction to Sociology	3	

Course	Second Year: Semester 4	Credits	D.E.*
ENG 210	Advanced Composition	3	
BIO 102	General Biology II	4	Yes
ENG 246	Major American Writers	3	Yes
MTH 245	Statistics I	3	Yes
PLS 136	State and Local Government	3	Yes



# ELIGIBILITY & PAYING FOR EARLY COLLEGE

# MINIMUM ELIGIBILITY



# TOTAL COST (ESTIMATED)

Germanna Scholars &  
Gladys P. Todd Academy  
**ONLY**

- Current tuition and fees
  - \$168.86 per credit hour
- 15–16 Credit Hours a Semester
  - 5 classes a semester
- Course Materials Costs
  - Textbooks, calculators, etc.
  - Selected by professor

## Estimated cost of a 16 credit hour semester

Tuition and Fees	\$2,702
Estimated Course Materials Cost	\$190
<b>Semester Total</b>	<b>\$2,892</b>

*Tuition and costs are subject to change each semester.*



# SUCCESS OUTCOMES



# GRADUATES

- Early College overall retention rate 2015–2023: **92%**
- Total Early College Graduates: **280**
  - Germanna Scholars
    - 2016–2023: **162**
  - Gladys P. Todd Academy
    - 2015–2023: **118**



# ALUMNI SNAPSHOT

"I recently transferred to the **University of Virginia's School**. I am currently contemplating a double major, with options including **Computer Science and Electrical Engineering**.

**My previous experience in early college**, bolstered by my dual enrollment credits, has been instrumental in **preparing me for the rigorous academic environment at the University of Virginia**.

Looking ahead, I am actively planning **to apply for a Master's Plus One program**."

-David Onks IV  
Gladys P. Todd Academy  
Class of 2023





# ALUMNI SNAPSHOT

“After transferring to **Christopher Newport University**, I embarked on my academic journey, majoring in History. My participation **in early college programs significantly contributed to my progress, allowing me to efficiently complete the first two years of my undergraduate studies.**

This head start is particularly beneficial as I aim to pursue a doctorate in history.  
”

-Kara McKnight  
Germanna Scholars  
Class of 2023



# ALUMNI SNAPSHOT

“Following my graduation from Germanna Community College, I embarked on a career in welding and construction. **Completing my associate's degree, along with the specialized training in welding, laid the foundation for my entry into this field.**

The skills and knowledge I acquired during my time at Germanna were **crucial in kickstarting my career path in welding**, providing me **with both the technical expertise and the practical experience** necessary to excel in the industry.”

-Calvin Johnson  
Gladys P. Todd Academy  
Class of 2023

# ALUMNI SNAPSHOT

“After transferring to James Madison University, I began my major in Health Science. The early college experience, **particularly the resources and support provided by Germanna Community College, has been immensely beneficial in this new phase of my academic journey.**

– Francesca Corrales  
Germanna Scholars  
Class of 2023



# **DEVELOPING THE FUTURE EDUCATORS ACADEMY**

# FUTURE EDUCATORS ACADEMY

- FEA Steering Committee members collectively envisioned:
  - An accelerated learning model to streamline teacher education and licensure
  - A non-competitive admissions process with a focus on access and support
  - A grow-your-own model, in which students return to their base high schools to teach for at least two years after completing their degrees
  - A model built on research-guided best practices, hands-on learning, peer support, and commitment to diversity

# CRAFTING THE CONCEPT

During its 2022 Special Session, the General Assembly appropriates \$100 million into the College Partnership Lab Schools Fund

The Future Educators Academy application is submitted to the Virginia Department of Education

Germanda and partners present the FEA concept to the Board of Education Standing Committee in October 2023 for first review

Aug. 2022

Oct. 2022

July 2023

Sep. 2023

Oct. 2023

Nov. 2023

The FEA steering committee develops a future teacher lab school concept in fall 2022

The FEA application is reviewed by VDOE and recommended to the Standing Committee

Germanda and partners present the FEA concept to the Board of Education for review and approval in November 2023



# FEA RECEPTION

- Standing Committee members said that Germanna's FEA application was exceptional
- FEA set a new high watermark in the Commonwealth
- FEA can be replicable throughout the Commonwealth and nationally
- FEA was the second application to be fully approved and the first community college application to be approved

# **IMPLEMENTATION TIMELINE FOR FUTURE EDUCATORS ACADEMY**

# January 2024

1

## 8th: Marketing Phase

Phase two of the marketing campaign will target high schools, social media, and other relevant platforms.

2

## 22nd: Information Session

An information session will be conducted at 7 PM via Zoom, providing an opportunity for interested individuals to learn more about the academy.

# February 2024



# March 2024

## Lottery Selection

The date for the lottery selection will be announced soon.

1

## 4th: Eligibility Review

The initial review of eligibility will conclude on the 4th of March 2024.

2

3

## Decision Notifications

Notifications regarding the decisions will be sent out to the applicants on the specified date.

# April - July 2024

1

## New Cohort Orientation

The orientation for the new cohort will be scheduled during this period.

# August 2024

## Start of Student Development Classes (SDV 100)

Student development classes will commence on a date to be announced.



# IMPLEMENTATION PROGRESS:

- **Early College Website Update**
  - Now includes Future Educators Academy (FEA) information
- **Marketing Efforts**
  - Creation of marketing materials for FEA
  - Distribution across all Germanna Community College platforms
- **Application Status**
  - Received 12 applications for the FEA program
- **Position Descriptions**
  - Developed for Coordinator and Advisor roles in the FEA program
- **Procurement and Resources**
  - Initiated acquisition of supplies, including laptops
- **Course Scheduling**
  - Commenced construction of the Fall 2024 course schedule for the FEA program



# QUESTIONS?



Thank you!