

**AGENDA**  
**Southwest Virginia Higher Education Center**  
**Board of Trustees Meeting**  
**December 10, 2020**  
**5:00 p.m.**

1. **Welcome & Roll Call** **Senator Pillion, *Acting Chair***
2. **Minutes** **Senator Pillion**
3. **Acknowledgement of Outgoing Board Members** **Senator Pillion**
  - Delegate O'Quinn (Chair)
  - Delegate Morefield
  - Ron Proffitt, VCCS Appointed
  - President White, VHCC
4. **Welcome New Board Members** **Senator Pillion**
  - Delegates Hurst, Keam and Rasoul
  - Donna Stanley, VCCS Appointed
  - President Wells, Emory & Henry
  - President Hutchison, VHCC
5. **Nominating Committee Report** **President Hemphill, *Radford University***
6. **Election of Board Officers\*** **Senator Pillion**
7. **Update from Secretary of Education's Office** **Fran Bradford**  
*Deputy Secretary of Education*
8. **Virginia Tech Report** **Penny McCallum**  
*Director, Virginia Tech Southwest Center*
9. **Executive Director's Report** **David Matlock, *HEC Executive Director***
  - Activity Update
  - Financial Report
  - Infectious Disease Preparedness & Response Plan
10. **Construction Update** **Jeff Webb, *Chief Technology & Operations Officer***
11. **COVID-19 Transition Team Report** **Nicky Rahley, *Information Technology Manager***
12. **HR/Administration Report** **Adam Tolbert, *Senior Director of Administration***
  - FOIA Overview & Applicable Laws Notice
  - Conflict of Interest Statements Reminder
13. **Chairman's Appointments to Executive Committee** **Senator Pillion**
14. **Public Comments**
15. **Closing Remarks**

**Proposed Date for Next Meeting - PLEASE HOLD: Thursday, June 10, 2021**

**Adjourn**

**\*Denotes Action Item**