

UPC Meeting Minutes
Tuesday, April 22, 2025, 3:30 p.m.
Martinelli Boardroom

President Reveley called the meeting to order at 3:33 p.m. The following members were present:

Dr. Lee Bidwell	Dr. Khawaja Mamun	Ms. Kim Redford
Dr. Roger Byrne	Dr. Angela McDonald	President Taylor Reveley
Dr. Wade Edwards	Mr. Matt McGregor	Dr. Brent Roberts
Mr. Ryan Ferebee	Mr. Cameron O’Brion	Dr. Shannon Salley
Ms. Jennifer Fraley	Dr. Jonathan Page	Dr. David Shoenthal
Dr. Jennifer Green	Mr. Cam Patterson	Dr. Larissa Smith
Mr. Carl Harvey	Dr. JoEllen Pederson	Ms. Aneicia Stimpson
Ms. Susan Hines	Dr. Jeannine Perry	Ms. Kim Wingo
Dr. Chris Kukk	Mr. Justin Pope	
Ms. Ashley Long, Recorder		

Also present were – Mr. Josh Blakely, Dr. Sarai Blincoe, Dr. Audrey Church, Mr. David Hooper, Mr. Matt McWilliams, Dr. Elizabeth Narehood, Ms. Kathyn Nasburg, Dr. Sarah Tanner-Anderson

Absent were – Travis Bridgham, Ms. Samantha Dunn-Miller, Mr. Tim Hall, Ms. Courtney Hodges, Juliana Keller, Ms. Kelly Nelson, Dr. Dawn Schwartz

The minutes from the [January 28, 2025](#) UPC meeting were approved as submitted.

President Reveley opened the meeting by providing a few campus and state updates. He stated that higher education is currently facing one of its most difficult periods. Despite these challenges, Longwood has remained steady in the storm. This stability is the result of strategic fiscal prudence and prioritizing investments in people. Enrollment trends are encouraging, with numbers continuing to edge upward as the admissions cycle unfolds.

The future remains bright in comparison to other schools and the fact that we are located in Virginia, which is a well-run state and in a good financial spot. The state budget, which is still being finalized, will offer more clarity in the coming days but we are in the second year of the two-year budget cycle that has already been approved.

Assessment Committee – Dr. Brent Roberts reported that the assessment committee met on April 14 to review the proposals from AAC and CAPAR. UAC forwarded four proposals for recommendation to the university finance committee.

Compliance Committee – Dr. David Shoenthal reported three updates:

- On the federal level, he has confirmed with Dr. Alix Fink that the current executive orders have not affected award management or the compliance side of any of our grants up to this point.
- From the state level, SCHEV has approved a new program approval process with a goal of easing the approval process and increasing the use of market demand. He also announced that no new programs can be approved if they do not appear in the 6-year plan. SCHEV will be revising its productivity policy in the coming months.
- On the local level, Academic Affairs has hired a new director of assessment who will start on June 25.

University Diversity Council – Dr. JoEllen Pederson referenced a few national resources that are tracking institutional reactions to national events.

Dr. Jonathan Page discussed the UDC meeting with President Reveley on April 7, where they discussed national developments and Longwood's response to them. He also announced the Common Ties Collaborative, a group comprised of faculty and staff from Student Affairs and Academic Affairs who initially did programming around the 2024 elections. The group will continue organizing programs that will facilitate civic dialogue on campus. Dr. Page also announced that the planning for the Intercultural Center in Lankford Hall is proceeding; an opening is planned for the 2025-26 academic year.

Finance Committee – Dr. Carl Harvey stated that the finance committee reviewed the recommendations from the assessment committee. Four proposals approved by the committee:

- Office of Sponsored Programs and Research - Provide Certified Research Administrator Training to the post-award accountant (\$2,200)
- Modern Languages - Provide intercultural development inventory training to administer the test (\$1,750)
- English – Funding for a pilot alumni event (\$2,500)
- Accounting and Financial Reporting – Funding for implementation cost (not recurring subscription) for inventory tracking software (\$2000)

The proposals were approved by UPC.

Mr. Matt McGregor provided a financial operations update by stating that they are working on completing the FY24 audit of public accounts, managing the close of FY25, and forecasting for FY26 which will go before the BoV at the June meeting.

Purchasing Committee – Mr. Ryan Ferebee stated that the procurement team is working diligently to get year-end purchasing complete ahead of the deadline.

Retention Committee – Dr. Jennifer Green provided the below updates regarding the student success coordinators:

- Coordinators have established academic recovery meetings designed to help students create personalized plans and set clear goals.
- Students are hesitant to reach out to faculty so coordinators are working to bridge that communication gap.
- They are working with students who have holds on their accounts to resolve those issues.
- The coordinators are serving as a liaison between the student and their advisor to help answer questions and help to identify the most effective ways for advisors to support their students.

Dr. Green announced that the preliminary retention rates are around the same as last year.

Technology Committee – Ms. Susan Hines announced that the committee has been meeting regularly and since the last UPC meeting have launched a website and forms for software approvals by IT governance. They have also been working alongside procurement to ensure all procedures are being followed.

Following the committee reports, Dr. Sarai Blincoe provided an update on the [Post-Graduate Success Initiative](#). The report included a refresher on the goals and learning outcomes of the QEP, the consider life design initiatives and the practice career everywhere initiatives. More information can be found at the Post-Graduate Success Initiative [website](#).

There being no further business, the meeting was adjourned at 4:40 p.m.