

**STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA  
COUNCIL ORIENTATION  
SEPTEMBER 19, 2022  
DRAFT MINUTES**

Present: Cheryl Oldham, Katie Webb, Ken Ampy, Walter Curt, William Harvey. Staff members present: Wendy Kang, Joe DeFilippo, Tod Massa, Paula Robinson, Laura Osberger, Grace Covello, Tom Allison, Celeste Chalkley.

Mr. Blake opened the meeting at 11:33 a.m. in the Commonwealth room in Newcomb Hall at the University of Virginia. Mr. Ampy welcomed the Council members and spoke about the purpose of the orientation for new members.

Mr. Blake asked staff members to introduce themselves. He talked about SCHEV's role and functions as the state coordinating board and provided a brief history of the agency. He gave a brief overview of the size of Virginia's system and presented some data points on enrollment, degrees awarded and state funding. Council does most of its work through two committees and meets six times per year.

Mr. Blake referenced a document provided to members with lists of Council members and staff members. He talked about the processes involving travel to meetings, reimbursements for expenses, and how FOIA rules may impact email communications. He also reviewed a summary of strategic plan priority initiatives and the "Key Facts" booklet that shows important data about higher education in Virginia.

Direct report staff members provided overviews of the work of their section:

- Dr. DeFilippo talked about the Academic Affairs department and its duties of coordination over both the public and private higher education sectors.
- Dr. Edwards talked about the Policy Studies department and its work on the strategic plan goals and initiatives, the innovative internship program, the fund for excellence and innovation and the mental health workforce pilot.
- Ms. Kang talked about the duties of her section, including coordination of planning and budget recommendations concerning the financial operations at the public institutions, financial aid management and guidance, and outreach and access in K-12 sector.
- Mr. Massa talked about Policy Analytics department and the data it collects and maintains. SCHEV is the lead agency for VLDS and therefore has access to data from all the partner agencies.
- Ms. Robinson talked about her role in terms of equity and engagement, especially with regard to internal agency HR functions.
- Ms. Osberger talked about her role coordinating logistics for Council meetings and members, agency operations, and communications.
- Mr. Blake provided an overview of Ms. Boyd's duties at the agency budget director, as Ms. Boyd was not able to be present for the meeting.

The meeting concluded at 12:45 p.m.