

LOCAL COMMUNITY COLLEGE ADVISORY BOARD MINUTES

DECEMBER 15, 1966 # 1

The first meeting of the Local Advisory Board of The Community College at Roanoke held its first meeting on Thursday evening, December 15, 1966, at 7:00 P.M. in Room 103 of the college Administration Building. Those present were: Dr. Dana B. Hamel, Director of the State Department of Community Colleges; Dr. Travis M. McKenzie, President of the college; Barton W. Morris, Jr.; Mrs. Hunter Painter; William S. Russell; S. Colston Snead, Jr.; Henry E. Thomas; Paul R. Thomson; W. Darnall Vinyard; Basil Watkins; and Dr. Frank Bays Wolfe. R. F. Dunlap was not present.

Dr. Hamel announced that the Local Advisory Board of The Community College at Roanoke was the first one organized under the new policies and procedures and the first community college to open in the Commonwealth of Virginia.

Dr. McKenzie indicated that he was looking forward to a period of great progress. He said that the press was welcome to stay during the meeting, unless the Board decided otherwise at a later time.

Dr. Hamel told the group that this Board was the first to receive the document entitled "Policies, Procedures, and Regulations" which govern the establishment and operation of the program of comprehensive community colleges in the Commonwealth of Virginia as authorized by the 1966 General Assembly. He indicated that the Slaughter Commission studied the need for community colleges in the Commonwealth of Virginia and that Roanoke Technical Institute and the Roanoke Center of the University of Virginia were brought together to form a comprehensive community college in Roanoke. The Roanoke college has not been without its problems, but it will be one of the largest in the state. He indicated that there will be two to three campuses in the Roanoke area in the future.

Dr. Hamel said that he considered the tuition fees an investment on the part of the student. The State Board for Community Colleges established the following fees: \$15 per month, \$45 per quarter, \$135 per year.

A modified open door policy is followed by the community college. A broad admission policy states that a person may enter the institution if he is a high school graduate, or the equivalent, or if he is 18 years of age and can benefit from the program. The General Education Diploma will be honored. The program being offered determines the admission of the student. It would not be fair to the student to accept him into a program for which he is not prepared. In an effort to assist a person who does not have sufficient background for college credit work, the community college has a full-time counseling staff. The staff should consist of one counselor per 200 students. In addition, the counseling staff conducts an

extensive counseling and testing program. Its purpose is to take a person and make him into what he wants to be. The necessary background will be given to him by way of pre-college and pre-technical programs.

Financing of the community college will be as follows: the local governments are responsible for providing the land, a minimum of 100 acres, all of the utilities up to the point of contact to the buildings, roadways, and parking areas. The state will provide the buildings and the equipment. The local board is to consider grants-in-aid, grants to faculty who wish to pursue further education, and the opportunity for faculty to gain experience in industry.

Dr. Hamel reviewed the General Statement pertaining to the Local Community College Advisory Board stated as follows on Page 8, Item D, 1. of the "Policies, Procedures, and Regulations": "The local community college advisory board shall act in an advisory capacity to the State Board for Community Colleges through the local community college president and the State Director of Community Colleges." He indicated that the president of the college is the chief executive officer of the community college and serves as secretary to the local community college advisory board.

Dr. Hamel reviewed the policies pertaining to the appointment of members of the local advisory board as outlined on Page 9 of the "Policies, Procedures, and Regulations". It reads as follows: "Members shall be appointed for a term of four (4) years. However, initial appointment of the members shall be as follows:

One-third of the members for four years

One-third of the members for three years, and

One-third of the members for two years

The original appointees shall among themselves determine by lot" or other means " which are to receive appointment for four years, which are to receive appointment for three years, and which are to receive appointment for two years. Thereafter, all appointments shall be for a period of four years. No person having served on the local community college advisory board for two successive four-year terms shall be eligible for reappointment to the local advisory board for two years thereafter; provided, that a person appointed to fill a vacancy may serve two additional successive terms."

He further reviewed the Powers and Duties of the local advisory board as outlined on Pages 9 and 10, Item 4 of the "Policies, Procedures, and Regulations". It reads as follows: "Powers and Duties. The local community college advisory board shall perform such duties with respect to the operation of the community college as may be delegated to it by the State Board of Community Colleges. The powers and duties of this local advisory board shall include the following:

- a) The local advisory board shall elect a chairman and other such officers from its membership as it deems necessary.

- b) The local advisory boards shall serve as the liaison agency between the State Board for Community Colleges and the governing body (s) of the local political subdivision (s).
- c) The local advisory board shall be responsible for promoting the development and implementation of an adequate program of community college education under the administration and supervision of the State Board for Community Colleges.
- d) The local advisory board shall be responsible for eliciting community participation in program planning and development.
- e) Upon the recommendation of the president of the community college, the local advisory board shall approve all appointments of members to local advisory committees for specialized programs and curricula.
- f) The local advisory board shall encourage community support of the college and its program including the encouragement of local financial contributions from the local political subdivisions and other agencies for funds to supplement the basic facilities and programs provided by the State Board for Community Colleges.
- g) The local advisory board shall review the annual budget as prepared by the local community college president and the State Department of Community Colleges and forward its recommendation on the budget to the State Board for Community Colleges.
- h) Wherein possible, the local advisory board shall recommend a name (s) for the community college and shall review the candidate (s) for the position of president of the community college.
- i) The local advisory board shall participate in the evaluation of the college and its program, particularly as this relates to service to the community and to meeting the needs of the community in which the community college is located."

Dr. Hamel indicated that the local advisory board would meet quarterly and will be a policy type level board. Amongst the first duties of the board will be: the election of a chairman; determination of the length of term for each member; and a recommendation of a name for the community college to the State Board for Community Colleges. He suggested that the name Roanoke be avoided in naming the college in deference to Roanoke College in Salem.

In reply to a question dealing with the University of Virginia accepting or not accepting credits from the community college, Dr. Hamel replied that the University has agreed to accept transfer students with a B average from the community college following accreditation

of the college by the Southern Association of Colleges and Schools. Dr. Hamel said that the earliest graduation date from the community college will be June of 1968.

He stated that \$55,000 per year will be available for the library and that 4 to 5,000 volumes will be purchased each year.

Publication of a college catalog depends in part upon the selection of a name for the college and standardization among the colleges under the Department of Community Colleges. A possible date for publication will be February of 1967.

Four brochures are being printed. Dr. Hamel named the following three: to parents, to counselors, and to students. He stated that 12 colleges are in process in Virginia.

In reply to a question regarding the pre-college programs, Dr. Hamel stated that the pre-college programs will remain as part of the offerings by the college. He discouraged the use of the term vocational in regard to the programs.

The master plan was to have been released by December. The new date for release is January. The State of Virginia will be divided into regions. The comprehensive community college system will provide colleges that are within 45 miles of travel from the students' homes to the college. Twenty-two to twenty-three of these institutions are planned. Dr. Hamel is to ask the General Assembly to have in some phase of development by 1970 these 22 to 23 colleges.

Dr. Hamel quoted from Page 10 of the "Policies, Procedures, and Regulations" the paragraph dealing with Site. It reads: "The political subdivision (s) sponsoring and being served by the community college shall provide sufficient land, both for the initial establishment of the college and for future expansion, acceptable to the State Board for Community Colleges including all improvements thereon (i.e., roads, parking lots, exterior lighting, all utilities to point of connection to building, et cetera)."

Dr. Hamel indicated that one of the biggest problems for the community college is parking lots.

In Northern Virginia it was decided that the buildings should be added faster than had been planned, so 7.3 million dollars was raised among the subdivisions.

Space, including office space, will be provided in the new buildings for the operation of junior, senior, and graduate work to be offered by the University of Virginia Center. Extension programs will be offered both day and night.

The State Board for Community Colleges has determined that no community college in Virginia will become a four-year institution or senior institution.

Dr. Hamel encouraged the local board to solicit gifts from friends for the college.

At 8:15 P.M. Dr. Hamel left the meeting to return to Richmond.

Dr. McKenzie announced that 1,352 students were registered for classes during the Fall Quarter, and that a sociology teacher and a physics teacher were needed. He indicated

that he had great hopes that it would be possible to staff the college.

Dr. McKenzie read a list of proposed names for the college. Mr. Thomas read a letter from Mr. Leonard Muse suggesting the name Fishburn Community College. A motion submitting the name Fishburn Community College for consideration was made by Mr. Thomas and seconded by Mrs. Painter and Mr. Vinyard. No action was taken on the motion.

Mr. Morris suggested that the name Roanoke not be used in the official name of the college. He indicated that two things should be considered: 1. that the name should have some regional connotation; and 2. that if it were named after a person that the person have some regional background and importance.

Mr. Watkins suggested that the college was a pioneer institution and that names of pioneers be considered. For example, Andrew Lewis and John Glenn; the college might then be called Lewis-Glenn or Glenn-Lewis Community College.

Mr. Snead suggested Byrd Community College.

Mr. Thomson suggested Roanoke Valley Community College.

Mr. Morris suggested that the naming of the college be put off until a later date after the members of the Board had had time to consider.

Dr. McKenzie asked the Board to give consideration to the selection of a commencement speaker for the June graduation.

The next meeting of the Board was scheduled for Monday evening, December 19, at 7:30 P.M. in the Administration Building of the college.

Dr. McKenzie told the group that proceeds from the Macke Vending machines would be used for student activities. Arrangements are underway with Macke to take care of eating and lounging facilities.

Three new buildings are contemplated. One-half of the library building will be set aside for a student activities center. 41,350 square feet now exist in the present buildings; 90 to 100,000 square feet will be added with the new buildings.

Fifteen quarter hours is considered a full load for a student. The academic year consists of fall, winter, spring, and two summer sessions. As of October 15, there was head count of 1,352 students; 1,052 full-time equivalents.

The meeting was adjourned at 8:55 P.M.