

VIRGINIA WESTERN COMMUNITY COLLEGE

BOARD MEETING #125

The Virginia Western Community College Board met Thursday, March 20, 1986, at 3:30 p.m. in the Fishburn Hall Conference Room on the North Campus of the college.

MEMBERS            Mrs. Janine Stone, Chairman  
PRESENT:         Mr. Willis Anderson, Vice Chairman  
                  Dr. Charles Downs, Executive Secretary  
                  Mrs. Dianna Garman  
                  Mr. Lawrence Hamlar  
                  Mr. Tommy Moore  
                  Dr. Warren Moorman  
                  Mrs. Nina Payne  
                  Mr. William Russell

MEMBERS            Mrs. Sylvia Faw  
ABSENT:           Mr. Steve Musselwhite  
                  Mr. Maury Strauss

STAFF              Mr. Dwight Blalock, Dean, Financial and Administrative  
PRESENT:           Services  
                  Mr. Mark Emick, Assistant to the President  
                  Dr. Robert Harrell, Dean, Academic and Student Affairs  
                  Mrs. Dottie Mock, Secretary

1. CALL TO ORDER

Mrs. Stone called the meeting to order at 3:35 p.m.

2. RESOLUTION - MRS. LILLIAN UTECHT

The Chairman read a resolution (see attached) in memory of the late Mrs. Lillian Utecht, former Board member. Mr. Anderson made a motion and Mr. Hamlar seconded that:

The VWCC Board approve the resolution as presented honoring the late Mrs. Lillian Utecht, and that this resolution be incorporated into the minutes of this meeting.

The motion was unanimously approved. The resolution will be presented to Mrs. Utecht's family.

3. RATIFICATION OF ACTIONS TAKEN AT FEBRUARY 20, 1986, BOARD MEETING

Mrs. Stone advised that actions taken at the last meeting would need to be ratified at today's meeting since there was not a quorum present at the February 20 meeting.

a) Campus Site Plan

Mr. Blalock reviewed the information provided at the last meeting regarding proposed improvements to parking lots 8 and 8-E. Mrs. Stone read the motion made at the February 20 meeting and added that a subcommittee would be appointed to review the plans for the parking lots.

Mr. Anderson made a motion and Dr. Moorman seconded that:

The VWCC Board reaffirm the action taken at the February 20 Board meeting which authorized the firm of T. P. Parker and Son to complete working drawings and specifications for parking lots 8 and 8-E.

The motion was unanimously approved.

The Chairman appointed the following Board members to serve on the Building and Site Subcommittee to review plans for the parking lots:

Mr. Maury Strauss, Chairman  
Mr. Willis Anderson  
Mr. Tommy Moore

b) Landscaping Plan

Mr. Blalock reviewed the information provided at the last meeting regarding the campus landscaping project. Copies of a proposed letter and a request for proposals were distributed to the members. The letters will be sent to architects who might be interested in submitting a proposal for a campus landscaping evaluation.

Mrs. Stone read the motion from the last meeting pertaining to the landscaping project. The motion was made by Mr. Moore and seconded by Mr. Hamlar. At today's meeting, the Board ratified that:

The VWCC Board approve the selection of an architectural firm to provide a landscaping plan for the college in accordance with the Board's discussion this date -- the cost not to exceed \$4,000.

The motion was unanimously approved.

Mrs. Stone appointed the following members to serve on the Building and Site Subcommittee to review the landscaping proposals when presented:

Mr. William Russell, Chairman  
Mr. Lawrence Hamlar  
Mrs. Nina Payne

c) Other Motions of February 20 Meeting

With a motion made by Mr. Moore and seconded by Mr. Russell, the Board ratified the other three motions made at the February 20 meeting, which concerned:

- 1) Curriculum proposals
- 2) Discontinuance of Certificate Program --  
Educational Assistant
- 3) VCCS 20th Anniversary Celebration

This ratification was unanimously approved.

4. THIRD FLOOR OF WEBBER HALL

Dr. Downs advised that the Legislature has agreed to provide \$500,000 for the college to construct the third floor of Webber Hall. This construction would be a new project, and an architect would have to be approved by the Board to design the third floor. Dr. Downs requested permission from the Board to proceed with the selection of an architect to prepare the necessary drawings. The State Board would then be notified of the college Board's decision. A list of architects who have indicated an interest in an RFP (request for proposal) for Webber Hall was distributed to the members. The Board agreed that the Building and Site Subcommittee appointed earlier to review the parking lot projects would review the bids for the third floor of Webber Hall and recommend an architect to the full Board.

Mr. Hamlar made a motion and Dr. Moorman seconded that:

The VWCC Board approve the college's solicitation of an architect to prepare drawings for the third floor of Webber Hall.

The motion was unanimously approved.

5. NOMINATING COMMITTEE

The Chairman appointed the following Board members to serve on a Nominating Committee to recommend officers for the 1986-87 fiscal year:

Dr. Warren Moorman, Chairman  
Mrs. Dianna Garman  
Mrs. Janine Stone

The committee will present their report at the May 15 meeting.

6. ACTIVITIES BUDGETS

Copies of the proposed 1986-87 activities budget requests (see attached) and a local funds status report were distributed to the members in their folders. Mr. Blalock reviewed each one and explained that the funds for these budgets are derived from the bookstore and vending commission profits. At the next meeting, student activities personnel will present a proposal for the Board's consideration as to how these funds will be expended.

Mr. Russell made a motion and Mr. Moore seconded that:

The VWCC Board approve the adoption of the College Activities Budget, the Student Activities Budget, and the President's Activities Budget for the 1986-87 fiscal year as presented.

The motion was unanimously approved.

7. COLLEGE SERVICES FEE

For the last four years, the college has been collecting student parking decal fees. Mr. Blalock advised that the collection of these fees and keeping the records caused delays in registering students and created additional accounting duties. He asked the Board's permission to discontinue this practice of collecting parking decal fees and to substitute the collection of a "college service fee" of \$1. Students would still be issued parking decals, but would not be charged the current \$3, \$2, or \$1 fee for the decals. Mr. Moore recommended that a service fee of \$1 per student per quarter be set.

Mr. Moore made a motion and Mrs. Garman seconded that:

The VWCC Board approve the discontinuance of the student decal fee and that a \$1 per student per quarter college service fee be substituted.

The motion was unanimously approved.

8. MINUTES OF NOVEMBER 21, 1985, BOARD MEETING

Mrs. Stone advised that the November 21, 1985, Board minutes, which were approved at the February 20 Board meeting, needed to be ratified since there was not a quorum present at the February meeting. The Board unanimously approved the November 21, 1985, minutes as presented.

9. VWCC EDUCATIONAL FOUNDATION REPORT

Mr. Emick gave a report on the college's Educational Foundation and advised that \$61,000 is currently in this fund. Tuition assistance has been provided to a number of students and to some faculty and staff members. Mr. Emick added that the Foundation Board membership is being reorganized and asked for the Board's suggestions and input. The Foundation is a non-profit, fund-raising foundation, and the funds can only be used in limited ways, including student aid, faculty and staff assistance, training that the state will not pay for, and capital improvements.

10. PRESIDENT'S REPORT

The President reported on the following items:

- a) 20th Anniversary Celebration Dinner, April 5 -- Dr. Downs asked the members to notify his office by March 22 if they plan to attend the dinner in Richmond on April 5 -- black tie is now optional.
- b) Governor's Visit -- Governor Baliles will be in Roanoke the week of March 24, and his office will be at Virginia Western in the President's complex.
- c) The next meeting of the Board will be a luncheon meeting at 12 noon, May 15, in the Fishburn Hall Conference Room.

11. ADJOURNMENT

With no further business on the agenda, the meeting adjourned at 4:45 p.m.

APPROVED:

*Charles L. Downs*

Charles L. Downs, Executive Secretary

*May 15, 1986*

Date