

# VIRGINIA WESTERN COMMUNITY COLLEGE

## BOARD MEETING #151

The Virginia Western Community College Board met on Thursday, January 24, 1991, at 3:30 p.m. in the President's Conference Room in Fishburn Hall on the North Campus of the college.

MEMBERS PRESENT: Mr. Lawrence Hamlar, Chairman  
Dr. Charles Downs, Executive Secretary  
Mr. Malcolm Boggs  
Mr. George Daniels  
Mrs. Jean Glontz  
Mr. Stephen Musselwhite  
Mr. Tommy Moore  
Mr. Monty Plymale  
Mrs. Nina Ross  
Mr. Byron Smith

MEMBERS ABSENT: Mrs. LaVerne Dillon  
Mrs. Dianna Garman

STAFF PRESENT: Dr. Robert Harrell, Dean of Academic and  
Student Affairs  
Mrs. Brenda Wills, Secretary

1. CALL TO ORDER

Mr. Hamlar called the meeting to order at 3:30 p.m.

2. MINUTES OF THE NOVEMBER 29, 1990, BOARD MEETING

*A motion was made by Mr. Plymale and seconded by Mr. Smith that:*

*The VWCC Board approve the minutes of the November 29, 1990, meeting as written.*

*The motion was unanimously approved.*

3. FOUNDATION GIFT RECOGNITION

Dr. Downs informed the Board members that the background study requested at the last board meeting regarding Mr. Bernard Whitman, a former adjunct faculty member, has been completed (Item 3a). All information received has been positive, indicating that it would be appropriate to honor Mr. Whitman's \$280,000 bequest to Virginia Western Community College by naming the auditorium in the Business Science Building the "Whitman Auditorium." Members of the board suggested that a reception be held to celebrate this event and be publicized so as to make the public more aware of the opportunities to donate money to the college.

*A motion was made by Mrs. Glontz and seconded by Mr. Plymale that:*

*The VWCC Board approve the designation of the auditorium in the Business Science Building as the "Whitman Auditorium."*

*The motion was unanimously approved.*

4. INTERNAL AUDIT

Dr. Downs informed the board members that the State Board for Community Colleges recently completed its Internal Audit Report of Virginia Western Community College covering the period July 1, 1989, through July 31, 1990 (Item 4a). After mentioning that this is the first time that the academic programs have been audited, he briefly explained the findings and recommendations of the auditor's report. Dr. Harrell also commented that considering the number of areas audited and the fact that this was the first time the academic areas have been audited, the problems mentioned in the report were minor and corrections have been implemented.

5. LAY ADVISORY COMMITTEES

Lists of the membership of the following Lay Advisory Committees were mailed previously to the Board members for their consideration:

Administration of Justice  
Architectural/Civil Technology  
Automotive Technology

Business-Industrial Supervision  
Business Technology  
Commercial Art  
Continuing Education  
Dental Hygiene  
Early Childhood Development/Child Development  
Electrical/Mechanical Engineering  
Fire Science  
Horticulture Technology  
Legal Assistants  
Medical Transcriptionist  
Mental Health Technology  
Nursing  
Nursing Assistant  
Occupational Safety  
Radio/Television Production Technology  
Radiologic Technology  
Savings and Loan Association Education

*A motion was made by Mr. Musselwhite and seconded by Mr. Moore that:*

*The VWCC Board approve the Lay Advisory Committees as presented.*

*The motion was approved unanimously.*

The members agreed that these were impressive lists (Item 4b), containing a mix of people whose involvement is essential to the mission and success of the college. Mrs. Glontz suggested that the board show its appreciation to these members in an appropriate manner (e.g., by sending a flower). Dr. Downs will talk with Mr. Hipp to see if this could possibly be a project for the Horticulture Club.

6. PRESIDENT'S REPORT

Dr. Downs reported on the following items:

a. Enrollment Information--Dr. Harrell reviewed the Enrollment Information for Fall 1990 Semester (Item 5a) and commented that Virginia Western's FTE enrollment exceeds the state average 3.9 percent to 2.7 percent. He also mentioned that the economy has and will continue to affect our enrollment.

b. Self-Study--Dr. Downs informed the board members that we are about to enter into our Self-Study for Reaffirmation of Accreditation. He explained that every

educational institution wishing to be accredited by the Southern Association of Colleges and Schools must undergo this process every ten years. He provided a list of the Steering Committee for our Self-Study and a list of the Committees with Subareas to be Evaluated. Dr. Harrell mentioned that this study would be a comprehensive study involving students, faculty, classified staff, and any board members who might wish to become involved. (Mrs. Ross has agreed to be the board's representative on the Steering Committee.) Our goal is to begin the writing process in August and complete it within nine months. We anticipate a visiting SACS team on campus during the spring of 1993. (Copies of the Faculty Handbook were provided for board members.)

c. Budget--Dr. Downs informed the members that although we will not have definite budget figures until the current legislative session has ended, we will begin our next budget cycle on July 1, 1991, with at least 15 percent less money than last year. He indicated that if the situation doesn't change, we will be forced to lay off at least nine professors and classified employees. The work of these individuals will be distributed to other offices on campus or will be discontinued. We will also be increasing class size and charging the public for use of our facilities to help recover operational costs in an effort to live within the imposed budget restraints.

7. RESERVE UNITS

*The motion was made by Mr. Plymale and seconded by Mr. Musselwhite that:*

*The college send letters of support to any reservists who are "called up" and have to leave class to attend to their duties.*

*The motion was unanimously approved.*

Dr. Downs will obtain a list from our Admissions Office and prepare letters to these students.

8. EXECUTIVE SESSION

The board entered "executive session" to review the Executive Committee's recommendation of the President's evaluation and goals for the coming year.

9. ADJOURNMENT

With no further business on the agenda, the meeting adjourned at 4:50 p.m.

APPROVED:

Charles M. Downs  
Signature of Executive Secretary

3-28-91  
Date