

# VIRGINIA WESTERN COMMUNITY COLLEGE

## BOARD MEETING #153

The Virginia Western Community College Board met on Thursday, May 23, 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. Malcolm Boggs  
Dr. Charles Downs, Executive Secretary  
Mr. Lawrence Hamlar  
Mrs. Jean Glontz  
Mr. Tommy Moore  
Mr. Monty Plymale  
Mr. Byron Smith

### MEMBERS ABSENT:

Mr. George Daniels  
Mrs. LaVerne Dillon  
Mr. Stephen Musselwhite  
Mrs. Nina Ross

### STAFF PRESENT:

Dr. Robert H. Harrell, Dean of Academic  
and Student Affairs  
Mr. Robert McCleary, Audio Visual  
Technician  
Mrs. Brenda Wills, Secretary

### 1. CALL TO ORDER

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

Dr. Downs introduced Robert McCleary, Audio Visual Technician at Virginia Western, who was attending the meeting as a member of the Administrative Process Self-Study Committee.

2. **MINUTES OF THE MARCH 28, 1991, BOARD MEETING**

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

*The VWCC Board approve the minutes of the March 28, 1991, meeting as written.*

The motion was unanimously approved.

3. **REPORT FROM THE NOMINATING COMMITTEE**

Mrs. Ross, chairman of the Nominating Committee, was ill and unable to attend the meeting. A report will be presented at the next board meeting.

4. **REPORT FROM THE FINANCE COMMITTEE**

Mr. Plymale, chairman of the Finance Committee, reported that the Finance Committee has met and will prepare a general statement of the purpose of local funds. An agenda was developed for the committee for the next year; to accomplish the objectives established, quarterly meetings will be held. An investment plan will be developed and presented at the next Board meeting.

The board members discussed the status of the construction of the Student Activities Building. Dr. Downs will check to see if Virginia Western would be allowed to "put the building out to bid" since the Board has allocated \$1,000,000 for the construction of the building, and what would have to be done to meet the criteria.

5. **LETTER TO THE RESERVISTS**

Letters have been sent to all known reservists, and a letter was sent to Company "B" of the United States Marine Corps to convey gratitude for patriotic service in support of Desert Storm.

6. **RESOLUTION FOR DIANNA GARMAN**

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

*The VWCC Board adopt the resolution as presented in recognition of Dianna Garman's contributions as a valuable board member.*

The motion was unanimously approved.

7. **1991-92 MEETING DATES**

The proposed dates for the 1991-92 Board meetings were reviewed. Noting that pertinent budget information should be available in mid August, the July meeting was rescheduled to meet in August. Also, noting that the November date would fall on Thanksgiving day, Mr. Moore suggested that the November meeting be scheduled for the preceding Thursday.

Mr. Boggs made a motion and Mr. Plymale seconded that:

*The VWCC Board approve the following dates for the 1991-92 Board meetings scheduled bimonthly on the fourth Thursday of the month at 3:30 p.m. in the President's Conference Room in Fishburn Hall:*

*August 22, 1991*

*January 23, 1992*

*September 26, 1991*

*March 26, 1992*

*November 21, 1991*

*May 28, 1992*

The motion was unanimously approved.

8. **VCCA MEMBERSHIP DUES**

Dr. Downs noted that the Virginia Community College Association membership dues of \$5 per member are now due and recommended that the Board members again join this organization. The dues will be paid from the Local Fund account.

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

*The VWCC Board approve renewing its VCCA individual memberships of \$5 per person for the 1991-92 year.*

The motion was unanimously approved.

9. **PROPOSED ACTIVITIES BUDGETS**

The proposed College Activities and Student Activities Budgets were discussed. Dr. Downs noted that the College Activities budget request is the same as last year's request. The Student Activities request is slightly higher than last year's as it includes personnel costs. Dr. Downs explained that our former Student Activities Officer resigned in March and was not replaced in light of the budget reversion. The proposed budget includes

funds to staff the Student Activities Office with part-time personnel temporarily until the budget stabilizes.

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

*The VWCC Board approve the proposed College Activities Budget and approve the proposed Student Activities Budget with the restriction that the situation be reviewed in six months to see if the full-time Student Activities Officer can be reinstated.*

The motion was approved unanimously.

10. **ACADEMIC SCHOLARSHIPS**

Dr. Harrell reviewed the recommendations made by the Financial Aid Committee for full-time academic scholarship awards to students from area high schools for the 1991-92 academic year. He noted that applications represented all high schools in the service area and that this is the strongest pool of applicants we have had (all fourteen recipients have a least a 3.0 grade point average and are in the upper one-fourth of their class).

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

*The VWCC Board approve the Financial Aid Committee's recommendations for area high school scholarship recipients as presented.*

The motion was approved unanimously.

11. **ARBORETUM**

The Board discussed the letter from the Community Arboretum for requesting a loan to cover expenses to complete Phase V of the development plan.

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

*The VWCC Board approve loaning the Community Arboretum money (not to exceed \$5,000) to complete Phase V of the development plan; the loan is to be repaid in twelve months from the date of the loan and is an interest free loan.*

The motion was approved unanimously.

The remaining requests of the Community Arboretum are under consideration, pending progress of campus signage and landscaping plans.

12. **PRESIDENT'S REPORT**

1) Dr. Harrell provided information concerning our Official Annualized FTES, stating that our FTES have increased over 30% since the mid 1980's. He also noted that due to budget constraints we are being forced to assume a conservative enrollment posture and will have to stay very close to our current FTE count.

2) Dr. Downs reported that Roanoke has developed an exchange program with Wonju, Korea, and that he has been asked to accompany City officials on a visit to Korea as a representative of the educational community. Private funds will be used to pay for the trip; the only expense to Virginia Western would be the cost of gifts to take to the educators at the college in Wonju.

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

*The VWCC Board endorse Dr. Downs' trip to Korea and approve the use of funds to purchase gifts.*

The motion was unanimously approved.

13. **MR. HAMLAR**

Mr. Hamlar thanked the Board members for their hard work and support during his eight years of service on the Board. He mentioned that he will miss the members and has enjoyed working with everyone associated with Virginia Western.

14. **ADJOURNMENT**

With no further business on the agenda, the meeting adjourned at 5:10 p.m.

APPROVED:

Charles Downs  
Signature of Executive Secretary

8-30-91  
Date