

VIRGINIA WESTERN COMMUNITY COLLEGE

BOARD MEETING #182

The Virginia Western Community College Board met on Thursday, September 19, 1996, at 3:30 p.m. in the President's Conference Room in Fishburn Hall on the North Campus of the college.

MEMBERS PRESENT: Mr. James Arend
Ms. Betty Corvin
Ms. LaVerne Dillon
Dr. Charles Downs, Executive Secretary
Ms. Margaret Grayson
Mr. Jimmy Morris
Mr. Stan Lanford
Mr. Geoffrey Ottaway
Mr. Robert Patterson, Chair
Ms. Audrey Wheaton

MEMBERS ABSENT: Mr. George Daniels
Mr. William Reid

STAFF PRESENT: Dr. J. Andrew Archer, Dean of Academic and Student Affairs
Mr. Dwight Blalock, Dean of Finance and Administrative Services
Dr. John Capps, Educational Foundation Director
Ms. Mary Steger Conrad, State Board Representative
Ms. Brenda Shepherd, Secretary

1. CALL TO ORDER

Mr. Patterson called the meeting to order at 3:30 p.m. He welcomed Virginia Western's State Board representative, Ms. Mary Steger Conrad.

2. MINUTES OF THE MARCH 21, 1996, MEETING

Mr. Patterson informed the Board members of the actions taken at the July meeting and noted that the Board needed to consider the actions since a quorum was not present at that meeting.

A motion was made by Mr. Lanford and seconded by Ms. Corvin that:

The VWCC Board ratify the actions taken at the July 18, 1996, meeting.

The motion was unanimously approved.

A motion was made by Mr. Ottaway and seconded by Ms. Grayson that:

The VWCC Board approve the minutes of the July 18, 1996, meeting as written.

The motion was unanimously approved.

3. LOCAL FUNDS YEAR END REPORT

Mr. Blalock outlined the sources of local funds and noted that the Local Board controls the expenditure of these funds through established guidelines for the Student Activities, College Activities, and President's Activities budgets. He noted that these budgets are audited by the Auditors of Public Accounts as well as the Virginia Community College System auditors. Mr. Blalock reviewed each account in local funds and answered questions asked by the Board members. He made note that the income for the College Bookstore was up due to an increase in textbook prices by publishers and the fact that the Bookstore is operating with fewer personnel. Mr. Ottaway suggested that it might be helpful in the future to provide the statements from the previous year for comparison.

The success of the programs being offered in the gymnasium was discussed.

A motion was made by Mr. Arend and seconded by Ms. Corvin that:

The VWCC Board approve the transfer of \$9,500 from the College Service Fee Account to the Vending Commission Account to fund the salary of the gymnasium director.

The motion unanimously passed.

The Board discussed the formation of two committees (Physical Plant Committee and the Finance Committee) to provide guidance and suggestions when the need arises. (The specific purpose of these committees is attached.) Mr. Patterson suggested that Mr. Lanford and Ms. Wheaton serve on the Physical Plant Committee and Mr. Ottaway and Mr. Reid serve on the Finance Committee. The Board members recommended the formation and membership of these two committees.

4. ENROLLMENT REPORT

Dr. Archer provided enrollment information. He noted that since 1993 we have experienced a growth in headcount and anticipate growth this year of six to seven percent. He attributed this increase to the dual enrollment programs with local high schools, our articulation agreements with four-year universities, and the growing distance education program.

5. EDUCATIONAL FOUNDATION REPORT

Dr. John Capps, Coordinator of Development, provided an overview of the activities of the Virginia Western Educational Foundation. He mentioned that current emphasis is on the cultivation of scholarship endowments, on providing professional development opportunities to faculty members, and on capital projects (the current project being funding for the construction of the Natural Science Center). He provided copies of the first issue of our Alumni Newsletter and mentioned that it is hoped that this newsletter will prove to be a useful tool in kindling interest in and support of the Educational Foundation.

7. PRESIDENT'S REPORT

Dr. Downs welcomed Ms. Conrad as our new liaison on the State Board, mentioned that she is a graduate of Virginia Western, and thanked her for coming to the meeting. Ms. Conrad thanked the Board Members for their service and mentioned that she is happy to be working with the community colleges.

Dr. Downs informed the Board members that the next meeting will be the Annual Meeting with the State Board at the Omni Hotel in Norfolk on November 7 and 8.

With no further business on the agenda, Mr. Ottaway moved and Mr. Lanford seconded the motion that the meeting adjourn at 4:25 p.m.

Approved:

January 17, 1997
Date

Charles Downs
Executive Secretary