

VIRGINIA WESTERN COMMUNITY COLLEGE

BOARD MEETING 195

The Virginia Western Community College Board met on Thursday, May 20, 1999, 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. Margaret Grayson
Dr. Charles Downs, Executive Secretary
Mr. Jimmy Morris
Mr. William Reid, Chair

MEMBERS ABSENT: Mr. Stan Lanford
Ms. Harriet Lewis
Mr. George Logan
Mr. Geoffrey Ottaway
Mr. David Spigle
Ms. Audrey Wheaton

STAFF PRESENT: Dr. J. Andrew Archer, Dean of Academic and
Student Affairs
Mr. Dwight Blalock, Dean of Finance and
Administrative Services
Dr. Mark Emick, Assistant to the President
Dr. Gloria Linsday, Assistant Coordinator for Student Life
Ms. Brenda Shepherd, Secretary

1. CALL TO ORDER

Mr. Reid called the meeting to order at 3:30 p.m. He thanked the members who attended the commencement ceremony on May 14. Ms. Corvin thanked the college for providing good assistance to the board members at the ceremony. Mr. Reid expressed appreciation to Mr. Arend for speaking with Mr. Lawson of the Roanoke Regional Chamber of Commerce; thanks to his inquiry, the college received an educational discount on its annual Chamber dues.

2. MINUTES OF THE MARCH 18, 1999, BOARD MEETING

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

The VWCC Board approve the minutes of the March 18, 1999, meeting as written.

The motion was unanimously approved.

3. REPORT OF THE NOMINATING COMMITTEE

Mr. Reid presented the recommendation from the Nominating Committee that Mr. Arend serve as Vice Chair for the July 1, 1999, to June 30, 2000 term. (Mr. Arend has agreed to serve; Mr. Lanford will serve as Chair for that term.)

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

The VWCC Board approve the recommendation of the Nominating Committee.

The motion was unanimously approved.

Mr. Reid noted that a suggestion has been made to allow the chair to serve a two-year term, rather than the current one-year term. The members will take the suggestion under advisement.

4. PROPOSED 1999-2000 MEETING DATES

The proposed meeting dates for 1999-2000 were reviewed. The suggestion has been made to move the bimonthly meetings to every third Wednesday (rather than every third Thursday) in order to avoid a conflict of a board member. Those in attendance agreed with either set of dates proposed and suggested that a poll be taken of the absent members before the dates are officially set. Dr. Downs will poll the members and bring the information to the next Board meeting.

5. PROPOSED 1999-2000 ACTIVITIES BUDGETS

Dr. Downs explained that the Board oversees the expenditure of all local funds, and that each year budgets are prepared for the use of these funds. Dr. Gloria Lindsay reviewed the proposed 1999-2000 Student Activities budget and noted requested changes:

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

The VWCC Board approve the proposed 1999-2000 Student Activities budget as presented.

The motion was unanimously approved.

Mr. Blalock reviewed the proposed 1999-2000 College Activities budget, noting that local funds are used when policy prohibits use of state funds.

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

The VWCC Board approve the proposed 1999-2000 College Activities budget as presented.

The motion was unanimously approved.

6. SCHOLARSHIP RECOMMENDATIONS

Dr. Archer presented a recommendation from the Financial Aid Committee to award twelve VWCC academic scholarships for the 1999-2000 academic year. He noted that each of the scholarships will provide full tuition to the recipient and will be funded through the money appropriated by the local political subdivisions. He also presented a recommendation from the Committee for the recipients of the Mike Bassett, McFarland, and Wachovia Scholarships.

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

The VWCC Board approve the 1999-2000 scholarship recipient recommendations as presented.

The motion was unanimously approved.

7. COLLEGE SERVICE FEE

Mr. Blalock provided information regarding the college service fee and informed the Board members that this fee supports the activities budgets as well as parking lot maintenance. He noted that it has become necessary to increase the service fee to enable funding of increased activities and maintenance costs. He presented a proposal to keep the \$4 per student, per semester fee and to add a 38 cents per credit-hour fee to help fund the increasing costs. This increase would make the tuition for one semester credit \$38.00; the increase is within the allowable increase (up to 50 cents).

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

The VWCC Board approve the proposed addition of the 38 cents per credit hour fee as recommended.

The motion was unanimously approved.

8. PRESIDENT'S REPORT

- Dr. Downs thanked the Board members who attend the graduation ceremony as well as the recent State Board meeting held at the Hotel Roanoke.
- Dr. Downs informed the Board that the State Board has formed a committee to study the Smith Farm and has asked that three members of the Local Board serve on the Committee. Mr. Reid noted that it would be appropriate to appoint the members of our Facilities Committee (Mr. Arend, Mr. Lanford, and Ms. Wheaton); the board members agreed with his recommendation.
- Dr. Downs noted that a suggestion has been made to create a Memorial Garden to commemorate the service of employees. One faculty member has agreed to pay half of the cost and has asked if the college could provide funds for the other half.

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

The VWCC Board approve the funding of one-half the cost of the memorial garden from capital funds (up to \$1,500).

The motion was unanimously approved.

A committee will be formed to establish the criteria for being honored in the Memorial Garden.

With no further business on the agenda, Ms. Grayson moved and Ms. Corvin seconded the motion that the meeting adjourn at 4:35 p.m.

APPROVED:

3 Feb, 00
Date

Charles Downs
Executive Secretary