

VIRGINIA WESTERN COMMUNITY COLLEGE

BOARD MEETING 201

The Virginia Western Community College Board met on Thursday, September 21, 2000, 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
Dr. Charles Downs, Executive Secretary
Ms. Margaret Grayson
Mr. Stan Lanford
Ms. Harriet Lewis
Ms. Audrey Wheaton

MEMBERS ABSENT:

Mr. George Logan
Mr. Geoffrey Ottaway
Mr. David Spigle
Mr. Bill Wilcher

STAFF PRESENT:

Dr. J. Andrew Archer, Dean of Academic & Student Affairs
Mr. Dwight Blalock, Dean of Finance & Administrative Services
Ms. Brenda Shepherd, Secretary

1. CALL TO ORDER AND ANNOUNCEMENTS

Mr. Lanford called the meeting to order at 3:35 p.m. He announced that Mr. Bill Wilcher has been appointed as the new Board representative for Craig County. Mr. Wilcher is the Director of the Craig County Department of Social Services and will serve a four-year term.

Mr. Lanford announced that due to the lack of a quorum, those members present would vote on all action items, and Dr. Downs would follow up by visiting the other members to obtain their vote on the items. A formal ratification would then be made at the next meeting.

2. MINUTES OF THE MAY 18, 2000, MEETING

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

The VWCC Board approve the minutes of the May 18, 2000, meeting as written.

The motion was unanimously approved.

3. LOCAL FUNDS YEAR END REPORT

Mr. Blalock reviewed the year-end reports for local funds and noted that the Local Board controls the expenditure of these funds through established guidelines for Student Activities, College Activities, and President's Activities budgets. He noted that these budgets are audited by the State Auditor of Public Accounts as well as the Virginia Community College System's internal auditors. Mr. Blalock reviewed each account within the local funds budgets and answered questions asked by the Board members.

Mr. Lanford asked if the Bookstore sales had been impacted by the option to purchase textbooks on the Internet. Mr. Blalock noted that we are closely monitoring this alternative and are aware of the potential effect on the college's bookstore. He noted that problems still exist when students try to purchase their textbooks on-line, thereby making it a much less attractive option. He also mentioned that our bookstore is the largest college-run bookstore in the system.

The Board members discussed the Smith Farm account, noting that repair costs to the house continue to be an issue. Dr. Downs informed the members that he had been to Richmond the previous day to meet with the VCCS State Board Facilities Committee. The Assistant Attorney General was present at the meeting and suggested that the college prepare a "concept of use paper." He noted that this paper could be presented to the appropriate Franklin County court for approval under Mr. Smith's will. The Board members recommended that Virginia Western prepare a proposal as suggested by the Assistant Attorney General in collaboration with those groups who have expressed an interest in using the farm, keeping in mind the "public use forum" stipulation in the will. Dr. Downs will invite the Smith Mountain Arts Council, the 4-H Center, and Franklin County officials to participate in preparing a proposal.

4. REPORT OF INVESTMENT OF LOCAL FUNDS

Mr. Blalock reviewed the report of Virginia Western's investment of local funds. He noted that state law controls how we invest. He informed the board members that we invest in CDs that mature each month, and that we invest as aggressively as allowed. He noted that we attained a 5.57% average yield this year.

5. ENROLLMENT REPORT

Dr. Archer reviewed the enrollment information and noted the following:

- The college has experienced a 5% growth in FTES in the last year (Full-Time Equivalent Student/1 FTE = 15 credits)
- 90% of the 5% growth has occurred in the dual enrollment, distance learning and C-BIT areas
- minority enrollment and part-time enrollment are both increasing
- annual headcount increased 7.9% during the 1999-2000 year
- VWCC has the third highest headcount for credit classes in the system

Dr. Archer mentioned that when classes are under way at the Higher Education Center and the Greenfield Center enrollment will likely increase further. Dr. Archer also noted that the increase in the enrollment trend is indicative that we are serving the needs of the communities.

6. PRESIDENT'S REPORT

- Dr. Archer introduced a request from the Curriculum Committee to offer four new career studies certificate programs in computers through the Humanities and the Business Science Divisions. He noted that the only cost would be the instructional salaries, and they would be offset by tuition; no new equipment would be required. The proposed career studies certificate programs are: Computer Systems Support, Computer Graphics and Internet Programming, e-Commerce Computer Application Development, and AS/400.

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

The VWCC Board approve the addition of the Computer Systems Support, Computer Graphics and Internet Programming, e-Commerce computer Application Development, and AS/400 Career Studies Certificate Programs.

The motion was unanimously approved.

- Mr. Blalock mentioned that the college is required by the VCCS to submit a parking plan for the maintenance and improvements of the parking facilities at the college. He presented the college's plan, and noted that we have three sources of funds for those expenses: locality contributions, the college service fee charged each student each semester, and the profits from the Bookstore. The report reflects an anticipated balance of \$72,910 in the fund as of June 30, 2002, for these maintenance and improvement projects.

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

The VWCC Board approve the Auxiliary Reserve Plan for College Parking Facilities Fund Sources and Uses plan as presented.

The motion was unanimously approved.

- Dr. Downs presented a proposal to improve the walkway between Craig and Chapman Halls and the area surrounding the Natural Science Center. These improvements would provide additional shelter for students as they study and navigate between buildings and would add usable seminar/class space to the Natural Science Center. Also included in the proposal is the plan to move the flagpole from its current location outside Duncan Hall to the courtyard area on North campus. The expansion of the parking lot on South campus necessitates the relocation of the flagpole.

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

The VWCC Board approve the concept presented and grant permission for the college to explore further the options and report back to the board.

The motion was unanimously approved.

(Following the meeting, some of the Board members toured the areas that would be effected by the suggested improvements.)

With no further business on the agenda, Mr. Lanford adjourned the meeting at 4:40 p.m.

APPROVED:

01-18-01
Date

Charley A. Downs
Executive Secretary

VIRGINIA WESTERN COMMUNITY COLLEGE

LOCAL BOARD MEETING

JULY 2000

The Local Board did not meet in July due to scheduling conflicts of several Board members.