

VIRGINIA WESTERN COMMUNITY COLLEGE

BOARD MEETING 202

The Virginia Western Community College Board met on Thursday, January 18, 2001, 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. Margaret Grayson
Mr. Stan Lanford, Chair
Ms. Harriet Lewis
Mr. Geoffrey Ottaway
Mr. Richard Shoemaker
Mr. David Spigle
Mr. Michael F. Urbanski
Ms. Audrey Wheaton
Mr. Bill Wilcher

MEMBERS ABSENT: Mr. George Logan

STAFF PRESENT: Dr. Charles Downs, Executive Secretary
Dr. J. Andrew Archer, Dean of Academic
and Student Affairs
Mr. Dwight Blalock, Dean of Finance and
Administrative Services
Ms. Brenda Shepherd, Secretary

GUEST PRESENT: Dr. Arnold R. Oliver, Chancellor of the Virginia
Community College System

1. CALL TO ORDER

Mr. Lanford called the meeting to order at 3:35 p.m. He welcomed the recently appointed board members: Mr. Richard Shoemaker, representative for Franklin County, and Mr. Bill Wilcher, Craig County's representative.

Mr. Lanford informed the board members that a committee consisting of Mr. Arend, Ms. Wheaton, and himself had reviewed the 2000 President's Accomplishments as well as the President's Proposed Goals for 2001. The committee approved both the accomplishments and the proposed goals and distributed the documents to the other board members. He invited them to make any comments or recommendations they felt appropriate.

2. MINUTES OF THE SEPTEMBER 21, 2000, BOARD MEETING

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

The VWCC Board approve the actions taken at the meeting and approve the minutes of the September 16, 2000, meeting as written.

The motion was unanimously approved.

3. CURRICULA CHANGES

Dr. Andrew Archer, Dean of Academic and Student Affairs, presented information regarding curricula changes being requested. He stated that the college's Curriculum Committee has recommended the addition of three career studies certificates: Aviation Technology, Massage Therapy, and Automotive Analysis and Repair. He indicated that the courses would be taught either by existing faculty or adjunct faculty, and that it is anticipated that their salaries would be recovered through tuition.

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

The VWCC Board approve the addition of a career studies certificate in Aviation Technology, in Massage Therapy, and in Automotive Analysis and Repair.

The motion was unanimously approved.

Dr. Archer presented a request from the Curriculum Committee to discontinue two certificate programs: Acting and Child and Family Support Services. He noted inadequate enrollment in the programs as the reason for the request. He informed the members that the necessary courses would be offered to enable any student currently enrolled to complete the requirements of the programs.

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

The VWCC Board approve the discontinuance of the Acting certificate program and the Child and Family Support Services certificate program.

The motion was unanimously approved.

4. PROPOSED LAY ADVISORY COMMITTEES

Lists of the proposed membership of the following Lay Advisory Committees were distributed for consideration:

- Administration of Justice
- Automotive Analysis and Repair
- Aviation
- Building Construction Trades
- Business Technology
- Business-Industrial Supervision
- Communication Design
- Computer and Electronics and Mechanical Engineering
- Construction Technology
- Dental Hygiene
- Dental Hygiene--VWCC/DCC Joint Venture
- Early Childhood Development
- Fire Science
- Food Service Management
- Horticulture Technology
- Legal Assisting
- Massage Therapy (Massotherapy)
- Medical Transcriptionist
- Mental Health Technology
- Motorcycle
- Nursing
- Occupational Safety
- Practical Nursing
- Radiography
- Radio/Television Production
- Sign Language

Dr. Archer noted that Lay Advisory Committees provide input from the community for any curriculum that trains students who will go directly into the job market. These

committee members provide guidance as to the needs of employers as well as recommendations about the curricula requirements. He mentioned that faculty members, who recommend renewals and new appointments, review the membership each year. He welcomed suggestions from Board members for representatives to serve on the committees. (Mr. Arend noted that Mr. Mitchell, a member of the proposed Business Technology Committee, has been promoted to Senior Vice President; that correction will be made.)

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

The VWCC Board receive the Lay Advisory Committees as presented.

The motion was unanimously approved.

5. LOCAL POLITICAL SUBDIVISION BUDGET REQUESTS

Dr. Downs explained that the Board typically makes an annual request of area governments in our service region to provide scholarship funds and, when appropriate, funds for capital projects. He noted that no funds would be requested for site development this year. Mr. Blalock explained the distribution formula used to determine these requests.

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

The VWCC Board approve requesting \$16,000 from the local political subdivisions to award ten full-time scholarships to students from those localities.

The motion was unanimously approved.

6. PRESIDENT'S REPORT

- Dr. Downs informed the board members that the Local Board Chair has been invited to serve as an ad hoc member of the college's Educational Foundation Board. He noted that Mr. Lanford has already attended a Foundation Board meeting.
- Smith Farm update--Dr. Downs reported that groups interested in the use of the Smith Farm property had met at the college and that Mr. Urbanski and Mr. Lanford attended the meeting. From that meeting, suggestions were

developed and provided to the Office of the Attorney General, who in turn will present the suggestions to the judge in Franklin County. The judge will consider the proposals and determine whether any or all of them adhere to the intent of Mr. Smith's will.

- Dr. Downs informed the Board members that the Governor's proposed budget does not include funding for increases in faculty salaries. He noted that the System Office, in conjunction with the 23 colleges, has been preparing a block amendment that will hopefully result in the inclusion of faculty increases in the budget. Any input in this regard would be appreciated.
- Mr. Blalock informed the Board members that the System Office has negotiated a proposal from DD Marketing to conduct a system-wide review to determine the feasibility of the VCCS entering into an Exclusive Beverage Supply Contract. The consultants would put together the terms and conditions of the contract, and the college would have the ability to opt in or out of the contract. This contract, which would be phased in, potentially could provide increased revenue to the college. Virginia Western's portion of the proposed \$240,000 consulting fee is \$1,500.

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

The VWCC Board approve payment of \$1,500 to cover Virginia Western's portion of the exclusive beverage supply contract consulting fee.

The motion was unanimously approved.

- Dr. Archer reported that FTES enrollment for spring semester is 2,819, up 1% from last year. He also noted that Distance Learning enrollment is up 71% from last year. An overall increase in enrollment of 2% is projected by the end of the semester.
- Dr. Oliver described the procedure that will be used in filling the presidential vacancy (Dr. Downs has announced plans to retire July 2001). He noted that the System Office will handle the search; screening will take place at the System Office level; interviews will take place at the System Office level and information will be shared with the State Board to certify finalists before the candidates (no more than five) are forwarded to VWCC for interviews. After the college conducts interviews (committees and local board), the Chancellor will discuss the candidates with the local board. The Chancellor will conduct negotiations with the preferred finalist. Dr. Oliver encouraged involvement by the board members and noted that the goal is to have a president that the entire college community feels appropriate. Mr. Lanford mentioned that Mr.

Arend and Ms. Wheaton have agreed to work with him on the initial screening committee and noted that anyone else is welcome to participate as well.

With no further business on the agenda, Ms. Wheaton moved and Mr. Spigle seconded the motion that the meeting adjourn at 5:10 p.m.

APPROVED:

3/15/01
Date

Charles L. Downs
Charles L. Downs