

**VIRGINIA WESTERN COMMUNITY COLLEGE**

**BOARD MEETING 203 **

The Virginia Western Community College Board met on Thursday, March 15, 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  
Dr. Charles Downs, Executive Secretary  
Mr. Stan Lanford, Chair  
Mr. Richard Shoemaker  
Ms. Audrey Wheaton  
Mr. Bill Wilcher

**MEMBERS ABSENT:** Mr. George Logan  
Ms. Harriet Lewis  
Mr. Geoffrey Ottaway  
Mr. David Spigle  
Mr. Michael F. Urbanski

**STAFF PRESENT:** Mr. Dwight Blalock, Dean of Finance and  
Administrative Services  
Dr. John Capps, Chair, Humanities Division  
Ms. Emily Henning, Administrative Officer of Development  
Ms. Brenda Shepherd, Secretary  
Ms. Janice Stout, Personnel Analyst

**GUEST PRESENT:** Ms. Marian Hassell, Virginia Community College  
System Office

**1. CALL TO ORDER**

Mr. Lanford called the meeting to order at 3:35 p.m.

**2. MINUTES OF THE JANUARY 18, 2000, BOARD MEETING**

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

**The VWCC Board approve the minutes of the January 18, 2001, meeting as written.**

**The motion was unanimously approved.**

**3. PRESIDENTIAL INTERVIEW INFORMATION**

Ms. Marian Hassell, Employee Relations Manager from the Virginia Community College System Office, provided logistical considerations for the presidential interviews. She noted that she will return to campus nearer time for the interviews to assist the Board members with developing interview questions. Mr. Lanford asked Mr. Arend to join him in working with Ms. Shepherd to plan the interview schedule.

**4. DEDICATION IN HONOR OF DAVID CURTIS**

Dr. John Capps, Chair of the Humanities Division, requested that the Board approve a resolution to name Room 217 in the Humanities Building in honor of Mr. David Curtis, a professor in the Art Department. He noted that Mr. Curtis has been a valuable faculty member during his sixteen-year tenure, having served as program head of art since December 1984. Dr. Capps noted that Mr. Curtis is well known throughout the art community, has exhibited grace under pressure, and has been an extraordinary example to students, faculty, and staff.

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

**The VWCC Board approve the resolution recognizing Mr. Curtis' contributions to the college and thereby honoring him by naming Room 217 in the Humanities Building "The Curtis Room."**

**The motion was unanimously approved.**

**5. VCCS LOCAL FUNDS REPORT**

Mr. Blalock provided information regarding recent audits by VCCS internal auditors, the State Department of Accounts, and the State Auditor of Public Accounts. He noted that all recommendations resulting from the audits were minor and have been addressed and a modification of procedures occurred when appropriate.

**6. EDUCATIONAL FOUNDATION MEMORANDUM OF UNDERSTANDING**

Ms. Henning, Administrative Officer for Development at the college, presented for renewal the Memorandum of Understanding between Virginia Western Community College and Virginia Western Community College Educational Foundation, Inc. She noted that this is an agreement that is renewed annually and is designed to define respective responsibilities and accountability.

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

**The VWCC Board approve Virginia Western Community College renewing the Memorandum of Understanding with the Virginia Western Community College Educational Foundation, Inc., as presented.**

**The motion was unanimously approved.**

**7. PRESIDENT'S REPORT**

Dr. Downs provided information regarding upcoming graduation on May 11 and invited the Board members to attend.

With no further business on the agenda, Mr. Ottaway moved and Mr. Urbanski seconded the motion that the meeting adjourn at 4:50 p.m.

APPROVED:

17 May 2001  
Date

Charles H. Downs  
Executive Secretary