

VIRGINIA WESTERN COMMUNITY COLLEGE

BOARD MEETING 204

The Virginia Western Community College Board met on Thursday, July 19, 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
Mr. Stan Lanford
Ms. Harriet Lewis
Mr. Geoffrey Ottaway
Mr. Randy Rakes
Dr. Robert Sandel, Executive Secretary
Mr. Richard Shoemaker
Mr. Michael Urbanski
Ms. Audrey Wheaton
Mr. Bill Wilcher

MEMBERS ABSENT: Ms. Margaret Grayson
Mr. George Logan

STAFF PRESENT: Dr. J. Andrew Archer, Dean of Academic & Student Affairs
Mr. Dwight Blalock, Dean of Finance & Administrative Services
Dr. John Capps, Chair, Humanities Division
Dr. Inez Farrell, Instructional Technologist
Ms. Brenda Shepherd, Secretary

1. CALL TO ORDER

Mr. Arend called the meeting to order at 3:30 p.m. He welcomed Dr. Sandel on behalf of the Board members. Mr. Arend introduced Mr. Randy Rakes, the new representative for Botetourt County. He noted that Mr. Rakes was recently appointed to a four-year term, filling the vacancy that occurred with Mr. David Spigle's term expired.

2. MINUTES OF THE May 17, 2001, BOARD MEETING

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

The VWCC Board approve the minutes of the May 17, 2001, meeting as written.

The motion was unanimously approved.

3. PROPOSED 2001-2002 ACTIVITIES BUDGETS

Dr. Sandel informed the Board members that soon after he was appointed VWCC President, he began working with Mr. Blalock to establish budgets for this fiscal year. He noted that proposed budgets for the expenditure of local funds have been prepared for the 2001-2002 year and asked Mr. Blalock to present those budgets. Mr. Blalock noted that the sources of revenue for local funds are vending commissions, Bookstore proceeds, and the minimal college service fees each student pays (\$1 per semester plus \$0.38 per credit hour). He mentioned that the board oversees the expenditure of all local funds, and that local funds support activities for which state funds cannot be used. He noted that a large portion of the Bookstore profits are put into a "Plant Funds" account for capital projects. He also noted that 83% of College's state budget is obligated to personnel and the remainder is used for supplies and fixed costs. Mr. Blalock explained the proposed President's & College Activities budgets and noted that these budgets have been increased this year in order to cultivate the image and presence of Virginia Western in the communities we serve, a focus recommended by the board. Dr. Gloria Lindsay presented the proposed Student Activities budget and noted that only a modest increase in the budget is being requested. She noted that our goal is to increase student retention through student activities, a point that Dr. Sandel reiterated. Dr. Lindsay noted that the major expense incurred in the athletics category is the rental of a van to transport team members. Mr. Ottaway said he

would be happy to evaluate our van rental policy and make recommendations to help lessen that expense.

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

The VWCC Board approve the proposed President's, College, and Student Activities budgets as presented.

The motion was unanimously approved.

Mr. Blalock mentioned that the State auditors recently completed an audit of our receipts and disbursements and made no recommendations or comments.

4. ACADEMIC SCHOLARSHIP REPORT

Dr. Archer presented a list of the 2001-2002 academic scholarship recipients. Seventeen scholarships were awarded this year from the funds contributed by the localities. Dr. Sandel indicated that he hopes to request funds to provide twenty-five scholarships next year.

5. SUMMER ENROLLMENT

Dr. Archer provided a report on summer enrollment. He noted that headcount enrollment is up 3.9% over last summer and is the highest since the college opened. Our FTES (full-time equivalencies) count is up 7½% over where we ended last summer. He mentioned that summer enrollment has traditionally been a good indicator of future enrollment—in five of the six recent years when summer enrollment increased, we had marked fall and spring increases.

6. REPORT ON DISTANCE LEARNING

Dr. John Capps, Humanities Division Chair, introduced Dr. Inez Farrell, Virginia Western's new instructional technologist who is assisting faculty as they develop distance learning courses. Dr. Capps provided an overview of the distance learning program and mentioned that we will be offering 69 distance learning courses in the fall of 2001 (we offered 32 in the fall of 2000). He noted that enrollment increased 59.5% during the 2000-2001 academic year and provided information regarding instructional standards for distance learning courses. Dr. Farrell provided a demonstration using Blackboard, the software through which our distance learning courses are delivered, to illustrate how a counseling corner has been developed to encourage and enhance the involvement of the students in distance learning courses.

7. PRESIDENT'S REPORT

- ❖ Dr. Sandel expressed appreciation for the support and encouragement that he has received from the Board members as he is beginning his work at Virginia Western. He stated that he sees tremendous potential for the college and noted that he has been busy meeting people, both on campus and in the community. He stressed that the college must meet the system average of growth (5%) in order to maintain our budget. He stated that he intends to work to raise the profile of Virginia Western and wants the college to be the key training choice for business and industry.
- ❖ Dr. Sandel mentioned that we are preparing for the Southern Association of Colleges and Schools reaccreditation visit that will take place in 2003.
- ❖ Dr. Sandel presented a resolution to honor Mr. David Spigle's tenure on the Board. Mr. Spigle, whose term ended June 30, 2001, represented Botetourt County.

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

The VWCC Board approve the resolution honoring Mr. Spigle's service to the College as a member of the Local Board and that a copy be placed in the minutes of the July 19, 2001, minutes.

The motion was unanimously approved.

With no further business on the agenda, the meeting adjourned at 4:45 p.m.

APPROVED:

September 20, 2001
Date

Robert H. Sandel
Executive Secretary

