

# VIRGINIA WESTERN COMMUNITY COLLEGE BOARD MEETING

**MINUTES NO. 217**  
**September 16, 2004**

The Virginia Western Community College Board met on Thursday, September 16, 2004, at 3:30 PM in the President's Conference Room in Fishburn Hall on Virginia Western's campus.

## ROLL CALL

<b>Members Present</b>	Mr. Barry W. Baird (Roanoke City) Mr. Dennis R. Cronk (Roanoke City) Mr. E. Wilson Davis, Jr. (Roanoke County) Mr. William M. Hackworth (Roanoke City) Mr. David P. Mitchell, Jr. (Roanoke County) Mr. Randy Rakes (Botetourt County) Mr. Richard A. Shoemaker (Franklin County) Mr. Joseph C. Thomas, Sr. (Roanoke County) Mr. Bill Wilcher (Craig County) Mr. Joseph B. Wright (Roanoke City)
<b>Members Absent</b>	Mr. George W. Logan (Salem City) Mr. Chris Lumsden (State Board Representative)
<b>Staff Present</b>	Mr. Dwight Blalock, VP of Financial & Administrative Services Dr. John Capps, VP of Academic Affairs & Student Services Ms. Kimberly French, Administrative Assistant Mr. Carroll Gentry, Interim VP of Workforce Development Dr. David Hanson, Director of Institutional Research and Planning Ms. Anne Kornegay, Dean of Science, Mathematics and Health Technology Mr. Charles Miller, Instructor of Geology Ms. Tara Nepper, Office Services Specialist in Institutional Advancement Mr. Mike Shelton, Human Resources Manager Ms. Kay Strickland, Executive Director/VWCC Educational Foundation

## CALL TO ORDER

Mr. Baird, Chair, called the meeting to order at 3:30 PM. He stated that Dr. Sandel was not at the meeting due to the birth of his new grandson, Drew, born today at 11:30 AM weighing 8 pounds and 7 ounces.

Mr. Baird introduced Mr. Dennis R. Cronk as a new board member as of July 1, 2004. Dennis is a broker/owner with the firm of Poe and Cronk Real Estate Group, commercial sales, leasing and management firm headquartered in Roanoke, Virginia. He is an active REALTOR® for nearly 30 years; he holds a number of professional designations representing various disciplines within the real estate profession. He is a graduate of Virginia Western and has agreed to work on the Alumni Association Committee for the college.

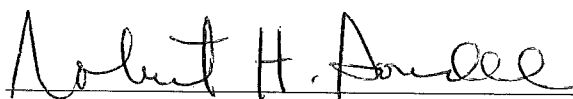
<b>Approval of Minutes No. 216</b>	On a motion by Mr. Joe Thomas, seconded by Mr. Randy Rakes, Minutes No. 216 from the regular meeting of May 20, 2004, were approved as written.  The motion carried unanimously.
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<p><b>Educational Foundation</b></p>	<p>Ms. Strickland reported that the Scholarship Awards Ceremony has been changed to Monday, November 15, 2004, from 4-6 PM. The Foundation awarded scholarships to 65 students totaling \$73,622.</p> <p>The process to hire an Investment Advisor began in April, and Ms. Strickland had a great interview team headed by Chuck Saldarini, Glen Combs, Donna Mitchell, Stan Lanford, Mike Warner, and Dr. Sandel. There were 12 applicants of which 7 were interviewed. The committee selected Dixon, Hubard, and Feinour Investment Advisors because of their localness, performance, and cost benefits. They have a risk adverse policy that the Foundation supports. Additionally, the advisors have contributed personally to the college.</p>
	<p>Ms. Strickland thanked Dwight Blalock and Marla Whiteside for their fabulous management of the Foundation's funds. In an effort to be more accountable as a Foundation, she is in the process of hiring their own bookkeeper and separating the Foundation's funds.</p> <p>The Campaign is just under \$4 million, and there is an average of \$500,000 in requests still out. The college is still making calls on corporations and businesses. A full page ad will go out the last Sunday in September with personal thank you letters to donors of \$1,000 or above sent out by Dr. Sandel around the same time period. Personal visits to significant donors will also be made. On October 15, 2004, approximately 2,000 appeal letters will be sent to unassigned donors to the Major Gifts Campaign.</p> <p>Ms. Strickland thanked Mr. Cronk for graciously agreeing to work on the Alumni Association Council.</p> <p>She stated that the Foundation's website is being completely reworked to be more user friendly. There is a \$10 fee to join the alumni association.</p>
<p><b>Financial and Administrative Services</b></p>	<p>Mr. Blalock reviewed the Smith Farm property the college inherited in 1980 at Smith Mountain Lake. Over the years the college has rented the farm and land. The college has investigated numerous options to maximize the college's benefit from the Smith Farm property. Recently the college hired an attorney to review the will to give the college advice on what should be proposed. The attorney proposed that the college put together an RFP for the property. Mr. Blalock reviewed the layout of the property with the Board members. He is asking permission to do an RFP to see how the property may be developed. This would be considered a public-private partnership (revenue coming to the college with revenue coming through the board). The RFP circulation will be open to the public and will be advertised in <u>The Roanoke Times</u>.</p> <p>On a motion by Mr. Wright, seconded by Mr. Cronk, the board approved moving forward with an RFP on the Smith Farm property.</p>

Workforce Development and Lifelong Learning Continued	On a motion by Mr. Thomas, seconded by Mr. Shoemaker, the board approved the Homeland Security, Career Studies Certificate.
<b>PRESIDENT'S REPORT</b>	
College Update	<p>Dr. Capps introduced Ms. Tara Nepper, working part-time in both the Office of Institutional Advancement and the President's Office.</p> <p>Dr. Capps stated that the next board meeting will be in Charlottesville at Boar's Head Inn on November 16-17, 2004. Please plan to attend, if you are available. More information will be distributed in the near future. Please let Ms. French know, if you will be available to attend.</p> <p>Dr. Capps stated that the college has worked diligently to increase the number of full-time faculty members. The college is blessed to have wonderful adjunct employees; however, full-time faculty members provide consistency, accuracy, and dependability.</p> <p>This fall the college is introducing hybrid courses (in-class instruction as well as a distance learning component.) The college is also beginning an I-Series computing initiative in partnership with IBM. Virginia Western is the only community college in the nation with this program.</p> <p>This fall the college began the first cohort of the Community Scholars program for developmental students. The program is designed to meet the needs of developmental students by offering tutoring and other assistance needed to help them excel in their courses.</p> <p>The college will soon begin an honors program. This program will provide students with enriched experiences in their programs and enhance their transfer opportunities at the end of their program. Virginia Western also is placing a renewed emphasis on placement services. The college wants to emphasize to students that they can get an excellent education and find exceptional job opportunities at the end of their program.</p>
<b>ADJOURNMENT</b>	There being no further business, the meeting adjourned at 4:55 PM.

APPROVED:

1/20/05  
Date

  
Robert H. Sandel

# **VIRGINIA WESTERN COMMUNITY COLLEGE LOCAL BOARD MEETING**

**July 2004**

**Note to file:**

The July 2004 meeting was cancelled due to a number of conflicts. All business matters can be addressed in a timely fashion at the September 2004 meeting.