

VIRGINIA WESTERN COMMUNITY COLLEGE BOARD MEETING

MINUTES NO. 218

January 20, 2005

The Virginia Western Community College Board met on Thursday, January 20, 2005, at 3:30 PM in the President's Conference Room in Fishburn Hall on Virginia Western's campus.

ROLL CALL

Members Present	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. Richard A. Shoemaker (Franklin County) Mr. Joseph C. Thomas, Sr. (Roanoke County) Mr. Joseph B. Wright (Roanoke City)
Members Absent	Mr. David P. Mitchell, Jr. (Roanoke County) Mr. Randy Rakes (Botetourt County) Mr. Bill Wilcher (Craig County) Mr. Chris Lumsden (State Board Representative)
Staff Present	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 Mr. Kevin Witter, Director of Facilities Planning & Development Dr. Robert H. Sandel, President

CALL TO ORDER

Mr. Baird, Chair, called the meeting to order at 3:30 PM. He reported that Mr. David Mitchell will not be here today but wished to remain on the board. Mr. Baird welcomed everyone to the meeting and wished everyone a Happy New Year.

Approval of Minutes No. 217	On a motion by Mr. Thomas, seconded by Mr. Davis, Minutes No. 217 from the regular meeting of September 16, 2004, were approved as written. The motion carried unanimously.
Academic and Student Affairs	Dr. Capps presented a list of proposed memberships of the Curriculum Advisory Committees. He informed the Board members that appointees are recommended by the Deans and faculty in the respective divisions, and these committees provide a vital link between the college and the communities the college serves. These committee members provide guidance as to the needs of prospective employers, as well as recommendations about curricular components. <ul style="list-style-type: none"> ➤ Accounting ➤ Administration of Justice ➤ Administrative Support Technology/Medical ➤ Automotive Analysis and Repair ➤ Building Construction Trades

<p>Facilities Management</p>	<p>Mr. Witter reviewed layouts for the renovations to Webber Hall, Duncan/Craig, Business Science—Second Floor, Compressed Video Classrooms and Commonwealth Conference Room, Student Center—First Floor, Student Support Services Suite, and South Campus. Mr. Witter provided handouts on Webber Hall renovations and Facilities funding. He stated that the college went through a process of selecting committees from various departments to form the committees. He stated that on the first sheet of the Webber Hall renovation handout, the colored areas on the plans are where funding is provided. On the second sheet, the actual Webber project had greater need than the budget allowed. With assistance of the user groups and administration, he then developed the third sheet, which allows the college to meet the budget with the budget constraints and use as a future master plan for the college. Construction time will be late summer (August), if everything goes through with the state process. The VCCS has asked for price escalation approval on various projects. Currently there is an 8% contingency built in.</p>
	<p>On the cover of the Facilities funding handout, the following was outlined:</p> <ul style="list-style-type: none"> ➤ Funded capital and maintenance reserve projects at VWCC ➤ Identified VWCC as a college ranking high in VCCS system for need of infrastructure and facility improvements ➤ Current project needs and funds requested ➤ VWCC has over 50 current smaller projects ➤ Dateline 2009: facilities must support increased student enrollment and needs. The facilities are a tool in attracting students and faculty. <p>The college is trying to exhibit good stewardship of funds provided. Once completed, Chapman will house Records, Admission, Financial Aid, and Counseling.</p>
<p>Financial and Administrative Services</p>	<p>Mr. Blalock stated that the Board typically makes an annual request of area governments in Virginia Western’s service region to provide scholarship funds and, when appropriate, funds for site development for capital projects. He noted that this year the college is requesting only scholarship funds, and he explained the distribution formula used to determine the allocation of these requests. The formula reflects the tuition increase for this fall.</p> <p>On a motion by Mr. Cronk, seconded by Mr. Wright, the board unanimously approved the scholarship fund request. The board also would like to study the feasibility of increasing scholarship requests from localities for next year. Dr. Sandel stated that the college will complete a study.</p> <p>Mr. Blalock reviewed the SIS Access Controls Audit Report for July 1, 2003—June 30, 2004. Virginia Western was one of the 8 colleges selected for the initial review. One suggestion was to improve some of the forms so that all employees, both full-time and part-time, are taken care of. The college is currently in the process of updating all forms. The college has remedied all deficiencies.</p> <p>Mr. Blalock gave an update on the Smith Farm property with the 4-H Center land proposal. The 4-H club would like to own the property. The college is keeping all</p>